



Ballymoney Model Integrated Primary School



Week beginning — 12th January 2026



Learning Together



School App



School

Facebook Page



For all the latest news see our School Website www.ballymoneymodelips.co.uk



Monthly
Value



Confidence



Primary 1 September 2026 — Online Application Process opens
Wednesday 7th January at 12 noon



Primary 7 - Post Primary — Online Application Process opens
Tuesday 27th January at 12 noon — more information to follow

Thursday 15th January - Football — Mullan Cup

Thursday 15th January — Year 6 SEAG Information Meeting — 2.15pm

Tuesday 20th January — Football — Causeway Sports Academy

Thursday 22nd January — Year 6 — Trocaire Game Changers Programme

Saturday 24th January — SEAG results issued



Swimming Lessons — Year 7
Monday afternoon — Mrs Robinson's class
Thursday afternoon — Mrs Thom's class



Pupil Progress Meetings — Pupils will have their dinner in school as normal

Monday 2nd — Thursday 5th February — 1.30 — 3pm

online booking form will be released shortly

Early Home Times — Monday 2nd — Friday 6th February

12.50pm — Y1–3 pupils + siblings

1.05pm — remaining Y4–7 pupils

To keep everyone as safe as possible and to ensure that the traffic keeps moving, please adhere to the road markings and do not park on the yellow zig zag lines.



With everyone's cooperation and kindness, we're hopeful we can get through the next few weeks together until our new car park is finished.

Easy Fundraising App

Thank you to the 71 supporters that have joined so far, with your support the below amount has been raised for school, thank you!

Donations

£474.43 raised so far

£12.01 in the last 30 days

Supporters

71 joined so far

The easiest way to raise

Download our FREE App to shop & raise with over 8,000 brands, track your donations & get the Donation Reminder.



- 1 Open your phone's camera
- 2 Scan the QR Code
- 3 Get the app

Trusted by over 460,000 users



Reintroducing *Friends of the Model*

Thank you for completing the linked form.

We will organise a date and time
for a meeting at the beginning of January
and let everyone know.

Reintroducing Friends of the
Model



Leader — Miss Hemphill

Wednesday
18th February
2.00pm

ECO COMMITTEE

Leader — Mrs Murphy

Wednesday
21st January
2.00pm

DIGITAL
LEADERS

Leader — Mrs Boyle

Wednesday
14th January
2.00pm

We do love dogs here at Ballymoney Model Integrated Primary School!

We love them so much that we have our very own Rosie in school every day.

As you know, Rosie is a fully trained assistance dog.

We thank Miss McKay and her family for taking such good care of Rosie since her arrival at the Model last November.

No other dogs, other than fully trained assistance dogs, should be brought onto the school grounds at any point.

Thank you for your understanding.



Our school is an integrated primary school, unique in the Ballymoney area. We welcome families of all religions or none and endeavour to cater for everyone's religious requests with professionalism and care.

If you do not wish your child/children to partake in any activities noted within this newsletter, please complete an online Contact School form on the school app to let us know.

Mrs Jamison

Morning Routine

8.45 — 8.50am at the school gate is very busy. 8.50 — 9.00am there is a steady flow of pupils arriving at school. School starts at 9.00am, we would ask parents/carers to ensure that pupils arrive at school for 8.55am, so that they are in class and ready to start their learning at 9 o'clock. If pupils arrive after 9am they are marked late.

Healthy Breaks

Following the guidance from the Department of Education we encourage pupils to have a healthy break, Monday — Thursday. We ask parents/carers to support the school in its commitment to healthy eating,

We ask pupils to bring a full water bottle to school to drink within the classroom. Pupils have a break mid-morning and pupils are encouraged during this period to eat only fruit, vegetable or bread based products and drink only milk or water.

In recent years the School Council reviewed healthy breaks and introduced a Friday 'Treat Day' when pupils can bring in one small treat to enjoy at break time.

Healthy breaks for schools

A guide for pupils and parents



HSC Public Health Agency school food

Head Lice

Please can we ask all parents/carers to regularly check their child's hair for head lice. If they need treatment, it is available free from chemists. It is also a good preventative measure for pupils with long hair to wear it tied back for school.

ALLERGIES

Many parents/carers are now aware of the increasing number of children who suffer allergic reactions. A child with an allergy can be affected even if, for example, the product that they are allergic to is in someone else's lunchbox or on someone's hands following eating the product. We have a number of pupils with allergies in the school and therefore ask that everyone cooperates by not sending in the following products.

All nuts including horse chestnuts

Eggs — hard boiled and egg sandwiches

Any breaks or packed lunches brought into school must not contain the above products.

PLEASE NOTE: Many chocolate spreads DO contain nuts. Please check ingredients carefully.

Recyclable materials e.g. cardboard from products containing nuts must not be brought into school for junk art.

Unfortunately, due to issues arising from the labelling of products, birthday cakes must not be sent into school.



Learning Together

Ballymoney Model Integrated Primary School

Good Communication

At Ballymoney Model we are eager for good communication between home and school. As an Eco-School we are also trying to reduce the amount of photocopying that we do by communicating with parents/carers through our school app and website. If you are unable to access the school app and website please contact the school office and we will endeavour to help you find a solution.

| | | |
|---|--|---|
|  | <p>School App – Schools NI App</p> <ul style="list-style-type: none"> - All main notes and newsletters are added to our Schools NI App - Bookings Breakfast Club School Dinners Stay and Play Homework Club After Schools Activities etc <p>(Apple or Play Store – Schools NI App – Ballymoney Model Integrated Primary School)</p> | <p>Forms (click on Contacts)</p> <ul style="list-style-type: none"> - Booking System Issues - Absences - Dinner Absences - Late Arrivals - Early Collections - Contact School |
|  | <p>School Website</p> <ul style="list-style-type: none"> - Overview information about our school | |
|  | <p>School Facebook Page</p> <p>We share school news with our local community through our school Facebook Page.</p> | |

If you ever need to contact school, please complete the appropriate online form on the School Communication App.

School Office Hours Monday — Thursday 8.45am — 4pm Friday 8.45am — 3.30pm
Closed at lunchtime 1.00 — 1.30pm

Our phone line is always very busy, we encourage parents/carers to communicate with school through completing a Contact School Form on the School App.

Outside of School Hours, please leave a message for school by completing a Contact School Form on the school app. When school reopens your message will be responded to.

Within school we have a large number of policies. Each year we endeavour to review a number of our policies. As we work through reviewing our policies, we will share with parents/carers through the school app.

Please ensure that family holidays are planned around the school calendar.

All absences impact children's school and learning experiences.

HOME/SCHOOL LINKS

Every effort is made to maintain close contact with parents/carers, who should not hesitate to get in touch with their child's class teacher on any matter affecting the welfare, progress or development of their child/ren.

Should a parent/carer have any concerns about their child, we would encourage them to make immediate contact with their child's class teacher in the following ways:-

Contact school in one of these two ways:-

- Ring the school office – 028 276 62340 – and speak to the school's Senior Clerical Officer to make an appointment with your child's class teacher.
- Complete an online Communication Form available on the school app.



Your child's class teacher will be contacted and a time for a phone call/meeting will be organised as appropriate.



If a further phone call or meeting is required, please ring the school office and speak to the school's Senior Clerical Officer or complete an online Communication Form. The most appropriate member of the Senior Leadership Team will also be involved.



If a further phone call or meeting is required, please ring the school office and speak to the school's Senior Clerical Officer or complete an online Communication Form to make an appointment with the Principal.

Please note the relevant member of staff will return your call or organise an appointment when it is practical to do so. Unfortunately, as you can appreciate with staff completing their roles, phone calls and appointments cannot be returned/arranged immediately.



Ballymoney Model Integrated Primary School

Safeguarding and Child Protection Team

Remember if you are worried about anything please talk to any adult in our school or one of these teachers.



Mrs McNaughton
Designated Teacher
Year 4 Teacher



Mr Clarke
Deputy Designated Teacher
Vice Principal



Mrs Jamison
Principal

**OPERATION
ENCOMPASS**

In every force. In every school. For every child.

We are an Operation Encompass School, for more information please go to the school website and within the Parents-Carers Area more information can be found .

Important Attendance Information

If your child is absent, please ensure you let us know, so the correct code can be linked to your child's attendance record.

| Summary of Attendance Codes on current C2K system (Updated July 2025) | | | |
|---|---|----------------------|--|
| CODE | DESCRIPTION | CODE | DESCRIPTION |
| / \ | Present: / = (AM); \ =(PM) | S | Study Leave |
| A | Artistic Endeavour | U | Late (after registration closed) |
| B | Bereavement | V | Educational Visit / Examination |
| C | Suspended | W | Work Experience |
| D | No reason provided for absence | X | Only staff should attend |
| G | Family Holiday (not agreed) | Y | Exceptional Closure |
| H | Other Absence | # | Holiday for all |
| I1 | Illness (not medical or dental appointments) | ! | No attendance required |
| I4 | Illness – Emotionally Based School Non-Attendance (EBSNA) | 1 | Community Providers / EOTAS (organised by the EA) |
| J | Extended Leave | 2 | Exceptional Teaching Arrangement / hospital |
| L | Late (before registration closed) | 3 | Elective Home Education |
| M | Medical / Dental Appointments | 4 | Pupil Referral Unit |
| N | No reason yet provided for absence (temporary code only) | 5 | Another mainstream school (under Entitlement Framework – EF) |
| O1 | Other Exceptional Circumstances | 6 | Training Organisation (under EF) |
| O2 | Temporary Exceptions to the Curriculum | 7 | FE College (under EF) |
| P | Approved Activity | 8 | Intensive Support Learning Unit |
| R | Religious Observance | 9 | CAMHS / Mental Health Support |
| Absence Category Colour Code | | | |
| Present / Approved Educational Activity | Authorised Absence | Unauthorised Absence | Attendance not required |



EVERY SCHOOL DAY COUNTS –

Every single day a child is absent from school equates to a day of lost learning.

Attendance percentages can be misleading.

| | | |
|-----------------|---|--------------|
| 100% Attendance | 0 Days Missed | Excellent |
| 95% Attendance | 9 Days of Absence 1 Week and 4 Days of Learning Missed | Satisfactory |
| 90% Attendance | 19 Days of Absence 3 Weeks and 4 Days of Learning Missed | Poor |
| 85% Attendance | 28 Days of Absence 5 Weeks and 3 Days of Learning Missed | Very Poor |
| 80% Attendance | 38 Days of Absence 7 Weeks and 3 Days of Learning Missed | Unacceptable |
| 75% Attendance | 46 Days of Absence 9 Weeks and 1 Day of Learning Missed | Unacceptable |

For some parents, 90% may seem like an acceptable level of attendance, but the reality is that 90% attendance means that your child will miss half a school day each week or 19 days of school during the school year – that's nearly 4 school weeks.



Give your child the best start in life – every school day counts.

Term 1 Attendance Awards

Top Three Classes with the Highest Attendance



Year 6

Mrs Boyle's class

96.62%



Year 4

Mrs Murphy's class

96.30%



Year 3

Mrs Boreland and
Mrs Duggan's class

95.19%

Bookings

If your child is unwell we can move your child's dinner booking to another day. You must contact school by 9.30am.

If your child is unwell or unable to attend we are unfortunately unable to move bookings for Breakfast Club and After School Clubs etc. to another day, due to having to pay the linked staff.

Please ensure to book on time, late bookings unfortunately cause additional administration within the school and so have a higher linked charge.

Breakfast Club 8.00-8.45am — Please note, pupils should not be left standing outside school unsupervised prior to 8am.

Bookings must be made by 12 noon on a Friday for the following week. We cannot stress the importance of this as it allows us to appropriately plan staffing and space requirements for the following week.

If a parent/carer needs to book their child in at short notice, we would ask them to complete a Contact School form on the school app to request a space.

You will then be contacted by school and if a space is available it will cost £3 for the session.

Stay and Play Club

Our after school Stay and Play Club is available for Y1—3 pupils.

Stay and Play Club will cost £3.50 per session and run from 2-3pm.

Bookings must be made by 12 noon on a Friday for the following week. We cannot stress the importance of this as it allows us to appropriately plan staffing and space requirements for the following week.

If a parent/carer needs to book their child in at short notice, we would ask them to complete a Communication form on the school app to request a space.

You will then be contacted by school and if a space is available it will cost £5 for the session.

Activity/Homework Club

Our after school Activity/Homework Club is available for Y1—7 pupils.

Activity/Homework Club will cost £3.50 per session and run from 3-4pm.

Bookings must be made by 12 noon on a Friday for the following week. We cannot stress the importance of this as it allows us to appropriately plan staffing and space requirements for the following week.

If a parent/carer needs to book their child in at short notice, we would ask them to complete a Communication form on the school app to request a space.

You will then be contacted by school and if a space is available it will cost £5 for the session.



Important Term 2 Dates

Schools begins again on Monday 5th January 2026

School Development Day — Friday 23rd January — staff only, no pupils

Pupil Progress Meetings — Monday 2nd February — Thursday 5th February

1.30 — 3pm

online booking form will be released shortly

Early Home Time — Monday 2nd — Friday 6th February

12.50pm — Y1–3 pupils + siblings

1.05pm — remaining Y4–7 pupils

Half Term Holidays: Wednesday 11th - Friday 13th February (3 days)

St Patrick's Day: Monday 16th — Tuesday 17th March (2 days)

Wednesday 1st April — last day of Term 2 — non uniform

Pupils finish for Easter Holidays at 12 noon on Wednesday 1st April

Y1–3 pupils and their Y4 — 7 siblings — 11.40am

Remainder of Y4 — 7 pupils — 12 noon

Easter Holidays: Thursday 2nd — Friday 10th April (7 days)

