



BALLYCLARE
PRIMARY SCHOOL

PROSPECTUS



Our Awards





Welcome
to BallyClare Primary School

Welcome to Ballyclare Primary School and thank you for taking an interest in our school.

This prospectus is designed by many different groups within our school community. We hope it helps you to gain an understanding to the ethos of our school, how it is organised and to appreciate the exciting opportunities on offer to children in our care.

There are many different aspects to school life. We believe the distinctive character, atmosphere and expectations of Ballyclare Primary School enable us to promote the all-round development of our children and indeed our whole school community.

We aim to express Christian values in the life of school but remain open to all children. We are extremely proud of our children, our staff and our school. Our school shows a strong commitment to the care and welfare of all our children and will always seek to respond sensitively and appropriately to concerns children or parents may have.

The school has a strong tradition of high standards of pupil attainment and this is reflected in the expectations held by staff for pupils in terms of their attitude, approach and application to learning, school behaviour, respect for others, appearance and attendance. In turn it is seen in the responses of pupils to the curricular and extra-curricular opportunities provided. Pupils are valued for their best efforts and given recognition for effort, attainment and achievement.

Our school has been inspected by the Education and Training Inspectorate over many years and we readily assist in a range of survey and research projects that are undertaken by both the Department of Education and ETI.

Our most recent ETI visit (February 2015) rated our school Very Good to Outstanding in all areas. We are extremely proud of this.

I am also extremely proud to lead a highly dedicated and professional team who are committed to providing the best opportunities for children who attend Ballyclare Primary School. Staff, supported by governors, work hard to deliver a rich and challenging curriculum; to prepare children for future education; to help them acquire the skills and enthusiasm needed to pursue learning for the rest of their lives.

The best way to find out about our school is to see us in action and meet the staff and children. A telephone call to the school office on 028 93 322389 is all that is needed to arrange this.

We look forward to welcoming you to our school and to a happy and successful partnership with all our new children and families.

Principal
Kim Mulligan

Chair of Governors
Dr Harold MacConnell

Aims of the school

“A place in the sun for everyone”

Our motto is *“A place in the sun for everyone”* and we aim to provide the opportunity for each child to achieve the highest standards, not only academically but in the wide range of sporting and cultural activities offered. Through the demonstration of a positive attitude to behaviour, work and play, pupils can make a significant contribution to their own development and at the same time to the life of the school.

High Expectations

To value each child as an individual, promoting the importance of learning and high academic standards in a positive ethos of 'best effort' according to age, aptitude and ability at all times.

Dynamic and Innovative

To help pupils develop lively enquiring minds through varied learning experiences using modern technology and evolving learning and teaching techniques.

Celebrate Success

To create positive school attitudes which encourage discipline and promote self-respect and respect for others.

Values Centered

To develop a Christian ethos throughout the school and to aim for spiritual and moral excellence.

Learning Centred

To provide a wide and varied programme of extended schools' activities in order to further promote the opportunities for physical and social development through dependent and interdependent learning.

Partnership and Inclusion

To encourage parental responsibilities and their active and positive involvement in the life and work of the school.

Respect and Accountability

To encourage all children to have an awareness of and respect for the world we live in and a sense of responsibility for their local environment, both inside and outside the school.

Community Orientated

To promote positive working relationships between all members of the school community whilst also maintaining and further developing links with the local and wider community.



Educational Standards



The long established reputation for high academic standards is a direct result of positive, parental involvement and the challenging goals set by a well motivated teaching staff, whose consistency is significant in this respect, enabling children to develop to their maximum potential. Every child is carefully tracked from P1-P7 and any issues highlighted, addressed at class and management level.

In Year 7, parents may exercise the option of withdrawing their child from entrance tests to Post Primary Schools. However, it is not our policy to discourage any child from participating and each year a majority of our pupils opt to sit the tests. It is usual for a large number of our pupils, normally twice the national average, to achieve a level in the entrance examinations, which will guarantee them a Grammar School place.

In addition to the academic achievements, many of our pupils regularly attain high level success in the areas of sport, music, speech & drama and art & design.

Assessment & Reporting

Assessment involves the continuous monitoring of the individual child's progress combined with more formal tests or examinations. A formative record of achievement, which records their progress in all subjects within the N.I. curriculum, is maintained for each child and a formal progress report is issued at the end of each academic year.

Parents may make an appointment at any time to discuss their child's progress and are invited to attend parent/teacher consultation meetings as outlined below:

- | | |
|-------------------------------|---|
| • September Year 1-7 | Parent Information Evenings |
| • October & February Year 1-7 | Progress Report at Parent Teacher Interview |
| • February Year 7 | Transfer Procedure |
| • June Year 1-7 | Summative Annual Report |

Parents are invited to information mornings and some evenings in all Key Stages for various subjects. These are well attended and appreciated.

Homework:

Homework is a valuable and necessary experience providing pupils with the opportunity to revise work done in school and practise good, individual work habits. School Policy requires homework to be undertaken each night.

The support of parents in their children's studies is strongly encouraged and it may be expected at Key Stage 1 for pupils to take, on average, thirty minutes while Key Stage 2 pupils may often require up to an hour to complete set tasks competently.

Foundation Stage pupils have reinforcement tasks set which involve parents and pupils in the learning at this important start of the educational process.

Continuous Assessment:

Our Continuous Assessment Programme allows all pupils the opportunity to perform their best throughout the school year. It informs our classroom planning and eradicates "exam time" anxiety in some of our pupils. We track and monitor our pupil learning outcomes from P1 to P7.

Admissions

Starting School For The First Time:

Starting school is a very important time for you, your child and the school. We all need to work together to make the transition smooth and rewarding. The full Board of Governors draws up and approves the Admissions Criteria and delegates to a Sub-Committee of the Board of Governors and Staff Management Team, the responsibility for approving all admissions. In the event of the school being oversubscribed the Board of Governors will apply the following criteria. The criteria are listed in order of priority. Children who have attained compulsory school age at the time of their proposed admission.



1. Children who will have an older sibling* living at the same residence enrolled at Ballyclare Primary School at the time of their proposed admission.
2. Children whose parent is a permanent employee at Ballyclare Primary School at the time of their proposed admission.
3. Children whose older sibling* living at the same residence previously attended Ballyclare Primary School (minimum 1 year attendance). Verification will be sought.
4. Children whose parent/legal guardian previously attended Ballyclare Primary School. Verification will be sought.
5. Children who are the eldest or only children in the family.
6. Children who live nearest to the school as decided by a straight line digital measurement using the post code address of their normal residence to the postcode address of Ballyclare Primary School. Ballyclare Primary School will use the Northern Ireland portal for Geographical Information (GI) decision making tool, Spatial N.I., to determine distances.
7. Date of birth with preference being given to the eldest child, determined by date-of-birth as entered on a birth certificate.

*Sibling includes brother/sister/half brother/half sister/step brother/step sister/foster brother/foster sister.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it.

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

The provision of false or incorrect information or the failure to provide information within the deadlines set by primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

"The school's policy on the consideration of applications after the Open Enrolment Admissions procedure is available directly from the school. Should a vacancy arise, the above criteria will be applied to select pupils from our waiting list".

Starting School Later In The Year:

Sometimes children join the school later on in their school life. We make every effort to ensure they are welcomed, looked after and monitored so that they quickly make friends and can find their way around the school. Teachers give children time to settle in before making an assessment of their academic abilities. This assessment, together with records from the previous school, will enable your child to have the best start in our school.

The Board of Governors formulates, prioritises and reviews as necessary the Admission Criteria while the Principal administers the criteria.

1. A pupil will be considered for placement provided the school enrolment number will not be exceeded.
2. Application for admission form must be completed for the Board of Governors explaining the reasons for the wish to transfer and must be accompanied by the 3 most recent reports from the previous school where possible.
3. A pupil will be refused admission where the Board of Governors is of the opinion that the admission of the child to the school would prejudice the efficient use of resources. (Article 13(5) Education (NI) Order 1997).

Early Years Curriculum

Welcome to Primary One in Ballyclare Primary School.

As children embark on a new adventure of discovery and learning, it is the aim of Foundation Stage Teachers and assistance staff to make this experience as enjoyable and fulfilling as possible in order for all pupils to reach their maximum potential.

Community Links

Ballyclare Primary School has nurtured and established excellent links with the nursery schools in our local area, this allows Foundation Stage staff the ability to visit with preschool educators in order to gather information and prepare for the future arrival of new Primary One pupils.

The Primary One Team

The Primary One team is a dedicated cohort of teachers and Learning Support Assistants who are committed to knowing and educating each child. They are experienced educational practitioners who within the early years framework, use all their expertise to provide a broad, balanced and exciting curriculum to all in their care.



Induction Programme

At Ballyclare Primary School we have an excellent transition programme in place to ensure that our new pupils feel welcomed and settle quickly into our new school family.

Induction Afternoon

Pupils are invited to come and meet their new teacher and classroom assistant in June. This allows new pupils to see their new environment and begin to feel happy and secure in it. Alongside this programme a meeting is held for parents where daily routines and initial school processes are discussed.

Teddy Bears' Breakfast

We host a Teddy Bears' Breakfast at the end of June. Our pupils are invited to come to their classroom and spend more time together as a new class. We share some toast and fruit together and introduce our teddy bear friends to our new classmates. During this time parents are invited to stay in the hall for a cup of tea and an opportunity to meet each other and our parent liaison staff.

Primary One Information Evening

During this 45 minute session we discuss daily routines, the structure of our curriculum and initial school processes.

Baseline Interviews

Parents are also invited to meet with their class teacher for Baseline Interviews. These are another excellent opportunity To develop important home/school links and exchange valuable information regarding each child.

Parent Information Sessions

Starting P1 is a time of change for both pupil and parent. At Ballyclare Primary School we host one evening and one afternoon session to give parents information and knowledge in

how to support their child through their new learning. We hold classes for Phonics, Reading and Numicon. We discuss how they are taught and provide strategies for parents to use during home learning.

Homework Support Classes for Parents

If a parent is feeling unsure about how to complete a homework, they are invited to join a member of our parent liaison team for four weeks with other P1 parents and have homework support provided in a friendly and welcoming environment.

Pastoral Care

The needs of all pupils are paramount within Ballyclare Primary School and as such, extend beyond academic learning. Due to the strong emphasis the school places upon the social and emotional development of children in our care, if parents should find that their child is struggling in any way an open door policy exists.

We would encourage parents to make initial appointments in order to speak to a class teacher or Head of Year who will endeavour to resolve any query they may have. Failing this, an appointment can be made with senior staff such as Mr McAuley our Vice-Principal or Mrs Mulligan, our Principal. There is always someone willing to help.

“making this experience as enjoyable and fulfilling as possible, for all pupils to reach their maximum potential”



Play and Activity Based Learning

The Primary One curriculum builds directly onto the skills taught and experiences gained through preschool education. The curriculum is exciting and accessible to all through varied activities and topical Play Based Learning. Reading and writing are developed throughout the year by initially using a multi-sensory approach to phonic skills and letter formation progressing to extended reading and writing activities.

Numeracy lessons are practical and engaging, providing real life context to the numerical learning that is taking place. We use the Numicon system to further develop our pupils understanding of number. It is a multi-sensory approach to numeracy that encourages numerical discussion and problem solving skills.

Primary One staff understand the value of extra-curricular activities and have a number of opportunities for Primary One children to attend after school clubs. These include Monkeynastics, Drama Groups and Judo.

Welly Wednesday

Children will also have the opportunity to acquire and further develop Literacy, Numeracy and UICAT skills through their play. One highlight has been the introduction of 'Welly Wednesday' for Primary One. Welly Wednesday is an opportunity to take holistic learning outdoors with the books of Julia Donaldson. Through this, children explore various Literacy, Numeracy and Creative concepts via the medium of outdoor learning.

Structured Play & Activity Based Learning

The school is committed to Activity Based Learning as a means of delivering the N.I. curriculum. At each level, planned opportunities for free and structured activities will be offered for the promotion of every child's emotional, social, physical and intellectual development. Foundation Stage and Key Stage 1 use practical sessions to ensure children are working at their level and exploring their learning using various techniques. Our play programme builds on the excellent work started in our local nursery and preschool playgroups.

Staff at Ballyclare Primary School believe that Structured Play & Activity Based Learning will help assist each child to realise his or her potential through meeting their individual needs. Recent developments in learning style research have influenced teachers' understanding of how young children learn and specifically through Structured Play & Activity Based Learning.

In the Foundation Stage and Key Stage One, we believe that this is an effective means of developing the 'whole' child; socially, emotionally, physically, aesthetically, intellectually, morally and culturally. This reinforces the aim of the Northern Ireland Curriculum. As a purposeful play environment is created in the classrooms, we aim to provide fun and enjoyment for all children in order to enhance their wellbeing.

Through play based activities, children can be encouraged to:

- Use Their Initiative
- Problem Solve
- Make Decisions
- Manage Information
- Develop Their Confidence
- Explore
- Be Imaginative
- Socialise/Collaborate
With Peers & Adults
- Manage Their Own Learning

Children will also have the opportunity to acquire and further develop Literacy, Numeracy and UICT skills through their play experiences.

Opportunities will be provided across Foundation Stage and Key Stage One for both child initiated and teacher directed play. Activities will also be planned primarily through WAU topics which aim to meet the requirements of the Northern Ireland Curriculum.

Our School Curriculum

The school curriculum comprises all learning and other experiences we plan for our pupils. The central aims of our curriculum are in line with the Northern Ireland curriculum and provide opportunity for all pupils to learn and to achieve.

The curriculum of the school is organised so that children are stimulated, encouraged and challenged to develop their individual potential and personality to the full.

Through a well planned and organised curriculum, effectively taught by qualified and enthusiastic teachers, pupils are helped to:

- Gain a joy and commitment to learning that will last a lifetime
- Develop the essential Literacy and Numeracy skills they need to learn
- Develop the attitudes, understanding and skills to become successful, independent learners
- Foster their creativity
- Develop lively, enquiring minds
- Develop personal values, qualities and attitudes and be respectful of other people, their views and opinions
- Develop appreciation and concern for the environment
- Work co-operatively with others
- Work towards achieving their potential

Teaching during the morning sessions focuses on the development of Literacy and Numeracy skills. Other subjects are taught separately, or where coherent cross-curricular links exist, as part of a thematic approach.

A variety of organisational strategies and teaching techniques operate within each classroom. On occasions it will be appropriate for whole class teaching, and on others a groupwork approach will be adopted.





Typical School Day

Breakfast Club & Early Morning Care Service	8.00 - 8.45am
Children Enter School	8.45am
School Day begins	8.55am
P1-P4 break time	10.15 - 10.30am
P5-P7 break time	10.35 - 10.50am
P1-P4 lunch time	12.00 - 12.35pm
P5-P7 lunch time	12.40 - 1.15pm
P1-P3 home time	1.55pm
P4-P7 home time	2.55pm
P4-P7 <i>extended school activities</i>	2.55 - 3.55pm

**WE ALSO HAVE AN EARLY MORNING DROP OFF AND
CARE SERVICE AVAILABLE.**

**BALLYCLARE
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SCHOOL**







Our Subjects



Literacy

“We want our pupils to become enthusiastic & critical readers of stories, poetry & drama”

Literacy is a vital way of communicating in school and in everyday life. In studying Literacy, pupils develop skills in talking and listening, reading and writing. It enables them to express themselves creatively and imaginatively and to communicate with others effectively.

The effectiveness of Literacy teaching and learning impacts the success of the whole curriculum. Language is cross curricular - it is an essential element of learning in all areas of the curriculum. Talking is fundamental to a pupil's learning. Pupils are encouraged and helped to talk clearly, confidently and with expression in order to communicate ideas and feelings. Similarly, we focus on the importance of listening to others and responding appropriately. All children are provided with opportunities across the curriculum areas to develop their speaking and listening skills.

At Ballyclare Primary School our aim is not only to teach children the skills to read with confidence, fluency and understanding but, also to foster a genuine desire to read for pleasure and purpose. We want our pupils to become enthusiastic and critical readers of stories, poetry and drama as well as non-fiction and media texts. All children are encouraged to take books home each evening to practise and reinforce the skills taught in school. Guidance is provided on how parents can best support their children's learning in this area.

Pupils are helped to develop the ability to express their thoughts and ideas and communication skills through the written word. We believe it is important that children see their writing as having purpose and that they regard themselves as authors of their work. Opportunities are provided for children to develop the necessary writing skills required for different purposes and audiences. The link between reading and writing is strongly emphasised.



Mathematics & Numeracy

Mathematics is important in everyday life. Through teaching and learning in this area we aim to develop children's confidence and enthusiasm in using and applying mathematical skills and knowledge to the world around them.

Our teaching programme is based on the Northern Ireland Curriculum and emphasises a range of approaches to develop the five strands of:

- Numbers and Number Systems
- Calculations
- Solving Problems and Processes
- Measure
- Data Handling
- Shape and Space

We recognise the importance of cross-curricular links with Science, Technology, Geography and other subjects. Opportunities to apply numeracy skills across the curriculum are promoted by teachers.



Information & Communication Technology

Ballyclare Primary School has achieved the prestigious Digital Schools of Distinction Award. This is in association with Microsoft and Hewlett Packard Enterprise and celebrates schools at the forefront of technology provision and innovation in Northern Ireland. We are very proud to add this to our ever increasing collection of awards that verify our commitment to excellence in the field of ICT.

Apple Education

As varying forms of educational technology become embedded in society, we at Ballyclare Primary School realise that our pupils must be fully engaged citizens of today who can use technological resources to develop the skills needed to acquire new information and understanding. We have made a commitment to empowering and training our teaching staff in the effective use of Apple iPads for education. In addition to this we have resourced every classroom with Apple TV for wireless display. We hope to add to this vital development in the future to ensure our pupils have access to the very latest in educational technology resources and our teaching staff can make legitimate developments in their provision to all.



Religious Education & *Collective Worship*

Religious Education (RE) is provided in accordance with the Core Syllabus of which a copy is available for reference within the school. We are a controlled school and have a strong commitment to expressing Christian principles and values in the life of school but remain open to all children. We have RE and Circle Time in our classrooms and all children attend class led assemblies each week as a collective act of worship and reflection.



Science & S.T.E.M



STEM is a government initiative aimed at promoting children and young people's engagement with Science, Technology, Engineering and Mathematics.

It can arrest pupils' curiosity about events and things in the world around them but also satisfies this curiosity with knowledge. Because STEM links direct practical experience with ideas it can engage learners at many levels.

Teaching and learning through STEM reflects our belief that children have a natural sense of awe and wonder in the world around them. We aim to provide the children with a science knowledge base and encourage them to ask questions, make predictions and then to test these in order to discover more about the world around them.

Through 'STEM Challenges' and 'Scientific Investigations' in Ballyclare Primary School, pupils' investigative and problem solving skills are developed along with the ability to work both independently and within group situations. A practical approach, combined with the teaching of a design process, assist in the development of manipulative skills, hand to eye coordination, thinking skills and personal capabilities. Ultimately all of these contribute to the development of pupils as contributors to our economy and society as a whole.

We have proudly been awarded the Primary Science Quality Mark (PSQM) Gold Award for our Science teaching and learning in school. This was achieved through the high quality teaching and provision for Science within our World Around Us topic work and the opportunities for Science investigation and experiments.

Art & Design

Art for most pupils is a natural form of expression and a source of great pleasure. We encourage children to develop their creative and imaginative talents through learning skills and techniques using a variety of materials and tools. From time to time, pupils may have the opportunity to work with professional artists and crafts people. They learn to appreciate works of art and use artistic language to describe paintings, sculptures and other artifacts. Art lessons are based around our topics and contribute to a holistic approach to learning.





Children are also encouraged in the dramatic arts as part of the normal curriculum and through participation in school assemblies, concerts, Harvest and Christmas Services including the Primary One Nativity. As part of our comprehensive extra-curricular programme, we have produced musicals, including The Blues Brothers. Our pupils also have the opportunity to join 'Bright Stars' Drama group. This is an independent company who offer their services to our pupils.

P7 Leavers Production

Throughout your child's journey at Ballyclare Primary School they will have the opportunity to take part in a range of school productions and short performances. One major highlight is that of the Primary Seven Leavers performance, a scripted theatre play complete with costumes, props and many wonderful songs to sing.

Drama & Performing Arts



“Children are encouraged to sing, compose & work creatively with sound”



Music

In keeping with over a century of tradition, the creative and expressive studies continue to be highly valued in this school. Music is essentially a practical subject. Children are encouraged to sing, compose and work creatively with sound. Through active listening, pupils' awareness, understanding and appreciation of a wide variety of music are developed. In addition, many children also become members of the various musical groups: choir, handbells, orchestra, recorder ensemble, brass, strings and woodwind. EA peripatetic assistance in woodwind, brass and stringed instruments is offered to pupils, some of whom reach grade 3 in standard. Involvement in Assemblies, Concerts and Services are a highlight. Pupils are also encouraged to join the EA junior orchestra and go on residential trips with the board music service.

Ballyclare Primary School has also competed in local music festivals and holds a high success rate for choir and orchestra performances. Such achievements are underpinned by the commitment to providing high quality individual music tuition. We also have many external tutors who offer music lessons to our pupils including piano, singing and guitar.

Physical Education (PE)

Physical Education is concerned with the promotion of positive attitudes towards physical activity and well-being. At Ballyclare Primary children are helped to acquire the skills needed to participate with confidence and enjoyment in a range of individual team activities at school and in the wider community, and to appreciate the place of regular exercise as a way of keeping fit.

All children are encouraged to take part in approximately 2 hours of high quality PE and sporting activities each week provided by class teachers and or a professional sports coach.

A well balanced programme of sporting activities is provided for the children that include opportunities for expressive and creative movement through dance, as well as gymnastics, swimming, athletics, games and outdoor pursuits.

Learning through co-operative and competitive activities helps to promote an understanding of inter-personal relationships.

Children have the opportunity to take part in sporting activities within the school, and with other schools, including local and county tournaments and competitions.

Physical Education is enriched through a wide range of well-attended extra-curricular clubs and activities. Such opportunities enable pupils to develop personal and social skills and well as preparing them fun leisure activities in adult life.

All pupils in Year 6 and 7 have the opportunity to take part in a week's residential visit at an Activity Centre. A range of adventurous pursuits are offered including abseiling, climbing, kayaking, orienteering and much more. We value these opportunities for our pupils to participate in physically challenging land and water-based activities, believing they can make an important contribution to children's personal and social development.

We work alongside the charity 'Sustrans' to promote active travel to school and travel safety. We have earned the Sustrans Bronze Award for our work during 'Walk to School' weeks and encouraging walking, cycling or scooting to school. Pupils are taught to wear helmets, look after their bicycles and to make use of the school cycle parking areas.

Sports teams





World Around Us

The teaching and learning of World Around Us is through planned themes which are incorporated into an overall curriculum framework.

Through the study of topics, children are given opportunities to develop an awareness of their immediate surroundings, other places and how people have used their environment. Through this they will be introduced to the techniques and skills necessary to undertake fieldwork and geographical enquiries. Children are encouraged to broaden their knowledge of places and environments throughout the world; develop an understanding of maps and a range of investigative and problem solving skills both inside and outside the classroom. As pupils study geography they encounter different societies and cultures. This helps them realise how nations rely on each other. It can inspire them to think about their own place in the world, their values and their rights and responsibilities to other people and to the environment. Environmental work is an important aspect of the WAU curriculum and is further enhanced by our active School Council. We have been awarded the EcoSchool's Green Flag which proudly flies at the front of our school. We have been awarded a number of Eco School's Green Flags for our whole school approach to recycling, energy saving, active travel and being an eco-friendly school. The Eco Flag flies proudly at the front of our school.

History within WAU fires pupils' curiosity about the past in Northern Ireland and Great Britain. Pupils consider how the past influences the present, what past societies were like and what beliefs and cultures influenced people's actions. As they do this, pupils develop a chronological framework for their knowledge of significant events and people. In history, pupils find evidence, weigh it up and reach their own conclusions. To do this they are encouraged to research, sift through evidence, and engage in active discussion - skills that will prepare them for adult life.

Embedded in our teaching of World Around Us is our Outdoor Learning and work with Forest Schools. We have achieved the Forest Schools award for our learning outdoors using our school grounds, the local area and Ballyclare Sixmile Park.

Catering For The Needs of All Pupils

At Ballyclare Primary School we believe that every child is unique and special, and we aim to provide a broad and balanced curriculum for all. We are committed to developing cultures, policies and practices that are inclusive.

We have systems to identify when children have barriers affecting their learning and tailor specific interventions to enable pupils to overcome their barriers. This practice of personalising learning applies to all pupils across the learning spectrum and for academically more able pupils this means provision of weekly challenges as well as opportunities to attend events to develop their particular talents.

Our policy is to identify children with special educational needs as early as possible and, with the support of parents, begin remediation. Children will be allowed to proceed at a level and speed suited to their individual needs.

The school is required by the Statutory Code of Practice for Special Needs to adopt a five staged referral procedure as follows:

- Stage 1 - Class Teacher Support
- Stage 2 - SEN Coordinator Support
- Stage 3 - Specialist Support
- Stage 4 - Statutory Assessment
- Stage 5 - Consideration of a statement

Our programme of continual assessment ensures that parents are kept fully informed of their child's progress. Individual pupils are also aware of their education plans and targets each term.





Communication – Home/School

We communicate with parents and carers in various ways, for example in our weekly news bulletin, website, letters home, workshops, BPS News, school TV in entrance foyer, Seesaw app and community events. Parents are invited to attend two Parent Interview consultations each year with their child's class teacher. In addition, Parents' Information Evenings are held at the beginning of each school year. Annually parents and others are invited to attend our Sports Day and children's performances and promote our Open Morning Event.

Staff will always be happy to meet with parents and carers to share information.

The School's website has a wealth of information including our weekly newsletter, class pages and copies of key policies. A school messaging service also keeps parents reminded of key dates and any emergency information.

Parent/Teacher Liaison

The caring and supportive environment, which is central to the ethos of the school, is enhanced by a close liaison with parents for the benefit of our children. Our school needs, both practically and financially, are always well met by our parents, who are hugely supportive. This is very much appreciated.

We welcome parents to work alongside the staff in school and such involvement is invaluable for all concerned. There is an open invitation for parents to let us know when they can come and how they can help.

All volunteers working in school are required to have an enhanced Access NI Disclosure.

Each Year Group provides a Parent Liaison Booklet to parents each September, outlining important and useful information.

At Ballyclare Primary School, staff regularly make use of a popular Home-School link app called SeeSaw. We find this app has helped parents and carers to keep up to date in a personal way with their child's progress. Staff can upload key events and milestones reached by a child and share them only with the people responsible for them. This is a secure and free service that many of our parents rate highly.



Inclusion & Equality

Personal Development and Mutual Understanding (PDMU)

This is an important area of the curriculum that helps children grow and develop as individuals and as members of families and communities. Through PDMU pupils will have the knowledge, understanding, skills and attitudes they need to lead confident, healthy, independent lives and to become informed, active and responsible citizens.

Pupils are encouraged to take part in a wide range of activities and experiences across and beyond the curriculum, contributing fully to the life of their school and communities. They reflect on their experiences and understand how they are developing personally and socially, tackling many of the spiritual, moral, social and cultural issues that are part of growing up. They learn to understand and respect our common humanity, diversity and differences so that they can go on to form the effective, fulfilling relationships that are an essential part of life and learning.

The personal and social development of pupils is a central aim of our curriculum. Through a carefully planned programme, supported by all who work in or with the school, we want children to leave Ballyclare Primary School able to:

- Think critically
- Express opinions confidently
- Be self-reliant
- Be self-motivated
- Be self-disciplined
- Take responsibility
- Make choices within a moral context
- Have clear values and attitudes
- Be able to co-operate with others
- Make and sustain good relationships
- Have a healthy lifestyle
- Be safe

Whole school systems emphasising praise, recognition and reward exist to promote and celebrate positive behaviour and sustained effort and hard work.

Perhaps, most importantly, we want pupils to leave our school with feelings of self-confidence, self-worth and high self-esteem.

We are committed to the health, safety and emotional well-being of all our pupils and staff and are committed to being a Healthy School. This supports the link between health, behaviour and achievement and is about creating healthy and happy children who do better in learning and life.

We have had a School Council since September 2010 recognising the importance of pupils having a voice in decisions that affect them. The Council is made up of elected members from each class, and a representative from the staff. It represents the pupils and puts forward new ideas, suggestions and ways of solving issues. Our council have worked on many Eco-friendly initiatives and help to run our Healthy Living Fruit Shop at break times.

“We are committed to the health, safety and emotional well-being of all our pupils”



Behaviour

At Ballyclare Primary School we believe that children learn best in a well-organised, calm and secure environment where purposeful and self-disciplined behaviour is expected. We want every child in our school to feel confident, happy and safe. As a caring school we have the highest of expectations in terms of learning, behaviour and attitudes, and encourage our children to develop similar beliefs in their own potential, together with pride in their achievement.

The aims of the school, and the rules of behaviour consistently promoted in each classroom, are ones that emphasise positive behaviour and collaboration in striving for excellence.

These are embodied in the principles of our Code of Behaviour:

- Every pupil has an entitlement to learning without being distracted by the negative behaviour of others.
- Every child in our school is valued. Abuse of any kind will not be tolerated.
- We strive to develop the full potential of every individual in our school; therefore, we do not accept discrimination in any form.
- Everyone in our school community should be happy. Bullying is completely against our ethos and will be dealt with firmly and fairly if it ever occurs.
- All children should respect school property and the property of others.



Whole-school systems emphasising praise, recognition and reward exist to promote and celebrate sustained effort and hard work, and contributions towards the school community.

All forms of bullying and harassment are considered to be unacceptable and are not tolerated within the school environment. All incidents will be taken very seriously and followed up in accordance with our Anti-bullying Policy which is available via the school's website.

“*As a caring school we have the highest of expectations in terms of learning*”

Our School Pledge

*I pledge today to do my best,
In classwork, homework and all the rest.*

*I promise to obey the rules,
In all I do around our school.*

*I'll respect myself and others too,
expecting the best in all I do.*

*I'm here to learn, my best I'll be,
The Ballyclare Primary family are we!*



Safeguarding

Ballyclare Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share in this commitment. Staff work hard to maintain an environment where children feel safe and secure.

The curriculum is designed to ensure opportunities for children to develop the skills they need to recognise and stay safe from abuse. Children know that they can approach any of the adults in school if they are worried and that they will receive a consistent, supportive response.

In recognising our responsibilities for Safeguarding and Child Protection, as a school we:

- Have clear staff recruitment and selection procedures, ensuring that all staff (including volunteers) who have unsupervised access to children, have been appropriately checked for their suitability.
- Aim to raise awareness of child protection issues and equip children with the skills needed to keep them safe.
- Develop and implement procedures for identifying and reporting cases, or suspected cases of abuse.
- Support children who have been abused in accordance with his/her child protection plan.
- Establish a safe and nurturing environment free from discrimination or bullying where children can learn and develop happily.

If you would like to know more about our policy or procedures for Safeguarding, please speak to Mrs Mulligan, Headteacher who is our designated teacher for Child Protection.



Family, Social & Worldwide Links

Even before our Primary One children arrive at school, important links are made with local pre-school provision and in particular Ballyclare Nursery School. Visits are made by our Primary One teachers to the Nursery and new children also have the opportunity to visit our school and meet their new teachers. We have a good relationship with local schools involving curriculum and social visits and projects. We frequently take part in inter-school sporting competitions in football, rugby, netball, girls' and boys' hockey. In addition we are regular participants in music events and art competitions. In recent years we have also been involved with a project fostering a link with a primary school in India. This is part of a Shared Education Link. A new developing link has also been established with a school in Germany.

It is our belief that these extra curricular activities and links enhance both the quality of life and the learning experiences of the children along with playing a vital role in the quest to help our pupils develop as well rounded people with a solid grasp of their civic responsibilities.

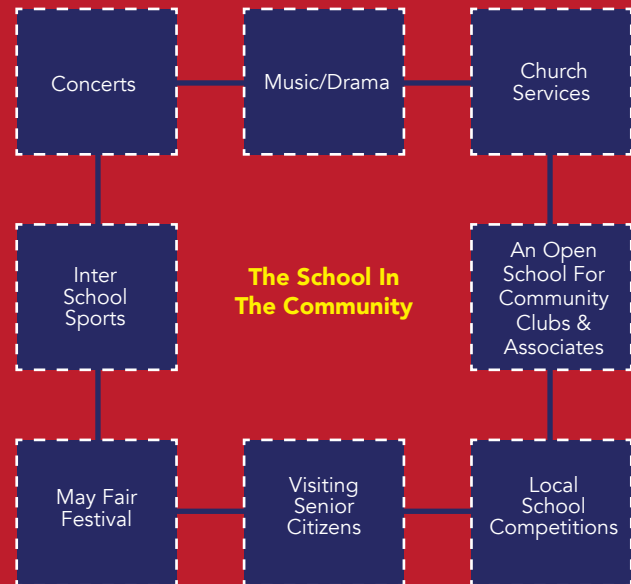
An important part of school life has also been the links forged with local Post Primary Schools. Visits both to and from these schools make a significant contribution to the ease of transfer of our children from Primary to Secondary education. These links extend beyond the Primary 7 year with formal notification from Post Primary Schools of successes and achievements, informal visits from former pupils and periods of work experience in Ballyclare Primary School by many of these pupils. In addition a number of young people return to assist in such events as our Open Day, Fair Day and outdoor pursuit trips.

Community Links

Thinking of the needs of others within our community and further afield has a high priority in our school. A whole school fund-raising event provides support for a number of other charities which are specified each year e.g. N.I. Hospice, Ulster Cancer Foundation and N.I. Chest Heart & Stroke Association.

Our school also endeavours to support children in other countries who have needs far beyond those in our school – both educationally and physically.

When a family from our school has close links with a particular charity or medical foundation – we are always keen to support.





School Uniform

P1 - P2
Pupils

Boys

Grey Trousers
White Polo Shirt
Red V-Neck School Sweatshirt
Grey Socks
Black Shoes

Girls

Grey Skirt or Pinafore
White Polo Shirt
Red V-Neck School Sweatshirt/
Cardigan
White Socks or Black Tights
Black low heeled Shoes

P3 - P7
Pupils

Boys

Grey Trousers

White Shirt

Red V-Neck School Sweatshirt

Grey Socks

Black Shoes

Girls

Grey Skirt or Pinafore

White Shirt

Red V-Neck School Sweatshirt/
Cardigan

White Socks or Black Tights

Black low heeled Shoes



Other Information

Healthy Eating

We are a Healthy School and are committed to promoting and monitoring healthy food at break and lunch times.

We also have an established Breakfast Club initiative for all pupils within the school. This runs from 8:00am to 8:45am every day. Children start classes at 8:45am, our pupils receive a healthy breakfast and take part in games and activities before school begins. Parents can book places a week in advance for the whole week or for specific days only. A small fee applies.

School Meals

Currently children have the opportunity to choose between a hot school meal from our on site cafeteria or to bring a packed lunch.

If you think your child is eligible for free school meals, please collect a form from the school office.



Snack Time

You may like your child to have a mid-morning snack. We welcome fruit and vegetables, and would ask you not to send your child with chocolate, crisps or sweets of any kind from Monday to Thursday. Friday is “treat” day!

Our school provides healthy breaks from our school fruit shop and toast trolley each day. School milk is also available for a small fee.

Water

Research shows that our brains need water to stay active and alert. All children are encouraged to bring water into school daily, in a spill-proof plastic bottle that they can take home at night to rinse and refill. Children, parents and staff speak highly of the benefits.

Peanut Allergies

As we have a few children throughout the school who suffer from this allergy, ranging from mild to extremely serious, we would ask parents not to send children to school with food containing peanuts. This will ensure the safety of all our pupils.

Car Parking

We are incredibly fortunate in Ballyclare Primary to have two spacious and easily accessible car parks within view of the school building. Through excellent relations with the Department of the Environment and National Car Parks, it has been agreed that parents and carers should not be expected to pay car-parking fees when using the Town Square or Harrier Way car parks to pick-up and drop-off children to/from school. A one off parking permit can be purchased at our school office which is recognised by all traffic attendants. We have several

entrances to the school allowing for entry from different parts of the town and a large number of children and parents who enjoy the walk to school and we encourage this throughout the year. However, it must be noted that this concession does not apply to anyone who chooses to combine a shopping trip with a school lift. In this case the normal parking charges would apply and anyone not acquiring the appropriate parking ticket would be held liable.

Other charges and Remissions

Education in Ballyclare Primary School is provided free of charge for all lessons and activities connected with the child's entitlement under the Education Reform Order e.g. books, materials and transport.

Exceptions are detailed below:

- All board, lodging and travel costs on residential trips (*except where statutory remissions apply*).
- Cost associated with optional extras e.g. visits to the theatre or extra-curricular activities.
- Materials or ingredients used in practical subjects where parents have indicated that they wish to receive the finished product.
- Tuition in a musical instrument/swimming instruction.

The school will, as it has done in the past, appeal to parents for voluntary donations but it is stressed that no child will be disadvantaged in any way if parents are unable to make a contribution. Please contact the Principal for support should this be necessary.

The detailed policy on Charges and Remissions is available from the school office.

Contacts

Address: Doagh Road,
Ballyclare
Newtownabbey
County Antrim
BT39 9BG

Telephone: (028) 93-322389

Website:
www.ballyclareps.co.uk

Email:
kmulligan818@c2kni.net

**Education Authority
North Eastern Region
Address:**

Education Authority
North Eastern Region
County Hall
182 Galgorm Road
Ballymena
County Antrim
BT42 1HN

Headteacher
Mrs K. A. Mulligan

Chair of Governors
Dr H. MacConnell

School Hours
Primary School Opening Hours
08.45 – 16.00



Car Parking

Car Parking

Ballyclare Primary School has excellent car parking facilities located within a few metres of the school gate. This is a fantastic advantage when parents need to access the school quickly for appointments and pupil collection at the end of a school day. Why not find out more about our permanent parking permit scheme?

Main Entrance to school located on Doagh Road side.

HOW TO FIND US





Doagh Road, Ballyclare
Newtownabbey, County Antrim
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Tel: (028) 93-322389

Web: www.ballyclareps.co.uk

Email: kmulligan818@c2kni.net