CUMRAN PRIMARY SCHOOL

The Square Clough Downpatrick Co Down BT30 8RB
Tel: 028 4481 1352
Email: info@cumran.clough.ni.sch.uk

August 2024

Dear Parent/Carer,

We look forward to welcoming the children back to school and hope that all enjoyed their summer break. We also welcome those children starting our school for the first time and hope you enjoy being part of the Cumran community.

The Governors and Senior Management of Cumran would like to provide you with the following general information for the new school year.

CURRICULUM MEETINGS

We would like to invite parents/carers into school to curriculum meetings led by the class teachers. This is a perfect opportunity to meet the staff and hear about the teaching and learning that will be happening throughout the year. These meetings are for **parents only** and will last approx. 30 minutes. The meetings will all take place in **your child's classroom** on:
28 August 2024

9.00 am	**Year 1**		
9.30am	**Year 2**		
10.00am	**Year 3**		
10:30am	**Year 4**	**SCU1**	**SCU2**
11.00am	**Year 5**	**Year 6**	
12.00 noon	**Year 7**		

COMMUNICATION WITH SCHOOL/TEACHER

Please see following procedures for contacting the school/ teacher:

As our school is a busy place the first point of contact is by email to the school info account, info@cumran.clough.ni.sch.uk

If your child is absent from school, please email the office as soon as possible, with the reason for absence.

Please try and arrange dental and medical appointments outside school hours as your child is missing valuable learning time if arranged during the school day. If this is not possible, please email the office regarding the appointment.

Should a message need to be passed to the teacher, please ring the school office or send an e-mail via the school info account, info@cumran.clough.ni.sch.uk and the secretary will pass on the message. If you wish to speak to a teacher, please inform our school secretary, stating the subject/ issue and the teacher will respond. **To avoid disruption to learning, phone calls will not be put through to classrooms during teaching time, but a message will be sent to the teacher who will respond as soon as possible.** Please do not use seesaw as teachers cannot respond during the day as they are teaching and cannot be expected to reply out of school hours**.**

When contacting the school by phone or email please inform the secretary of the nature of your business so it can be dealt with by the appropriate person.

Please note Mrs Parke will be taking Breakfast Club this year and therefore the office will not be manned until 8:30am each morning.

Please ensure we have up to date emergency contact numbers. **It is vital we have at least two phone numbers, in case of an emergency.**

We use a text messaging service therefore it is essential your mobile contact number is up to date or you will not receive the messages.

ILLNESS

If your child is sick with any illness you should keep your child at home. Following PHA advice, if your child has vomiting or diarrhoea, they must not return to school until 48 hours clear from their last bout, to minimise the risk of the illness spreading.

If a child becomes unwell in school the parent/carer will be contacted. Please ensure arrangements are in place that someone is available to pick your child up if the situation was to arise that they take ill.

HAND SANITISER

Children can bring their own named hand sanitiser to school if they wish. Hand Sanitising stations are located at each entry/exit and in the classrooms.
To prevent the spread of germs children should wash their hands regularly throughout the day.

STARTING/FINISHING TIMES
The school day commences at **8:45am** for all classes.
All children arrive into school between 8:30am-8:45am.

NB: Year 1 children have different starting times for the first few days which were communicated to you prior to the end of term.
Year 1 finish at 12:30pm for the month of September only.

All children finish at 12 noon on Thursday 29 August.

	Arrival Time **Mon-Fri**	Finishing Time **Mon-Thurs**	Finishing Time **Friday**
Year 1-3	Between 8.30am - 8.45am	2:00pm	2:00pm
Year 4-7	Between 8.30am-8.45am	3:00pm	2:00pm

Children go straight to their classroom on arrival to school each morning.

Children in Years 4 to 7 enter through the pedestrian gate connected to main school gate. Children in Years 1-3 and bus children enter through the side pedestrian gate.

'Park and Stride' or 'Drop Off and Drive On' methods have been very successful and eased congestion in the mornings and will continue this year.

Parents drop children at the school gate entrances and the children are met at the school gates by staff each morning.

To further ease congestion parents are asked to continue to operate the voluntary one-way system entering the area from the Castlewellan Road and driving on up through the square, towards the old school. Parents should not do U-Turns that would put the safety of pupils at risk.

Parent cars should not enter the school carpark at beginning/end/or during the school day. It is essential that this is strictly adhered to for the safety of our pupils.

**** Please note: At 9 am the bus gate will be locked so any pupils arriving late need to enter through the pedestrian gate connected to main school gate.**

School EA Transport

EA Transport recommences on Monday 2 September 2024.

***Please be aware that Transport has stated that **school staff are not permitted on the buses**. Therefore, please remind pupils about the importance of staying seated throughout the journey and teach them how to wear their seatbelt.

If you have any queries regarding transport now or throughout the year, we advise you to contact EA Transport Section directly- 02890566200 and ask for Transport.

PUPIL ENTRANCES TO SCHOOL BUILDING AND SITE

Your children will enter and exit their classrooms through their class cloakroom doors leading from the main playgrounds.

Year 1,2,3, SCU1/SCU2 and bus children enter grounds through bus gate and use entrance gate into junior playground to access their cloakroom doors

Normally Year 4,5,6,7 enter grounds through main pedestrian gate by car park and use gate at canteen to go into playground to access their cloakroom doors. However, until EA replace the damaged gates at canteen these pupils will need to walk across the front of the school to gain access to the playgrounds and doors.

COLLECTION POINTS
At the end of the school day parents/carers should collect their child from their cloakroom door.
Please inform the office by email if your child is allowed to walk home or walk to the school gate at the end of the day.

LUNCH

Please note school dinners resume on Friday 30 August 2024.

Year 1 begin school dinners on Tuesday 1 October 2024.

The menu has been uploaded to the parents' section of the school website. School dinners must be booked in advance and paid for through the cashless system/app. **The school office is very busy and therefore the secretary cannot book school meals each morning for individuals.**

Free school meals also need to be booked onto the system by the parent/carer.

FREE SCHOOL MEALS

If you have applied for free school meals and have not had confirmation from EA, please let the school know as soon as possible. This process can take 4 weeks or more to process. Even if your child is eligible for free school meals but is not taking them at this stage, you are still entitled to apply and we would encourage you to do so. Numbers of children taking free school meals has an impact on the budget allocation from EA so please apply if eligible.

CASHLESS SYSTEM

No money is handled in school. We use a cashless online payment system SchoolMoney. This means all payments will come through this method.

SCHOOL FUND
School Fund remains a vital source of funding for our school to purchase resources, etc, for the children. This is especially true in the current financial climate in which schools are operating. **We ask for a contribution**

of £35 per child and £55 for a family of two or more children. This is payable through School Money by Friday 4 October 2024.

AFTER SCHOOL CLUBS/BREAKFAST CLUB/224 CLUB

Afterschool clubs are led by external coaches and school staff. Details are sent out prior to each club commencing.

Breakfast club will run from 7:55am to 8:30am. Cost: £1.60 per child per morning. **Any child attending must be in the hall by 8:15am to be served.** If you are interested in your child attending breakfast club, please book through the SchoolMoney app. If your child is attending breakfast club please DO NOT drive your car into the staff car park. Drop your child as usual at the main pedestrian entrance gate. Breakfast club will commence on Monday 9 September 2024.

224 club will run each afternoon from 2-4pm. Cost: £3.50 per hour per day. If you are interested in your child attending 224 club, please book through the SchoolMoney app. 224 club will commence on Monday 9 September 2024.

PE

Children will wear their PE kit to school on their PE days. Younger pupils will come wearing their trainers.

OUTDOOR LEARNING

We are fortunate to have extensive grounds at Cumran which lend themselves to outdoor learning. This will be maximised again this year by the classes.

NUT ALLERGIES

We are an allergy aware school. Children should not bring any products containing nuts into school as such items pose health risks for those with nut allergies.

And finally…..

Our goal is to provide the highest quality of education, where each child has the opportunity to achieve their full potential in a caring, stimulating environment.

We want to excite and equip the children with skills to become lifelong learners as we believe

“Learning is a treasure that will follow its owner everywhere.” (Chinese Proverb)

We greatly appreciate the support we receive from our parents, and we ask that you continue to work with us and support us in the year ahead.

R Moles MBE
Principal

C Campbell
Chair of Governors