



Friday 20th Sept 2024



1 - Thursday 26th September: Y6 to Kilrea Library

Year 7 to mass

Monday 30th Sept: School closed for Staff Development



2 - No Parking Reminder

Please ensure this information is passed on to GRANDPARENTS, CHILD MINDERS or OTHER ADULTS who may be leaving off or picking up your child/children from school.

*The drive through area immediately outside the Nursery Unit MUST ONLY be used as a **drop off/collection zone**. Cars MUST NOT park here. If you intend to exit from your car (perhaps to accompany a Nursery / Year 1 pupil into school), then you must park in an alternative safe and suitable area. We are aware that the **huge volume of traffic** outside the school in the morning and afternoon, particularly on Friday afternoons, poses significant danger to our pupils in the absence of a school crossing patrol or traffic calming measures. We continue to work with the Department for Infrastructure and the Education Authority in an attempt to resolve this issue and would ask for your continued cooperation and patience in the interest of **safety for all our pupils**.*



3 - ParentPay

Please ensure that all parents book school meals via the cashless ParentPay system by 8:30am at the latest. All ParentPay payments should be made in advance.



4 - Reporting an Absence

Excellent attendance at school is important to allow a child or young person to fulfil their potential. Every day missed at school is a day of lost learning. However, **if you child is ill** and cannot attend school please **phone the office 02829540273 between 8:30 and 9:30am to inform the school.**



5 - Concerns- What to do:

If you have a concern regarding any aspect of your child's school life, please contact us through the following channels:

1. Discuss your concern with your child's class **teacher**.
2. If your concern is about an academic, behavioural or general issue contact **Mrs C Henry (Principal)**
3. If your concern is a special educational needs issue contact **Mrs G Martin (Special Education Needs Co-ordinator)**
4. If your concern is a Child Protection / Safeguarding issue contact **Mrs G Martin (Designated Teacher for Child Protection and in her absence Mrs K. Maguire or Mrs P McCormick (Deputy Designated Teachers)**

For all concerns, please phone the school to arrange for a suitable time to speak with the appropriate member of staff.

[Tel:028295 40273](tel:02829540273)