

Welcome

Welcome back to all pupils, especially the P1s who are starting school for the first time. As we begin a new year I want to remind you of a few things that will help facilitate the smooth running of the school.

Queries/Concerns

If you have any questions or concerns, your first point of contact is always your child's class teacher. Please do not address any matters of concern to classroom assistants.

Term Dates/School Closures**AUTUMN**

School Development Day: 21st September
Half-term: 26th - 30th October
School Development Day: 16th November
Term ends: 18th December @12:00

WINTER/SPRING

Term begins: 4th January
School Development Day: 25th January
Half-term: 8th -12th February
St Patrick's Day: 17th March
Term ends: 23rd March @ 12:00

SUMMER

Term begins: 5th April
Half-term: 3rd - 7th May
Bank Holiday: 31st May
Term ends: 30th June @ 12:00

A copy of the full Holiday List can be found on the school website.

First Aid/Plasters

If your child needs treatment for a minor cut when in school we will clean the wound with antiseptic wipes and apply a plaster. If you do not wish us to do this, or if your child has an allergy to wipes/plasters please inform your child's class teacher, *in writing*.

Free School Meals

Free school meals entitlements are **not** carried over from last year, and anyone who may be eligible needs to re-apply. Please visit the Free School Meals / Uniform Grants section on the EANI website for further information. ***The threshold has changed so there may now be additional pupils who could avail of free school meals.***

I'd encourage you to investigate whether your child may be eligible, and to make an application if you think that you meet the criteria. There are benefits to both families and to the school if a child is in receipt of free school meals. *Please consider applying if you think you may be eligible.*

Diary Dates

* **School Development Day** - Monday 21st September (school closed)

* **Special Assemblies: Colin Tinsley** - from 12th to 15th October (10:45 - 11:30am)

* **Book Fair** - 16th to 21st October

Nuts

Please ensure children don't bring in **any** products that may contain nuts, or traces of nuts, as some of our pupils suffer from severe nut allergies. This includes Nutella chocolate spread!

Collecting Pupils

Parents must come to the school door to collect their children, and accompany them to the car. Anyone collecting a pupil early from school must come to the Office to collect the child in question. If someone different is collecting your child please contact us to let us know who this is, for child protection purposes.

Parking

The school's upper car park, beside the mobile classroom, is designated for staff use only. Please don't drive vehicles into this area.

PE Days

On PE days the children can wear black track suit bottoms or leggings, along with back trainers. Please note, trainers, track suit bottoms and leggings should be **plain black**.

P4 Pupils

P4 pupils will finish school at 1:45pm each Wednesday. Their normal finishing time for the other four days of the week will be 2:45pm. The 123 Club facility will be available for the P4 children on Wednesday afternoon, should parents wish to avail of this. The cost is £3.00 and the forms are available from your child's class teacher, and on the school website.

Medication

If any medication has to be administered in school you must fill in a Medication Form (available from General Office). Also, please inform us if your child has **any** allergies.

School Uniform

Children should wear their full school uniform every day, unless advised otherwise. Please note that school uniform includes **black** shoes only, which includes the boots some girls wear during the winter months. Also, if girls prefer to wear tights we ask that they wear only grey ones.

Morning Drop Off

Children cannot come into school before **8:35am** each morning. Please ensure anyone dropping them off is aware of this.

Jewellery / Make Up

Children should not wear jewellery items in school. It's fine if pupils wish to wear a wrist watch or stud ear-rings, but other jewellery items should be left at home. We also ask that pupils do not wear make-up.

School Dinner

When choosing your child's dinner on the ParentPay app please tell your child what you have chosen as some of them come up to the hatch and don't know what they are having. Thank you!

Attendance

The class attendance register is marked twice daily, with marks given for morning (AM) and afternoon (PM) attendance. If a child has a medical appointment, lasting no more than ½ a day (am or pm), they will be given a present mark for that session. If a pupil's attendance drops below 85% (other than for medical reasons) it will trigger an automatic referral to the Education Welfare Service. Such cases will be handled by an Education Welfare Officer.

Time / Absence Marks

Please ensure children are in class by 9:00am **at the latest** each morning. We will mark pupils as late on the register if they come in after 9:00am, unless they are on the school bus or have to attend a medical or educational appointment (note required). **If anyone comes in after 9:15am they will receive an absent mark (U) for the morning session.**

Holidays

We would strongly encourage you to try and avoid taking children out of school for holidays during term-time. To assist with this, we have adjusted our school holiday dates this year and have introduced a week off school from 3rd -7th May. We're hoping that this will help families who wish to avail of the cheaper prices that are available before the summer break.

Kind regards,

M J Peacock



