

# **BEGINNING OF YEAR PARENTS' NEWSLETTER SEPTEMBER 2024**

## **Welcome**

A warm welcome back to all of our pupils and parents. We are also looking forward to meeting the new families and faces into our Nursery and Primary 1. I have outlined all of the new school year details below. If you need to speak to me please feel free to email me ([tkelly265@c2kni.net](mailto:tkelly265@c2kni.net)) or telephone and leave a message with the office (02890391668). I will also be outside in the playground several times a week welcoming our children and parents as they come on site. Please do not hesitate to stop and chat. Just to make parents aware I am still working a 4-day week (Mon, Tues, Wed and Fri). Mrs Davidson will be Acting Principal on a Thursday.

## **TEACHING STAFFING FOR 2024/25**

	<b><u>Teacher</u></b>	<b><u>Assistants</u></b>
Nursery	- Miss Shiels	Miss Drake, Mrs Lecky
P1	- Mrs McGivern	Mrs L Murray
P2	- Miss Nicholl	Miss McAllister, Mrs King, Miss D Carmichael
P3	- Miss Morrow	Miss Rea
P4	- Miss Hamilton/Mrs White	Miss Whiteside, Miss Hanna, Mrs Reid
P5	- Mr Edgar	Miss Craig, Miss McCrea
P5/6	- Miss Mercer	Miss G Murray, Mrs McClune, Mrs Lewicka
P6/7	- Mrs Chambers	Miss E Carmichael
Nurture Teacher	- Mrs Davidson	
Principal	- Mrs Kelly	
Vice Principal	- Mrs Davidson	
School Secretary	- Miss Loat	

### **Classroom Assistants**

Mrs Murray  
Mrs King  
Mrs Lecky  
Miss Drake  
Miss Rea

### **SEN/General Assistants**

Miss E Carmichael  
Miss Hanna  
Miss McAllister  
Miss McCrea  
Miss Whiteside  
Miss D Carmichael  
Mrs Lewicka  
Miss G Murray  
Miss McClune  
Miss Craig  
Mrs Reid (SEN Teacher)

Please see below our teacher coordinator roles. If you have any specific questions regarding a specific subject area please do not hesitate to email.

<b>Year Groups</b>	<b>Name</b>	<b>Email Addresses</b>	<b>Co-ordinator Role</b>
Nursery	Megan Shiels	<a href="mailto:mshiels930@c2kni.net">mshiels930@c2kni.net</a>	Nursery Manager, Music/Drama and Productions and Literacy Coordinator
1	Courtney McGivern	<a href="mailto:cmcwhirter617@c2kni.net">cmcwhirter617@c2kni.net</a>	World Around Us, Eco, Outdoor Play, Foundation Stage Co-ordinator
2	Emma Nicholl	<a href="mailto:enicholl742@c2kni.net">enicholl742@c2kni.net</a>	Supporting Outdoor Learning and Walking Bus
3	Siobhan Morrow	smorrow547@c2kni.net	Supporting ICT
4	Denise White/Louise Hamilton	<a href="mailto:dwhite235@c2kni.net">dwhite235@c2kni.net</a>	Co-SENCo (Special Needs Coordinator) (DW) and Assessment (LH)
5	Matthew Edgar	<a href="mailto:medgar831@c2kni.net">medgar831@c2kni.net</a>	ICT, Families Connect
5/6	Judy Mercer	<a href="mailto:jmercer483@ballysillan.belfast.ni.sch.uk">jmercer483@ballysillan.belfast.ni.sch.uk</a>	Co-SENCo (Special Needs Coordinator) and Art
6/7	Catherine Chambers	<a href="mailto:cchambers253@c2kni.net">cchambers253@c2kni.net</a>	Numeracy, SLT, Teacher Tutor, First Aid, P.E, Extended Schools, KS2 coordinator
Vice Principal	Catherine Davidson	<a href="mailto:cdavidson197@c2kni.net">cdavidson197@c2kni.net</a>	Designated Teacher for Child Protection, Pastoral Care, Vice Principal, Acting Principal (Thursday), Teacher Governor.
Principal	Tory Kelly	<a href="mailto:tkelly265@c2kni.net">tkelly265@c2kni.net</a>	Designated Deputy Child Protection.

## TIMES

### P1 - P7 ONLY – NO NURSERY

- Tuesday 27/08/24 to Friday 30/08/24 8.50 am – 12 noon = NO DINNERS
- Monday 2/09/24 8:50am – normal finish time for each year group and dinners will be served.

NB: P1 - **Group A only on Tuesday 29<sup>th</sup> August**  
P1 - **Group B only on Wednesday 30<sup>th</sup> August**

Nursery – Monday 02/09/24 - See Nursery booklet for starting times

P1 – Whole Class Thursday 31<sup>st</sup> August and Friday 1<sup>st</sup> September - See information already given regarding starting times.

### P2

Children will be dismissed at: 2pm Monday – Thursday  
1pm every Friday

### P3

Children will be dismissed at: 2pm Monday – Friday

### P4 - P7

Children will be dismissed at: 3pm Monday – Thursday  
2pm every Friday

### Breakfast Club

P1-P7: Breakfast club will recommence **Monday 2<sup>nd</sup> September at 8.10am.**

Nursery can join breakfast club once they are settled for dinners.

## Entering and Exiting the School

Due to child protection reasons **NO parents are allowed inside of the school building.** The class drop off points are outlined below. If you need to contact your teacher, they will be opening the doors at 8.50am every morning. You can also contact via Seesaw or leave a message by telephoning the office.

**Nursery-** Side gate of nursery outdoor play area. (Enter and Exit)

**P1-** P1 fire doors at the back of the school. (Enter and Exit)

**P2-** Line up outside the classroom windows. They will enter through the P2/P3 fire doors. Exit through via the Community Room door which is located at the front of the building beside the bike shelter.

**P3-** Line up outside the classroom windows. (Enter and Exit)

**P4-** P4 fire doors at the front playground (Enter and Exit)

**P5**- P4 fire doors at the front playground (Enter and Exit)

**P5/6**- Community Room doors (Enter and Exit)

**P6/7**- Foyer front doors of the school (Enter and Exit)

**Please be aware that breakfast club does not run on the last day of term (half day party days)**

### **After School Clubs**

Burns Skills School clubs will commence the week beginning Monday 11<sup>th</sup> September – Please see visit their website for more details  
[www.burnsskillsschool.co.uk](http://www.burnsskillsschool.co.uk)

Teachers are beginning “Friday Clubs” from the 6<sup>th</sup> September. These clubs will happen during school time between 1pm-2pm every Friday for P4-P7. These clubs will provide our children with a wide range of extracurricular activities and subjects, for example, Art, ICT and Nurture. We look forward to this beginning and feel our children deserve this at the end of a very busy week!



### **SCHOOL MONIES**

Milk Money - P1 – P7 - £3.00 per month

School Funds - £3.50 per child or £6 per month per family (£35 or £60 per year)

**\*Due to continued budget cuts school will not be providing biscuits for snack. Please ensure your child brings a snack for break time every day.**

Breakfast Club - £1.20 per day (paid via the school App.)

The Education Authority has advised that school meal prices will remain the same, as detailed below:

	PRICE
<b>Nursery</b>	<b>£2.50</b>
<b>Primary</b>	<b>£2.60</b>

Reminder – no dinners can be ordered without parents paying in advance and all dinners must be paid 12 am, midnight, the previous day using this system.

## **Reminder**

All holiday lists and relevant school policies can be found on the School website  
<https://www.ballysillanpsnursery.com/>

Please also keep a close watch on our school Facebook page for lots of lovely updates and photos: Ballysillan Primary School and Nursery Unit

Many Thanks,

Mrs Kelly