

## ENNISKILLEN MODEL PRIMARY SCHOOL

January 2025

Dear Parent

**Welcome back to a new term and a new year. I hope everyone had an enjoyable Christmas and New Year holiday.**

Well done to all involved with the successful events that took place at the end of last term – Christmas Shows, Choir and Orchestra performances, Charity focus events etc. The staff and children deserve much praise for the high standard of each production. The Christmas Shows (retiring collections) appear to have raised over £1,500 for this year's designated charity, Cancer Focus N. Ireland (exact figure still to be finalised). This is a tremendous response – thank you.

### **ENROLMENT:**

Application procedures for enrolment in Primary 1 will open on **Friday, 10<sup>th</sup> January** and close again on **Friday, 24<sup>th</sup> January**. Children who **have turned four or will turn four on or before 1<sup>st</sup> July 2025** will be admitted to **Primary One** in **September 2025**. More precise details have been forwarded to parents who have names registered with the school.

***'COME AND LEARN THROUGH PLAY/  
VISIT THE SCHOOL' AFTERNOONS  
FRIDAY, 10<sup>th</sup> and FRIDAY, 17<sup>th</sup> JANUARY  
(starting at 2.30p.m.)***

***All prospective Primary One parents and pupils are welcome to attend  
– the P1 teachers will relay further information about  
registration/application procedures.***

*Please note that if any parent is unable to come along on Friday afternoons, alternative arrangements can be made by contacting the school. **IT IS VERY IMPORTANT THAT APPLICATION FORMS ARE COMPLETED BEFORE THE CLOSING DATE OF THE 24<sup>th</sup>.***

Similarly, details about how to access **pre-school places** for September are being supplied (press etc.)

## Important dates for this term are:

**Half Term holiday (3 days): Wednesday 12<sup>th</sup>, Thursday 13<sup>th</sup> & Friday 14<sup>th</sup> February.**

**St Patrick's Day holiday: Monday 17<sup>th</sup> March**

**End of Term: Friday, 11<sup>th</sup> April (with school re-opening to pupils again on Monday, 28<sup>th</sup> April) – this includes two staff development days.**

*Activities/trips affecting individual classes will be relayed as appropriate. As is normal practice, a small fee may be requested with school endeavouring to cover some of the costs. Looking at the key dates, it will be a busy term.*

**Parent Teacher Association news:** Precise details about planned events etc. will follow at the right time. Again, their effort is a huge help, as evidenced last term – Christmas Fair etc.

Office staff are keen that lunch tickets for the week are purchased on a Monday only (or on the first day back after a break). A copy of the **current menu** can be found on our website (select Parents and School Meals).

## After School Activities:

Activities will be starting very soon (Ju-jitsu always starts a little earlier than the other activities – 16<sup>th</sup> January). The children will be informed soon - there will be some changes to the programme on offer and based (partly) on feedback we received from parent questionnaires last term.

## Pupil Welfare:

It is a statutory obligation to highlight the following information to parents on a regular basis – the beginning of a new term is often a suitable time to do so.

In line with various Department of Education policies the school has procedures in place for monitoring that children are being protected from any kind of harm (inside or outside of school). It is important that child protection/safeguarding issues concerning your child/another child **are brought to the attention of school staff** - often things can happen oblivious to the staff in school or staff can shed a different perspective on an issue. Likewise, school has a legal responsibility to highlight potential concerns/act following Department of Education guidance. **Children who appear unhappy at**

**school or complain about going to school should be spoken to and encouraged to talk.** We welcome the support of parents in helping to prevent and resolve inevitable problems in a professional and reasoned manner. The school's designated teachers for Safeguarding and Child Protection are Mrs Keys, Mrs West and Mr Glass. **They, along with the class teachers, can be approached on any occasion.**

**The school must follow the correct procedures and policies – I am all too aware that this/my approach can differ to how you/others may like things to evolve. Thank you for your understanding when there are differences of opinion.**

**Thank you also for not sharing sensitive information relating to your child with someone other than a person with whom it should be directed to e.g. the class teacher, designated teachers (listed above), SEN support teacher or me. Doing so contravenes guidance we are legally bound to follow in relation to GDPR.**

Please be careful when using **social media sites/'WhatsApp' class groups** – data protection guidance can be breached when comments about, pictures or names of staff, parents, other parents' children are shared in this way. **Although there is no harm intended others may not share this view.** Likewise, messaging and conversing this way does not always reflect the full picture of a situation/incident or allow someone else to shed a different perspective.

Online safety is a recurring problem and although we do not allow pupils to have phones in school, their usage out of school (alongside other devices which enable them to access the internet etc.) needs to be tightly monitored. Please note separate guidance on the year group information booklet and website.

The website also contains some information in relation to **Bullying Type Behaviour in Schools**. This was issued to all schools by the Education Authority last year and I thought it might be of interest to scan again. It refers to some practical guidance and reiterates about the correct procedures to follow when there is a concern and complements the school policy we have for this area. **Again, thank you for taking a reasoned and professional approach when faced with difficulties.**

## **Health and Safety:**

The school officially opens at 8.30 a.m. and responsibility cannot be taken for children who arrive before this time. Supervision starts at 8.30a.m. Likewise, please ensure that children are in school on time. I am keen that all children are in school before the bell rings at 9.00a.m. It is beneficial if the children have some playtime before the official start of school and do not miss the very start of the school day – often when homework procedures are explained etc.

New attendance procedures will continue to be implemented. The Department of Education is enforcing more regular and prompt attendance and therefore the following actions are being initiated with immediate effect. These have been discussed with the school's Education Welfare Officer and staff are being guided accordingly.

- The doors will now close at 9.05a.m. Children arriving after this time must be directed to enter via the main office door.
- Code U (morning absence recorded) will be used against children who are repeatedly late (with bus and taxi travellers being the exception). Adverse weather conditions will also be allowed for. Therefore repeatedly arriving late will impact on a pupil's overall attendance record.

**For office records all absences need to be confirmed – usually by sending a note/using the pupil diary/telephoning the school.**

Children waiting for lifts at the end of school should stay with the staff on duty (various locations) until their lift appears. As indicated previously, if children have not been collected shortly after home time the staff on duty will direct them inside to the dining room (after school club base) - from where they can subsequently be collected. **CHILDREN MUST NOT BE ENCOURAGED TO WAIT FOR LIFTS ON THE SIDE OF THE MAIN ROADS/CAR PARKS SURROUNDING THE SCHOOL. The play trails can be accessed by children at the end of school but only when accompanied/supervised by an adult from a close distance – school staff do not supervise these areas at the end of the day.**

I am aware that some older children are allowed to walk to and from the Tesco car park or to their home (outside of official school opening times). **PLEASE ENSURE THAT THE PEDESTRIAN CROSSINGS ARE ADHERED TO** – The Tempo Road and other adjacent roads are busy. It remains a parent's decision if an older child is allowed to walk to and

**from school unaccompanied by an adult (with or without a younger sibling) – the school cannot be held accountable for incidents before or after the school bell has sounded.**

**Safety when using buses, walking near roads etc. cannot be emphasised enough – with dangers heightened by the dark days/frosty weather etc.**

Should the **weather** deteriorate every effort will be made to keep the school open. As highlighted before the holiday, our text messaging service is often used to relay vital information.

School policy dictates that **medicines** brought to school will not be administered/supervised unless under specific guidance (written) in consultation with the class teacher. No medicines will be administered/supervised outside of the lunch period (unless there are exceptional reasons for doing so; asthma sufferers may require inhalers to be taken at other times). Mrs Abraham (first aider) is often in the medical room – she has total control of administration/supervision of pupils taking medication in consultation with the relevant teacher/assistant/me (the latter only being done when there are queries). Similarly, if circumstances change, records in school need to be updated. Medication also applies to inhalers for asthma. We have been reminded by the School Meals Service that all dietary requirements need to be confirmed in writing – thank you.

The school's **healthy break** system continues to be well supported. Chocolates, crisps, sweets etc. **are not** to be brought to school unless on days advised by the school/teacher. PLEASE AVOID NUTS OF ANY DESCRIPTION. **Children from P3 up may bring water to school but care needs to be taken to ensure that bottles are kept clean and the water is changed regularly (at home) – in line with advice from our Eco Council, children who bring water to school should do so using reusable bottles (avoiding plastic waste). Similarly, the less disposable packaging in lunch boxes sends out a good message to the children – a small way to help the environment.** Younger children are supplied with water and children taking school lunches can choose to drink water or milk.

The 'Fruit Friday' tuck shop will start again this week (P3 and up).

**Please note that the school, by law, must abide by a NO SMOKING policy. Thank you for not smoking/vaping inside the school or anywhere on the school grounds.**

## **Clothing:**

**Apart from designated P.E. days, full school uniform should be worn on the other days – this includes black shoes (trainers or boots are not to be worn to school). Year group information booklets have reiterated our policy on the wearing of P.E. gear to school on designated P.E. days (P3 and up) – this allows the wearing of trainers and P.E. kits to school.**

**As previously referred to, our School Development Plan is being posted on the website and incorporates feedback from a variety of sources last term.**

A British Council funded Spanish Student will remain with us until Easter. Miss Posada will be visiting various classes this term to deliver Spanish language and cultural activities.

Should you require clarification on these or other points, please do not hesitate to contact me. Our Website and Facebook pages contain a wealth of information and are updated regularly.

[www.enniskillenmodel.enniskillen.ni.sch.uk](http://www.enniskillenmodel.enniskillen.ni.sch.uk)

Happy New Year.

Yours sincerely

W Glass  
Principal

**\*Year group information leaflets are being sent home this week.**

**These are aimed at providing parents with more precise information about what is to be covered in class this term.**

**A copy can also be accessed on the Home page of our website (Parents and Information Leaflets) as well as being posted on Google Classrooms\***

**We continue to roll out the new School App – still a work in progress amidst a few technical problems of late. Thank you for downloading.**