

# PROSPECTUS

Revised November 2011.



*St. Eithne's choir singing in the sun.*

# St. Eithne's Primary School

For more information please visit our website:  
[www.steithnes.net](http://www.steithnes.net)

# **THE SCHOOL**

**SCHOOL: ST. EITHNE'S PRIMARY**

**ADDRESS: 26 SPRINGTOWN ROAD,  
HAZELBANK,  
DERRY,  
BT48 0LY**

**Tel: (028) 7137 7077**

**e-mail address: info@eithnes.primary.ni.sch.uk**

**Website: www.steithnes.net**

**MAINTAINED CO-EDUCATIONAL**

**AGE RANGE - 4 - 11 YEARS**

Principal

**Mr. G. Cosgrove**

Chairman of the Board of Governors

**Mr. S. Sands**

## **GENERAL INFORMATION**

As a Catholic Maintained Primary School, St. Eithne's caters for boys and girls in the 4 - 11+ age group.

The school is named after Saint Eithne, the mother of St. Columba. The school is located at the Hazelbank Roundabout, which joins Creggan Road with the Springtown Road above Foyle Springs. It caters primarily for the surrounding community, which forms part of the parish of the Holy Family and St Eugene's.

The school opened in September 1998 and the enrolment number at present is 453.

An extensive programme of extra-curricular activities is offered to the pupils at St. Eithne's. After school clubs are mostly available to Primary 4 to 7 pupils.

Please visit our website ([www.steithnes.net](http://www.steithnes.net)) for an up-to-date list of our extra-curricular clubs.

## **ADMISSION /ENROLMENT DETAILS.**

The admissions number is the number of pupils allowed into Primary One. The enrolment number is the total number of pupils permitted in the school.

**Admissions Number: 79**

**Enrolment Number: 552**

<b>Year</b>	2008/2009	2009/2010	2010/2011	2010/2011
<b>Number of Applications</b>	76	52	68	63
<b>Number Admitted</b>	76	52	68	63

### **Prospective Parents.**

Parents who wish their child to come to St. Eithne's may visit the school by appointment when the Principal or a senior member of staff will conduct a brief tour on request. We ask parents to understand that this may be at a time, which would least disrupt the running of the school.

Around the beginning of April letters will be sent to parents who have applied to place their children at St. Eithne's.

The initial contact, you as a parent will have with the school, will be through the pre-admission meeting in May when all parents of prospective P1 pupils will be invited to meet with the Principal and with their child's teacher. Later parents and children will be able to meet the teacher in class for an afternoon session.

### **Documentation.**

All parents of children at the school and prospective parents may have access to a number of documents at the school. These documents are available at the school should parents request. Parents wishing to inspect any of the following documents should give written notice to the Principal at least 3 clear days in advance of the time they wish to see them. (This does not preclude an informal request to the principal, who may make the documents immediately available, if this is convenient). Copies of the documents may also be made available if a week's clear notice is given.

The documents available for inspection are:

- Any published HMI Reports referring expressly to the school.
- The School's Grievance Policy & Procedure.
- The School's Anti-bullying Policy;
- The Pastoral Care, Child Protection and Behaviour Policy.

These policies and procedures and many others are available for download on the school's website [www.steithnes.net](http://www.steithnes.net)

A summary package of policies including the arrangements for bringing schools rules to the attention of pupils and parents and how parents may make known any concerns they have about their child's safety will be given to all parents of all new pupils at the initial meeting in May or during a subsequent meeting with teachers in June.

## **BOARD OF GOVERNORS**

The Board of Governors has overall responsibility for the effective management of the school. It is composed of nominees of trustees, the Western Education and Library Board and the Department of Education, a parent and a teacher elected by the teachers. The members hold office for four years. The Board is in the process of reconstitution the following members have served for the last four years.

### ***Nominated By the Department Of Education***

**Mr S. Sands (Chairman)**

### ***Nominated By the Trustees***

**Rev. Fr. P. O Kane**

**Mrs. A. Coyle**

**Mrs. P. Ferris**

**Mr P. Mc Daid**

### ***Nominated By The Western Education & Library Board***

**Mr. D. Taylor**

**Mr. C. Mc Menamin**

### ***Parents' Representative***

**Mrs. M. Ogilvie**

### ***Teachers' Representative***

**Mr Feeney**

### ***Secretary***

**Mr G. Cosgrove (Principal)**

The Governors as a group work together in partnership with the Principal and the staff to ensure the provision of good education for our children. They have particular responsibilities in relation to the curriculum, the financial management of the school, the appointment of staff, admissions to the school, discipline, building and maintenance, the parents' annual meeting and community links.

## SCHOOL YEAR 2012 / 2013

Holidays still to be agreed for 2012/2013. Awaiting DENI approval.

August 2012						September 2012						October 2012					
Mon	6	13	20	27		Mon	3	10	17	24		Mon	1	8	15	22	29
Tues	7	14	21	30		Tues	4	11	18	25		Tues	2	9	16	23	30
Wed	1	8	15	22	29	Wed	5	12	19	26		Wed	3	10	17	24	31
Thurs	2	9	16	23	30	Thurs	6	13	20	27		Thurs	4	11	18	25	
Fri	3	10	17	24	31	Fri	7	14	21	28		Fri	5	12	19	26	
Sat	4	11	18	25		Sat	1	8	15	22	29	Sat	6	13	20	27	
Sun	5	12	19	26		Sun	2	9	16	23	30	Sun	7	14	21	28	

November 2012						December 2012						January 2013					
Mon	5	12	19	26		Mon	1	8	15	22	29	Mon	7	14	21	28	
Tues	6	13	20	27		Tues	2	9	16	23	30	Tues	1	8	15	22	29
Wed	7	14	21	28		Wed	3	10	17	24	31	Wed	2	9	16	23	30
Thurs	1	8	15	22	29	Thurs	4	11	18	25		Thurs	3	10	17	24	31
Fri	2	9	16	23	30	Fri	5	12	19	26		Fri	4	11	18	25	
Sat	3	10	17	24	..	Sat	6	13	20	27		Sat	5	12	19	26	
Sun	4	11	18	25	--	Sun	7	14	21	28		Sun	6	13	20	27	

February 2013						March 2013						April 2013					
Mon	4	11	18	25		Mon	4	11	18	25		Mon	1	8	15	22	29
Tues	5	12	19	26		Tues	5	12	19	26		Tues	2	9	16	23	30
Wed	6	13	20	27		Wed	6	13	20	27		Wed	3	10	17	24	
Thurs	7	14	21	28		Thurs	7	14	21	28		Thurs	4	11	18	25	
Fri	1	8	15	22		Fri	1	8	15	22	29	Fri	5	12	19	26	
Sat	2	9	16	23		Sat	2	9	16	23	30	Sat	6	13	20	27	
Sun	3	10	17	24		Sun	3	10	17	24	31	Sun	7	14	21	28	

May 2013						June 2013						July 2013					
Mon	6	13	20	27		Mon	3	10	17	24		Mon	1	8	15	22	29
Tues	7	14	21	28		Tues	4	11	18	25		Tues	2	9	16	23	30
Wed	1	8	15	22	29	Wed	5	12	19	26		Wed	3	10	17	24	31
Thurs	2	9	16	23	30	Thurs	6	13	20	27		Thurs	4	11	18	25	
Fri	3	10	17	24	31	Fri	7	14	21	28		Fri	5	12	19	26	
Sat	4	11	18	25		Sat	1	8	15	22	29	Sat	6	13	20	27	
Sun	5	12	19	26		Sun	2	9	16	23	30	Sun	7	14	21	28	

Shaded days are **holidays**.

*NB. The Closures above have been agreed by WELB and the Board of Governors. However, these closures may be subject to change. Notice will be given to parents should changes be necessary.*

## STAFFING

The teaching staff of St. Eithne's Primary School has been employed by the CCMS. The number of staff will depend upon the number of pupils attending. At present we have twenty two teachers.

### **Teaching Staff 2011/2012**

Mr G Cosgrove	(Principal)
Mrs L. Mc Cusker	(Vice-principal & Child Protection & Assessment)
Mr N Gormley	(Senco & Music )
Mrs M Dunne	(Early Years' Play Co-ordinator)
Mrs A. Harrigan	
Miss J. Morrison	
Mrs S Logue	
Mrs U Devlin	
Mrs M. Flanagan	
Mrs L. Mc Monagle	
Mrs J Porter	(Early Years Literacy)
Mrs. M. Mc Guigan	
Mrs J Coyle	(Art & P.E. Co-ordinator)
Mr P Kerr	
Mrs F Mc Clean	(World Around Us Co-ordinator)
Mr V Feeney	(Pastoral Co-ordinator)
Mrs J Doherty	(Literacy Co-ordinator)
Mr J Meehan	(ICT & A/V Resources Co-ordinator)
Mrs P Miller	
Miss D Coyle	(Numeracy Co-ordinator)

### Non-Teaching Staff

School Secretary:	Mrs. C Brady
School Caretaker:	Mr. G Donaghey

#### General Classroom Assistants

Mrs. T. Kelly, Mrs. K. Cregan, Miss C Colhoun, Mrs. L. Jackson, Mrs. A. Doherty.

#### Special Needs Classroom Assistants

Mrs. C. Kelly, Ms L. Friel, Miss A. Doherty, Ms. K. Hannaway, Miss L. Baines, Miss A. Taylor,  
Mrs. L. Bonner & Mrs S. O Donnell

Supervisory Assistants: Mrs. L Harte, Mrs. J Jones, Mrs. P Hegarty,  
Mrs. M. Hargan, Mrs. D Casey, Mrs. M. Parsons & C. Donnelly.

## ACCOMMODATION AND RESOURCES

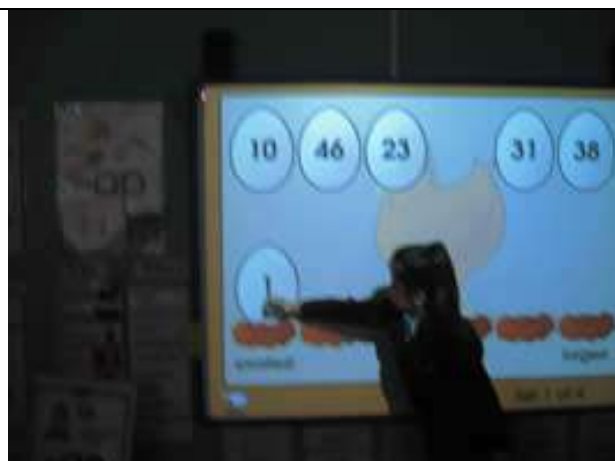
The school is already very well equipped. There are altogether 19 classrooms to cater for an enrolment of 552 pupils and an admission number of 79. These classrooms are grouped in such a way that there is a separate block of four classes for P1/2 pupils and another 15 classrooms within the two-storey section of the school.

There are also:

- Two separate playgrounds, one for infants and the other for juniors;
- Two large dining areas for canteen and lunch children;
- An assembly hall for P.E., school shows and meetings;
- A library, a computer suite, 5 resource rooms, washrooms beside each classroom;
- A Youth Wing incorporated within the school and used by the school during the day;
- A lift is included and the building is fully accessible to disabled persons.



Computer Study



Interactive Whiteboard in action

Each class has an “Interactive Whiteboard”, an up-to-date computer and the pupils can connect to the Internet. The school is also equipped with an Intranet, which means that pupils are able to communicate with other classes and access the “World Wide Web”. We have our own website which can be accessed at - <http://www.steithnes.net>



Children at the Breakfast Club



Working in class



Girls' Soccer Team

School meals kitchen and twin dining areas are provided by the Western Education and Library Board as part of the overall built complex, this includes a Youth Club. The school can use this youth wing during the day. The various parts of the building are grouped around central courtyards, which have outside

seating and picnic tables. The grounds are secured by perimeter fencing and bus lay-by and parking facilities are provided to the Springtown Road frontage of the school.

## CHARGING AND REMISSION

The Education Reform Order 1989 requires that all schools have a Charging and Remissions Policy. Parents are not expected to pay for their child's education and so, of course, we shall not charge fees for any educational or sporting activity which is part of the curriculum but parents may be asked to cover costs:

- of board and lodging on any residential visits.
- hire of facilities for out of school extra-curricular activities.
- associated with the provision of individual tuition on musical instrument.
- of replacing any lost textbooks or damage caused to school equipment which results from a pupil's misconduct.

Where an activity is wholly or mainly during school hours, parents will be informed that it is dependent on voluntary contributions but they are under no obligation to contribute. Fund raising activities throughout the year should greatly help the school bear part of the cost.



A permission note will be required for pupils going on many educational visits with the school.

### **Funding for Clubs and The Extended Schools Project**

The school receives funding for extending our school provision. We use it to run extra-curricular activities for the pupils and are hoping to set up some programmes for parents in years to come.

The programmes to date include: Athletics, extra swimming sessions, French, Breakfast Club, a subsidy for summer camp, a subsidy for fruit and of course all the other clubs that are run by the teachers, staff and volunteer parents. (See page 15)

This fund is only granted on a year-to-year basis. We do ask parents to help us out by collecting for school funds and at times paying a subscription to keep these clubs up and running. These are very worthwhile activities and although the costing is voluntary we appreciate all assistance offered.

# ST EITHNE'S SCHOOL DAY



**School begins each day at: 9.00 a.m.**

Please be on time for school. Try to be neither late nor too early. Fifteen minutes before school begins is time enough.

Morning Session:	9.00 a.m.	- 12.05 p.m.
		- 12.35 p.m.
Lunch:	Primary 1, 2 & 3	11.55 a.m. - 12.45 p.m.
	Primary 4 & 7	12. 35 a.m. - 1.15 p.m.
Primary 1 and 2: Afternoon Session:	12. 50 p.m.	- 2.30 p.m.
Primary 3: Afternoon Session:	12.50 p.m.	- 2. 45 p.m.
Primary 4 - 7: Afternoon Session:	1.15 p.m.	- 3. 00 p.m.

Class begins for the pupils at 9.00a.m. and children should be in their classes at this time ready to start work. Please don't have your child waiting around the school gates before 8.30a.m. unless he/she is going to the breakfast club which starts at 8 O Clock. Teachers do not arrive at the school until about 8.30a.m. and we are unable to take responsibility for pupils who arrive too early. Pupils will be supervised from 8.30a.m. Parents of Primary 1 & 2 children may leave them in the classroom at 8:45a.m. if a teacher or assistant is on hand to supervise them. (Pupils enter the classes around the back of the school for security and so that the front door does not become an easy access for anyone intent on malicious damage or hurt. On dry days P.3 to 7 children may go to the playgrounds where teachers will be on duty but on wet days these children will line up in the hall.

The above times may be subject to some minor changes depending on the needs of the school.

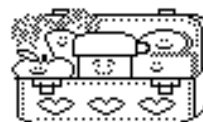


## ATTENDANCE

Regular and punctual attendance is vital if you wish your child to progress at school. All children should attend school for the 185 days required by law, unless they are ill. If your child is unable to attend due to illness or any other reason, parents should send a note stating the reason for the absence. If your child needs to get out early to keep an arranged appointment please send a note. Children will be allowed out for an appointment if a note has been sent and only if a parent calls to collect him or her. However, in the event of an appointment it is not always necessary to take the whole school day off. Remember that a child, who attends well, gains more learning than those who don't. Good attendance will be rewarded.....

The average attendance percentage figure for 2010/2011 was **94%**

## LUNCHTIME



### Canteen

St. Eithne's has two canteens and WELB School Kitchens provides meals. Those children who are paying for their meals would bring £2.20 per day. It is a good idea for children to bring their money in a purse or wallet and put their name on these items for safekeeping. We ask parents of younger children to check the daily menu and place a list of the desired items in the purse with the money.

### Free Meals & Uniform Grants (Apply early)

Your child may be entitled to "Free School Meals" and a "Clothing Grant". In this case you should fill in a form. If this has not already been done or perhaps this is your first child to go to school, please make an immediate application to the WELB. Forms are available from the Western Education and Library Board at the address below.

Return the completed form to:

The Western Education and Library Board,  
1 Hospital Road,  
OMAGH,  
Co. Tyrone,  
BT79 OAW

### **NB. The school can also provide you with a form.**

Remember that children will not be able to receive a free meal until the WELB have acknowledged receipt of application.



### Packed Lunches or Home Meals

We have two canteens and there is plenty of room for both dinner children and lunch children. Some children may wish to either go home for dinner or stay or have a packed lunch. In the case of a packed lunch children should only bring drinks in plastic containers. Glass bottles create problems from a safety point of view. Children who decide to stay for a packed lunch are not allowed to leave the school during lunch time but will be supervised in one of the school's canteens.

Children who have elected to go home for lunch may do so if a school form has been completed and sent in by the parent.

At St. Eithne's we encourage our children to eat healthy lunches. In 2006/2007 and again in 2008/2009 we won the "Health Promoting Schools' Gold Award". Please consider your child's health when you make up his/ her lunch. Crisps are very greasy and unhealthy even though some of us know they are delicious; a good healthy sandwich is always recommended and allowing only one sweet item is teaching your child how to lead a healthy lifestyle.

## **Planned & Unplanned Absence**

The register is marked in the morning and the afternoon. If your child should go missing in the afternoon we shall be concerned. Please inform us either by telephone or message if, due to illness or an appointment, you are keeping your child off for the half day. In the interest of safety we ask you to call at the school office if you wish to take your child out early. A permission slip will be available when you are taking your child out during break times. At other times your child will be sent for as you wait at the office. Teachers will not be able to let a pupil out of class when a parent calls at the classroom door. We do not encourage anybody to go beyond the reception area without a visitor's badge of some other form of identification.

## **School and Personal Security.**

Children nowadays are susceptible to many dangers. At St. Eithne's we make sure that your child is as secure as possible.

The school has been equipped with CCTV this year and a number of other security measures are being put in place for the safety of our children, our staff and our parents.

We ask parents to assist us in keeping their children safe by following a few simple procedures:

- Parents and other visitors do not visit classes during class time only when a meeting has been arranged.
- All visitors must report to the office.
- Parents, guardians and family please do not congregate in the Foyer of the school. If your child finishes at 3:00 he/she will reach the front gate at around 3:05 or 3:10, so please be patient.
- Children will not be let out of school unless a parent calls at the office to collect him/her.
- Parents of Primary 1 children please collect their children at the back doors of the school where teachers can identify them before letting children go.
- Parents of other primaries wait outside the front gates for the class teacher to bring out their children.
- We ask parents to be at the school at the appointed time to collect their children. Please understand that staff cannot supervise your child beyond school hours as their own duties may suffer.
- If someone else is collecting your child please inform the class teacher or phone the office all P1 children must be collected by an adult.

**Note:** At St. Eithne's we believe it is unreasonable and at times unsafe to send a person under the age of 16 to collect the younger pupils. If you cannot collect your child please make sure you send an adult and inform the office about such changes in arrangements as above.



# CURRICULUM POLICY

At St. Eithne's it is our basic aim to serve the community through the provision of a caring and effective Catholic education service. We hope to provide a broad and balanced curriculum, which will allow children to acquire the knowledge and skills appropriate to their individual needs.

The school and staff have developed and deliver an effective curriculum to cater for the needs of our children. We will help each child acquire the basic communication skills of talking, listening, reading and writing to the best of their ability and encourage them to enjoy reading.

We shall endeavour to develop in our children a knowledge and understanding of basic Mathematics, to encourage scientific curiosity and knowledge and to build skills in information communication technology.

Practical activities and other creative arts including music will form part of this curriculum and through PDMU, The World Around Us and R.E. we shall develop in the children an awareness of our heritage. We also aim to provide an enjoyment of physical activities. All Foundation Stage, Key Stage 1 pupils will receive a minimum of 1-hour per week and Key stage 2 pupils at least 3 quarters of an hour P.E. during the normal school hours. Primary 4 to 7 pupils can avail of extra-curricular clubs, which include football, swimming and netball. All Primary 7 children receive swimming tuition for 15 weeks during the school day from February each year. P. 5, 6 & 7 children also receive French tuition from a French tutor throughout the year.

The curriculum communicates more than mere facts. It promotes the appreciation of human dignity and the acquisition of important values.

With this in mind we also aim to help children learn the importance of courtesy and good manners. It is essential that we help children to value themselves and so we aim through the delivery of the curriculum and the general day to day life of the school we aim to build in our children a sense of worth and a positive feeling of self.

**All our pupils will study a curriculum which includes the following:-**

## AREAS OF LEARNING IN YEARS 1 TO 7



The curriculum is set out in six Areas of Learning & Religion comprising:

<b><u>Language &amp; Literacy</u></b> Including Talking and Listening, Reading and Writing.	<b><u>Mathematics &amp; Numeracy</u></b> Including Processes in Mathematics, Number, Measures, Shape and Space and Handling Data.	<b><u>Personal Development &amp; Mutual Understanding</u></b> Including Personal Development and Health, and Mutual Understanding in the Local and Wider Community.	
<b><u>The World Around Us</u></b> Including Interdependence, Place, Movement and Energy and Change Over Time	<b><u>Physical Education</u></b> Including Athletics, Dance, Games and Gymnastics.	<b><u>The Arts</u></b> Including Art and Design, Music and Drama.	<b><u>Religious Education</u></b> Religious beliefs, practices and values
<b>Skills &amp; Capabilities</b>			
<b><u>Cross-curricular Skills</u></b>		<ul style="list-style-type: none"> <li>• Thinking Skills and Personal Capabilities</li> <li>• Connected Learning</li> </ul>	
<ul style="list-style-type: none"> <li>• Communication</li> <li>• Using Mathematics</li> <li>• Using ICT</li> </ul>			

# Our Vision Statement

**"Today's Children, Tomorrow's Future".**

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## Vision & Mission Aims for pupils

**At St. Eithne's we encourage our pupils to achieve their full potential by enabling them to:**

### Personal Attributes

- develop into confident children with high self esteem respecting others and their environment;
- become socially adept working collaboratively and respecting others;
- personally develop high standards of self discipline and commitment to their Catholic tradition;
- 

### Standards Progress

- achieve their own highest standards possible in all areas of the curriculum and develop skills of information communication preparing them for an advanced technological adult life

### Qualities as Learners

- become highly motivated, independent learners properly equipped for the modern world
- develop lively, inquiring minds, acquiring skills of life-long learners.

## Mission for the school

**Our mission is to provide an ideal environment for our pupils' learning by:**

### Ethos, Welfare Opportunities

- creating a safe, caring, sympathetic and understanding atmosphere and stimulating learning environment;
- encouraging them to value the school community in an atmosphere of openness, honesty and trust;
- bringing each child closer to God in a supportive Catholic community
- promoting confidence and self esteem through a rich programme of extra-curricular activities and educational visits;

### Leadership Management Efficiency

- creating an open supportive, collaborative school environment in which all members of the community can contribute and progress.
- using rich, varied and up-to-date strategies designed to ensure that all pupils experience challenge and success
- providing appropriate resources that are managed effectively to facilitate learning;
- establishing close partnerships between school, home and the community for the development of our children

### Teaching Curriculum

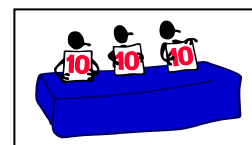
- offering a broad balanced challenging curriculum to enable children to realise their maximum potential;
- providing wide ranging opportunities for pupils to investigate, research and make their own connections as self-learners.
- working to provide the greatest possible academic, social, spiritual and physical benefits for our pupils;

### Information Communication Technological Capabilities

- providing wide ranging opportunities for pupils to use up-to-date tools and ICT resources preparing them to become effective adults in a modern technological world;
- ensuring that the pupils attain effective ICT skills and capabilities through the provision of effective teaching and learning opportunities from appropriately trained teachers and teaching assistants;

**Assessment Results.**

Last year teachers conducted an assessment of pupils who were in their final year of Key Stage 1 and Key stage 2. This was a good year for us as it was an improvement on last year's results and inline with our School Development Planning.



Levels achieved in Year 4 at St. Eithne's		
<b>English</b>		
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
1.85%	42.59 %	55.56 %
<b>Mathematics</b>		
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
1.85 %	50.00 %	48.15 %
<b>Levels achieved throughout Northern Ireland</b>		
<b>English</b>		
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
5.92 %	50.84 %	42.80 %
<b>Mathematics</b>		
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
5.08 %	46.64 %	47.78 %

Levels achieved in Year 7 at St. Eithne's			
<b>English</b>			
<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
	19.05 %	48.81%	32.14 %
<b>Mathematics</b>			
<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
1.19 %	20.24 %	38.10 %	40.48 %
*****			
<b>Levels achieved throughout Northern Ireland</b>			
<b>English</b>			
<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
2.96%	15.16 %	49.14 %	32.28%
<b>Mathematics</b>			
<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
2.44 %	15.05 %	38.73 %	43.28 %

**Information Technology Achievements.**

At St. Eithne's Primary School we complete the CCEA ICT Accreditation Scheme. This scheme tests the skills and capabilities of our Primary 4 & Primary 7 pupils on Information 7 Communication Technology. We pride ourselves in being able to provide a comprehensive ICT

Levels achieved in Year 4 & Year 7 at St. Eithne's			
<b>ICT Assessment Outcomes Key Stage 1</b>			
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	
9.57 %	88.33%	2.11%	
*****			
<b>ICT Assessment Outcomes Key Stage 2</b>			
<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
3.00%	21.05%	75.36%	0.13%

teaching and learning experience throughout the school and also in giving our pupils the opportunity to avail of so many up-to-date ICT resources.

## **EXTRA CURRICULAR ACTIVITIES.**



We have, to date, built a comprehensive programme of clubs and extra curricular activities. These are detailed below. We believe that such clubs help our pupils to develop physically and socially. These experiences are set outside the class and are of great benefit to children.

The Extra-curricular Clubs have been supplemented greatly by the new “Extended Schools Programme” which is also detailed below.

The following clubs are available this year:

Breakfast Club (8 – 8:55a.m.), Athletics Club, Netball Club, Swimming Clubs, P.4/5 Football, P.6/7 Football, ECO Club, Sewing / Knitting Club, French Club, Youth Club Games, Computer Club (P4/5) & Computer Club (P6/7), Homework Clubs(P4 to 7), Art & Craft Club (P4/5), Art & Craft Club (P6/7), “Girls Only” Football Club and Cycling Club.

### **Music Clubs.**

These are the school's own music clubs not to be confused with WELB Tuition)

Trumpets: Flutes, Violins, Clarinets, Recorder Club, Orchestra and Choir.

All children learn recorder from the last term in Primary 3 until Primary 7.

Our school choir sings at 11:15 mass every other month on Sundays.

### **Extended Schools’ Programme.**

The Extended Schools Fund has helped to build a successful Breakfast Club. The children can come to school at around 8 a.m. and receive a breakfast of scones, pancakes and cereal. The meal is subsidised with a ticket worth 30 pence for all children and they can also play board games at the club.

The Athletics Club has become a hugely successful club with the athletes winning competition after competition. The team were last’s Year’s Sports Council Primary School Team of the year. Children in Year 6 & 7 go to Gartan OEC in the Summer for half price. The school runs three swimming club sessions as well as the P.7 swimming programme. The large swimming pool in William Street is used as an extension for our best swimming club group.

Our Healthy eating promotion is also subsidised by the Programme and we are planning to involve parents this coming year in a parents/child healthy lifestyle project.

## **CHILDREN WITH SPECIAL EDUCATIONAL NEEDS**

Children with special learning difficulties will be identified as soon as possible and from time to time require additional help. There are a number of ways in which we at St. Eithne’s hope to help. Class numbers will not go above 30 so that the class teacher can cope and concentrate on the individual needs of his/her pupils. Other teachers who have free time may be on hand to offer extra-specialised help for those pupils who need it.

The Special Needs Co-ordinator (Mr. Gormley) will also withdraw pupils from class for extra help or work with these children in class alongside the class teacher. The child’s Educational Development Plan will be discussed with the parents before such help is given. Close liaison with parents will also ensure that the pupil is receiving



encouragement and some useful help at home. If the child's difficulties persist, the pupil may receive help from outside agencies such as the educational psychologist and Outreach teachers.

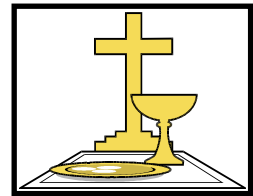
The school's Special Educational Needs Policy is available at the school office to any parent who requires it. It is also available on the school's website. Please note that we follow to the letter "The Special Needs Code of Practice". Children are assessed and placed on a list. The WELB Educational Psychologist assesses the need for further assessment following strict criteria and decides whether the child should receive a statement.

## • **RELIGIOUS EDUCATION**

As a maintained Catholic Primary School, St. Eithne's has a duty to its pupils and parents to see that the pupils receive an education within the caring environment that personifies our Catholic faith. Catholic education will be an important feature in the composition of our school inspired by the teaching of Christ. The ethos of the Catholic School seeks to place Christ at its centre by creating a climate in which "all individuals are cherished and their dignity as children of God is recognised". (Life to The Full)

St. Eithne's will share with parents and the church responsibility for the child's moral and Religious Education. As well as the daily Religious lessons pupils this year may be given opportunities to participate in assemblies each morning, experience visits by the school chaplain and the Primary Four class will be prepared for the sacraments of Penance and First Communion.

We hope that, as partners, we can work together to foster a meaningful spiritual development. We recognise the importance of the parents role in this development ask them, whilst remembering the importance of their influence, to work with us for the benefit of their children.



## • **COMMUNITY LINKS & EDUCATION FOR MUTUAL UNDERSTANDING**

Throughout the school, teachers deliver lessons on the new area of Personal Development and Mutual Understanding which incorporates the building of self-esteem and respect for others. Primary 6 pupils attend a special course run by the organisation "YES" to advise them on how to respect the community, their neighbourhood and how stay safe as they grow up in society today. The YES group run this in the Shantallow Youth Centre and children are given advice by the emergency services which include the ambulance, Fire and Police Services.

## **PARENT CONTACT**

Links between home and school are very important and we believe that discussion between parents and teachers is of great benefit to pupils, parents and teachers.

The initial contact you as a parent will have with the school will be through the pre-admission meeting. All parents of prospective P1 pupils will be invited to meet with the Principal and with their child's teacher at an afternoon session in the school during the first fortnight in June.

Please make known to the school any fact in your child's history or background, e.g. Illness, eye or ear trouble, fears, allergies or emotional problems which might affect his / her learning ability. Such information will be treated as strictly confidential.

At meetings in October the teachers present to the parents an outline of the curriculum they intend to teach during the school year. An evening will be set aside to accommodate parents who are unable to attend in the afternoon.

Parent / Teacher interviews are held each year in late February / early March. At these meetings your child's progress and development in all curriculum areas will be discussed. A written report will be sent home at the end of each school year.

If during the year a problem arises, or you find it necessary to discuss your child's progress with the class teacher, an appointment can be arranged for a time when the teacher is free from teaching duties. The Principal will also be happy to discuss any matters of concern at an arranged time.

- **EMERGENCY CONTACT.**

We may on occasion need to contact you, the parent, in the case of an emergency. Please make sure that you have supplied us with the correct contact numbers (telephone numbers and addresses) so that any difficulties encountered can be dealt with swiftly and appropriately.

- **ENQUIRIES & COMPLAINTS**

Should a problem crop up which cannot be resolved through discussion with the class teacher a parent may arrange to take the matter up with the principal. However, if after the discussions with the principal, the parent is still not satisfied they may refer the matter to the Chairman of the School's Board of Governors, who can be contacted through the school.

**A Grievance Policy** has been drawn up and is available on request in the school office. This can also be accessed on the school website. If you have any concerns about your child's safety please contact the child's teacher in the first instant and where the matter is extremely urgent please contact the office and ask for the principal stating that it is an urgent matter concerning the safety of a child or children at the school. Your concerns will be addressed immediately.

- **CHILD PROTECTION.**

Should you be concerned about your child's safety concerning any aspect of abuse or harm please contact our Designated Officer for Child Protection, "Mrs L. Mc Cusker". We do have a comprehensive policy on child protection and this is available at the school office and on the school website should any parent require it

- **DRUGS EDUCATION**

As part of the Health Education and Religious programme for all our pupils, St. Eithne's is committed to the issue of drugs education. Our drugs Education policy is designed to inform and educate children about the drugs their misuse and other related issues in a sensitive manner. This has been reviewed and is available on our website.

- **PASTORAL CARE**

Our school system reflects a sense of justice, forgiveness and respect for the needs and rights of pupils, parents, teachers and all other staff.

Our pastoral care policy, considers the pastoral needs of all members of the school community with the child's needs coming first at all times.

Parents have the opportunity to formally meet with their child's teacher twice a year. The first, a short informal, meeting enables them to find out how their child is settling in and the second meeting, later on in the year, provides time to discuss his/her progress and behaviour etc.

Should you have an urgent enquiry about your child remember that you will always be welcome at the school. Always report at the office, even if only for a quick query, as it might be an inconvenient time to call on the teacher. Should a parent wish to contact the class teacher or principal and a lengthy discussion is envisaged, it may be appropriate to make an appointment. This can be arranged by calling at the office or by telephoning.

A copy of the school's anti-bully policy statement is available at the school office and on the school website.

## • **DISCIPLINE:**

We are a caring school. We endeavour to ensure that our children feel secure and safe in the school environment. Good discipline is essential. One of the most important lessons a child learns is how his/her behaviour affects others. A caring, unselfish attitude helps a child to build relationships with others. High standards of behaviour produce high levels of achievement.

Parents can play an important role in this respect. Explaining to children the need for discipline, the need to respect rules and helping them to understand this will assist the school greatly. We appreciate the concerns parents may have with regard to the safety and behaviour of their child. If you have a problem, please do not hesitate to come along and discuss the matter with the teacher. (Always make an appointment to see the teacher first.) Please remember that a friendly approach is usually very productive. We value what you have to say.

We place a high value on our pupil's achievements and promote high self-esteem and confidence through praise and encouragement. Minor misdemeanours are usually settled by a quick reprimand from the class teacher. Consistent breaches of discipline may incur some time in supervised break-time detention. Should your child persistently misbehave the teacher will contact you.

## **School Rules.**

School rules are simple to understand and essential to the smooth running of the school. Tied in with our aims these rules are devised for the benefit of all our children.

Children are taught the following rules to keep them safe and happy from P1.

- Keep hands feet and objects to themselves;
- Walk, don't run;
- Follow directions:

They are also taught

- To behave courteously always, showing good manners and consideration for others;
- To show respect for their own property as well as the property of others;
- Not to bully, fight or be involved in rough play in the school at any time.

## **HOMEWORK POLICY**



### **Introduction**

Homework can play a very important role in the education of our pupils.

Its purpose and value must be considered very carefully if our attempts to use this extension strategy are to be successful.

At St. Eithne's we believe that homework should be viewed as serving the following purposes:

1. To consolidate and reinforce work already done in class.
2. To encourage self-discipline and personal organization.
3. To create additional time for structured learning.
4. To bridge the gap between home and school.
5. To allow parents direct involvement in their child's learning.

### **RECOMMENDED TIMES**

#### ***Primary 1***

Time 10 - 15 minutes.

#### ***Primary 2***

Time 10 - 15 minutes.

Reading and discussion.

#### ***Primary 3***

Time 10 - 15 minutes reading.

10 minutes written.



#### **Primary 4**

Time: 20 minutes      Reading & Spelling.  
20 minutes      Written.

#### **Primary 5**

Time: 25 minutes      Reading & Spelling.  
25 minutes      Written.

#### **Primary 6/7**

Time: 30 minutes      Reading & Spelling.  
30 minutes      Written.

#### How can parents help.

Parents will be encouraged to help in the development of their children's reading ability and reading habits, and offered advice on how to do so. We would encourage you to supervise the written homework and help in a beneficial way.

**Remember** that anxiety about homework may spoil children's pleasure in learning ... so please approach homework in a positive way and do not expect too much of your child.

#### • **SCHOOL UNIFORM**

The school uniform is made up of:

#### **BOYS**

Light Blue Shirt  
Navy Trousers  
Wine Coloured V-necked Pullover  
Navy Socks  
Black Footwear

#### **GIRLS**

Light Blue Blouse / Shirt  
Navy Skirt / Pinafore  
Wine Coloured Cardigan / V-necked Pullover  
Navy Socks or Tights  
Black Footwear

**Summer Uniform.** : (If the weather is not too cold)

**Girls:** We allow girls to wear a red gingham dress in the summer months (May & June)

**Boys:** Boys are allowed to wear a light blue polo shirt and navy shorts during these warm days.

Girls are also allowed to wear navy trousers as part of the uniform if they so desire.

Please note that we ask children to wear shirt and tie if they are representing the school in certain circumstances.

The school tie will be available at the office. We also have elasticated ties for the younger pupils. Also available are pullovers and cardigans bearing the school crest. We ask parents to make sure that their child has the proper uniform. Children representing the school in choirs or other similar events are asked to wear the formal uniform.

#### **Labels on Clothing & Other items.**

Inevitably coats, cardigans, ties and lunch-boxes etc. can be mislaid. Please make sure that all items of clothing and other items belonging to your child are labelled with the child's name to avoid confusion.

### **First Days of the New School Year**

## **PRIMARY ONE**

Our Primary one pupils will be introduced to the school on a phased basis. In the interests of a smooth introduction, entrants will start on different days in small groups. A small number of children out of each Primary One class will come to school for a morning session. The following day a second group will join those children already in the class and so on until the class intake is complete. For the first 2 weeks these Primary 1 pupils will only attend the morning session and will not go to the canteen. They may be collected at 12.00p.m. each day in September.

On the fourth week of September (Monday 17th), Year One pupils will go to canteen and lunch but should be collected at **12.30p.m.**

The **full school day** for Primary One will commence on Monday 24th September.

## OTHER PRIMARIES

Our Primary Two, Three, Four, Five, Six and Seven pupils will have already been introduced to their new teacher on the last week of June 2012. They should come to the school at 9.00a.m. On the 3<sup>rd</sup> September year 2 children go to their classes by their cloakroom doors (at the back), Year 3 & 4 children line up on the Small playground and Year 5, 6 & 7 children line up on the Large playground. Their new teacher will show them to their class.

### **Milk & Fruit**

As part of our health education policy we encourage children to eat fruit at school. At break time milk and fruit is available. Pupils are not permitted to bring in sweets, crisps and similar foods for break.

ADMISSIONS NO: 79

ENROLMENT NO: 552

### **ADMISSIONS CRITERIA – YEAR 1**

Applicants from year 1 to Year 7 should note that 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.

#### **ADMISSIONS CRITERIA YEAR 1**

The Board of Governors of St Eithne's Primary School, has determined that the following criteria shall be applied, in the event of the number of pupils applying for places in Year 1 being greater than the admissions numbers, in the order set down below. Children normally resident in Northern Ireland at the time of admission will be selected for admission before any child not resident in Northern Ireland.

- 1 Children of compulsory school age who have a brother/sister, half-brother/sister, foster children with identical addresses presently enrolled in the school.
- 2 Children of compulsory school age whose parents/guardian is presently a permanent member of the school's teaching/ancillary/auxiliary staff and who is currently resident in Northern Ireland.
- 3 Pupils who normally reside in the parish of the Holy Family or St. Eugene's.
- 4 Children of compulsory school age regarded by the Board of Governors, on the basis of written or other evidence supplied by the parents/guardians and statutory or other agencies as having special circumstances, i.e. medical, social or security reasons, and who are currently resident in Northern Ireland.
- 5 Children of compulsory school age from other areas.

In the event of over-subscription selection in any of the above criteria taken in order, then selection for the available places will be on the basis of proximity to the school, ie the shortest walking distance via the main route as recognised by the Board of Governors. In the event of equal proximity, then selection for the available places will be based on information given on the Western Education & Library Board Application Form through a random alphabetical surname order as follows:

**For the purposes of selection, the child's home address which is the child's normal place of residence is required.**

## **YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR**

Children who apply to enter the school during the academic year will be considered using the same criteria as for Year 1.

## **ADMISSIONS CRITERIA – YEARS 2-7**

Children who apply to transfer to St Eithne's Primary School, from another school into Year 2, Year 3, Year 4, Year 5, Year 6 and Year 7 will be considered using the same criteria as for Year 1 provided that the school will not exceed its enrolment number nor in the opinion of the Board of Governors, would the admission of the child/children prejudice the efficient use of the school's resources. Pupils will be accepted into Years 2, 3, 4, 5, 6 and 7 with the provision that a class size in those years does not exceed 30.

The Board of Governors has delegated the application of the criteria to an Admissions Sub-Committee consisting of the Principal and three Governors.

St. Eithne's Primary School  
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Hazelbank  
Derry  
Tel: (028) 7137 7077