



September 2018 Newsletter



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www.chapelroadps.co.uk

Principal: Mrs. Mary Bacheta

WELCOME BACK EVERYONE 😊

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. September has been a very busy month and we are already well settled into our new school year.

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/children'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 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.

REMINDER SCHOOL CLOSURES

School will be closed on **Friday 28th September 2018.**

School closing at **12 noon on Tuesday 30th October** for Halloween holidays.

Children return to school on Monday 5th November 2018.



UNIFORM

Thank you for your attention to the school uniform. Everyone looks amazing. As always we are so proud of our uniform which tells everyone that we belong to the fantastic Chapel Road School community. Keep it up boys and girls!

LOST AND FOUND

A large number of coats were left behind in the cloakroom in June. If you think your child's coat is missing, please call in and check if it is here. We have also asked the children to pass this message on as we cannot hold onto these coats for much longer. Any coats not collected by Halloween will be sent to a local charity shop.



MORNING ARRANGEMENTS

Early bird Club-8.15am

The school will now open at 8.15am to help make life easier for families in the morning. 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.

Morning Supervision-8.30am

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

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

P3-P7 pupils can 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.

MISS SCHOOL MISS OUT-ATTENDANCE

Our Pupil Attendance Policy is guided by the Department of Education. Only pupils in school on time at 9.00am will be marked present so it is so important to arrive in school on time. Other attendance codes will apply after this time.

All absences must be accounted for so let us know if your child is sick or not attending school.

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

END OF SCHOOL DAY ARRANGEMENTS

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.

P3 and P4 pupils should be collected from the top 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.

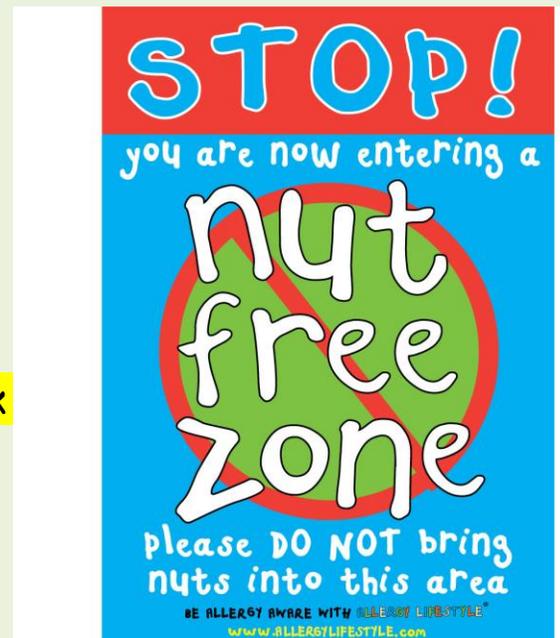
P5-P7 pupils will leave the school through the main reception and be released at the bottom of the main gates. This is to alleviate congestion at the top playground.

If your child is allowed to walk home a consent slip will be sent home. Please sign the consent slip provided and send into the class teacher as soon as possible.

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 to ensure they do not contain nuts or nut traces. No nuts or food/drinks containing 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 fruit and milk.

The school dinner menu can be viewed on the school website.

(www.chapelroadps.co.uk)



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.

FREE SCHOOL MEALS SEPTEMBER

2018-JUNE 2019

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.



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.



FANCY DRESS HALLOWEEN DISCO
Monday 29th October 2018-6.00pm-7.30pm



CHRISTMAS FAIR
Thursday 15th November 2018-6.00pm-8.00pm

FIRST CONFESSION-PRIMARY 4
Friday 8th March 2018 at 2.00pm in the assembly hall.

FIRST COMMUNION-PRIMARY 4
Saturday 18th May 2018 at 11.30am in St. Columb's Church, Chapel Road followed by refreshments in the school assembly hall.

CONFIRMATION-PRIMARY 7
No date- details will follow as soon as the parish informs us.

SCHOOL HOLIDAYS TERM 1

All pupils return to school on Monday 3rd September 2018

Pupils are off on the following dates

Friday 28th September 2018 (off)

Halloween Holidays

Wednesday 31st October - Friday 2nd November (off)

Pupils return to school on Monday 5th November 2018

Friday 30th November 2018 (off)

Christmas Holidays

School closes on Friday 21st December @ 12noon

Monday 24th December 2018 - Wednesday 2nd January 2019 (off)

SCHOOL HOLIDAYS TERM 2

Pupils return to school on Thursday 3rd Jan 2019 for Term 2

Half-term

Monday 18th - Friday 22nd February (off)

Pupils return to school on Monday 25th February 2019

St Patrick's

Monday 18th & Tuesday 19th March 2019 (off)

Pupils return to school on Wednesday 20th March 2019

Easter Holidays

School closes on Wednesday 17th April @12noon

Thursday 18th - Friday 26th April 2019 (off)

SCHOOL HOLIDAYS TERM 3

Pupils return to school on Monday 29th April 2019 for Term 3

May Holidays

Monday 6th May 2019 (off)

Monday 27th & Tuesday 28th May 2019 (off)

Pupils return to school on Wednesday 29th May 2019

School finishes on Friday 28th June 2019 @ 12noon

Our school holidays list can be viewed on our school website.

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

