

**St. Joseph's Primary School**

**1 Seafin Road**

**Killeavy, Newry**

**BT35 8LA**



*'Let Your Light Shine'*

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**Principal: Mr Gary Trainor BEd (Hons) PQH NI**

24<sup>th</sup> June 2022

Dear Parent/Guardian

As we approach the end of yet another school year, I would like to take the opportunity to thank you all for your support this year. Thankfully, we have had no imposed school closures this academic year however there were periods of time during Term 1 and early Term 2 when there were relatively high rates of Covid infection among our pupils and families which led to high rates of absenteeism.

Our staff once again have shown tremendous resilience and duty of care for all our pupils and we should all commend them for their efforts.

Please read the following notes as it contains important information for year end/new school year.

### **Dates**

Thurs. 30<sup>th</sup> June      School Closes at 11.30am (no dinners/lunches)  
(Pick –up from 11.15am)

Tues. 30<sup>th</sup> Aug.      School re-opens for half day – **12pm closure** (no dinners or  
Wraparound Care)

Wed. 31<sup>st</sup> August. Full day with Breakfast Club and Wraparound Care beginning (Must be booked via School Money App)

**IMPORTANT: All pupils to bring a packed lunch on this day as no school meals provided.**

### **School Day**

- ❖ Start time from **8.55am to 9.10am**. Pupils will be supervised from 8.50am and we kindly ask that pupils are not on site before that time.
- ❖ Any pupil arriving after this time is marked late which affects pupil attendance reports.
- ❖ When a pupil is late (**after 9.10am**) they will come to the front office to be signed in the late book and Mrs Magennis/Mrs Doran will admit them to class.
- ❖ If any pupil is being taken out of school before home-time for any reason, they **must be collected** at reception and will be signed out by office staff.
- ❖ Pedestrian entrance is the only entrance to be used for health and safety reasons.

<u>Class</u>	<u>Days</u>	<u>Finish Time</u>
P1 & 2	Mon – Fri	2.00pm
P3	Mon – Fri	2.00pm <b>(to change after Easter to 3.00pm Mon – Thur)</b>
P4/5/6/7	Mon – Thur	3.00pm (2.00pm on Friday)

### Collection Points

- P1 to be collected from back of school (*own door*) Access via car park gate is prohibited due to Health & Safety guidelines.
- P2 to be collected from front entrance
- P3 to be collected from front entrance
- P4/5 to exit from front entrance
- P6/7 will exit via back of school and be escorted to front area

*N.B On a Friday P4/5 will exit via back door and be escorted to front area*

- ❖ In the interests of safety for our pupils, and particularly those who cross over Seafin Road to get into waiting cars, I would stress the need for an adult to accompany them as it is a very congested area at peak school times.
- ❖ While it is lovely to see so many of our pupils coming to school on scooters and bicycles, they can only be permitted to do so if wearing a helmet.

### **Class Arrangements for September 2022**

P1 Mrs Russell	P5 Mrs Brennan
P2 Mrs Garvey	P6 Mr Shields
P3 Ms Moley	P7 Mr McVerry
P4 Ms Maginnis	

### Uniform

We are very proud of our school uniform and the affinity it promotes within our school community. Children are required to wear our school uniform in its entirety with no alteration or deviation from the requirements below. It creates a sense of identity and belonging for children as members of St. Joseph's school community, which we are seeking to promote fervently. This will be very closely monitored to ensure compliance with our school policy.

Please ensure all items are labelled for permanency as through no fault of the school displacement does occur from time to time and it is so much easier to find the rightful owner once there is a name to go by.

### **Boys**

Jumper

Sky Blue Shirt & Tie

Navy Trousers

Navy socks

Dark/Plain comfortable footwear

### **Girls**

Jumper/Cardigan\*

Sky Blue Shirt & Tie

Pinafore/Skirt (pleated or plain)

Navy socks/tights

Dark/Plain comfortable footwear



***\*Cardigan may only be worn with pinafore***

A light blue gingham summer dress (white socks) or plain navy shorts (navy socks) with white polo can be worn in warm weather after Easter.

### **P.E Uniform**

Half zip top with school logo and matching track bottoms.

Plain white polo

Navy shorts and socks

Appropriate footwear



**Pupils may wear their P.E uniform to school on P.E day only or if attending a school sporting activity eg. Burns After School Club**

### **Appearance**

Long hair should be tied back and secured with a simple navy/dark hairband / 'go-go' / (**no colourful accessories please**)

Girls may wear a small stud earring. No other jewellery (necklaces, rings, bracelets) may be worn for health and safety purposes.

Pupils are discouraged from wearing nail polish/nail art/

Boys haircuts should be sensible and neat. You are respectfully asked for no bleaching, zero or patterned designs.

Boys are not permitted to wear a stud earring as their play can sometimes be a little more boisterous and hence poses a health and safety risk.

### **Attendance/Absences**

The average whole school attendance this year has been severely affected by Covid absenteeism. Hopefully the next academic year will see our attendance back where it belongs at 96%+. Your help in ensuring that appointments etc. are arranged outside of school hours when possible and bringing children into school before and after appointments is much appreciated.

If a child is not coming to school, it is preferable to please ring or send a note with a sibling or last resort, a signed note on return to school.

Educational Welfare officers now have direct digital access to school attendance records. Monitoring of attendance is carried out each term and if a pupil comes up as 85% or less this can give cause for concern if no adequate reasons are provided. Please keep us informed at all times.

### **Cashless School**

We continue to aim to be a cashless school for all transactions and our provider for this service is School Money. All parents will have received a text message with login details. (*contact the office for assistance*) The main use of this service is for booking/paying both paid and free school meals and our breakfast and after school wraparound.

### **Breaktime Snack**

Snack is to be a single item (*exc. grapes etc.*) healthy option and we ask parents to be sensible in what they provide. Preferably a piece of fruit but we do permit a plain biscuit, small pancake, bread slice, cheese, yoghurt etc. Something simple with minimal sugar content and no artificial flavourings and quick to eat as the emphasis is on play.

### **Healthy Lunchboxes**

We are a health promoting school. I would really appreciate your support in putting **one treat** in your child's lunchbox on a **Friday only**. Eg. Small bar of chocolate, crisps, bun etc. I would ask you to refrain from bags of hard sweets, lollies, gum etc. as these can be a choking hazard.

Children who attend dinners on a Friday are also permitted to bring one small treat for breaktime.

We monitor food in school very closely and ask you to fully cooperate with this request.

There are other times in the school year that children are allowed sweet treats eg. Class parties, special occasions etc all of which will be communicated to you in advance.

### **Dinners**

Dinners at this moment continue to cost £2.60 per day (*subject to change*) from September (£13 per week). All dinners both paid and free must be booked online via School Money preferably a week in advance.

### **Hydration**

It is important that children remain hydrated for obvious health benefits and given the fact they are highly active on a daily basis through play/daily mile/PE they can become thirsty. Research suggests it can also help with concentration and learning. Children must have

their own water bottle for this purpose. No fizzy/performance or variation drinks thereof are permitted.

### **Nut Free**

We are a nut free zone as we have children with severe nut allergies. Please do your best to respect this request as I am sure you are aware that consequences can be severe.

### **Birthday Invites and Treats**

Please refrain from sending birthday invites or class treats into school to avoid any disappointment.

### **School Bags and Equipment**

This year we are trialling the use of the already established P1-P3 satchels throughout the whole school. There is no need to buy a traditional school bag. The school have purchased a satchel for every pupil which can be purchased from the school office at a cost of £5 come September.

Pupils (P3-P7) should as far as possible be self-sufficient in providing their own colouring pencils/markers, HB pencils, pritt stick, ruler, sharpener, eraser etc. They will be required to leave these materials in school in a pencil case and should also have access to the same materials at home.

### **Breakfast & Wraparound Care**

Breakfast and After School Care will continue at the same cost level currently applied. All places must be booked in advance via School Money.

### **Text Service**

We contact parents regularly by text. Please make sure all contact details are up to date and please let us know of any changes.

Finally, may I take this opportunity to wish you all a very happy, safe and enjoyable summer.

Yours sincerely

G Trainor  
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