



St. Joseph's P.S. Galbally

Learning, Friendship, Respect

RE: Parent Update

3rd September 2020

CAN ALL PARENTS PLEASE COMPLETE THE ONLINE DATA-CAPTURE FORM AS A MATTER OF URGENCY.

You can access it here <https://bit.ly/2E8w5DM>,

You can also access it by scanning this QR code from your phone →



Dear Parent,

As we approach the end of the first full week back for all children, I would like to bring your attention to the following items:

1. Drop Off/Collection

Firstly, I would like to *sincerely thank everyone* for their cooperation and understanding in implementing the new Drop Off/Collection arrangements this past two weeks. This has been a significant change for everyone, necessitated by health and safety concerns for the children.

Your patience and understanding has been invaluable in ensuring the safety of all the children of St. Joseph's - thank you.

- **NB:**
 - We ask that cars pull into the layby before children exit/enter cars. Staff will be on-hand to supervise. *(The flashing sign will be gone next week, allowing another car to pull into the lay-by).*
 - If you are waiting in the lay-by at 8.45am, school staff will let you know when it is safe to let your child out of the car to come into school.
 - Please respect the strict one way system. The lay-by is not to be used for turning.

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Tel: 028 8775 8204 Email: hmeenagh698@c2kni.net

2. Homework

Homework will begin next week for all classes. Following PHA and DE guidance, the following arrangements have been put in place:

- **P1 – P5**

Homework will be sent home on a Monday, and will stay at home. Parents will have the opportunity to upload a picture of their children's work onto Teams (see below) on a daily basis, which will then be reviewed by the class teacher. Original work will stay at home.

- **P6 and P7**

Homework will be completed solely online on Teams.

3. Teams

Teams is our online learning platform. Teachers will use this to review homework, share spellings, and announcements with the class/with you. Your child will be given a letter tomorrow with details of how to sign in on a variety of devices, including their username and password.

4. Buses

Please be reminded that for P3 – P7, school closes half an hour earlier tomorrow to facilitate the weekly deep clean (see table below). Any children getting the bus home tomorrow afternoon will wait in the hall until the buses arrive at 3pm.

Drop off / Collection Times, September 2020

Group	Arrival (Monday – Friday)	Group	Collection Time (Monday – Thursday)	Collection Time (Friday - deep clean)
Primary 5, 6 & 7 and their younger siblings in other classes.	8.45am	Primary 1	2.00pm (12.30pm for month of September).	1.30pm
Primary 2, 3 & 4 and their younger siblings in other classes.	8.50am	Primary 2	2.00pm	1.30pm
Primary 1 children who have no siblings in other classes.	9.00am	Primary 3 & 4	2.45pm	2.15pm
		Primary 5, 6 & 7	3.00pm	2.30pm

5. Dinner Money

Dinner money is to be sent in on Monday of every week, in a clearly marked envelope, to minimise the handling of money in line with recommended guidance. Envelopes are available to purchase from the school for £3 (see picture below).

The image shows two identical forms for St Joseph's Primary School. Each form has the school's name and logo at the top. Below this, there are fields for 'Child's Name' and 'Date'. A section for 'Dinners (Tick Days)' includes checkboxes for Monday, Tuesday, Wednesday, Thursday, and Friday, followed by a 'DINNER TOTAL' field with a pound sign and a decimal point. There are also fields for 'School Trip' and 'Water', each with a pound sign and a decimal point. At the bottom, there is an 'Other' field and a 'TOTAL AMOUNT ENCLOSED' field, both with pound signs and decimal points. The form number 'FORM 2009/211' is printed vertically on the left side of each form.

Data Capture Form

If any family is yet to complete the data capture form, please do so as a matter of urgency:

<https://bit.ly/2E8w5DM>

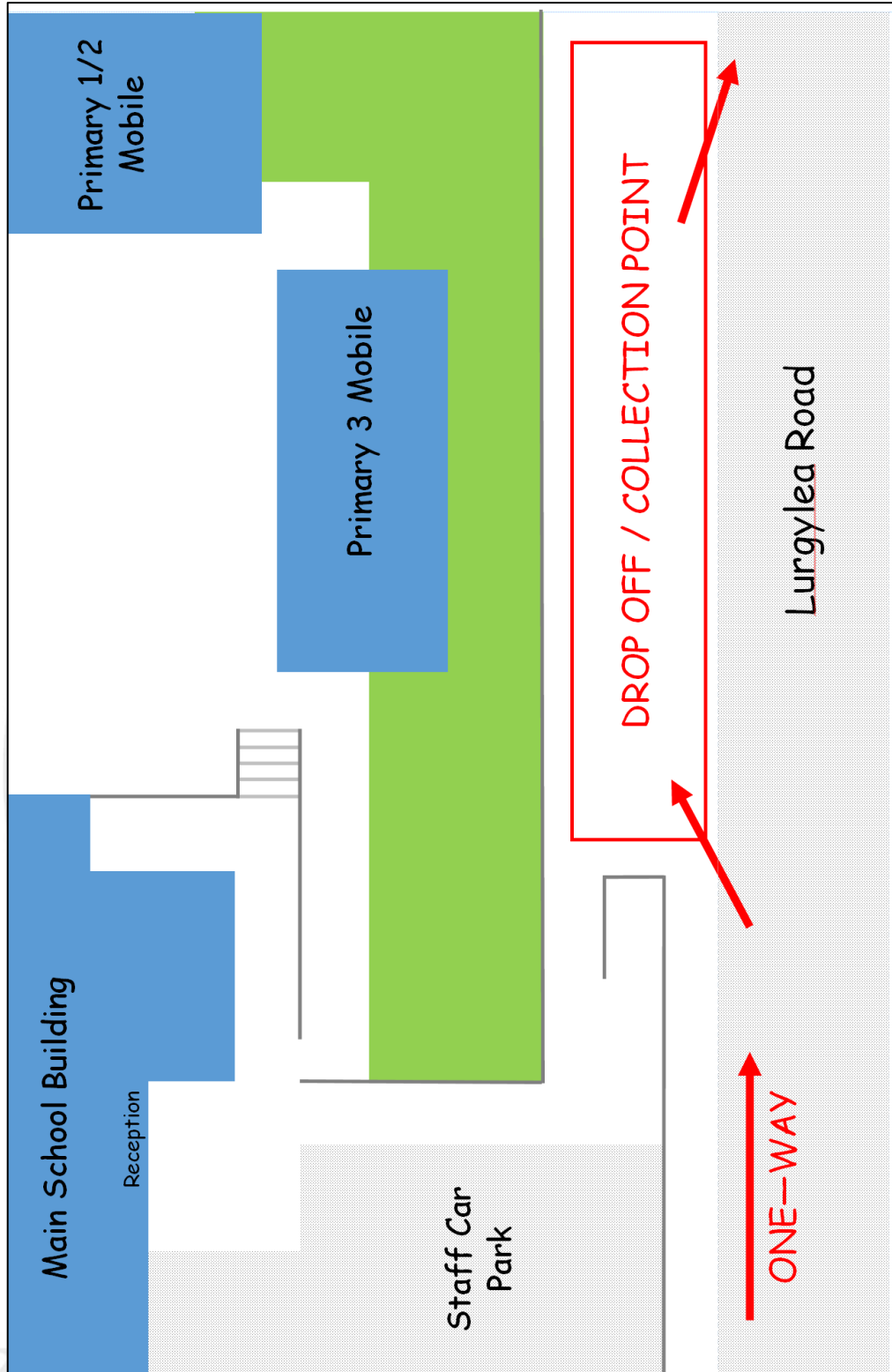
Yours faithfully,

Hugh Meenagh
Principal

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APPENDIX A



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