New Row Primary School 43 New Row Castledawson BT45 8AP 028 7946 8426

We care



#### Principal: Mrs D Graffin B.Ed. M.Ed. PQH(NI)

We learn

We share

#### Parent Information: Monday 2<sup>nd</sup> September 2019

Welcome to our new school year! I hope you all had a lovely break and are ready for another busy year. In the interests of getting our new year off to a smooth start, here are a few reminders and information.

Mon 2 <sup>nd</sup> Sept	<ul> <li>School reopens for all other pupils.</li> </ul>					
	<ul> <li>P1: Intake group A attend until 1pm (after dinner)</li> </ul>					
	<ul> <li>Breakfast club from 8.15am (£1 includes breakfast – pay through Parent Pay)</li> </ul>					
	<ul> <li>School Dinners available: £2.60 (pay through Parent Pay)</li> </ul>					
	Canteen break available: £5.50 every month (payable to kitchen)					
	No swimming for Y6					
	Y7 transfer Club 3-4pm					
	• Afterschool club 2-3pm & Homework club 3-4pm (£2 per hour. Must be prepaid and					
	booked <i>before 12 noon</i> via Parent Pay)					
Tues 3 <sup>rd</sup> Sept	• P1: Intake group B attend 9.30am until 1pm (after dinner).					
Wed 4 <sup>th</sup> Sept	<ul> <li>P1: Intake group C attend 9.30am until 1pm (after dinner)</li> </ul>					
	<ul> <li>Last day to order &amp; pay for milk (using Parent Pay).</li> </ul>					
Thur 5 <sup>th</sup> Sept	• Whole School Homework: What would we like to thank God for? <i>To be used at mass.</i>					
	All P1 pupils attend <b>9am</b> until 1pm until Friday 27 <sup>th</sup> September.					
Fri 6 <sup>th</sup> Sept	• First Friday Walking bus – leaving Broagh Village at 8.30am and Riverside at 8.40am					
	First Friday Mass 9.45am (led by Year 7). Everyone welcome.					
Mon 9 <sup>th</sup> Sept	<ul> <li>Parent &amp; Toddler Group begins again 9.15-11am</li> </ul>					
	• Milk available from today (must have been pre-booked and paid via Parent Pay)					
	• Y6 swimming. £2 (Parent Pay), gear, hat (for girls) & goggles. £1 for locker.					
	Y7 afterschools Literacy & Numeracy Club continues 3-4pm					
	Dates for your diary					

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	Fri 27 <sup>th</sup> Sept	School closes at 1pm for all pupils (Staff training). Last shorter day for Y1.			
Mon 30 <sup>th</sup> Sept Y1 stay until 2pm		Y1 stay until 2pm			
	Mon 7 <sup>th</sup> Oct	Parent/Teacher Interviews all week. School closes 1pm Monday – Friday.			

- **Y2-7 Consent forms for photographs & trips and up to date information**. Annually we ensure that all the information we have for Years 2-7 is correct. Please check the *Data Collection Form,* amend as appropriate, sign and return to *class teacher*. Also complete the relevant consent sections. Remember there should be one of these completed for every child, not just one per family.
- Y6 & 7 end of day consent forms: arrangements for 3pm (end of day pick up). Please ensure that these are completed and returned by Tuesday 3<sup>rd</sup> September so arrangement can be put in place.
- **Uniforms:** Just a reminder: Plain black/dark trainers (dark soles). Bottoms without any logos or stripes. <u>Make sure all items of uniform are labelled!</u>
- \*REVISED\* Parent Pay Registration Our office is now cashless so all payments, bookings etc are made online. It is vital that <u>all</u> parents register for this. This includes children in receipt of free school meals. The only exceptions will be charity collections and small payments for bus trips. Parents of Y1 received registration instructions on their child's first day (Friday). *Contact the office immediately if you are having issues and we will help you with the process and iron out any start of year glitches.*

• **Payments due from 2018/19?** Please settle asap. They have been carried over in Parent Pay accounts. There is a lot of information at this time of year. I will continue to send out a weekly note and keep other letters to a minimum. Please check bags, website and parent board weekly. Many thanks for your support.

## School Meals 2019/20

School meals remain at £2.60 per day.

# \*REVISED\* As our office is cashless, meals cannot be booked/paid for through the office

- Meals are booked online before 9.30am of the day the dinner is to be taken. It can be booked and paid for further in advance e.g. dinners for Mon Fri can be booked & paid for on Sunday evening.
- Meals will not be able to be booked after 9.30am.
- Parents/carers pay for the dinners at the time of booking. If a meal is booked but not paid for, it is not included in the final list the canteen receive and no dinner will be prepared. It is like putting something on your shopping basket online but not going through checkout.
- Free School Meals: these meals must still be booked before 9.30am. The account will show that money is owed but this is cancelled out when the final list is generated by the system and no money will be owed.

## **Free School Meals**

• Registration for free school meals: Remember to reapply every year. Until official notification, parents/carers must meet the cost of the meals. Not sure if you are eligible? Apply and see!

## School break

Milk is £4 per month or £40 for the year. Payable via Parent Pay. There is no mechanism to book and pay for canteen break through Parent Pay. We will investigate this later in the year. Until then, this should be paid directly to the kitchen (£5.50 per month, £50 per year).

## Drop off & Collection

All children Y1-7 enter through the front doors from 8.50am (unless attending breakfast club). Children should arrive in school no earlier than 8.50am unless they are attending the breakfast club (available from 8.15am). Those at breakfast club are supervised in the hall. There is no supervision for children arriving before 8.50am and not attending breakfast club. Class starts 9am. *Morning routine* 

- Y1 & 2 are escorted to their rooms and dropped off promptly.
- Children in Y3-7 can make their way to the classroom on their own.

Parents should not need to enter the classrooms. This is very important in developing your child's independence, confidence and self-esteem.

On occasion, parents/carers might wish to pass on a quick message to the teacher. However, parents/carers understand that mornings are not the best time to discuss concerns, raise queries about school work etc. Teachers are very busy in the morning getting ready to welcome their class, making such discussions difficult. Parents are free to make an appointment to have a chat at a time when both are free to talk, without having to think about children in their care.

## Collection arrangements

Children in Y1-5 are collected by an adult from the school.

Y1	Y2	Y3	Y4	Y5	Y6 & 7
Front door	Y2 door	Front door	Front door	Back gate	See below
Sept 1pm, Oct 2pm	2pm	Mon-Wed 3pm, Thur & Fri 2pm	3pm	3pm	3pm

Children in Y6 & 7 who have written permission may walk home. They will be escorted to a collection point in the car park or crossed over the road at the end of the lane.

**Pedestrian access** is via the path from the chapel car park or the ramp at the front of the school onto Chichester Avenue.

**Pedestrians** – pupils, parents, carers, staff or visitors – must not use the school lane. This is for vehicles only. Anyone on bicycles or scooters uses the ramp at the front of school, entering & exiting on foot. **Parking**: Parents/carers can park in the chapel car park by using the spaces to the right as they drive in the gates. In the interest of the safety of all school users, it is vital that the area at the bottom of the path is kept completely clear of vehicles. New lines will be painted on the ground to reflect this. Parents/carers are not permitted to drive up the school lane for drop off/collection.

Medical needs register & related paperwork Does your child have diabetes, allergies, asthma etc? Please call in to the office and share this with Sharon. There is important paperwork which must be completed annually to ensure your child is supported in school.



Summer Reading Challenge Year 3- 6 were challenged to keep reading over the summer and keep a record of all the books they have read. Mrs McElroy will update

pupils this week about returning their record and how the prize for each class will be decided.



recycling collection. This is repeated in Spring and the money raised covers the annual cost of our website.

#### Staffing arrangements for classes 2019/20

We welcome Miss Niamh Laverty who is teaching Y4 for the duration of Mrs Scullion's maternity extension and Miss Kerrie McNicholl who continues to cover Mrs Diamond's career break.

Year 1	Miss Oonagh Gribbin	
Year 2	Miss Kerrie McNicholl	
Year 3	Miss Eimear McCollum	
Year 4	Miss Niamh Laverty	
Year 5	Mrs Karen McElroy	
Year 6	Miss Catherine Walls	
Year 7	Mr Conor Hasson	

Welcome also to the support staff who have joined us.



**Attendance Matters: Advice from DENI** *How can parents/carers help?* 

- Establish a good routine in the mornings and evenings so your child is prepared for the school day ahead.
- Make sure your child goes to school regularly and follows the school rules.
- Ensure your child arrives at school on time not late.
- Arrange dental and medical appointments outside school hours when possible.
- Always inform the school if your child is absent due to illness – this should be followed up with a written note when your child returns to school.
- If your child is not attending school as you expect they may be putting themselves at risk -Who are they with? What are they doing?
- Do not take family holidays during term time.
- Talk to your child about school and take an interest in their school work (including homework).
- Attend parents evenings and school events.
- Praise and reward your child's achievements at school.
- Always support school staff in their efforts to control difficult or challenging behaviour.

Registration for **Newbridge CCÉ Music Classes** is scheduled to take place in Anahorish Primary School between 10.30am and 11.30am on 7th September 2019. Classes are then due to commence the 14th September and further details can be found on our Facebook page or at www.newbridge-cce.com

A revised *School Information* leaflet will be circulated later this week to share information and remind parents/carers about school arrangements. Contact the office/principal directly with any