





September 2019

St Brigid's Primary, Nursery School, Autistic and Learning Support Classes

Dear Parents,

Welcome to the new school year. Thank you for sending your children to St Brigid's Primary/Nursery school.

We the staff, will work in close partnership with you parents and carers to provide the best possible education for your children in a nurturing environment. We encourage you to support your child's learning by reading regularly with them and ensuring that they complete **their homework each evening** Monday - Thursday. This is given to reinforce the learning which takes place during that week, to help each child become the best that they can be.

If your child is in Year 3 to 7 inclusive, they will engage in the Accelerated Reading Programme. This Programme supports reading and comprehension. Please encourage your child to read and quiz regularly. We have a reward system in place to encourage all pupils to participate.

We will continue to use Mathletics in the new school year 2018/19 to enhance the development of Mathematics, problem solving and investigations. It runs in all year groups (1-7) and children compete against each other to complete enjoyable Mathematics activities, which supports their learning and achievement.

The Staff will focus on the development of talking and listening, comprehension skills and creative and expressive, Mathematics and Geography within the curriculum for all pupils this year. We are going to introduce the new special needs arrangements. We are continuing to develop the mathematics scheme 'Inspire', by Oxford University Press

If your child is absent from school for any reason <u>please fill in the note/label</u> which you will find in the homework diary and send to the class teacher, so that we are aware of their absence. This will allow us to work together to ensure best attendance and the safety of your child. We need this information as we are required to enter the <u>reason for absence on the attendance sheets each week for the Department of Education</u>. We are targeting attendance again this year as last year our school attendance was 90.6% and the N.I. average is 95.5%.

Morning Opening Times

Breakfast club is open and supervised from 8.30am each day for pupils and parents. All pupils not going to breakfast club will be supervised from 8.30am each morning in the music room.

Racecourse Road Entrance/Back Gate

In the interests of the health and safety those pupils who use the Racecourse Road gate, we have a security system in place on this gate.

The Gate security system will operate from:

8.45 am - 9.00 am each morning

2.20 pm – 2.35 pm each afternoon for years 1 - 3

3.00 pm - 3.15 pm each afternoon for years 4-7

After these times entry can be gained

through the main entrance.

When you wish to enter or exit, <u>please press the appropriate button</u> and you will speak to someone in the office who will open the gate for you. <u>It is very important that you close the gate behind you to ensure the safety of the children.</u>

Please enter the school building through the gate/door at the junior playground, signs are in place.

This has been put in place to keep all of our children safe. Children attending the after school clubs after 3.00 pm must be collected at the **main entrance only**. We would appreciate your help with making these arrangements work.

ECO/Outdoor Classroom

This room is used to provide shelter for parents who collect their children from the <u>main entrance area</u> or at the <u>exit</u> <u>door beside the senior canteen.</u>

Mr Ryan's year 6 class, the two year 7 classes, Mr O'Doherty and Miss McDaid, and the other year 6 class, will continue to use the <u>exit door beside the senior canteen</u>. The two year 4 classes, Mrs Maher and Mrs Ruddy, and the two year 5 classes, Mrs McGowan and Mrs Callaghan, will continue to <u>exit via the main door</u>.

The hallway is a very small area and in order to reduce congestion we would ask that you use the outdoor classroom to support a safe exit for all pupils and parents.

ATTENDANCE

We are continuing to have a special focus on <u>attendance this year</u> as we did not meet our targets last year. It impacts so much on a child's learning and levels of achievement if they are absent over the year. If a child falls below 95%, we will send you a letter to remind you that your child has missed 9.25 days which is almost two weeks of teaching and learning time. The EWO Mr C. Murray now has access to each school's attendance through the Sims Online System. He becomes involved if attendance falls to 85% or below. This will include writing to the parents and arranging a meeting with the family to offer support. 15% is approximately 28 days or 4 weeks learning.

PLEASE SEE ATTACHED LIST OF HOLIDAYS FOR SEPTEMBER 2018-JUNE 2019 TO HELP PLAN YOUR YEAR.

We intend to continue to highlight the wearing of our full school uniform. It has served us well and is recognised by everyone as our special trademark. Please support us by ensuring your child wears their full uniform including plain black shoes, every day. Please ensure that the shoes you buy are plain black shoes without colour or stripes, they can be any brand of plain black shoes you choose to purchase. Ties can be bought from the school office for £2.50.

You will find a copy of the <u>School Code of Conduct</u> on the back page newsletter. I ask that you support us, by talking it through with your child and explaining the importance of this to ensure that the <u>school is a safe and happy place</u> for all pupils to feel secure, cared for, enjoy and learn.

We have five key targets for this school year 2019/2020. We need your help and support to make them happen:

- 1. Uniform must be worn every day, including plain black shoes.
- 2. Full attendance to support your child's learning and achievement unless they are sick.
- 3. Punctuality: School begins at <u>9.00am each day</u> and your child needs to be on time to encourage learning and complete homework corrections which ensures understanding of learning and new concepts.
- 4. Homeworks completed Monday to Thursday evenings inclusive to reinforce learning.
- 5. Read to, or with your child each night to encourage a love of reading and improve their reading levels.

There are a number of issues which I would like to bring to your attention to ensure the smooth running of the school and most importantly to ensure that your children are safe.

- In the interests of Health and Safety and in order to keep all of the children safe during the school day, the
 doors will close at 9.00am and open for the home times: Nursery 1.30pm, Yr1-Yr3 2.20pm, Yr4-7 3.00pm. All messages are to be left at reception in the box provided and labelled with your child's name
 and class teacher.
- In order to ensure the <u>effective running of the school office</u>, I ask parents to make arrangements with their child, i.e. collection from school, or other family matters <u>in the morning</u>, before they set out to school. It is not possible to provide a one to one message service for large numbers of pupils each afternoon.
- School begins at <u>9.00am</u>. Children from <u>Years 1, 2 and 3 finish at 2.20pm</u>. If parents wish their child to remain in school and go home at 3.00pm with their older brothers and/or sisters, these pupils will be supervised in the Reading Club by the Learning Assistants from <u>2.20pm until 3.00pm</u>. Story telling and reading activities will take place each day. Year 1 in either classroom, Year 2 in the Year 2 play room and <u>Year 3 in the music room</u>.
- Children attending the Nursery Class should arrive for **9.00am each day**. The class **ends at 1.30pm**. This begins after the initial settling in period in September.
- The car park within the fence is intended for staff cars only. Please do not use this area for setting down or collecting pupils as it is extremely hazardous to pupils' safety. Please ensure your child uses the pedestrian gate when entering and leaving the school for their safety.
- In order that we are able to contact you at all times during the school day, it is essential that we have your **mobile and work telephone numbers**. It is important that we also **have a name and emergency telephone**

<u>number</u> of someone whom we can contact if a parent is not available and their child is sick or distressed. Please note that it is essential that you inform the school of any changes in your <u>mobile or other telephone</u> <u>numbers</u>.

• If you are a dog owner, please ensure that dogs do not follow your child/children to school as dogs roaming in the playground or grounds pose both a physical and hygiene threat to our pupils.

Extended school funding

Funding has been cut year on year over the previous 3 school years. However, we will still run an enjoyable and exciting programme.

The Safeguarding and Child Protection Policy has been updated by the EA CPSSS Team in line with the Department of Education guidelines. This was adopted by the Board of Governors in October 2017. We review the policy annually. All staff have received training by Ms P Houston CPSSS, Omagh. The Safeguarding Child Protection Team are named in order.

Chairperson of Board of Governors: Mrs Martina Morrison

Designated Safeguarding, Child Protection Governor: Mr Tomas Doherty

Chair of Safeguarding, Child Protection Team: Ms Mary McCallion

Designated Teacher for Safeguarding, Child Protection: Mr Paul O'Doherty

Deputy Designated Teacher for Safeguarding, Child Protection: Miss Orla McNamara Designated Teacher for Safeguarding, Child Protection - Nursery: Mrs Catriona Quigley Designated Teacher for Safeguarding, Child Protection - ASD/LSC: Mr Mark Doherty

DIETARY ARRANGEMENTS

- Milk money must be paid in advance for each four-week period. It is 20p per day multiplied by the number of school days in the month. Milk money for September is £4.20 per child and must be paid by Tuesday 10 September 2018.
- School dinners cost £2.60 each day for children in Year 1 Year 7 and £2.50 each day for children in the Nursery Class. This money is payable on a daily/weekly basis. Parents can send packed lunches, if they wish, with their child, including nursery.
- Healthy Menus are offered in the school canteen. Please encourage your children to select the healthy options. A menu for autumn term is enclosed to help you and your child discuss good choices. If your child is bringing a packed lunch to school, please ensure it supports a healthy balance of foods. Please see canteen menu attached.

HEALTH AND WELL BEING PROGRAMME

We are building on our existing Health and Well Being Programme by continuing:

The Breakfast Club available from 8.30am to 8.55am

BREAKFAST CLUB PRICE LIST

Tea	40p	Cereal with milk	30p	Toast (buttered)	25p
Scone	35p	Pancake (buttered)	30p		
BREAKFAST CLUB SE	PECIAL				
Pancake and Tea	65p	Scone and Tea	65p	Toast and Tea	60p
Cereal and Tea	65p				

The Healthy Tuck Shop. Mrs Monica O 'Doherty will continue to run the Tuck Shop selling fruit, juices, yogurt, and bottled water. We would strongly encourage you to send with healthy options if you are not availing of this service.

FRUIT TUCK SHOP PRICES ARE AS FOLLOWS:

Fruit Portion	20p
Water	20p
Pure Juice	30p

PE Uniform

White tee-shirt and black shorts which can be purchased from any shop. Black plimsolls worn by Y1 –Y 3. All other pupils wear own trainers <u>for PE</u> lessons only.

PARENTAL PARTNERSHIP

Parents' Interviews are planned in September for Year Seven and Nursery, these will take place during the school day. Year one to Year Six inclusive are planned for November, dates will be set and shared with you, again these take place during the school day. There are two important reasons why we have interviews at this time, so that you the parents can meet and get to know your child's teacher and share important information about your child with them and it gives the teacher the opportunity to provide you with the learning, teaching and assessment outcomes for your child.

A timetable of dates for these meetings will be arranged with Nursery parents who visit each day. Letters will go out with dates for <u>Year one to Seven</u> prior to appointments. <u>If at other times you are concerned about your child's well-being or education, please telephone the office and make an appointment to see the class teacher, or the <u>principal.</u> We will be pleased to meet with you and to alleviate your worries and reassure you regarding your concerns.</u>

MUSIC SERVICE – EDUCATION AUTHORITY, WESTERN REGION

- A) Those children who receive tuition from the Education Authority Western Region Music Service will have an annual fee levied by the EA. Further information will arrive later in the term. Those children will receive letters giving full details as soon as the Education Authority Western Region send us the information.
- B) Those Children who have an Education Authority instrument on loan have to pay an annual maintenance fee of £45 per annum to the Music Service. The Board generally request this payment in November.
- C) Please note Year Four pupils will receive music tuition for half their school year, therefore they will pay half tuition fee and half instrument maintenance fee.

IN SCHOOL MUSIC TUITION

Miss Logue, Music Teacher will continue to teach recorder to all Year 4 and 5 pupils and tin whistle to Year 6 and 7 pupils. Recorders or tin whistles will be required by all pupils in these classes and they must bring their instrument to school each week for their music lessons. These lessons take place on Wednesday and Thursdays for each class.

Recorders (£6.00) and Tin Whistles (£5.00) may be purchased from the school. All pupils will be required to bring their recorder/tin whistle on Wednesday or Thursday each week for their class lesson. Please check your child's school bag to ensure they have the recorder/tin whistle on the required day.

At St Brigid's we encourage positive behaviour and strive to promote a caring, safe, secure and calm learning environment. In order to ensure this happens, we have developed our Positive Behaviour Policy and our School Code of Conduct. We would encourage you to support us by talking the school rules through with your child/ren at the beginning of each school year.

ST BRIGID'S SCHOOL CODE OF CONDUCT

- We will work hard and try our best.
- We listen to others when they speak.
- We will be honest and tell the truth.
- We will not hurt others.
- We will wear our full school uniform with pride.
- We will respect school property and that of others

It is a pleasure to have your children in our school where we will strive to nurture them and provide a broad, balanced education. If you have any queries or concerns do not hesitate to contact me. I will be happy to advise and support you.

I hope that we have a happy and successful school year in 2019/2020 working in partnership with you and your family.

Yours sincerely

Mary McCallion

Principal