



Carniny Primary School

Parents' Newsletter



No:01 08 09

www.carninyprimary.co.uk

Date: 02/09/2008

Welcome

I hope you all had a very enjoyable Summer vacation and are ready to begin the new school year at Carniny Primary. A special welcome to parents of our new pupils. We hope you will spend many happy years with us.

The School Premises

Special thanks to Mr Peacock, Mrs Davison and Mrs Hueston for working so hard to ensure the school is ready for the new academic year.

Parent Information Meetings

Teachers in each year group have scheduled short information meetings (3.10 - 3.25pm) for parents in early September. The purpose of the meeting is to inform parents of the routines and procedures in their child's new class/year. We hope you will be able to attend what

should be an informative meeting.

The dates of the meetings are as follows:

- P1 -11 Sept (2.10pm)
- P2 -4 Sept (3.10pm)
- P3 -10 Sept (2.10pm)
- P4 - 5 Sept (3.10pm)
- P5 - 3 Sept (3.10pm)
- P6- 8 Sept (3.10pm)
- P7- 1 Sept (3.10pm)

Uniform

It is encouraging to see all children looking so smart in their school uniform.

Please remember that children are expected to wear black shoes to school (not trainers).



May I remind you that all items of clothing should be appropriately labelled.

I understand Select Schoolwear is no longer supplying our uniform. If you require any additional

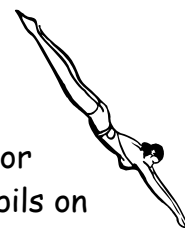
uniform for this school year please complete an order form (available from office) by Friday 5th September. The next opportunity to order will be January 2009.

Uniform Recycle

Please bring in any school uniform you no longer require for re-sale by the PTA. Your continued support is greatly appreciated.

Swimming Programme

This year's swimming programme commences for Primary 6 pupils on Tuesday 9th September. Primary 7 and Primary 5 will be participating in the School's Swimming Programme in the Spring and Summer terms respectively.



New Pupils for Tuition on String Instruments (P4) Wind Instruments (P4&5) and Percussion (P5-7)



Any parent wishing their child to be considered for music tuition (Strings - P4 Woodwind & Brass - P4 & P5 & Percussion P4-P7) should make their request in writing to Mrs McCavana by Thursday 4 September 2008. Peripatetic staff will assess the children's suitability to receive tuition. As the availability of woodwind and brass instruments is limited we will not be able to accommodate all requests. Please note there is a charge for tuition (payable in September) and also for hire of musical instruments.

Music Exams

The following children were successful in Exams in June 08.

Associated Board

Sarah Fullerton Grade 3,
Sophie Nelson Grade 3, ,
Rachel Graham Grade 2,
Stewart Ashcroft Quinn Grade 1, Calvin Ashcroft Quinn Grade 1, Catherine O'Neill Grade 1, Andrew

Coster Grade 1, Hannah Boyd Grade 1, Ross McCluney Grade 1, Jenna Currie Grade 1, Matthew Robinson Grade 1;
Rock School Exam:
Thomas Dixon, Grade 1,
Ryan Dowds Grade 1,
Adam Galloway Grade 1,
Richard McCully Grade 1
Congratulations to all.

School Stationery

It would be helpful if each child could bring his/her own pencils, colouring pens/pencils, eraser, ruler and pritt stick glue.



P7 Transfer Clinic

Children sitting the Transfer Procedure have the opportunity of attending a weekly Transfer Clinic commencing Thursday 4 September (3.00-4.00pm). The club will be taken by Mr Henry. Further details to follow.

Child Protection - Consent Forms

As part of our Child Protection Policy we ask you to read the attached document regarding Consent Forms and complete and return to

school the relevant pro formas by Thursday 4 September.

Policy for Use of Computers / Internet

Parents and children must all be aware of our policy concerning Responsible Computer/ Internet Use. Please read the attached policy and return completed pro forma to school by Thursday 4 September.

Child Protection / Volunteers

In accordance with the school's Child Protection Policy I would ask all parents who would be interested in assisting voluntarily in any aspect of school life (PTA, Transport, Library, School Visits etc.) the relevant Criminal Record Check Form of Authority (available from office). Please return to school by Thursday 4 September.

Calendar 2008/2009

A calendar for the school year has been attached.

Arrival in School (8.45-9am)

School doors will be opened at 8.45 am. Pupils should not arrive before this time when formal supervision begins. Children will enter through the main entrance adjacent to their classroom. Mrs Barnes' Primary 3/4 and Mr Fisher's P4 pupils will walk to the rear of the school and enter their mobile classroom.

Pupils should leave coats and school bags in the cloakroom and then proceed to the playground.

Children must always bring a coat to school for outside play in inclement weather conditions

On very wet days (8.45-9am) all children will remain in their classrooms.

End of School Day

Please refer to the arrangements for the End of the School Day which have been detailed in the attached document "Child Protection - Consent Forms"

Car Parking



When leaving children off in the morning and collecting again in the afternoon I would ask parents to show consideration to local residents by not obstructing driveways.

Visitors to School

To ensure safety of pupils we ask that all visitors (parents/friends/teachers /NEELB personnel) report to the office on entry to the school.

Dinner Money

Primary 1 -7 children will have the option of choosing a set dinner costing £2.20.

(Mini meals and cash cafeteria will no longer be in operation)

P1-3 pupils pay each week's dinner money on a Monday morning (or the first day of the school week).

Primary 4-7 will pay directly to the canteen on a daily basis

School Milk Scheme

Pupils have the opportunity of purchasing milk within the EC Milk Scheme. 1/3 pint cartons will cost 14p. The total payment for the school year will be £23 and should be paid by Wednesday 17 September. There will be no refunds for absent days. Please complete the pro forma granting your child permission to purchase milk for this term. Milk will be available from Monday 22 September.



Savings Scheme

The savings scheme with the Bank of Ireland resumes on Tuesday 9th September. Each Tuesday pupils hand in their special savings wallet, the amount they wish to save and their lodgement slip. On Thursday the wallet is returned for the following week's lodgement. New pupils who wish to join the scheme should contact the office for more information.



Healthy Eating

At Carniny
Primary



School we want to encourage healthy eating among staff and pupils at break time.

We have consulted with parents and staff and as a result have adopted a Healthy Breaks Policy. We have worked with health professionals to develop this policy.

The Board of Governors is committed to this policy.

The Healthy Eating Policy has been attached.

We ask for your support.

The school will be working in partnership with the School Meals Kitchen to promote healthier eating in the school meals.

Drinking Water

We realise the health and educational benefits of allowing children to drink still water (with no additives) during the school day.



We encourage children to bring their own bottled water to school. Drinking bottles are available for

purchase from the school office.

Pupils Record Changes

I wish to remind parents of the importance of notifying the school of any changes to pupil records during the school year. (address, telephone number, emergency contact numbers, mobile phone numbers etc.).

Website

Please remember to access our school website during the year:

www.carninyprimary.co.uk

Any suggestions regarding the website will be greatly appreciated.

School Handbook

Parents of new pupils have received a copy of the School Handbook.

Additional copies of the Handbook may be obtained from the office or downloaded from the school website.

Club Afternoon

Each Friday afternoon P4-7 pupils will have the opportunity of participating in a range of clubs from 2-3pm.

P4/5 Clubs:

Fabric/Craft, Dance/Drama, Cookery, Technology, European Awareness

P6/7 Clubs:

Fabric/Craft, First Aid/Heartstart, Environment, Dance/Drama, Clay/Art

All children will experience the full range of clubs detailed above during the school year. I am confident they will all benefit from and enjoy the new range of activities.

The school would appreciate a one-off voluntary contribution of £5 towards consumables.

Raymond Ross
(Principal)

Child Protection Consent Forms

As part of our Child Protection Policy we ask you to read our policies in relation to the matters detailed below. Please complete and return to school the attached form giving the school appropriate consent and providing relevant information.

Prescribed Medicines

Legally schools are not compelled to administer medication to children. Ideally, medication should be administered by parents. From time to time parents request that staff do so and the school wishes to be helpful in this regard. However certain conditions must be imposed.

1. Parents must ensure that all medicines are clearly marked, with the name of the child, the dosage and times that the medication should be administered all stated.
2. Parents must hand the medicine directly to the teacher or some adult on the school staff.
3. Parents must complete a consent form which may be obtained from office.

Example Medical Consent Form

| |
|---|
| <p>Medication Consent Form</p> <p>I request that my child _____ be given the following medication:-</p> <p>Name of Medication _____</p> <p>Dosage ; _____</p> <p>Times to be administered _____</p> <p>Signed _____ Parent/Guardian Date: _____</p> |
|---|

B. Photographs

Occasionally photographs of pupils are taken by teachers and photographers from local papers.

Photographs taken by staff may be used for display purposes. Photographs are displayed in local newspapers/publications / school website to celebrate the children's successes.

At the end of the school year all photographs will be destroyed or passed on to the parents.

c. Minor Accidents

Minor accidents (cuts, bumps, bruises) are a frequent occurrence and will be treated as follows:-

1. A Cold Pack will be applied to bruises and bumps.
2. Cuts will be cleaned with non alcoholic wipes. Plasters will be applied if unavoidable.
3. Vinegar/ice packs will be applied to insect stings.

Details of the accident will be recorded by the school.

D Toileting and Intimate Care

It is important that children develop their own skills at toileting/changing clothes.

However in the event of a child wetting or soiling him/her self changing may be required.

In this event the child will be changed by the classroom assistant in the medical room/disabled toilet. Another member of staff will be informed that the child is being changed. Volunteers will not be used for changing purposes.

Details of all changing incidents will be detailed on an Intimate Care Record.

If a child appears to be having continual "accidents" a strategy will be agreed between parent and the school.

E. Collectors/End of School Day

The school day for Primary 3 children will finish at 3pm on Mondays and Tuesdays and 2pm on Wednesdays, Thursdays and Fridays

Parents/childminders collecting pupils from Mrs McCavana's, Mrs Marcus's /Mrs Dickson's or Mrs McCombe's classes should wait outside the main entrance at 2pm. Teachers/Classroom Assistants will bring all pupils to the main entrance for collection.

Parents of Miss Stevenson's P3 and Mrs Barnes's P3 children should collect their children outside the school building at their normal point of entry.

It is school policy that all children from P1-P3 will be released from school only if accompanied by an adult.

Please provide the school with details of at least three nominated people who may collect your child from the school.

If a different individual from these named people will be collecting the school is to be advised in writing prior to the pick up.

Always instruct your child, regardless of age, to return to his/her classroom in the event of you or other designated person not being at the appropriate pick up point at the end of the school day.

It would also be appreciated if all parents of pupils inform their child's teacher of the end of day collection arrangements. Please complete the attached pro forma.

Educational Visits/Outings

During the school year classes make educational visits to places both local and nationally.

Details of the visit and consent form will be circulated prior to the outing.

All buses privately hired will be fitted with seatbelts.

It is normal practice to enlist parental volunteers who have been vetted by the NEELB to assist on the visit.

Child Protection

Consent Forms 2008/2009

Name of Child: _____

Class: _____

1. Medication Policy

I am aware of the school's medication policy

Signed _____ (Parent/Guardian)

2. Photographs in School

I am aware of the school's policy for taking & displaying photographs

I give /do not the school permission to photograph my child for the purposes detailed above.

Signed _____ (Parent/Guardian)

3. Procedure for Dealing with Accidents

I am aware of the school's procedure for dealing with accidents

I give the school permission to apply the First Aid detailed above (including the use of an antiseptic wipe / plaster for minor cuts etc.).

Signed _____ (Parent/Guardian)

4. Toileting and Intimate Care Policy

I am aware of the school's Toileting and Intimate Care Policy.

I give the school permission to change my child's clothes if necessary.

Signed _____ (Parent/Guardian)

5. Collection/End of School Day Arrangements

I am aware of the arrangements for the end of the school day.

My child :

Will walk /cycle (Delete as appropriate) home unaccompanied

Will be collected by parent/childminder at school door

Will be collected at front/rear (Delete as appropriate) school gate

Name and telephone number of parent/childminder collecting my child:

| Name of Parent/ Childminder | Telephone Number |
|-----------------------------|------------------|
| | |
| | |
| | |

Signed _____ (Parent/Guardian)

6. Educational Visits

I am aware of the school's policy for Educational Visits

Signed _____ (Parent/Guardian)



Carniny Primary School

Rules for Responsible Computer / Internet Use

The school has installed computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others. Breaking any of these rules will result in an appropriate sanction being applied.

- I will access the system with the My Username and password, which I will keep secret;
- I will not access other people's files;
- I will not access unsuitable material;
- I will only use the computers for school work and homework;
- I will not bring in removable media (ie data keys) from outside school unless I have been given permission;
- I will ask permission from a member of staff before using the Internet;
- I will only e-mail people I know, or my teacher has approved;
- The messages I send will be polite and responsible;
- I will not give my home address or telephone number, or arrange to meet someone, unless my parent, carer or teacher has given permission;
- I will report any unpleasant material or messages sent to me. I understand my report would be confidential and would help protect other pupils and myself;
- I understand that the school may check my computer files and may monitor the Internet sites I visit.

Rules for Responsible Computer / Internet Use

I am aware of the Rules for Responsible Internet Use

Signed by child

Signed by parent/guardian

Date

Milk Money

Name of Child: _____

Class: _____

I wish/do not wish (delete as appropriate) my child to have school milk this term. I enclose £23.00.

Signed _____ (Parent/Guardian)

Friday Afternoon Clubs (P4-7)

Name of Child: _____

Class: _____

I enclose a voluntary contribution of £5 towards the activities in the Friday Clubs.

Signed _____ (Parent/Guardian)

School Calendar 2008 -2009

| | |
|-------------------------------------|--|
| Autumn Term Begins | 28 August 2008 |
| Collective Parent Meeting | 1-12 Sept 2008 |
| Afternoon timetable | 3 September 2008 |
| Standardised Tests | 8-12 September 2008 |
| P1 Pupils Full Day | 15 September 2008 |
| Team Theme | 18 September 2008 (2.10-4.10) 5 Weeks- |
| Good News Club | 30 September 2008 |
| Parents Meeting | 7 October 2008 (3-4pm) 8/9 October 2008 (1-4.30pm) |
| Half Term | 30/31 October and 3 November 2008 |
| Transfer Tests | 7/21 November 2008 /9 December 2008 |
| Open Day for Prospective Pupils | 28 November 2008 |
| Young Voices | 4 December 2008 |
| Annual Christmas Sale | 5 December 2008 (TBC) |
| P1-3 attend Springhill | TBC |
| P1-4 Christmas Event | 16 December 2008 (afternoon) 17 Dec 2008 (morning) |
| Last Day of Autumn Term | 19 December 2008 |
| Spring Term Begins | 5 January 2009 |
| P4-7 attend Pantomime (Opera House) | 15 January 2009 (1.30 pm) |
| Number Day | 23 January 2009 |
| Primary 7 Interviews Commence | 9 February 2009 |
| Half Term | 12/13 & 16/17 February 2009 |
| Parent Interviews (P1-6) | 24 Feb 2009 (3-4pm) 25 Feb & 26 Feb 2009(1-4.30pm) |
| Book Fair | 26/27 February 2009 |
| Easter Production | 31 March (pm) and 1 April (am) 2009 |
| Last Day of Spring Term | 3 April 2009 |
| Exceptional Closure | 3 April 2009 |
| Summer Term Begins | 20 April 2009 |
| Exceptional Closure | 20 April 2009 |
| Exceptional Closure | 1 May 2009 |
| May Day Holiday | 4-5 May 2009 |
| Class Tests | 11-15 May 2009 |
| Sports Day | 22 May 2009 |
| Holiday | 25 May 2009 |
| Exceptional Closure | 26 May 2009 |
| Exceptional Closure | 27 May 2009 |
| P7 Trip | 2-5 June 2009 |
| Induction Day for new P1 Pupils | 5 June 2009 |
| Reports to Office | 5 June 2009 |
| P7 Leavers' Night | 25 June 2009 |
| Profiles/Progress Reports issued | 29 June 2009 |
| Last Day of Summer Term | 30 June 2009 |

Healthy Breaks Policy

At Carniny Primary School we want to encourage healthy eating among staff and pupils at break time.

We have consulted with parents and staff and as a result have adopted a Healthy Breaks policy.

We have worked with health professionals to develop this policy.

The Board of Governors is committed to this policy.

PROMOTING HEALTHY BREAKS IN OUR SCHOOL

As part of our Healthy Breaks policy from September 2008 **children:**

- Will be encouraged to eat fruit, vegetables or bread based products at break time.
- Will be encouraged to drink **only** milk or water at break time.

As part of our Healthy Breaks policy from September 2008, **school staff:**

- Will be encouraged to eat fruit, vegetables or bread based products at break time.
- Will be encouraged to drink **only** milk, water, tea or coffee at break time.

As part of our Healthy Breaks policy from September 2008, **parents/ those with parental responsibility:**

- Will be provided with information on the foods and drinks that are suitable for a break time snack.
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The foods and drinks recommended in the Healthy Breaks policy may be suitable for some therapeutic diets. However the child's dietary requirements devised by the dietician should be adhered to. If any issues arise teachers will consult parents/carers or relevant health professionals for advice.

Milk may be pre-ordered in the school for break time.

Water will be allowed in the school as a break time drink and throughout the day.

The healthy eating messages will be reinforced throughout the child's school day.

The staff may use treats as rewards.

The school will monitor the policy regularly.