

St Colman's Primary School Kilkeel



Starting School 2021—22



Welcome Booklet

5 Greencastle Road, Kilkeel,
Co Down. BT34 4BH

Tel. No. 028 417 63179

Principal: Mrs Mary Donnelly

Finally

The education of your child is very important to you and to us. Let us work together to ensure your child is happy.

The school is an extension of the family and just as there are times when everything may not run smoothly at home so everything may not be quite right at school *BUT* together we can iron out any problems. It might only take a phone call. We all want our children safe, happy and treated with respect. We would ask you to extend this same respect to all of our staff.

If you have any ideas as to how we could improve this Welcome Booklet please let us know.

Suggestions as to how this booklet could be improved?

Thank you.

Concerns

If you have any concerns in relation to **specific learning difficulties** for your child please make it known to your class teacher as early intervention can often be successful.

If you have any concerns in relation to **child protection** please make it known to a member of the Safeguarding Team:

Mrs White (Designated Teacher for Child Protection)

Mrs Grue (Deputy Designated Teacher for Child Protection)

Mrs Donnelly (Principal)

If you have any information about your child's allergies or **diet requirements** it is vital to make it known to the class teacher.



every

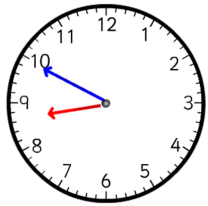
child

gets every

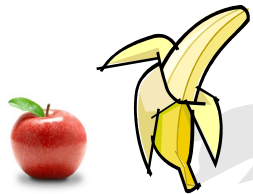
chance

My School Day

Start
8.50am



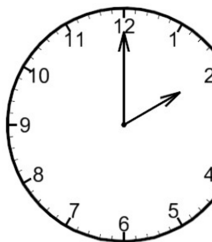
Break
10.45am



Lunch
12.20pm



Home
2.00pm



* Pupil supervision begins at 8.50 a.m.

Home

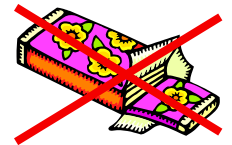
School Rules

7. Children may drink water or Milk. Sports drinks or fizzy drinks are not permitted.



8. You must give the name of any adult who will collect your child from school.

9. No chewing gum in school.



10. Children have homework on 4 nights.

Monday, Tuesday

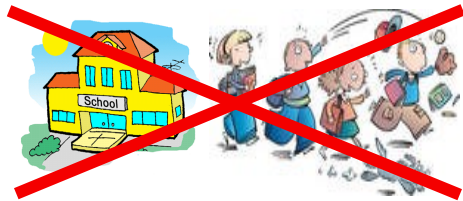
Wednesday, Thursday

One of these may be a learning night with no written homework.



School Rules

4. If you want to take your child out of school early you must phone the office before or write a note informing the school. The visitor book in the office should be signed for all visits.
5. Children are not permitted to leave the school or school grounds without parental permission.
6. **Please put your child's name on all clothes, coats, PE uniform school bags, lunch boxes/bags etc.**



NAME ?



My School Day

In September your child will be starting school for the first time. For many this will be a new and un-settling experience. Prepare your child for coming to school by talking about the school.

The school operates a 'staggered intake' in Primary 1, to help the child and teacher get to know one another.

DETAILS TO FOLLOW

My School Day

DETAILS

TO

FOLLOW

School Rules

1. Children must be in school at 8.50 a.m.



2. Children must go to school every day



Monday → Friday

3. If your child is not at school you must phone the office to inform us.



When your child returns from a period of absence a letter explaining the absence is given to the school.



Healthy Breaks

At Colman's Primary School we want to encourage healthy eating and have consulted with parents, staff and pupils and as a result we have adopted a Healthy Breaks Policy. We have worked with health professionals to develop this policy.

As part of our Healthy Breaks Policy, all our children will be encouraged:

- + To eat fruit, vegetables or bread based products at break time
- + To drink milk or water at break time.

Milk is available for the children. This is paid termly and the cost of this varies from term to term.

Before School

Don't worry...

Some children take time to settle.

Some cry a little.

The odd one cries a little more.

Most will settle very quickly.

For the first few days you should bring your child into the classroom but leave as soon as the child seems settled. Then after a few days encourage your child to say bye at the door and to come in by themselves or with friends.

School Policies

Below are St. Colman's Primary School's main school policies. In addition to these policies, the school has a number of other supporting policies, procedures and guidance which are available on request in any language.

Child Protection Policy
Pastoral Care Policy
Complaints and Concerns Policy
Children's Attendance Policy
Behaviour Management Policy
Educational Visits Policy
Health Education Policy
First Aid Policy
Food in Schools Policy
Safe School Environment Policy
Supporting Children with Medical Needs Policy
Environmental Awareness Policy

Dinner & Lunch

Mon - Fri 12.20 - 1.00 p.m.

For those families not entitled to Free School Meals allowance the cost of a school dinner and dessert will be:
£2.60 per day or £13.00 per week.
Please be aware that this is subject to change.



This money should be sent in to school inside an envelope with your child's name on it, and the days they are paying for. It should be sent in on a **Monday morning**, or a Friday at the latest.

The menu will be sent home at the beginning of each month.

Your child can take a Packed lunch any day.

Free School Meals Application Forms are available from the school office.



Positive Behaviour

In St. Colman's Primary School we seek to create a climate in the school that will:

- Promote learning for all pupils
- Promote effective teaching
- Enhance self-esteem and foster self respect for others
- Develop greater independence by accepting the need for self-discipline, self-control and take responsibility for own behaviour
- Develop the pupil's interpersonal skills and their ability to work co-operatively with others to resolve problems and potential or actual conflict
- Have the endorsement and active support of the parents.

In cases where a child has misbehaved there are sanctions as outlined in the School Positive Behaviour Policy. Where there is a serious breach, parents will be notified or invited to the school to discuss the matter.

School Policies

Special Educational Needs and Disability Policy
Induction of Primary One and Settling in Policy
Intimate Care Policy
Internet Safety Policy
Religious Education Policy
Literacy Policy
Numeracy Policy
ICT Policy
World Around Us Policy
Arts Policy
Play - ABL Policy
Assessment Policy
Homework Policy
WAU Policy
Marking for Improvements Policy
Staff Code of Conduct Policy
Whistleblowing Policy

Should you require any further information, please contact the School Office on 028417 63179.

Before School

Rushing in the morning can be upsetting for young children. It's a good idea to try and have everything ready the night before.

At home time please be punctual when you are meeting your child. Children will worry and fret if they have to wait to be collected.

Helping around the house can be a real bother for you...but great fun for your child! It is important to talk to your child as much as possible whilst he/she is helping you.

It is important to teach children to fend for themselves. The more independent your child is, the quicker they will learn.

Homework

School can make a big difference to your child's life but when school and home work together the outcomes can be amazing and give all children the chance to reach their full potential.

We see a real value in children engaging in homework. It gives them an opportunity to consolidate the work done in class, and to prepare for work to come. It involves parents helping with their children's work and encourages good working habits.

However, it must be stressed that it should never be a source of anxiety or worry.

Further information can be found in our school's homework policy.

Homework is given daily, though this may be relaxed on special occasions.

Assistance with School Uniform

Application forms for assistance with School Uniform/Free Meals in Primary School are available from the office.

An application should be made **ASAP** for meals to be granted in September.

Our School Uniform items may be bought from

Murphy's
24 Greencastle Rd
Kilkeel
BT34 4BH

Before School

Here is a list of some items which you should be sending in with your child.

All items as should have a **name clearly written on**.

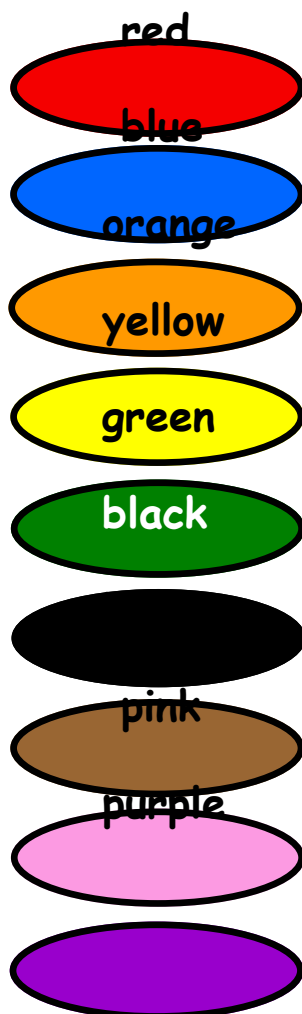
- a schoolbag
- a waterproof jacket/top
- a pencil case
- pencils, ruler, rubber and markers

Children should **not** bring in with them any toys, as they may be lost or damaged.

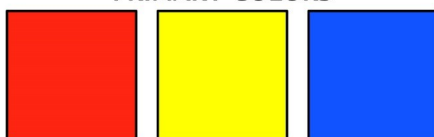


Before School

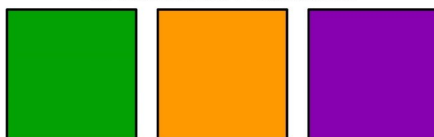
It is helpful for your child to start school knowing the names of some of these basic colours;



PRIMARY COLORS



SECONDARY COLORS



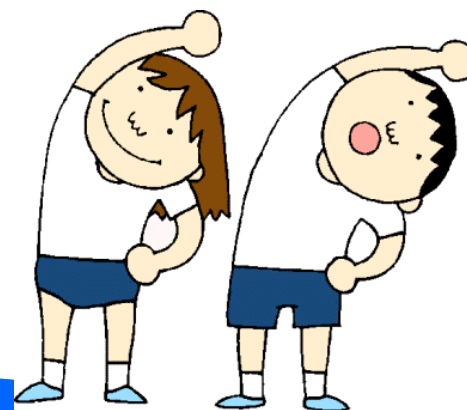
P.E. Uniform

P.E. Uniform

Navy track bottoms or shorts, white polo shirt and trainers. Football jerseys are not part of the uniform. A school sweatshirt will be available to order early in the first term.

In a permanent pen or marker, please clearly mark your child's name on ALL items of clothing, including their PE Uniform, polo shirt, shorts, trainers, coat, school bag, lunch & snack boxes.

In the interests of safety the school discourages jewellery, long earrings.



Life Skills

◦ Do not discuss school incidents with other pupils or staff in front of your child. This can be very demoralising

◦ Remember the story your child tells you is only half a story. The other child/children involved have their story and very often the truth is somewhere in between.

REMEMBER: School is a preparation for life. In the real world not everyone is happy all of the time, or get everything they want - when they want it. In work places there are often many differences, difficult days, jobs to be completed on time and rules to follow. In school the children will face different challenges and disappointments and however difficult it may be to resisting the urge you can't fight all your child's battles for them. It is difficult but they will get over minor disappointments and learn from the difficulties. Through facing these challenges they will learn valuable lessons, grow in independence, learn how to communicate more effectively with others and resolve conflicts.

Literacy

Reading

The P1 children will learn to read through 'shared' reading lessons. Initially they will be introduced to wordless books which are used to encourage the child to discuss the pictures and retell the story using picture cues. So do not expect a reading book to go home straight away. Some children learn faster than others. You can help by reading stories to your child and talking about the pictures in the book. Gradually your child will be introduced to first word books and then simple sentence books.

TALKING to your child is the first step in learning to read.



LISTEN to your child.
ENCOURAGE him or her.

Books are going to play a big part in your child's life, so reading books and stories to

them is invaluable. A love of books is one of the greatest gifts you can give your child.

Literacy

Reading

Children like to copy their parents so if they see you read regularly - whether it is a newspaper, magazine or novel - your child will want to copy you. Some boys may be less interested in reading and slower to start and they will gain particularly if their dad or another male person reads to, or with them.

We are an Accelerated
Reader School.



Writing

Every child likes
to make their own

marks and scribbles should be encouraged. Give them different sizes, shapes and colours of paper to experiment with. To adults, these marks children produce may often appear meaningless but they are meaningful to the child. All efforts should be praised. Ask them to tell you about their work. Help show them how to grip a pencil e.g. pinch grip.

Life Skills

Children learn important life skills from their families. These basic skills are seen as very important and should be encouraged and practised until they become automatic.

- Saying please and thank you
- Set clear boundaries for your child
- When you say "no" **you mean it**
- Be consistent - do not give into tantrums
- Ensure your child tidies toys away when they have finished playing.
- Encourage your child to develop their concentration by persevering at an activity until they have finished it
- Play games with your child that will help them accept that they will not always win snakes and ladders, matching games, etc.
- Encourage your child to wait their turn and share with others
- Use praise consistently when your child does as you have asked.

Numeracy

Point out all the **numbers** you can e.g.
 Numbers on **your door**.
 Numbers on **your telephone**.
 Numbers on **your car**
 Numbers on **the clock**

Talk to them about: **BIG** things
small things
LONG things
short things

The language of number

Talking with your child as they carry out an activity will help them to learn more of the vocabulary associated with numeracy. This could include

- more than, less than
- big, bigger, biggest
- long, longer, longest
- short, shorter, shortest
- the same as
- light, lighter, lightest
- wide, wider, widest
- heavy, heavier, heaviest

Literacy



Numeracy

Numeracy is about more than numbers.

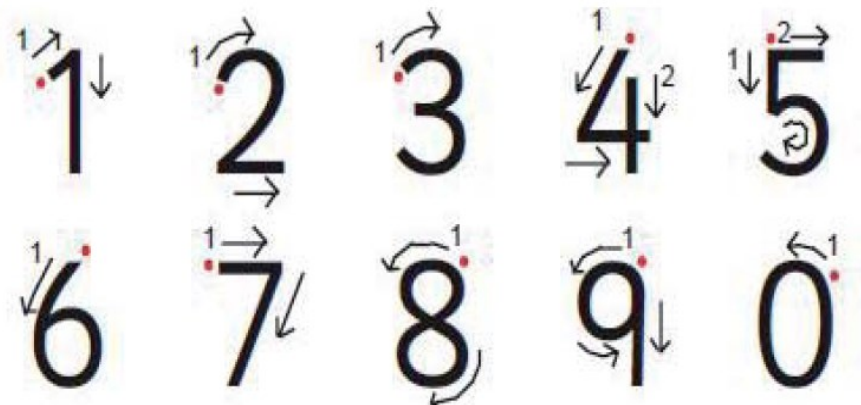
Counting, Matching, Sorting, Shape, Volume, Time and Making Patterns

Activities in which you count out, match and sort, shopping, baking, cooking, setting the table, counting coins and games which involve counting (e.g. ludo, snakes and ladders, skipping etc) all help your child to remember the sequence of numbers and to realise what the number actually mean. If your child wants to write numbers show them how to do this correctly in a tray with sand, flour or sugar in it. If you would like any more information about this please speak with me or your child's class teacher.

Numeracy

Number formation

Follow the steps as for letter fromation.



**Can your child
count to 10?**