



Dromore Central Primary School
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Principal: Mrs L M Allen MEd DASE (Sc) PQH ALCM

INFORMATION SHEET FOR PARENTS - OCTOBER 2017

We thank you for your support during what has been an overwhelmingly difficult period for our school community and immeasurably more so for the Anderson family. We wish to assure them of our continued thoughts and prayers. Please feel free to contact us if we can be of any assistance to you or your child as we come to terms with this devastating loss.



WE UNDERSTAND THAT THIS NOTE IS RATHER ON THE LONG SIDE!!!

PLEASE STICK WITH IT, AS IT CONTAINS SOME VERY IMPORTANT INFORMATION AND DATES FOR YOUR DIARY!



The Autumn term is now well under way and we would like to take this opportunity to welcome you all back. A special welcome to our P1 pupils and new pupils in other year groups – we hope you quickly feel at home in Dromore Central Primary School.

ENTERING AND LEAVING SCHOOL

P1

In the morning:

P1 children enter through Gate A and wait at their cloakroom door with their Classroom Assistant. Please encourage your children to walk to the classrooms themselves from the wooden gate.

Parents are asked to ensure their children do not use outdoor play equipment or stand on outdoor furniture in the mornings and at home time.

At home time:

Our P1 children are now staying until 2.00 pm each day. Parents/childminders should collect their children from their cloakroom door. Please wait against the wall/fence opposite the cloakroom door so you can be easily spotted and children can move directly to you. You should then leave through Gate A.

It would be greatly appreciated if parents/childminders would please leave the area as soon as children are collected as, in the interests of child protection, gates must be locked promptly. Please be aware, teachers cannot wait at cloakroom doors as they have to go to other classes/after school activities.

P2

In the morning:

P2 children come in through Gate B and walk to their cloakroom door where their Classroom Assistant is waiting for them.

Parents are asked to ensure their children do not use outdoor play equipment or stand on outdoor furniture in the mornings and at home time.

At home time:

Parents/Childminders are asked to collect their children from the cloakroom door. You are asked to please wait against the wall/fence opposite the classroom door so you can be spotted easily and children can move directly to you. You should then leave through Gates B or C.

It would be greatly appreciated if parents/childminders would please leave the area as soon as children are collected as, in the interests of child protection, gates must be locked promptly. Please be aware, teachers cannot wait at cloakroom doors as they have to go to other classes/after school activities.

P3

In the morning:

P3 children enter via Gate A and walk to their morning lines beside the play equipment at the end of the building, where a teacher will be waiting.



Parents are asked to ensure their children do not use outdoor play equipment or stand on outdoor furniture in the mornings and at home time.

At the end of school:

Children will be brought out via the door at the end of the building, labelled Door 3. Parents/childminders are asked to please wait against the cream wall nearest the outdoor play equipment so you can be easily spotted and children can move directly to you. You should then leave via Gate A.

It would be greatly appreciated if parents/childminders would please leave the area as soon as children are collected as, in the interests of child protection, gates must be locked promptly. Please be aware, teachers cannot wait at cloakroom doors as they have to go to other classes/after school activities.

P4

In the morning: Children should enter via Gate C.

At the end of school:

Parents/childminders are asked to come in through Gate C and wait against the cream wall. Children will be escorted out and will be lined up at the red school wall. From there they will be dismissed to you. They should then leave via Gate B.

P5 to P7

In the mornings and afternoons: P5 to P7 pupils will enter and leave via Gate D, apart from Miss Gribben's class, who will enter and exit via gate C.

NO DOGS ON SCHOOL GROUNDS PLEASE

Unfortunately, we have had an instance of dog fouling inside the school gates which was not cleaned up by the owner of the animal. We also have children in school who have a very real fear of dogs. We would therefore respectfully request that dogs are not brought onto school grounds or 'tied up' at the school gate. We thank you for your assistance and understanding in this matter.



CAR PARKING



We are all working to ensure the safety of our pupils and that the leaving off/collection of children operates as smoothly as possible.

A number of issues have been brought to our attention recently and we would like to highlight these to you:

- Please do not park across the pedestrian zone at the traffic lights outside school. Children have been 'dodging' around cars to cross the road.
- Please be considerate and mindful of others when parking outside of school.
- Please do not block entrances/exits in local developments - residents have been unable to get in or out of their own driveways!
- Please do not obstruct the footpaths – children have been forced to walk onto the road to get passed parked cars. This is incredibly dangerous!
- Please do not park on the crossings inside the school grounds.
- **Please do not park blocking the emergency vehicle exit gates** - signs are posted, yet parents are still parking across these gates - some even moving 'no parking' cones to get parked!
- Please do not park in the staff car park in the mornings or afternoons, with the exception of spaces marked with a red X.
- Parents/carers are still parking cars on the drop-off zone and walking their child into school. This area is meant for those parents who are only stopping long enough to allow children to get out of the car, then moving on. Parking and leaving your car disrupts the flow of traffic and causes unnecessary aggravation.
- Please drive slowly when on school grounds as recently there have been instances of children almost being knocked down when crossing the car park with their parents.
- **Please do not turn right into the car park, follow the one-way system.**



Recently, a car, which was correctly parked in a space in the school car park, was damaged by another driver who did not wait to inform the other parent of the accident, but exited the school grounds leaving red paint scrape-marks along the passenger side of the parked car. This was, understandably, very distressing for the owner of the damaged vehicle. We would ask everyone to take great care when parking and, if an unfortunate accident occurs, to speak to the owner of the car or, if no-one returns to the vehicle within a reasonable amount of time, then leave your name and contact details into the school office.

Regrettably, if correct guidelines for dropping children off or parking on school grounds are not followed, we may be forced to close both the turning circle, and the car park, to parents.

Your support and co-operation in this regard is greatly appreciated.



TRANSFERRING TO A PAPERLESS SYSTEM - WEBSITE E-MAILING SERVICE AND SCHOOL APP

We encourage you all to register for receiving communications via email and/or the mobile app from the school website. Please visit the school website and look on the Home Page at the 'Dromore Central App' and 'Subscribe to Newsletters and Notifications' sections and enter the required details. The website address is:

www.dromorecentral.co.uk

We trialled the system last year, whilst also sending paper copies of parent notes, and are now moving on to a primarily 'paperless' system using the school website as our main method of communication. Of course, for those who prefer to continue receiving notes in paper form, this can be requested through your child's class teacher or the school office.

DEMONETISATION OF ROUND £1 COINS

Due to banking arrangements we can no longer accept the old round £1 coins after 10 October 2017.



SCHOOL DINNERS

The price of a school meal is £2.60 per day. This would be a total of £13.00 for a full week.

We request that, no matter which day your child plans to take dinner, payment is sent on the first day of the week. Please place money in an envelope and mark it with the child's name, the teacher's name and which days you wish your child to take a school dinner. Any unused credits will be carried over to the following week.

Menus can be viewed on the school website www.dromorecentral.co.uk

Please note we are no longer able to accept cheques to pay for school dinners.



SCHOOL COUNCIL

As we start a new school year, we would like to introduce you to our new school council members. The pupils elected this year, James, Caleb, Toby, Sarah-Jane, Violet, Imogen and Emily, will meet regularly with Miss Gribben and Miss Cochrane to share ideas, plan and organise events and communicate the views and feelings of fellow pupils. We congratulate them on their success and hope they enjoy their new roles.

ART CLUB

P7 art club has commenced on Tuesday afternoons in Room 3 with Mrs Callaghan.

There will be two blocks of 4 weeks this term and pupils have been notified of the dates they should attend.



AFTER SCHOOL CLUBS

There are many, varied After School Clubs available at Dromore Central Primary School, from Art for P7, Football for P6 and P7 boys and Netball/Hockey for the girls, to name just a few! The full list can be viewed on our website: www.dromorecentral.co.uk

MINIVERSITY

Miniversity Computer club has now resumed in the Key Stage 2 computer area on Thursday afternoons as follows:

Junior Club	P1 - P3	2 pm to 3 pm
Senior Club	P4 – P7	3 pm to 4 pm

Each session touches on a 'careers theme' topic and the children are given tasks using a variety of different programmes such as Microsoft Excel, PowerPoint, SCRATCH Coding or Windows Movie Maker.

The cost is £65 for the full term (13 sessions) payable in two instalments. If you would like to reserve a place for your child or have any queries about the programme please contact Miniversity directly on 07712042222, study@miniversity.com or visit www.miniversity.com for further details.

PARENT/TEACHER INTERVIEWS

A separate letter has been sent to you regarding Parent/Teacher Interviews, which will take place the week beginning **Monday 16 October 2017**. Please remember that school will finish early for all pupils that week.

To facilitate Parent/Teacher interviews, for the whole of interview week, children will be dismissed as detailed below. *Please note the gate from which your child will leave school.*



Children will have lunch before leaving school.

1.30pm	P6 + P7 pupils, along with younger siblings,	leaving via <u>Gate C</u>	(P4/Miss Gribben's P7 Gate)
1.40pm	P4 + P5 pupils, along with younger siblings,	leaving via <u>Gate C</u>	(P4/Miss Gribben's P7 Gate)
1.50pm	Pupils who attend after-school nurseries,	leaving via <u>Gate C</u>	(P4/Miss Gribben's P7 Gate)
1.50pm	All remaining pupils, <u>leaving via their usual exit gate</u>		



SCIENTIFIC SUE'S DRAGON SCIENCE SHOW

We are all greatly anticipating the arrival of Sue's Dragon show to school on **Tuesday 17 October 2017** – to include the Science of Flight and Fire! Sue's dynamic and innovative approach to teaching and learning not only promotes lifelong learning and the development of creativity/thinking and problem solving skills, but also makes STEM (Science, Technology, Engineering and Mathematics) subjects simple, real and relevant.



FLU VACCINATIONS

There has been a change in date for Flu Vaccine to be administered to those children whose parents/guardians have given permission for them to receive it. The date will now be **Tuesday 5 December 2017**.

HARVEST SERVICES

We will be holding our Harvest Services, for pupils in school, on **Thursday 19 October 2017**. Whilst we celebrate God's provision we believe it is important to teach our children to be kind and thoughtful towards others.

All children are encouraged to bring in canned foods, biscuits, dried foods or cereals on Tuesday 17 October 2017 to decorate the front of the Assembly Hall.



These items will then be passed on to Via Wings to be distributed to families in the Dromore Area who need a little extra help at the moment.

CANCER FOCUS

One of our parents, Mrs Faulkner, is involved with the Cancer Focus charity and is spearheading the opening of a new 'Cancer Focus' shop in Banbridge. Volunteers to help 'man' the shops are being sought. So, if you are aged 16 years or over, have a few hours to spare, and would like to be involved, please contact Mrs Faulkner at melissafaulkner@cancerfocusni.org or telephone 07912422924.

No qualifications are required and all training will be provided.

In addition, a Cancer Focus drop box will soon be at the front of the school. Any 'good' clothes, games, books, CDs etc which you would like to pass to a good cause, would be greatly appreciated.



SCHOOL DISCO – FRIENDS OF DCPS

On **Friday 20 October 2017**, Friends of DCPS plan to hold a school disco! The times for each year group will be as follows:-

P1 & P2	6.00pm - 7.00pm
P3 & P4	7.15pm - 8.15pm
P5 - P7	8.30pm - 10.00pm

CRAZY HAIR DAY!

At Dromore Central, we believe encouraging a child to discover the joy of reading not only stimulates their imagination but teaches them to think independently, to problem solve, to expand their vocabulary and aids in developing their ability to concentrate – all important life skills! We are greatly in need of some new reading books and, due to the restrictions placed on our school budget, are planning to fundraise to help purchase them.

So ...

On Friday 27 October 2017 we are planning to hold a 'Crazy Hair' day! Be imaginative! Wear your hair whatever way you like – with mum and dad's permission of course! (Make sure you keep an eye out for Mrs Allen's coif!) A minimum donation of £1 per child towards school reading books would be very much appreciated.



SCHOOL PHOTOGRAPHS

'Cool for School' photographers will be in school on **Thursday 26 October 2017** to take individual and 'family group' pictures. (Please note, younger/older siblings who do not attend this school cannot be accommodated in the 'family group' pictures.) Further information will be forwarded to you nearer the time.

ROYAL MAIL CHRISTMAS STAMP DESIGN COMPETITION 2017

We would like to congratulate Jamie Kidd on being one of Royal Mail's regional finalists in the Christmas Stamp Design Competition 2017. Jamie received his prize of £100 along with £100 for our school. Well done Jamie!

Moya Greene, Chief Executive Officer for Royal Mail, wrote to Jamie to congratulate him, saying over 200,000 entries had been received from children across the UK and that Jamie's design stood out from the crowd! Jamie should be very proud of his achievement!



AND FINALLY!

Just a reminder that school **will finish on Friday 27 October 2017, AT NORMAL TIMES**, for the Halloween holidays, reopening on Monday 6 November 2017.

We have attached a copy of the Fair Processing Notice and the Electronic Transfer of Pupils' Data to the Child Health System for your records.

L Allen (Mrs)
Principal

FAIR PROCESSING NOTICE

In keeping with guidance on Data Controller responsibilities, the Department of Education recommends, as good practice, that schools issue a 'Fair Processing notice' to parents. This is simply a statement advising parents of how their child's information is used and shared by the school.

Our Fair Processing Notice is as follows:-

Your child, as part of their education at Dromore Central Primary School, will have access to a range of electronic resources designed to enhance their learning experience and allow them to collaborate with their peers. In order to facilitate this, the school may need to share some limited personal information with the relevant Education Authority and the Department of Education. This will allow user accounts to be set up and managed, enabling services to be integrated. Any data sharing is kept to a minimum and when your child leaves the school the information will be permanently deleted from such systems. At times, the school may also share personal information with the Education Authority to support the direct delivery of educational services. Examples include the Authority's Special Education and Educational Services. All sharing will be conducted under the provisions of the Data Protection Act 1998. If you would like to know more, please feel free to contact school.

ELECTRONIC TRANSFER OF PUPILS' DATA TO CHILD HEALTH SYSTEM

The Department of Education has requested that all schools should write to parents/guardians to explain that new arrangements were put in place from September 2015 to transfer pupils' information to the Child Health System (CHS).

Each school year the School Health Team carry out important child health programmes, such as Nurse checks, Immunisations, Health Appraisal, Vision and audiology screening, on children in schools throughout Northern Ireland. The regional CHS is used to support the planning, preparation and delivery of these school health programmes.

When children start school their relevant school information is matched with the CHS records using name, date of birth, gender and address. (Previously, this had been a manual, paper exercise.) This matching, which takes place regularly, enables the specific information about the school and class your child attends to be recorded on the CHS to support the delivery of the Child Health Programme.

From October 2015 new arrangements meant that the system for matching information changed from a manual to an electronic system. This involves the transfer of pupils' information from the Schools' Information Management System (SIMS) to the CHS. School and class records will be matched electronically with CHS records using name, date of birth, gender and address.

This notice is for information only and you do not need to take any action.

This secure electronic process will ensure that CHS's records are up to date and will reduce the potential for errors or information gaps in your child's health records. This is the sole purpose for providing the data and this information cannot be used for any other purpose by the Health and Social Care Trusts or the Public Health Agency. If you would like further information about the Child Health System you can contact the Public Health Agency at:

CHSinformation@HSCNI.net or CHS Information, Public Agency, Tower Hill, Armagh, BT61 9DR.