

Mount
St. Michael's PS



& Nursery Unit

School Prospectus
2025-2026

Principal's Welcome

Dear Parent/Guardian,

A very warm welcome to Mount St. Michael's Primary School & Nursery Unit.

We are proud to be a caring, child-centred school where every pupil is valued and supported to grow into confident, responsible young people. Mount St. Michael's Nursery Unit also forms an integral part of our provision and as a Catholic school, we welcome children from all backgrounds, cultures and traditions and we work hard to ensure every child feels a sense of belonging and worth.

We believe that strong relationships between home and school are key to a child's success. When we work together as staff, parents and the wider community, we can achieve great things for our children.

This prospectus gives you a flavour of life at Mount St. Michael's. It outlines our values, our approach to learning and the broad curriculum we offer in line with current educational guidance.

We are delighted to be able to host our Open Morning on Tuesday 13th January 2026 from 10.00am to 11.00am, and we warmly invite you to come along and see our school in action.

I look forward to meeting you in person soon. In the meantime, please don't hesitate to get in touch if you have any questions or would like more information.

Kind Regards,

P. Shivers
Padraig Shivers
Principal

Mount St. Michael's Primary School & Nursery Unit



Our School Poem

In Mount St. Michael's we value every child and their learning.

Our pupils will...

Learn their ABC's and 123's

Write of imaginary life under the seas

Talk about journeys and shooting stars

Calculate the travel time to Mars.

Learn to count, write and read

Feel what it's like to succeed

Use pencil, pens and ICT

Explain what it's like to be 'me'.

Experience new things, practice for life

Have the quest for learning and knowledge rife

Gather skills to help them grow and survive

These are the things for which we strive.

A good school is ours

Planting seeds for tomorrow's flowers. 



Admissions Criteria

In selecting children for admission to the school we will apply the criteria as set out in this Prospectus and on the Education Authority's website. Applications for admission in September 2025 totalled 38 and all were admitted into Primary 1. All admissions are now online via the Education Authority's website: www.eani.org.uk/parents/admissions and open on **Wednesday 7 January 2026 at 12.00pm.**

SCHOOL AGE

Any child who reaches their **4th Birthday on or before 1st July 2026** is of Compulsory School Age. Under the School Age (NI) Act which became law in Northern Ireland in April 2022, 'compulsory school age' also includes those children who deferred commencing Primary 1 in September 2025 as defined by the new School Age (NI) Act (both groups to be treated equally). Priority will be given to children resident in Northern Ireland at the time of their proposed admission to the school before those who are not so resident. **Admissions criteria to be used in the event of the school being oversubscribed.**

The criteria are listed in order of priority:

1. Children who have siblings, brothers/sisters, half-brothers/sisters currently attending Mount St. Michael's Primary School.
2. Children whose siblings, brothers/sisters, half-brothers/sisters have previously attended Mount St. Michael's Primary School.
3. Preference will be given to children living closest to the school – **measured in distance via public road, using Google Maps.** The journey measured will be **between the child's home residence and Mount St. Michael's Primary School.**

TIEBREAKER

In the event of a tie, children will be selected by date of birth, with preference given to the **eldest child**, as determined by the date of birth as it appears on the **birth certificate.**

DUTY TO VERIFY

Applicants should note that they may be required to produce documents verifying their address. The provision of false or incorrect information or the failure to provide verifying documents according to the required deadline may result in either the withdrawal of a place or the inability of a primary school to offer a place.

WAITING LIST POLICY

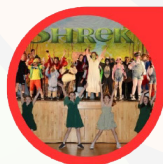
Should a vacancy arise in Mount Saint Michael's Primary School after the normal process of placement has been completed and all parents have been informed in writing of the school's decision in relation to their application, all applications which were initially refused, new applications, late applications and applications where new information has been provided, will be treated equally and published criteria applied. This waiting list will be held in place until the end of the academic year.

School Vision, Mission Statement & Values

The Governors and Staff of Mount Saint Michael's Primary School, believe the school to be a vital part of the Catholic Community and are firmly committed to:

- **the aims of Catholic education**
- **providing effective education for all our children**
- **developing positive pastoral care systems in our school**
- **establishing close links with home, the parish and the wider community**
- **developing all members of the School Community to enable them to fulfil their role within the school.**

The word value conjures up an image of something that has worth, something that is important to us. The staff in Mount St. Michael's Primary School believe that values give direction and purpose to the work we do. We have agreed a set of seven values which underpin and are reflected in the life and work of our school.



Mount St. Michael's Primary School & Nursery Unit

Acknowledgement Inclusiveness Forgiveness Care Trust Respect Honesty

We trust that these Values reflect our ethos as a Catholic school, and we aim to work in partnership with you as parents to nurture and develop these values in our children so that they grow into happy, well-adjusted young people. Throughout the year children will explore the individual values and be recognised when they demonstrate them in their relationships with others. We have redesigned our school logo so that it is a colourful and constant reminder of the environment we aspire to have. It is our hope that the seven core values identified will take root and be evident across our whole school community.

Our Aims



Create a caring, faith-filled learning environment that reflects Catholic values and supports a living Catholic faith.



Enable every child to reach their academic, social, physical and emotional potential.



Foster self-esteem, confidence and respect by helping each child recognise their unique value and contribution to school, home and community.



Provide a broad and balanced curriculum, rich in learning experiences, including strong development of ICT skills, in line with the Northern Ireland Curriculum.



Develop understanding and appreciation of our own culture, while promoting respect for the traditions and cultures of others.



Promote awareness of local and global environments and the impact of our actions.



Encourage effective communication and positive relationships among pupils, staff, parents and the wider school community.



Strengthen pupils' sense of belonging as active members of the local community.



Promote responsibility, self-discipline and independence in every child.



Maintain strong links with the post-primary schools to which our pupils transfer.

Board of Governors & School Staff: 2025-2026

Board Of Governors	Teaching Staff
<p>Mrs. A McAleese Mr. T Beattie Canon J Forsythe Mr. E Doran Mr. M McCaughern Mr. R Wilson Mrs. T Traynor Mrs. O Lavery Mr. P Shivers</p>	<p>Mr. Shivers (Principal) Mr. Lavery (Vice Principal) Mrs. Downey (SENCo) Miss Binding Mrs. Murray Mrs. Meshida Mrs. Brown Mrs. Mullan Mrs. Hegarty Mrs. Bell Mrs. Kelly Mrs. Traynor Mr. Gribbin Mrs. McAtamney Mrs. Ward Mrs. Diamond Mrs. Hegarty Mrs. McConkey Mrs. McCaughern Mrs. Cooley Mr. Devenny Mrs. McMullan Mrs. Kelly</p>
Learning Assistants	Supervisory Assistants
<p>Mrs. DeNiro Mrs. Hill Mrs. McPeake Mrs. Martin Mrs. Mullan Mrs. Doran Mrs. Coey Mrs. Gregg Mrs. Irisarri Mrs. McCann Mrs. Darragh Mrs. Hegarty Ms. Ramsey Miss Dowd Mrs. Molloy Mrs. Kennedy Mrs. Rooney Mrs. Johnston Mrs. McConville Mrs. Coyle</p>	<p>Mrs. McPeake Mrs. Coey Mrs. Martin Mrs. Doran Mrs. Gregg Mrs. McCann Mrs. Molloy Mrs. Kennedy Mrs. Johnston Mrs. McConville Mrs. Heffron Mrs. Coyle Mrs. Fay Mrs. Wilkinson</p>

Ancillary Staff	Kitchen Staff
Miss. Ward Mrs. Heffron Mrs. Walker Ms. McCormick Mrs. Romzio Mr. Devlin Mrs. Wilkinson Mr. B. Lavery Mr. Devine	Mrs. Meyers Ms. Rowan Mrs. Totten Mrs. Carville Ms. Wu Yian Xu

General Information

Address:

Mount St. Michael's Primary School & Nursery Unit
3 Craigstown Road
Randalstown
County Antrim
BT41 2AF

Telephone:

02894472666

E-Mail Address:

info@mountstmichaelsps.randalstown.ni.sch.uk

Website:

www.mountstmichaels.com

Enrolment No:

444

Admissions:

60

Principal:

Mr. Padraig Shivers

Chair of Board of Governors:

Mrs. Anne Marie McAleese

SCHOOL BACKGROUND

Mount St. Michael's is a Catholic Maintained Primary School. The school is a co-educational school with 363 children presently on the roll. The first National School was opened in Randalstown in 1833. This school moved from its original site, off New Street, to our present site in 1893. Since then, the school has grown from two classrooms to a large building with 11 classrooms, a Nursery Unit, a well-equipped gymnasium, an ICT suite and a dining hall. The school also has several areas for storage of resources and offices in the main building. There are 4 additional classrooms sited in the playground.

ATTENDANCE

Regular attendance at school is vitally important. We expect children to attend school every day when well enough to do so. Where a child will miss a substantial period due to ill health, class teachers and the pastoral care co-ordinator liaise to ensure that suitable arrangements are put in place for that child, both during

the time of absence and on their return to school. We do not encourage holidays during term-time and it is school policy that homework is not provided for unauthorised holidays.

REPORTING ABSENCE

Every single day a child is absent from school equates to a day of lost learning. **90%** may seem like an acceptable level of attendance, but the reality is that **90% attendance** means that your child will miss **one full month** of new learning over the academic year! All absences should be reported to the school. In order to report absence please send a text message / WhatsApp message to **07724120827**.

You must provide:

- 1.** Child's Name
- 2.** Class
- 3.** Reason for absence

PASTORAL CARE AND DISCIPLINE

At Mount St. Michael's we are concerned with the overall development of each child in our care and therefore we strive to create a happy, secure, well-disciplined, caring environment in which our children learn, and which will contribute to their spiritual, intellectual and personal growth. Pastoral care permeates all aspects of our school life. Our policy reflects the values, attitudes, beliefs and practices of our Catholic faith. Each teacher has responsibility for the well-being of the children in their class. In addition to this, we have a Pastoral Care Co-ordinator who supports class teachers by liaising with children, parents and, when necessary, with outside agencies. Similarly, each teacher has responsibility for discipline in the school together with the principal and vice principal. We aim to help children behave responsibly, co-operatively and with concern for others so that they can work productively together.

SAFEGUARDING

At Mount St. Michael's, the safety and wellbeing of every child is our highest priority. We are committed to creating a nurturing environment where all pupils feel safe, valued and supported. Child protection is a shared responsibility, and we work closely with families, staff and external agencies to ensure that safeguarding practices are robust, transparent and effective. Should any family wish to raise a child protection issue, please follow the guidance within the policies uploaded to our website.

Mount St. Michael's PS Designated Teachers:

Designated Teacher: Mrs. Cooley

Deputy Designated Teachers: Mr. Lavery, Mrs. Downey and Miss Binding (Nursery)

ANTI-BULLYING

In Mount St. Michael's we take a pro-active approach to bullying. Bullying and its effects are explored in all classes through Circle Time, RE, literacy and in a wide variety of ways as outlined in our Anti-Bullying Policy which is available on request. Bullying is an issue which is taken very seriously by the school management and all incidents will be dealt with in accordance with the procedures outlined in our Anti-Bullying Policy.

LUNCHES, DINNERS AND SNACKS

Dinners & Lunches:

Dinners are available to purchase each day at the cost of £3.10 per child and school meals must be paid for using the ParentPay App each day. Those who don't avail of school dinners should ensure that a healthy lunch is brought to school every day.

Healthy Snack:

P1-2 pupils have the option of purchasing a break-time snack whilst P3-P7 pupils should bring a healthy snack to school EVERY DAY for their break. As part of our Healthy Break Policy we would encourage you to select items from the following list for your child to eat/drink at break-time;

Milk | Water | Fruit | Vegetables

Butter can be used on any bread-based products but sugary spreads such as jam, marmalade & chocolate should be avoided.

Water:

Drinking water is an essential part of a healthy lifestyle and has been shown to make the brain more receptive to learning. Children may bring their water in a small, plastic bottle and drink freely throughout the day.

Allergies:

WE ARE A NUT-FREE SCHOOL ☹

We have several children throughout the school who have a nut allergy. Children with this condition may have a severe reaction which could prove fatal if they encounter nuts. Consequently, we ask that no nuts or nut products, such as peanut butter or Nutella etc. are brought into school. We also ask that children do not bring birthday cake into their class due to the uncertainty of what many of these products may contain.

SCHOOL UNIFORM

We expect children to wear our school uniform and firmly believe it gives the children a sense of identity, as well as reflecting the individuality of our school and we strongly encourage all families to co-operate with us on this matter.

Boys

- Regulation grey school sweatshirts and navy polo shirts which both have the school crest are worn from P1-P7.
- Regulation navy trousers are worn from P1 -P7.
- Regulation black shoes are worn from P1-P7.

Girls

- Regulation grey school sweatshirts and navy polo shirts which both have the school crest are worn from P1 to P7.
- Regulation navy trousers are worn from P1-P7.
- Regulation navy skirts or pinafores with navy tights/socks are worn from P1-P7.
- Regulation black shoes are worn from P1-P7.



Gotto Sports
12 Yoramullo Road, Gilling

School uniform is ordered through **GOTTO SPORTS:**
<https://gottosports.com/collections/schoolwear>

PE UNIFORM/JEWELLERY

Children from P3-P7 are requested to have a change of clothing for PE. They may wear tee-shirts, shorts or tracksuits of their choice. Children including P1-P2, must wear soft-soled shoes for PE as outdoor shoes cannot be worn in the gymnasium. Children may wear jewellery to school, but we ask that it be discreet and kept to a minimum - all jewellery must be removed for Games and PE.

THE SCHOOL DAY

The day begins at 9.00am and children must not arrive at school before 8.45am.

School Pick-Up Times:

Monday:	P1-2: 2.00pm P3-7: 3.00pm
Tuesday:	P1-2: 2.00pm P3-7: 3.00pm
Wednesday:	P1-3: 2.00pm P4-7: 3.00pm
Thursday:	P1-2: 2.00pm P3-7: 3.00pm
Friday:	P1-7: 2.00pm

CHILDCARE PROVISION

Before School

Breakfast Club: 7.30-8.45am

A Breakfast Club is available in the dinner hall from 7.30-8.45am at a cost of £4.00 per child per day.

Early Bird Club: 8.15-8.45am (Supervision Only)

There is also the option of supervision only from 8.15-8.45am at a cost of £2.00 per child per day.

After-School

Waiting Club:

We provide a waiting club from **2.00-3.00pm Monday-Friday** at a cost of **£4.00 per child**.

After-Schools Club:

Full afterschool childcare is available after school from **3.00-6.00pm Monday-Thursday** and **3.00-5.00pm on a Friday**, at a cost of **£15.00 per day**.

For children availing of both waiting and afterschool clubs, the cost is **£19.00** per day.

Families must e-mail msafterschools@gmail.com to book their place.

COMMUNICATION



Schools NI App

Families can stay connected with Mount St. Michael's PS Randalstown through the Schools NI app - receive updates, news and important notifications directly to your phone.

Step-by-Step Instructions:

1. Download the App:

- Android Users: Go to the Google Play Store and search for "Schools NI".
- iPhone Users: Go to the Apple App Store and search for "Schools NI".

2. Install and Open the App:

- Tap Install and wait for the app to download. Open the app once installed.

3. Find Our School

- Use the search bar to type "Mount St. Michael's PS Randalstown". Tap on our school name to select it.

4. Enable Notifications

- Allow notifications so you receive alerts about school news, events, and updates.

5. Access School Website

- From the app homepage, tap “Website” to visit our school’s site directly.

Benefits for Parents:

- Instant access to school news and updates
- Notifications for closures, events and reminders
- Easy access to school calendar and website
- No need to check multiple platforms - everything is in one place!

Newsletters

Parents are kept informed of all school events by means of a Newsletter every half-term. The Newsletter will also outline the holidays for that term and will highlight any changes or updates to the information outlined in this prospectus.

Weekly Reminders

Parents receive Weekly Reminders every weekend, outlining the timetable of events in school for the week ahead.

School Website & Social Media

Our school website is updated on an on-going basis and forms a good source of reference to find out all about:

- ❖ *Daily life at Mount St. Michael's PS & Nursery*
- ❖ *Week to week information, school newsletters etc.*
- ❖ *Links to useful educational websites*
- ❖ *Photographs of our children's activities/learning in school and much more!*

The school also utilises **Facebook** and **X** for both information and for celebration of our children’s work and this is proving to be very popular and effective. We are very proud of our website and social media pages and would encourage you to pop in and have a look when you can!

Website: www.mountstmichaels.com/

Facebook: Primary School: www.facebook.com/MSMPSRandalstown
Nursery Unit: www.facebook.com/profile.php?id=100066371748413

X: @MountStMichaels

SAFETY IN SCHOOL

Whilst wishing to extend a warm welcome to all visitors, we are conscious of the need to provide a safe, secure environment for children and staff. To this end, all entrance doors have been fitted with security locks. Visitors should report to reception via the main door at the Craigstown Road.

SHARED EDUCATION

We have a long history of being involved in a Shared Education Programme with Randalstown Central Primary School. Children will have many opportunities to work with peers in Central as they journey through the school. We aim to enrich the children's learning and to promote mutual respect for all cultures and traditions.

THE CURRICULUM

We provide a broad and balanced curriculum which fosters the personal, social and emotional development of our children, meets their individual needs and offers a wide variety of learning experiences.

The Revised Northern Ireland Curriculum has been implemented in all Primary Schools since September 2007. This revised curriculum aims to empower young people to achieve their potential and to make informed and responsible decisions throughout their lives. It promotes the development of skills and knowledge across the curriculum areas which are as follows:

- **Language and Literacy**
- **Mathematics and Numeracy**
- **Personal Development and Mutual Understanding**
- **The Arts**
- **The World Around Us**
- **Physical Education**

Underpinning these areas are the following whole curriculum key skills and capabilities:

- **Thinking skills and Personal Capabilities**
- **Communication**
- **Using Mathematics**
- **Using ICT**

The seven years of Primary School are divided into 3 stages:

The Foundation Stage

Years 1 and 2

Key Stage 1

Years 3 and 4

Key Stage 2

Years 5, 6 and 7

SPECIAL EDUCATIONAL NEEDS

School aims to identify prospective learning difficulties, notably in basic Literacy and Numeracy at the earliest possible stage in order that supportive measures can be put into place for individual pupils. All such measures are taken in full consultation with parents. In addition, pupils who require work outside the group structure pertaining in their own classes, are supported with Individual Education Plans, devised by their class teachers in consultation with the Learning Support Co-Ordinator/pupils and parents.

The Learning Support Co-ordinator supports the class teacher and liaises with relevant outside agencies to ensure that the identified needs of each child are being catered for. We seek to provide a learning environment for children with Special Educational Needs which is caring, happy and relevant to their individual requirements. Every opportunity is given to heighten awareness in each child of his / her individual talents and abilities. We currently operate a system of withdrawal or in-class support to meet the changing needs of children at any given time.

Our provision also includes a state-of-the-art Sensory Lounge. It is a therapeutic space with a variety of equipment that provides our pupils who have additional needs, with personalised sensory output. Any further Special Educational Needs information required can be obtained by contacting the Learning Support Co-Ordinator, Mrs. Downey.

ASSESSMENT AND RECORDING

At Mount St. Michael's we have an integrated approach to curriculum assessment and record keeping. Assessment is continuous, allowing teachers to build up a systematic record of children's progress and achievement throughout each year and Key Stage. Parents are informed of the outcomes of Assessment during parent / teacher meetings, with a final written report in Term 3.

The school operates an open-door policy and it is possible to make an appointment to see your child's class teacher at any mutually convenient time. Pupils from Primary 3 – 7 are formally assessed each year using standardised tests in English and Mathematics (PTE/PTM). We also use a battery of diagnostic tests including CAT (Years 4-7) and PASS (Years 3-7).

REPORTING

Parents are invited to Curriculum Evenings in Term 1, where teachers outline the curriculum for each year group and share strategies for supporting children with their learning at home. Parent Meetings are then held in Term 2 where parents can discuss their child's progress with the class teacher. At the end of Term 3, parents will receive a written report for every child in their family who attends the school. This report will include an overview of the child's progress both academically and socially within the class setting.

RELIGIOUS EDUCATION

As a Catholic school our community is founded on the example and teaching of Christ. Through our practice of daily prayer, bi-weekly assembly, participation in the liturgy, preparation for the sacraments and delivery of the Grow in Love Programme, we aim to help children grow in knowledge and love of God our Father. As a Catholic school we are inclusive and respectful of all beliefs, and we encourage the religious development of non-Catholic children in their own faith.

PHYSICAL EDUCATION & SCHOOL SPORT

Our children can represent the school in Athletics, Camogie, Gaelic Football, Hurling, Netball and Soccer. The school enjoys strong links with the local GAA Club, Sporting Links GAA, (owned by past pupil Sean Duffin) and Gaelfast GAA, who provide additional coaching of Gaelic Games to all our children during the year. We are also very proud to be a Daily Mile Champion School!

Through participation in sport, we hope to give children the opportunity to further develop skills gained during curriculum time, allow them to take part as members of teams in competitive and non-competitive events and develop our cross-community links with children from other schools.

EXTRA-CURRICULAR ACTIVITIES

Our programme of extra-curricular activities includes:

- GAA
- Guitar
- Judo
- Running
- Soccer
- Lego Club
- Nerf
- Robotics
- STEM
- Arts & Crafts
- Basketball
- Eco Club

MUSIC

Education Authority music tutors select pupils to receive tuition in wind instruments or violin. They come to the school once a week to work with the pupils. We have a Senior School Choir which performs at local events and participates in Choir Competitions.

HOMEWORK

Homework is a valuable aspect of a child's schooling. It provides an opportunity to consolidate work done in class and can foster self-discipline and independence. Homework is also an important home/school link in that it enables parents to keep abreast of what their children are doing in school and is an opportunity to demonstrate to children that parents and teachers are working together to promote their education.

At Foundation Stage, homework generally concentrates on reading and early mathematics activities. Later, spellings, phonics and mental maths are introduced, and finally written activities. As children move upwards through the school, homework will gradually become more challenging, and parents should advise the class teacher if significant problems occur. However, as homework later forms an integral part of the secondary school curriculum children should be encouraged to establish an appropriate routine from an early age.

Children in all year groups will be given homework on a Friday for the week ahead. We would encourage parents to discuss the homework for the week and agree with your child/children how they plan to complete it. Please remember that "learning" homework is as important as written work and reading is essential each night.

SCHOOL LEADERSHIP TEAMS

Our Key Stage 2 children can apply for the positions on the Pupil Council, ECO Council, Wellbeing Champions Team and Digital Leaders Team. Our leadership teams meet regularly, representing their peers to discuss school issues. We value the power and influence of the 'pupil voice' in improving our practices and policies.

SCHOOL SHOW

Each year our Primary 7 pupils prepare a school musical. This concludes the end of an era as we bid these senior pupil's farewell. Previous shows have included 'Shrek, the Musical', 'The Lion King' and 'Matilda'.

SCHOOL FUNDS

The school generally organises several events per year to raise school funds. In the past, these have been very successful due to the time and support so generously given by our parents. The aim of such events is not only to boost school funds but also to foster a sense of community. We also have a Parent Teacher Association '**Friends of Mount St. Michael's**' who greatly assist the school with fund-raising and support throughout each year.

APPOINTMENTS

We operate an 'open-door' policy in the school where parents who wish to discuss their child's progress at any other time during the year may arrange to speak to the principal or the child's class teacher by contacting the school and arranging an appointment.

OUR SCHOOL PRAYER

Heavenly Father,

Bless our school,

Bless the buildings where we gather,

Bless the grounds where we play,

Bless our families who support us,

Bless all who work and learn here,

Help us to be loving, forgiving, honest, faithful and kind,

May we hear and answer Your call of love,

So that we may be true witnesses in all that we do and say,

Saint Michael pray for us,

Amen





Mount St. Michael's Primary School,
3 Craigstown Rd, Randalstown, Antrim BT41 2AF

Phone: 028 9447 2666