



# BALLYCLARE PRIMARY SCHOOL

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ISSUE: 2

Thursday 7th September, 2017.

Term 1

## NEW START

As we start another school year, it is essential that all children, parents and staff, are aware of our School Rules. These help to keep everyone happy and safe. Please take some time to discuss these rules with your child. We are going over these in Assembly.

### FOUNDATION STAGE

- ★ Come to school each day and on time.
- ★ Come to school with all you need for your day.
- ★ Always try your best.
- ★ Be kind to other pupils and care for each other.
- ★ Be kind and helpful to everyone working in our school.
- ★ Play fairly and safely.
- ★ Look after our school and everything in it.
- ★ Use good manners to everyone.
- ★ Always walk on the left.
- ★ Smile a lot.

### KEY STAGE 1 & 2

- ★ Come to school each day and on time.
- ★ Come to school with all you need for your day.
- ★ Always give your best effort.
- ★ Respect other pupils.
- ★ Respect all staff, teachers, supervisors and helpers.
- ★ Play fairly and safely.
- ★ Respect our school and all property.
- ★ Be courteous to visitors.
- ★ Always walk on the left.
- ★ Smile a lot.

We are also focusing each month on a particular character trait that children need to embrace as they mature through life. September will be focusing on **RESPONSIBILITY**.

Go to our website to use the parent guidance notes with your children at home – if you think they are useful. Every class in school will be learning about being responsible at their own level. We hope this will assist you hard working parents at home to get some help with chores etc.

## WELL DONE BALLYCLARE PRIMARY SCHOOL

As you know we are always updating our practice and endeavouring to reach higher standards of experiences for our pupils in school. To this end the staff work very hard, sometimes behind the scenes, and much in their own time, to ensure our pupils are getting the best we can offer. Over the last year we have gained/applied for the following superb awards.

- Apple Teacher Award (ICT) – Mrs Irwin.
- Numicon Teacher Certificate – Mrs Hyde.
- Forest Schools Award – Whole School. Teacher Award – Mr Gordon.
- Primary Science Quality Mark Gold Award – Whole School. Teacher Award – Mr Heyburn.
- Substrans Bronze Award – Whole School. Led by Mrs Scott.

Alongside these awards we currently have our –

- Digital Schools Award (ICT)
- Eco Green Flag (4<sup>th</sup> Time Gold Award)
- International School Award

It takes a whole school commitment to School Improvement to gain such success and we thank you for supporting us in these pursuits. Well done to all the staff who led these initiatives and also all the staff and pupils who participated.

## THANK YOU

To the huge number of parents who attended our Parent meetings on 5<sup>th</sup> and 6<sup>th</sup> September in school. We know you found it beneficial to meet your child's class teacher and see how things work in P1-7. Thank you for returning the audit form to your child's class teacher so we can evaluate the effectiveness of the meetings from your perspective. Any parent unable to attend will have some Media Protection forms sent home. These should be signed and returned to school.

## **AQE & GL ENTRANCE TESTS**

All Primary 7 parents are reminded that the closing date for applications for the AQE Entrance Test is tomorrow, 8th September. Any child wishing to apply should do so immediately. The application process is essential and the safest route for pupils to apply for places in the Grammar Sector next year. Statemented children (Stage 5) of Special Educational Needs register are the only pupils exempt from this process.

GL Assessment closing date is 22nd September 2017. All forms are online.

Access arrangements for any child with Additional Needs who is sitting the tests, must be applied for by 15th September. Please contact the AQE/GL Offices or websites if you need guidance with this. Our P7 staff will also be happy to help.

## **MEDICATION IN SCHOOL**

Please note that parent/carers are responsible for providing the school with comprehensive information regarding any possible medical conditions/requirements of their child.

It is school policy that any medication for pupils that can be administered at home, should be. However, if it is necessary for a pupil to be given medication while in school, we ask that a responsible adult come into school to do so. If this is not possible, the school will give medication on completion by the parent/carer of a school Administration of Medication form. The delivery to the office, in normal circumstances by the parent/carer, of the required medication administration, presented in a secure and labelled container as originally dispensed, is required. *Medication should not be sent into school with the pupil.*

Please note medication to be sent home from school must be collected by the parent/carer.

If your child suffers from asthma/breathing problems, please ensure that an in-date inhaler and up-to-date information regarding the condition is held by this year's teacher.

**MILK ORDER** - Our milk order for this term closed yesterday.

## **PAYMENTS**

All parents, we appreciate that September is a very tricky time financially, for some, with fees for swimming, milk, music etc. Please contact the school office if you are in difficulties.

Reminder: All monies should be sent directly to your child's class teacher and not to the school office.

## **PIANO LESSONS**

Calling all P3 parents! Our piano teacher has three available slots for lessons this year. Lesson are held in the school music room on Thursday afternoons. For further information, contact Mrs McIlhagger on 07800787289.

*As always: If there is anything that concerns you in any way in school, please contact me via the school office or by e-mail if that is easier. I will always follow up any issues raised if I have your contact details. Mrs Mulligan*

## **COMMUNITY NEWS**

1\* BALLYCLARE SCOUT GROUP meet in Ballyclare High School Gym on Monday evening and are always looking for new members in each of our sections! BEAVERS: (P2 - end of P4) 6:00 - 7:00pm, CUBS: (P5 - end of P7) 7:15 - 8:30pm. SCOUTS: (Year 8+) 7:00 - 8:30pm. For more information, contact Group Leader Wilbert Hollinger at wrhyah@gmail.com

*\* Parents please note that our Community News items are advertisements only. The school has no means of endorsing these activities. All parents are advised to seek details and suitability for themselves.*

## **DATES FOR YOUR DIARY THIS TERM**



<b>SEPTEMBER</b>	4th	Fire Drill in school
	5th	P1-4 Parents' Meetings
	6th	P5-7 Parents' Meetings
	8th	AQE Test closing date (P7)
	22nd	GL Assessment closing date (P7)
	22nd	Author visit to school
	25th	P1 Parent Evening - 6:30pm
	26th	P1 Parent Workshop - 2:00pm
	29th	International Day of Languages - Dressing up Day! (more details to follow)
<b>OCTOBER</b>	2nd	P1 pupils stay to 1:55pm
	2nd	Extended Schools Activities start (P4-7)
	2nd - 6th	Numeracy Initiative in School (Numeracy Day - 6 <sup>th</sup> October)
	3rd - 5th	P2 Carrickfergus Castle visits
	13th	P3-4 Harvest - more details to follow
	18th & 19th	Flu Vaccinations
	21st	AQE Practice Test
	23rd & 24th	School Photographs taken (23rd - Evening Family Portraits)
	23rd - 27th	Parental Interviews - School closes at 1:55pm for all pupils each day
	30th Oct - 3rd Nov	Half Term Holiday
<b>NOVEMBER</b>	6th	Staff Training Day - School closed for all pupils
	10th	Remembrance Day Service in school P4-7
	11th	AQE Test 1 (P7)
	13th	P5 Early Man Workshop in School
	13th - 17th	Road Safety Week
	17th - 19th	P5 S.U. Weekend to Cultra
	18th	GL Assessment (P7)
	24th	M & M Theatre Company (in school) - details to follow
	25th	AQE Test 2 (P7)
	28th	P1 Christmas Event - Dress Rehearsal
	29th	P1 Nativity - for parents
	30th	P6 Zoo Workshop
<b>DECEMBER</b>	1st	P4 - WWII Workshop
	2nd	AQE Test 3
	4th & 5th	Christmas Dinner tickets on sale
	6th	Carol Service P5-7
	13th	Open Morning (new parents)
	14th	Christmas Dinner (Tickets on sale 4th & 5th December only)
	18th	Toy Sale in School - for pupils
	21st	School ends for Term 1 at 12:00 noon

## HOW DO I RAISE A CONCERN?

The Principal and Parent Liaison Staff endeavour to make themselves available outside at the start of the school day in the playground and at the end of each school day as the children leave to address issues informally. This often provides a point of clarification for a parent and offers support on any further action that may be necessary.

If you have a concern, you may also need to:

- Make an appointment to see your child's class teacher, Head of Year or Vice-Principal. This is most easily done by contacting the school office. Alternatively a note to the teacher will ensure that an appointment is arranged. At the meeting, your concerns will be noted and investigated. Your child's class teacher will make every effort to resolve your concern speedily and efficiently. Any findings or action taken, if deemed necessary, will be reported to you at the earliest opportunity.

[We advocate making an appointment rather than simply talking to the teacher at the start or end of the school day as supervision and teaching responsibilities are not likely to give the teacher the necessary time to address your concerns.]

- Make an appointment to see the Principal. This is most easily done by contacting the school office. At the meeting your concerns will be noted and investigated. The Principal will make every effort to resolve your concern speedily and efficiently. Any findings, or action taken, will be reported to you on resolution of the concern. An email may also be a useful way to make contact - [kmulligan818@c2kni.net](mailto:kmulligan818@c2kni.net)
- Write to the Chairperson of the Board of Governors. If you are not satisfied with the decision reached in any matter, you may put your concern in writing to the Chairperson of the Board of Governors. You can write to the Chairperson at the school address. A full investigation will be conducted and following this you will receive a response to your concern.

It is always hoped that a concern can be discussed and resolved amicably as this encourages good relations and a good partnership to exist between home and school.

There is always someone will and ready to help.

### CONTACTS:

Principal	Mrs Mulligan	}	At front of School each morning to help answer any queries or concerns.
Vice-Principal	Mr McAuley		
SENCO	Mrs McCollum		
Parent Liaison <u>in</u> School	Mrs Sturgess		
Head of: P1	Mrs Hyde		
P2	Please see Mrs Irwin or Mrs Martin		
P3	Mrs McPherson		
P4	Miss Kernohan		
P5	Please see Mr Heyburn or Miss McClung		
P6/7	Mrs Kennedy or see Mrs Watson		
Chair of Governors:	Dr. H. MacConnell		