



**Edendork Primary School**  
181 Coalisland Road  
DUNGANNON  
[www.edendorkps.com](http://www.edendorkps.com)

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3rd September 2024

Dear Parents/Carers,

## **WELCOME**

I would like to welcome you and your child/children to the start of the 2024/2025 school year at Edendork Primary School and I want to give a very special welcome to our P.1 children who I have no doubt will spend seven very happy years with us at Edendork. I would like to take this opportunity to compliment you on the excellent effort you continue to make to ensure your child/children are in full school uniform. This indicates your commitment and support for whole school policies and procedures and as a school we are blessed to have such supportive parents. I have been informed that the school jersey has been restocked and is available again on <https://rolo-sports.com/products/edendork-ps-school-jersey-1> Please ensure items of clothing, water bottles and lunch boxes are clearly labelled with your child's name. There have already been lunch boxes, coats and jumpers handed into lost property without a name! We still have a significant number of preloved school crested jumpers and coats/jackets. If you wish to avail of them for your child/children at no cost to you, please let me know.

The beginning of any new school year can be a daunting experience for some children, particularly those just starting school, those who have a new class teacher, or when an older sibling has transferred to post primary school. If you feel your child is experiencing any undue anxieties, please do not hesitate to contact the school by telephone or message your child's teacher via Class Dojo. An appointment can be made with either your child's class teacher or me.

## **PATHS**

As you are aware, children in the school are presented with the PATHS Barnardos Programme. See PATHS Information for Parents booklet. Children are taught different strategies to deal with a range of emotions including 'Doing Turtle'. A very useful demonstration of this strategy can be found on Youtube: Twiggle learns to do Turtle <https://www.youtube.com/watch?v=WSvxFLmalrY>

## **Class Dojo**

If anyone is experiencing any difficulties with their Class Dojo, please contact the school office immediately as this is the main form Edendork P.S. uses throughout the school to communicate to parents. Please note, as teachers are teaching from 9:00 a.m. to 3:00 p.m. (this includes infant teachers), they do not be regularly checking Class Dojo during their teaching hours. If you have an urgent message which needs to be given to your child/class teacher during the school day, please contact the school office on 02887740534.

## **Digital/eSafety**

Can I urge you to please download the NI Saferschools App which will enable you to access up to date information on keeping children safe online/using digital technology. The three steps linking you to the Edendork PS account is attached.

## **Pastoral Care/Child Protection**

Today each family has received a copy of the Edendork P.S. Pastoral Care, Child Protection Summary, this includes updated information in relation to the new Designated Child Protection Teacher being Miss Judge (P1/P2 teacher). A copy of the updated Edendork Child Protection Policy, Anti Bullying Policy along with supporting advice to parents on pastoral care matters is available for download on the school website [www.edendorkps.com](http://www.edendorkps.com)

## Food Allergies

As six children (one in P.2, one in P.4, two in P.5, one in P.6 and one in P7) at Edendork P.S. have a severe nut allergy, **NO NUT PRODUCTS** are allowed on the school premises – this includes snack and lunch times. In addition to this, we would ask parents to be mindful when packing lunches/snacks of a child in P5 with a sesame seed allergy, a child in P3 with a dairy, egg and tomato allergy and a child in P.7 with a strawberry allergy.

## 2024/25 School Theme

Following on from our Parental Online audit (completed in June 2023) which continues to inform our plans for whole school improvement, this year we will continue promote healthy eating and healthy lifestyles including physical activity/sport/PE. The theme to be developed this year is **'RESPECT & VALUE Self; others; property.'**

Respect & value of self: Healthy Eating break & lunch, Lifestyle, physical activity

Respect & value of others: Relationships, listen, behaviour towards others

Respect & value of property: zero litter policy, care for own possessions

We really need your help as parents/carers to promote this and any ideas or support you can give us will be very much appreciated. We will continue to strive to promote and implement the Edendork P.S. "Healthy Break" policy. As you are aware, this **encourages our children to have a piece of fruit, a sandwich, yoghurt, water etc. for their break-time snack as opposed to crisps, sweets, cereal bars or other high sugar products.** This also extends to incorporating healthy eating at lunch time including what our children take to school as a packed lunch. This year, we will continue to have regular lunch box audits (**highlighting and awarding a healthy lunch box**), work on data handling related to healthy eating, Science topics/research on what is healthy and what is not healthy are topics your child will be engaged in. We also intend to provide every child with a healthy break snack in the second term and Simply Fruit have pledged sponsorship for a healthy eating day.

## Breakfast Club

A Breakfast Club has already commenced from 1st September. This is subsidised by DENI Extended Schools Initiative, SVDP and operated by Mrs Sadie Casey (classroom assistant) in the dining room. This enables children to buy a breakfast including cereal, fruit, juice and toast for £1 a day. Breakfast is provided daily from 8:15 a.m. to 9:00 a.m. It should be prebooked before midnight the previous evening via Schoolmoney or alternatively, £1 daily can be given directly to Sadie. In the interests of health and safety, **no child other than those having breakfast, and therefore supervised, should be in school prior to 8:30 a.m.**

## A45 Road Works

I have been informed that road works will continue for another three weeks. Traffic lights will continue to be operational from 9:30 a.m. thus enabling the children to be safely dropped off at school in the morning. A manual system will be operating by the road service contractors at 2 p.m. and 3 p.m. The hall car park will continue to be open to allow safe parking

## Health & Safety

At this stage of the school year, I would like to remind all parents of procedures in place with regards to your child/children's attendance at school and to ensure their protection and safety.

- **No child**, with the exception of children attending and paying for breakfast, **should be on the school premises** (inside and outside of the building) **before 8:30 a.m.** as supervision prior to this time CANNOT be guaranteed. While I recognise the pressures on parents in the morning rush, and have tried to accommodate this by providing a supervised breakfast club, I would urge you to ensure your child's safety, welfare and comfort by adhering to this rule. If you are experiencing any problems in relation to your child having to be dropped off at school early, please contact me as soon as possible.
- When a child has been absent from school, a message must be sent to the school to the class teacher via Class Dojo explaining his/her absence. Reason given can then be recorded by the teacher on SIMS before/after the absent school day. Alternatively, a phone call can made to the school. Children's attendance, including reasons for absence are audited by DENI and EWO.
- School officially commences at 9:00 a.m. for all pupils attending Edendork. Daily class registers finish at 9:15 a.m. Any child who comes to school after this time is recorded as late on the SIMS register unless the school has

previously been made aware of an appointment/event to be attended/family emergency. If a child is late coming to school, **please report to Reception/Secretary's Office and register the reason.**

- If a child is to leave school early, i.e before 2 p.m. (P.1 – P.3) or before 3 p.m. (P.4 to P.7) please message your child's teacher on Class Dojo before the school day. If after 9:00 a.m., please phone the school office. The child **must** be collected by the parent/carer/adult and **report to Reception/Secretary's Office to sign and register reason** for the child missing part of the school day.
- If a parent/childminder is late collecting a child from school, please contact the secretary's office on 02887740534.
- In the interests of child protection, there should be no loitering of any adults in the school grounds including the corridor, classrooms and mobiles. When children are on the school premises, all visitors to the school, including parents, **MUST** report to the secretary's office. As you can appreciate, it can be very daunting for children, particularly young children in P.1 and P2 seeing a number of adults they don't know outside their classroom.
- Throughout the school year, children in Edendork participate in many activities, which are photographed and published in newspapers, the school website, school facebook page, magazines, etc. If you do not wish your child to be photographed for any form of publication, please contact me as soon as possible.
- I would like to remind you again of the agreed Edendork P.S. Road Safety Policy (*also available from the school website*) which states: *"By blocking entrances, including neighbours' driveways, the health and safety of others, including children, is being put at risk."* **Please inform child minders, grandparents and/or other adults who may be collecting your child/ children of school policy and urge them not to block neighbours or school entrances.** Blocking of a neighbour's entrance and parking on their private property, causes a significant high level of distress. I would urge you to be very mindful of this at all times and particularly during the current road works.
- As car parking space outside the school is very limited, there should be no long term car parking during home times. Some parents/grandparents/child minders may prefer to come up to 15 minutes later to collect their children as opposed to contributing to the congestion outside the school and/or the potential blocking of entrances. This is facilitated by the school as we prefer you to park in the appropriate allocated area as opposed to unnecessary distress being caused.

In anticipation of your continued support for the 2024/2025 school year, thank you.

Yours Sincerely

A.McAlinden  
Principal