



# September 2019 Newsletter



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[www.chapelroadps.co.uk](http://www.chapelroadps.co.uk)

Principal: Mrs. Mary Bacheta

## 1 MORE SLEEP 😊

Dear Parent/Guardian

On behalf of the Governors and staff I am delighted to welcome you and your child/children back for another school year. We hope you and your family had a relaxing and enjoyable summer holiday. We would also like to welcome our new pupils and their families.

We are excited about the busy year ahead. The building works are going to plan and should be finished on schedule, around the beginning of October. Until then we have made all the necessary changes and are as always ready to begin the teaching and learning.

We will be involving the children in the building project through topic work so they will be exploring and investigating all aspects of the building site and how it works. The 'before and after' pictures are already very impressive. If you have any questions, please do not hesitate to contact us at the office.

The builders are aware of the need to allow parking for parents and will make the necessary adjustments during peak times. If you have any issues with this, please let us know so we can find a resolution.

We believe in maintaining close communication with parents/guardians and will try to ensure you are kept informed of all aspects of your child's education. We would encourage you to contact the school if you have any concerns or queries so that your questions can be answered quickly or where necessary an appointment can be arranged. As always it is important to talk to the class teacher in the first instance as issues are usually resolved much quicker this way.

As we get the school year off to a busy start it is important to share some important information relating to policies and procedures that are in place to ensure the safety and well-being of the whole school community. Please read this information carefully and keep for reference. Any additional information will follow where necessary.

# MORNING ARRANGEMENTS

## Early bird Club-8.15am

The school opens at 8.15am. Mrs King will supervise the children in the hall.

## Breakfast Club-8.30am

All pupils (P1-P7) can attend the Breakfast Club and must bring a donation for breakfast items. Until the building works are complete breakfast will be served in the staffroom.

## Morning Supervision-8.30am

P1 pupils will be supervised from 8.30am-9.00am in the P1 classroom. Mrs Mc Naught will supervise the children.

P2 pupils will also now be supervised in their classroom from 8.30am-9.00am. Miss Mc Clelland will supervise the children.

P7 pupils will go to their classrooms upstairs until the building works are complete. Miss Lynch will supervise the children.

P3, P4, P5 and P6 pupils will wait quietly in the hall from 8.30am-9.00am where they will also be supervised by staff.

A short prayer assembly takes places at 8.55 am sharp. The pupils then filter to their classrooms at 9.00 am. It is important that children are not late for school.

# END OF SCHOOL DAY ARRANGEMENTS

P1 and P2 children finish school daily at 2.00pm however, if you wish your child is welcome to attend our BUTTERFLIES CLUB-2.00-3.00PM.

These arrangements will begin tomorrow Monday 2<sup>nd</sup> September 2019.

P4-P7 pupils finish school at 3.00pm. (Please note no 3.00-4.00pm clubs in the first week)

All P1-P3 pupils should be collected by a responsible adult known to the pupil and staff. Any changes in home time arrangements should be made known to us via the office or in a written note to the teacher.

Until the building works are completed all pupils will be brought out to the infant reception playground. Please wait until the class teacher releases your child. P3 pupils are now big boys and girls so there is no need to come into the school to collect them. If you need to see the class teacher, please ask Mrs Ashford in the office to arrange this for you.

If your child has permission to walk home, please complete the consent slip and return to the class teacher as soon as possible.

## **AFTER SCHOOL CLUBS**

**3.00-4.00pm after school clubs** will begin next week-9<sup>th</sup> September 2019. More information will go home this week.

**3.00-5.00pm after school club** will begin this week on Wednesday 4<sup>th</sup> September 2019. A letter will go home tomorrow if you wish to sign up for this club. If you finish work at 5.00pm and would like to avail of this club, please contact us.

## **MULTI-SPORTS**

Multi-Sports will begin next week Wednesday 11<sup>th</sup> September 2019. More details will follow.

## **MUSIC LESSONS**

Mr Peoples and Mrs Leonard will return to take violin and piano lessons. These are expected to begin next week-9<sup>th</sup> September 2019. A letter will go home tomorrow. More details about cornet lessons will also follow.

# CURRICULUM MEETINGS

The teaching staff will hold a class curriculum meeting during the week beginning 16<sup>th</sup> September 2019. This meeting will be informative and share the teaching and learning for the year as well as other expectations in relation to homework and behavior etc. It will also allow you to meet the teacher and ask any questions/queries you may have. Times will follow this week. I would urge you to try to attend this important meeting.

## TERM 1 SCHOOL CLOSURES

School will be closed on:

- ✓ Friday 27<sup>th</sup> September 2019.
- ✓ Thursday 31<sup>st</sup> and Friday 1<sup>st</sup> November 2019
- ✓ Friday 29<sup>th</sup> November 2019



and

School finishes at 12 noon on Friday 20<sup>th</sup> December 2019 for Christmas.

## UNIFORM

As always we are so proud of our uniform which tells everyone that we belong to the fantastic Chapel Road School community. Thank you in advance for your attention to the school uniform.

## ALLERGIES

If your child has any allergies or medical issues, please contact us as soon as possible. No medicines to be sent to school with pupils. Please contact the office.



A child in our school is allergic to nuts. Please check all lunch items to ensure they do not contain nuts or nut traces. No nuts or food/drinks containing nuts should be sent to school.

# MEALS IN SCHOOL-WE ARE A HEALTHY EATING SCHOOL

Dinner Money is £2.60 per day/£13.00 per week. Please send this money in on a Monday in a sealed envelope with your child's name clearly marked.



P3-P7: Fruit money is £1.00 per week which is excellent value and provides your child with a healthy break daily.

P1 & P2 bring £2 weekly on a Monday to contribute to buffet break/fruit and milk. The school dinner menu can be viewed on the school website.

([www.chapelroadps.co.uk](http://www.chapelroadps.co.uk))

## FREE SCHOOL MEALS SEPTEMBER 2019-JUNE 2020

Meals & Uniform Section **Education Authority** tel: 028 8241 1239

**Please Note:** Until the school has received notification of your successful application your child/children will not be entitled to Free School Meals and will be asked to pay for school dinners or to bring a packed lunch. I would urge you to apply immediately if you have not done so already.



## MEDICINE POLICY



Our Medicine Policy reflects current legislation and ensures our procedures are in line with what is considered 'best practice' for staff and pupils.

The policy is lengthy and detailed and has important information for parents. It does involve filling out some paperwork so that our records are correct and up to date. This policy is available to view on our website. You can also request a paper copy from the school office.

I would ask any parent who has a child with long term medical needs to contact the class teacher or myself so we can ensure arrangements are in place to meet your child's needs.

# MISS SCHOOL MISS OUT-ATTENDANCE

Our Pupil Attendance Policy is guided by the Department of Education. It is so important to arrive in school on time. Attendance codes apply when late or absent from school. All absences must be accounted for so let us know if your child is sick or not attending school. Please keep in touch with us if there is a problem getting your child to come to school.

Mrs. Ashford in the office will assist you with any queries you may have.

## HEALTH AND SAFETY

### Traffic

Please take the usual precautions regarding parking and reduce your speed. Keep your child/children close by at all times.

### Shepherd's Glen Gate

The steps and the paths on the boundary between Shepherd's Glen and the school will be accessible to pupils from 8.15am and again at 2.00pm. The gate is usually closed shortly after 4.00pm every evening. Our caretaker (Paul) very kindly opens and closes this gate daily to allow quicker access to the school, however, the path and steps outside the school boundary are not school property and therefore anyone using this access is not covered by school insurance. The steps are quite steep so make sure you are happy with your child/children using them. Remind your child often about taking care and being safe.

## **SCHOOL HOLIDAYS TERM 1**

**All pupils return to school on Monday 2<sup>nd</sup> September 2019**

**Friday 27<sup>th</sup> September 2019 (pupils off)**

### Halloween Holidays

**Thursday 31<sup>st</sup> October & Friday 1<sup>st</sup> November (pupils off)**

**Pupils return to school on Monday 4<sup>th</sup> November 2019**

**Friday 29<sup>th</sup> November 2019 (pupils off)**

### Christmas Holidays

**School closes on Friday 20<sup>th</sup> December @ 12noon**

**Monday 23<sup>rd</sup> December 2019 - Friday 3<sup>rd</sup> January 2020 (pupils off)**



## **SCHOOL HOLIDAYS TERM 2**

Pupils return to school on Monday 6<sup>th</sup> Jan 2020 for Term 2

### Half-term

**Monday 17<sup>th</sup> – Friday 21<sup>st</sup> February (pupils off)**

Pupils return to school on Monday 24<sup>th</sup> February 2020

### St Patrick's

**Monday 16<sup>th</sup> & Tuesday 17<sup>th</sup> March 2020 (pupils off)**

Pupils return to school on Wednesday 18<sup>th</sup> March 2020

### Easter Holidays

School closes on Wednesday 8<sup>th</sup> April @12noon

**Thursday 9<sup>th</sup> – Friday 17<sup>th</sup> April 2020 (pupils off)**

## **SCHOOL HOLIDAYS TERM 3**

Pupils return to school on Monday 20<sup>th</sup> April 2020 for Term 3

### May Holidays

**Monday 4<sup>th</sup> & Tuesday 5<sup>th</sup> May 2020 (pupils off)**

Pupils return to school on Wednesday 6<sup>th</sup> May 2020

**Monday 25<sup>th</sup> & Tuesday 26<sup>th</sup> May 2020 (pupils off)**

Pupils return to school on Wednesday 27<sup>th</sup> May 2020

**School finishes on Tuesday 30<sup>th</sup> June 2020 @ 12noon**

## **SCHOOL WEBSITE/FACEBOOK PAGE**

Please download the website app onto your phone so that you receive texts from the school. The app is called **Schools NI**. Contact the office if you have any questions about this service. We also use Facebook on a regular basis. These are our main methods of contacting parents. We are trying to move away from paper copies of letters/notes and become more ECO friendly.



*We are looking forward to another successful school year and thank you for your continued support in helping us to achieve this.*

*Kind Regards*

*Mrs. Bacheta and staff*