

SEPTEMBER NEWSLETTER

02 September 2024

Dear Parents,

1. Welcome to the new school year. We hope to have a safe and successful year ahead and give a special welcome to our new families. We are delighted to currently have 140 pupils enrolled in Killen Primary, which is our highest enrolment figure to date.
2. The school day begins at 9.10am to 3.00pm for Year 3 to Year 7. Year 2 pupils will remain in school until 2pm. Year 1 pupils for the month of September will remain in school until 12 noon. Please ensure that all pupils who are going home at 2pm are collected **promptly** as their teacher will be teaching another class. Please note children **should not** be left off at school before **8.45am**.
3. Please use available parking spaces in the car park when collecting children. This is a particularly busy time. It is important that the turning circle is not blocked preventing traffic from entering/leaving the premises causing a hazard.
4. If your child is unwell, please do not send them into school, as this can lead to spread of sickness. If your child has been vomiting and/or had diarrhoea, they **should not** return to school for 48 hours following the last episode of vomiting/diarrhoea.

If your child needs to be given any medication, including inhalers, whilst in school, a form must be completed which gives us written permission to administer medication. This form should only be completed and sent into school should your child require administration of medication. Additional forms are available from the school office or can be downloaded from our website www.killenps.com

If you are happy for your child to self-administer their inhalers/medication, please contact the office and a separate form should be completed.

If your child has a medical condition or an allergy, it is important that you make their teacher aware of this.

5. All children should have their own pencils, named sharpener, glue stick, colouring pencils, ruler and rubber.
6. We ask that you refrain from sending products containing nuts into school. A healthy snack should be provided for break time. We ask that children do not bring crisps or sugary foods e.g. chocolate/fizzy drinks. We would encourage children to bring fruit or a healthy alternative as a snack for break time.
7. Please find attached a copy of the school calendar for the current school year with holidays marked. We will keep you informed of any changes during the year.
8. Our designated Teacher for Child Protection is now Mrs Palmer with Mrs Goan and Mrs Mitchell acting as Deputy Designated Teachers.

Pupils are advised if they have any concerns that they may be in danger of harm, or in distress in any other way, they should speak to Mrs Palmer, or in her absence, Mrs Goan and Mrs Mitchell will be available. Pupils may speak to any other member of staff, but on the understanding that the staff member must report any child protection concerns to our Child Protection team.

9. As with previous years, please ensure that any money being sent into school is enclosed in a sealed envelope on a **Monday** of each week, with details of money enclosed and child's name on the outside. We would like to express the importance of dinner and milk money being paid in advance. Dinner money should be sent in at the beginning of each week or month if you prefer. Milk money should be paid on the **first Monday** of the month. We urge parents to use their newsletter and the school website at the start of each month to keep up with their payments or if you are unsure, you can contact the school office. Failure to keep up with payments leads to arrears with the accounts department which we cannot afford to let happen, as we have a lodgement deadline given to us by the EA. We thank you for your co-operation.

A copy of the school dinner menu is attached. Please note that the menu started today on Week 1. A new dinner menu will be sent home at the end of September.

If your child/ren are not on the Free School Meals list, parents are required to pay for their meals until we receive confirmation of entitlement from the EA. If you have any queries, please contact the school office.

There will be two dinner sittings – 12.10-12.40pm (Foundation and KS1) and 12.40-1.10pm (KS2).

Dinner	September – 20 days@ £2.60 = £52.00
Milk	September –20days@ £0.20 = £ 4.00
Child sponsorship	25p per week (if you wish)

As milk is ordered on a monthly basis, if your child is absent from school milk **must still** be paid for as it has been ordered.

10. As we start a new school year, I would like to express the importance of good school attendance. We have a dedicated Education Welfare Officer, Declan McGillian, who works with our school to discuss attendance matters. Regular school attendance is crucial in raising standards in education and ensuring that every child can have full access to the school curriculum and reach their potential. Poor overall attendance will result in communication from Mrs Goan. If the attendance rate falls below 85% and Mrs Goan does not see it improve immediately, a referral will be made to the Educational Welfare Officer (EWO). The EA, through the Education Welfare Service, have a legal duty to make sure that parents meet their responsibility towards their children's education. Please note that if your child is off school parents must send in a written note explaining why their child was absent, to ensure that it is coded correctly on the attendance register. Holidays should be taken during periods of school closure.

Please ensure that children are all in school by 9.10am as side gates are locked at this time. Children arriving late are missing important teaching time and this can also impact negatively on their attendance.

11. Coulters will be in school on Monday 23rd September to take individual photos. Please complete the form attached and return to the school office before Friday 13th September. All Year 1 pupils will have their photograph taken. Family photos are also available this year.
12. If any parents have any items (in good condition) that they do not have any use for anymore which could be used for structured play, please bring them to school. Items such as children's dressing up clothes (especially boys) t-shirts, farmer's caps, wellies etc. for boys; hats and high heeled shoes for girls would be much appreciated.
13. School uniform should be worn by all pupils including grey trousers/skirt (no tracksuit bottoms/sports leggings). Uniforms are available from 'S & K Shoes' in Castlederg. If there are any problems, please let the school know. Could you please try to ensure that items of clothing have been labelled with a permanent laundry marker (available in Bus Stop), not biro, with your child's name to help avoid confusion or loss.

Second hand uniform is available from our Eco-Shop in school.

On their PE days children should come to school in PE kit (plain navy/black tracksuit bottoms/leggings, school t-shirt and trainers with non-marking sole). If children are attending an after school physical activity club, PE kit can be worn to school on those days. Please send a coat for your child everyday as there could be an increase in the amount of time spent outdoors. Wellies in a plastic bag will also be needed - Y1-4 essential; Y5-7 optional. Please ensure that all items are labelled with child's name and class.

PE days

Y1/2 Tuesday and Wednesday

Y2-3 Tuesday and Thursday

Y3-4 Tuesday and Friday

Y5/6 Monday and Thursday

Y6/7 Wednesday and Friday

Please note that PE will start week beginning 9th September 2024.

14. See Saw

It is essential that all families are connected to See Saw by Friday 6th September. This is an important communication link between home and school. A sheet containing a QR code and instructions has been sent home with your child.

If you are making contact with a teacher through See Saw, please ensure this is done before 5pm. Messages sent after this time and at weekends/holidays will be responded to on the next working day. Thanks for your co-operation.

15. The Eco-council is still collecting any unwanted items of uniform which we can then sell to parents in need of uniform at a small charge. If any parent wishes to purchase uniform, please contact the office.

16. Dates for the Autumn Term.

- 27th September 2024 Staff Development Day – school closed
- 28th October – 1st November Half term holiday
- 20th December Term ends (Half day)

We will keep you advised of other events as they arise.

17. If, at any time your child will be collected by anyone other than the usual person, please make sure that the school is informed.

18. Could all families please check for any school books that may have inadvertently been kept at home and could be returned to school. Ideally, we are looking for reading books and /or library books. If there are any other books your children no longer use, we would be happy to add them to the school libraries.

We are also looking for items for our outdoor mud kitchen which includes used but in good condition pots, pans and kitchen utensils. If your child/ren have any unwanted trucks, toy cars, jigsaws (must have all pieces must be included) can you please send them into school with your child.

19. Please complete the data collection form attached and return to school as soon as possible. If there have been any changes in telephone number or address throughout the year, please advise Mrs Stevenson or Mrs Crowe in the office.

20. **Free School Meals/Clothing Grant** application forms are available from the EA website – www.eani.org.uk. Please give careful consideration to the information even if you/your child prefer not to avail of free school meals as the school will benefit if more people who are eligible at least are awarded. Year 1 parents should also consider applying even though your child will not take school dinners until October. Numbers qualifying for free school meals have gone down in recent years so please apply if you are eligible.

Yours sincerely

Mrs Goan
Principal