

# Newbuildings Primary School

Principal: Heather Poole

[www.school-sites.org/newbuildingsps](http://www.school-sites.org/newbuildingsps)



***Prospectus 2006/2007***



*Learning through sharing and caring*

**NEWBUILDINGS PRIMARY SCHOOL  
83 VICTORIA ROAD  
NEWBUILDINGS  
LONDONDERRY  
BT47 2RL  
Tel. No. 028 7134 3896  
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**PRINCIPAL: Mrs Heather Poole**

**VICE-PRINCIPAL: Mrs Rea Allen**

**email: [kpoole548@newbuildings.newbuildings.ni.sch.uk](mailto:kpoole548@newbuildings.newbuildings.ni.sch.uk)**

**BOARD OF GOVERNORS CHAIRMAN: Mr J Foster**

**ENROLMENT AT SEPTEMBER 2006 - 215**

**Newbuildings is a Controlled Primary School for boys and girls with an age range of 4 -11.**

### **THE BOARD OF GOVERNORS**

#### **Nominated by the Transferors**

**Rev F D Creighton**

**Mrs M Boyd**

**Mr J Davis**

**Rev D Hillen**

#### **Nominated by the Western Education & Library Board**

**Mr M Devenny**

**Mr J Foster**

#### **Elected by the Parents**

**Mr J Lecky**

**Mrs L Olphert**

#### **Elected by the Teaching Staff**

**Mrs R Allen**

**Secretary, Mrs H Poole (Principal)**

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## TEACHING STAFF (September 2006)

<b>Mrs Poole</b>	<b>M.Sc., Cert. Ed., PGCTE</b>
<b>Mrs Allen</b>	<b>B.Sc.(Hons), PGCE</b>
<b>Mrs Doherty</b>	<b>Cert.Ed.</b>
<b>Mrs Robb</b>	<b>B.A. (Hons), Dip Sp. Needs</b>
<b>Mr Baldrick</b>	<b>B.Sc.(Hons), PGCE</b>
<b>Mrs Walker</b>	<b>B.Ed. (Hons)</b>
<b>Mrs Mc Gowan</b>	<b>B.Ed (Hons)</b>
<b>Mrs Mc Cormick</b>	<b>B.Ed (Hons)</b>
<b>Miss Faulkner</b>	<b>B.Ed (Hons)</b>
<b>Miss Given</b>	<b>B.Ed (Hons)</b>



**Educational Welfare Officer Ms M Barr**

**Educational Psychologist To be appointed**

### **Peripatetic Music Teachers**

<b>Ms T McCann</b>	<b>Woodwind</b>
<b>MsE McConnell</b>	<b>Cello</b>
<b>Ms S Tourish</b>	<b>Violin</b>
<b>Mr R Goodman</b>	<b>Brass</b>



### **Ancillary & Auxilliary Staff**

<b>School Secretary</b>	<b>Mrs S Bredin</b>
<b>Cook in Charge</b>	<b>Mrs Ann Lynch</b>
<b>Caretaker</b>	<b>Mr E Galbraith</b>
<b>P1 Classroom Assistant</b>	<b>Mrs R Nicholl</b>

### **Special Needs**

<b>Classroom Assistant</b>	<b>Mrs S Melarkey</b>
	<b>Ms L Jackson</b>
	<b>Ms Rachel Moore</b>
<b>School Crossing Patrol</b>	<b>Mr B Borland</b>
	<b>Mr G Hill</b>

**If a child lives with criticism,  
he learns to condemn.**

**If a child lives with hostility,  
he learns to fight.**

**If a child lives with ridicule,  
he learns to be shy.**

**If a child lives with shame,  
he learns to be guilty.**

**If a child lives with tolerance,  
he learns to be patient.**

**If a child lives with encouragement,  
he learns confidence.**

**If a child lives with praise,  
he learns to appreciate.**

**If a child lives with fairness,  
he learns justice.**

**If a child lives with security,  
he learns to have faith.**

**If a child lives with approval,  
he learns to like himself.**

**If a child lives with acceptance,  
he learns to find love in the world.**

**(Taken from The Primary Behaviour File, R Gordon, 1996)**

## LOCATION

Newbuildings Primary School is situated four miles from Londonderry in village surroundings. It is built on a six-acre site and has large playground areas and an extensive grass field with a football pitch.



## HISTORY

Built in 1955 the original school of three classrooms, toilet blocks and small kitchen has grown large enough to include ten classrooms, resource areas for practical and experimental activities, quiet areas for language activities, music room, assembly/physical educational hall, offices, staff room, kitchens and dining hall.

There is a recent and very well equipped library and an I.T. suite.

Ballyore Community Nursery, built adjacent to the school, opened for the first time in September 2002.

There is one mobile classroom which is used for a Primary 6 class.

End of Key Stage Assessment Results

Newbuildings Primary School Key Stage 1										Newbuildings Primary School Key Stage 2									
English					Maths					English					Maths				
W	1	2	3	W	1	2	3	W	1	2	3	4	5	W	1	2	3	4	5
8.82	58.82	32.36		2.94	52.94	44.12		8.0	68.0	24.0							60	46.0	48.0
Results taken from 2005/2006																			

Northern Ireland Summary Key Stage 1										Northern Ireland Summary Key Stage 2									
English					Maths					English					Maths				
W	1	2	3	W	1	2	3	W	1	2	3	4	5	W	1	2	3	4	5
0.34	5.33	56.64	37.69	0.42	4.91	49.94	44.73	0	0.46	3.67	19.96	52.89	23.02	0.06	3.03	18.21	8.0	30.58	39.77
Results taken from 2005/2006																			

**At Newbuildings Primary School we believe that every child has the right to the best learning experience possible and catered to their individual needs in a caring and stimulating environment.**

**Our motto is: *Learning through sharing and caring.***

## **SCHOOL AIMS**

- 1. To cater for the needs and abilities of all children, promoting spiritual, moral, cultural, intellectual, emotional and physical development.**
- 2. To develop effective skills of communication which will enable pupils to become proficient in reading, writing, talking and listening.**
- 3. To help children develop the necessary skills to think mathematically and solve problems using appropriate concepts.**
- 4. To foster and develop lively, enquiring minds, the ability to think and a positive attitude to learning.**
- 5. To help develop the whole child by encouraging children to participate in all school activities as well as developing interests and abilities outside school.**
- 6. To develop the knowledge and skills of both staff and pupils necessary for the effective use of Information, Communication Technology.**
- 7. To help all children develop a strong self esteem and to ensure that they all achieve some form of success in their time at school.**
- 8. To create and maintain positive links with parents in order that the best possible learning partnership and environment is created for the children.**

**9. To create and maintain a happy, safe and stimulating environment where there is mutual trust and respect between all members of the school community.**

**10. To raise awareness of the need to look after our local environment and to begin to think about how we might care for our global community.**

**It is also the primary aim of all teachers to know and understand all children in their care so that the needs and abilities of each child can be properly met.**

## **THE CURRICULUM**



**The School aims to provide the children with a rich and varied programme of work and experience, according to their ages, needs and abilities. We follow the Northern Ireland Curriculum and close co-operation between staff ensures continuity and progression of method and content throughout school.**

## **CROSS-CURRICULAR THEMES**



**These are for the Primary School - Health Education, Cultural Heritage, Education for Mutual Understanding and Information Technology and are delivered through the English, Maths and Science, Creative and Expressive Studies and RE. With the emphasis very much on Information and Communication Technology, all relevant teaching staff have completed either NOF Training in ICT or as part of their degree. Five members of staff have completed a further qualification in ICT, the European Computer Driving Licence.**



## FRENCH

Primary 5 – Primary 7 classes have ½ hour French lessons a week. The lessons are totally aural and the children get plenty of practice in speaking and enjoying the language.

### Comenius

The school has recently forged links with a school in Finland, one in Germany and one in Spain. The children will have the opportunity to exchange stories and information about their countries with one another. Through the Comenius Project we hope to help the children realise that they are part of the European Community and to find out about other countries and their customs.

### Creative Arts

The school has received funding for a Creative Arts Project this school year. Children in the Nursery to Primary 3 classes will have the opportunity to experience working with an artist, a dance teacher and a storyteller at first hand.



We believe that the Creative Arts are very important in helping the children's all round development.

## MUSIC AND DRAMA

Music and Drama play a large part in school life. Both help the children to build up self esteem, develop a lively imagination, grow in confidence and have the ability to perform with and for others. Some senior children have the opportunity to take lessons on woodwind, brass or stringed instruments, and sing in the school choir. The highlights of the school year are the Christmas junior and senior pantomimes. There are also various other concerts throughout the year.



## RELIGIOUS EDUCATION

Religious Education is non-denominational and given to all classes. Children are encouraged through a variety of active learning methods in lessons and Assemblies, to understand Christian beliefs and Christian moral standards. They are also encouraged to understand that other cultures have other beliefs, and by putting this understanding into practice, show tolerance and a caring, sharing attitude. A local minister makes regular visits to the P7 classes.



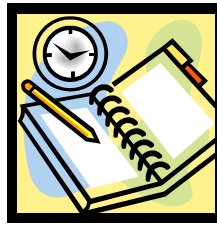
Parents have the right to exclude their children from RE and anyone wishing to exercise this right should make it known, in writing, to the Principal.

## LEARNING SUPPORT

The School takes into account the needs of all children. If, however, any problems or special talents develop, the class teacher will liaise with the Special Needs Coordinator. After diagnostic testing and consultation with the class teacher, appropriate help will be given. If necessary the specialist services of the Board's Special Education Section will be sought. Procedures laid down in the Code of Practice are in operation in school. The school seeks to ensure that all children, no matter what their special need, can access an appropriate curriculum.

## SCHOOL DAY

September 2006



### *TIMETABLE*

<b>8.50 - 9.00</b>	<b>Children arrive in school</b>
<b>9.00 am</b>	<b>Classes begin</b>
<b>12.00 - 12.45pm</b>	<b>Junior Lunch</b>
<b>12.45 - 1.30pm</b>	<b>Senior Lunch</b>
<b>2.00 pm</b>	<b>P1 and P2 Home time</b>
	<b>P3 Home time on Thursday and Friday</b>
<b>3.00 pm</b>	<b>P3 Home time Monday - Wednesday</b>
	<b>P4 - P7 Home time</b>

Newbuildings Primary School is well known for its caring attitude, good discipline and sensible delivery of a broad and balanced curriculum. It is very much a child centred school where parents are encouraged to come and discuss any concerns they may have. Certain times are set aside when interviews can be arranged between teacher and parent and the Principal is usually available at short notice.

## ATTENDANCE

- It is in the interests of every pupil to attend school regularly.
- If your child is ill and will not be able to attend school, please ring in and inform the secretary, giving the child's name and class. She will then pass this information on to the teacher concerned. School will also require a written explanation of why the child was absent, when he/she returns.
- If there is another brother or sister at the school they should bring in the note explaining who will be absent and why and give it to the teacher concerned.

- **If school does not receive either a phone call or a note explaining a child's absence, we will then contact you.**
- **When a pupil returns after an absence, a dated note of explanation should be sent to the class teacher stating the reason for absence.**
- **If a parent feels that a child is not well enough on returning after an illness to go outside at playtime, a note should be sent to school requesting that the child be kept indoors.**
- **No child will be permitted to leave school without a written request from the parent who must personally arrange to collect the pupil from his/her class or the office.**
- **No child will be permitted to leave school on his or her own.**
- **An absence note is also required if a child has to leave school during the day for a doctor/dental appointment etc.**
- **If children are late into school, they must come first to the office and sign the Late Book.**
- **The safety of the children is always our most important concern and by following these simple procedures, any unexplained absence can be acted upon immediately.**

**The percentage attendance rate of pupils in school during the school year 2005/2006 was 94%**

## **ADMISSIONS CRITERIA - YEAR 1**

**In the event of the admissions number being exceeded, pupils of compulsory school age will be selected by applying the following criteria in the order set down:-**

- 1. Children of compulsory school age for whom Newbuildings Primary School is the nearest suitable school.**
- 2. Other children of compulsory school age.**

**In the event of being over-subscribed in criteria 1 or 2 the following Sub-Criteria will be applied in the order set down.**

- a) Children who have a close family connection with the school i.e. brother / half-brother, sister / half-sister presently enrolled or formally enrolled or parents / grandparents who attended the school.**
- b) Children whose parent(s) / guardian(s) are permanently employed in the school.**
- c) Children minded on a daily basis by a relative, guardian or custodian living in the locality.**
- d) Other children.**

**In the event of being over-subscribed in the last criterion that can be applied selection for the available places will be on the basis of rank order of age (eldest first).**

**In the event of two or more children having the same date of birth, selection will then be on the basis of closeness to school measured by the shortest walking distance.**

Where the number of late applications after the beginning of the school year is more than the number of vacant places available and same criteria will apply.

## **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**

For pupils seeking admissions to Years 2-7, criteria 1 and 2 will be applied as for Year 1, if their admission would not, in the opinion of the Board of Governors, prejudice the efficient use of the school's resources or affect the Government's class size policy for Key Stage 1.

The Admissions number for the school is 51.

The number of children admitted to the school in the past five years has been :

<b>In 2001—2002</b>	<b>46 children</b>
<b>In 2002—2003</b>	<b>36 children</b>
<b>In 2003—2004</b>	<b>38 children</b>
<b>In 2004—2005</b>	<b>15 children</b>
<b>In 2005—2006</b>	<b>27 children</b>
<b>In 2006—2007</b>	<b>33 children</b>

## SCHOOL TERM AND HOLIDAY DATES - 2006/2007

### September 2005

1 Exceptional Closure  
4 First Day of Term

### October

5 Photographer  
2—5 Book Fair  
26 Harvest Festival  
27 Exceptional Closure  
30—31 Half Term Holiday

### November

10 & 24 Transfer Tests  
14 Under the Canopy  
23—28 Comenius Visitors

### December

6 Junior Pantomime  
13 Senior Pantomime  
14 BT Roadshow  
20 Coffee & Carols  
21 Last Day of Term

### January

8 First Day of Term

### February

16—19 Half Term

### March

16 Exceptional Closure  
19 St Patrick's Day  
30 Last Day of Term

### April

16 First Day of Term

### May

1—4 Tests  
7 May Day Holiday  
8 Exceptional Closure  
14—17 School Trip

### June

8 Sports Day (provisionally)  
22 Reports Out  
22 Prize Giving  
29 Last Day of Term

## **PASTORAL CARE**

**Each teacher aims for the children in his/her care to be happy, feel safe and secure and valued. This primarily comes from the teachers' attitude to the children. If the children feel valued, then they will learn.**

**In cases of accidents in school, illness occurring during the school day, or any other unexpected incident during school time, the class teacher may consult the Principal and suitable action will then be taken. Where possible and applicable immediate contact will be made with parents.**

**The Education Welfare Officer visits school on a regular basis. She is concerned with absences, lateness in arriving at school, and some health and emotional problems which the children may experience. In a further role she can be a contact person between teachers and parents and, if necessary, a contact between teachers, parents and outside agencies.**

## **ACTIVE PARTNERSHIP**

**So that teachers can effectively develop the whole child, a partnership between parent and school is very necessary and very much encouraged. This involves parents passing on to a teacher, or the Principal, any relevant information which may affect the child's learning. The reverse also applies. Teachers will keep parents informed of any changes in the child's attitude, behaviour or academic progress.**

## **REPORTS AND INTERVIEWS**

**Parents receive an annual written report covering their child's progress. This is sent home in the summer term.**

**If there are any queries regarding this report, an interview with the Class Teacher can be arranged by contacting the Principal.**

**Parent teacher interviews occur in the Autumn Term.**

**Other appointments may be made throughout the year by requesting one with the class teacher. The Principal is also available for appointments when requested.**

## **VISITS TO THE CLASSROOM**

**Parents are welcome to settle young children each morning, but no one may enter classrooms without the Principal's permission. If teachers wish to speak to a parent, an appointment will be arranged for a time that is more convenient to parent and teacher.**

**Complaints of any description should not be dealt with in classrooms or corridors. These should be brought immediately to the Principal. There is a policy for complaints which is available for all parents to access. This can be obtained from our website or may be readily obtained from the office.**



## **PARENTAL INVOLVEMENT IN NUMERACY**

The school has successfully run this programme over the last four years. Parents and children “play” mathematical games together. These are provided by the school. The results of this programme have been very beneficial in improving the children’s ability in and attitude towards Maths.



## **PAIRED READING**

This programme also has been running most successfully over the past years with Primary 4 and Primary 5 children. The results have also indicated an improvement in reading standards.



## **BEHAVIOUR POLICY**

It is the aim of the school to create a happy, caring, purposeful atmosphere where every effort will be made to provide suitable curricula and resources to develop the full potential and abilities of every child. Each member of the Staff has an equal responsibility in creating and maintaining this atmosphere.

It is important that pupils know that teachers care about their needs. We look for and encourage understanding and co-operation between school and home.

Children are encouraged to accept responsibility for their own actions and develop a sense of self discipline. Good self discipline emanates from a high level of self esteem and in order to promote this, a system of praise and reward operates throughout the school.

Children are duly praised and rewarded for good work, actions and achievements in various ways, for example, special stickers or badges, praise in front of class or at Assembly, or special mention from Principal or Vice-Principal.

**There is a special Child of the Week Certificate for children who have achieved something special that week. A class may also gain a Class of the Week Certificate and earn a night off homework.**

**A code of rules also helps to set standards. These rules have been agreed with the children and:**

- **have consistency and fairness**
- **are known, understood and developed by the children**
- **are clearly communicated**
- **will be kept under review**

**Bad language, rudeness, disruptive behaviour, bullying, fighting and incomplete work are not tolerated.**

**Wilful damage to school buildings or property will also be regarded as a serious offence and payment may be required to cover cost of repair.**

**Children are expected to conform to a standard of behaviour which ensures safety in all areas within school including the dining area, playgrounds and grass areas.**

**High standards of discipline will also be observed at all school orientated activities i.e. Festivals, Educational Visits, Field Trips, Concerts etc.**

**Our aim is to encourage self-discipline in our pupils.**

**In cases of persistent indiscipline, the help of outside agencies such as the Educational Welfare, the School Psychologist or WELB's Behaviour Support Team will be sought and parents so informed.**

### **Sanctions for those who persistently offend:**

**Extra work in school or at home.**

**Withdrawal of playtime, e.g. break/lunch – This is only applied to playground behaviour.**

**Short periods of isolation from peers (varying in length) to other classes or to the office**

**Combination of the above.**

**Consultation with Parents.**

**Teachers will use their judgement in matching the sanction to the offence.**

**In cases of a severe instance of indiscipline, suspension procedures may be instigated.**

**Children are not allowed to bring to school any item which could endanger the lives of others. Should this happen the item will be confiscated, parents will be contacted and in very serious cases police will be informed.**

### **COMPLAINTS**

**Complaints concerning the curriculum and other matters referred to in Article 33 of the Education Reform (NI) Order 1989 shall be dealt with in accordance with Article 33 and regulations subsequently made by the Department of Education. A copy of the Complaints Policy is available from the website or from the office.**

## SCHOOL UNIFORM

Children should wear uniform at all times. We find that this creates a strong sense of team spirit and belonging. We are often complimented on the smart appearance of the children.



*School Uniform*

- Boys**      **White shirt or white Polo-shirt**  
**School House tie**  
**Grey pullover or Black V-neck Sweatshirt**  
**Grey socks**  
**Grey trousers**
- Girls**      **White blouse or white Polo-shirt**  
**School House tie**  
**Grey cardigan/pullover or Black V-neck Sweatshirt**  
**Grey skirt/pinafore**  
**White socks**  
**Grey/black/red tights may be worn in winter**  
**Black or grey trousers**
- P.E**      **Black shorts, white Tee-shirt.**  
**P.E shoes/slippers.**

Ties incorporating House colours may be purchased in school.  
Sweatshirts bearing the school logo are available to order.  
Tee shirts and polo shirts are seen as part of the summer term uniform, or for use in PE.  
Shoes can be brown, black, grey or burgundy.

## **PERSONAL PROPERTY**

**All articles brought to school must be clearly marked with the child's name. Name tags should be of the "sew-on" or "iron-on" variety. Biro names on existing labels tend to fade after the garment has been washed.**

## **JEWELLERY**

**Children are discouraged from wearing jewellery at school because of the safety aspect and also in case they lose it. If children have their ears pierced, they should wear studs. Ear rings must be removed before doing P.E. or at least covered by a sticking plaster. Other pieces of jewellery must be removed before P.E. also for safety sake.**

## **HOUSES**

There are four school houses each with its own colour:

Windsor	-	Yellow	Harlech	-	Red
Stirling	-	Blue	Dunluce	-	Green

All pupils are allocated to one of these on enrolment. Each member of a family belongs to the same house. During the year, children may gain points for their house through various academic, sporting and musical events.

## **PARENTAL HELP**

Parents are encouraged to participate in many aspects of school life - structured play, paired reading, assisting with reading groups, school outings, pantomime preparations, transport for outings and indeed in any sphere where they feel they can make a contribution. Details can be had from the school office.

Parents, volunteer workers and those on work experience, must complete a Criminal Records Check in compliance with the Western Education and Library Board, and the Child Protection Policy of the school.

## ***MEETINGS AND EVENING ACTIVITIES***

## **PARENT, TEACHER, FRIEND ASSOCIATION**

Our Association goes under the name of 'Parent, Teacher, Friend Association' and provides opportunities for parents and friends to meet and work together on fund raising activities. A Spring Fair is usually arranged in May when Staff and Parents combine efforts for the biggest fund raising event of the year. Other fund raising and events are 'Fun' Days for the children, sponsored spells, discos, Ladies Pamper Night and quizzes.

**We value the help of Parents and Friends and encourage all to be part of our PTF Association. The money raised by the PTF Association helps provide treats such as theatre visits and educational visitors. This year the children have had the marvellous “Dinosaurs at Large” experience, as well as a visit from Tom Sweeney and Puppet and Theatre visits. Money raised also helps to buy extra books and practice materials for the school.**



**Children enjoying an inflatable dinosaur during a dinosaur exhibition at school. This was funded by money raised by the PTF Association.**

## PRE-SCHOOL PROGRAMME

We have been running a Pre-School Course in Newbuildings since 1982. It is now based on the Delta Pre-School Language Programme. This programme is for children starting school the following September.

The Pre-School Course runs one afternoon per week over 3 weeks in the summer term. The Primary 1 Teachers, together with the local Playgroup Leader, Nursery Teacher and volunteer parents supervise. Each week the children are engaged in different activities which include sand and water activities, painting, constructional play, creative craft and free activity sessions. During the craft sessions parents join in alongside their child, the intention being that both teachers, parents and children form a good partnership that will develop over the next years of their child's school career. Also during the course, as the children enjoy free activity sessions, talks are arranged for the parents. These include Health and Hygiene given by the School Nurse and Primary 1 Teacher, and informal 'hands on' workshops for parents. Last year a Speech & Language therapist gave a talk to parents about language development.

At the end of the course, it is anticipated that the children will know their new teacher and their classroom, that parents will be familiar with the general aims and objectives of the school and acquainted with its routine. In this way it is hoped that a helpful understanding and good working relationship will have been created between teachers, parents and children.



*Learning through sharing and caring*

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## OUTINGS

Each year a visit is organised to a UK location e.g. London, Edinburgh, Llandudno or York.

Last year the Primary 6 and 7 children visited Manchester. This year the children will visit Llandudno.



Four teachers accompany the children on the week long trip, and lots of activities are provided for them. All outdoor pursuits are taken by fully qualified instructors.

Class groups go on study trips at least once each year to various venues.

## PHYSICAL EDUCATION

All classes have P.E./Games and all children are expected to participate unless they are unable to do so on medical grounds. Children must bring a note excusing them from P.E.



Children from P3 upwards are expected to change for PE and Games into tee shirts, shorts and P.E. shoes. P2 change only in the Summer Term.

All jewellery, including earrings, must be removed.

Senior pupils have opportunities to become involved in football, rugby, cricket, basketball, netball, dance aerobics and athletics.

In Primary 6 the children are also given swimming instruction. Unfortunately due to the financial position of the WELB we now must ask for a donation from parents to help cover the cost of swimming.

All children are encouraged to take part in as much physical recreation as possible. Staff would welcome support for this from parents through further encouragement and by making sure P.E. kits are in school when necessary.

## **HOMEWORK**

While most homework will be of the written variety, children will also have homework which may include reading, learning, research, simple experimenting, collecting materials (e.g. useful 'scrap' materials) model building, art and interviewing.



The Policy of the school is that parents check homework in order to make sure it has been completed and then to add their signature at the end.

We believe it is vitally important that parents should be aware of and participate in their child's learning. We therefore ask that parents should check and sign every homework assignment that their child undertakes at home. We encourage parents to be involved with their child when they are completing their homework and to help their child develop independence in their learning.

### **Homework Time**

#### **Primary 1      20 minutes**

At the beginning of Primary 1, children should be encouraged to read along with their parents every night. Story sacks will be introduced so that children and their parents may enjoy a story together. When the child is ready to begin formal reading, they should read their book and work with learning words every night.

## Primary 2      20—30 minutes

Children will be expected to read every night and to work to learn their words. Story sacks and library books will be available for the children to take home to practise and enjoy reading.

When children are ready, spellings and tables will be introduced to each child.

## Primary 3-7

**Monday and Wednesday** - Language based homework plus spellings and tables.

Reading for pleasure or reading preparation.

**Tuesday and Thursday** - Maths based homework also spellings and tables.

Reading preparation or reading for pleasure.

**Friday** - Reading Revision.



A guide to time to be spent on homework is as follows:

**P3** - 30 minutes

**P4 & P5** - 40 - 45 minutes

**P6 & P7** - 1 hour

**Class Exercise Books** are sent home at regular intervals so that parents can acquaint themselves with the work being carried out in the classroom. It would be useful if parents could sign these before returning them to school next day.

## **SCHOOL MEALS**

Meals are cooked on the premises and are provided in the school dining room. A cash cafeteria system is in operation. Each child is issued with a 4-week menu and they use this to determine what they would like to eat each day. The emphasis for the meals is on healthy food.

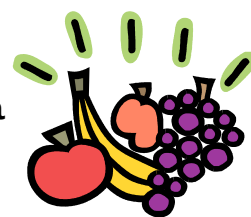
Children from P1-P3 need to bring a note with their name on it each day, indicating what they would like to eat, with the correct money. All money should be kept in a purse/wallet that has the child's name clearly written.

Details of free meals are available from the Western Education and Library Board School Meals section, telephone 028 8241 1411.

Tables are made available for those pupils wishing to have packed lunch. A suitable lunch box and drinks container should be provided, clearly marked with the owner's name. Please, no plastic bags or glass bottles for obvious safety reasons.

## HEALTHY BREAKS

As a Gold Award Health Promoting School, we operate a Healthy Breaks policy in school. Children are encouraged to bring a piece of Fruit for break. Crisps, sweets and biscuits are not encouraged at Break Time. The children have the opportunity to buy a 1/3 pint of milk each day. Money for this is collected monthly and is paid for in advance. At present the cost is 8p per day but this does vary from time to time.



## BREAKFAST CLUB

A breakfast club runs from 8.30am to 8.50am every morning in school. Children pay 30p towards a breakfast of cereal, toast, tea/juice. The school subsidises this through it's Extended Schools money



## ECO SCHOOL

In 2006 Newbuildings Primary School won a 'Green Flag' from the Eco School body. This is the highest award a school can win and is achieved through the whole school body endeavouring to be energy wise and to recycle.



## EXTRA-CURRICULAR ACTIVITIES

We encourage the children to take part in a variety of other interests. They have the opportunity to take part in concerts and plays, sports and various outings.

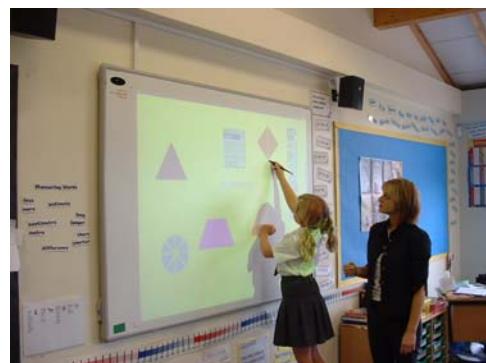
Children in P1 to P5 take part in Road Safety and Health Education programmes.

Primary 5—7 children have opportunities to become involved in , football, rugby, cricket, basketball, dance aerobics, home economics, art and craft, athletics and computer clubs. Primary 6 children have swimming instruction.

All children are encouraged to take part in as much physical recreation as possible. Staff would welcome support for this from parents through further encouragement and by making sure P.E. kits are in school when necessary.

## ICT WITHIN SCHOOL

In Newbuildings Primary School we feel that ICT is an integral part of the school. We are very fortunate at present to have 4 Interactive Whiteboards within our school and this will increase to 7 boards by March 2007.



## **CHARGING AND REMISSIONS POLICY**

**Education is provided at the school without compulsory charges to parents and the vast majority of activities will be financed by the school with funds received from the Western Education & Library Board and fund raising activities. There are though, some valuable educational activities which the school cannot provide without seeking some financial support from parents.**

### **A CHARGING POLICY**

**It is the policy of the Governors to charge for:**

- I. board and lodgings on residential visits.**
- II. costs associated with the provision of individual tuition on a musical instrument whether inside or outside school hours unless it is provided as part of the syllabus for an approved public examination or to meet the requirements of Article 11 (I) (b) of the Order.**
- III. the cost, in cash or in kind, of ingredients or materials needed for practical subjects (such as Home Economics or CDT) where parents have indicated in advance a wish to own finished product. Optional extra activities which take place wholly or mainly outside school hours and are additional to the education provided by the school for the purposes of preparing pupils for an approved public examination or for the purposes of meeting the statutory requirements imposed by Articles (I) (a) and (b) of the 1989 Order. Participation in any such activities is to be on the basis of parental choice and a willingness to meet such charges as are made.**
- IV. optional extra activities which take place wholly or mainly outside school hours and are additional to the education provided by the school for the purposes of preparing pupils for**

an approved public examination or for the purposes of meeting the statutory requirements imposed by Articles (I) (a) and (b) of the 1989 Order. Participation in any such activities is to be on the basis of parental choice and a willingness to meet such charges as are made.

## **B REMISSION POLICY**

Charges will be remitted as follows:

The charge for the Board and Lodgings cost of a residential visit will be remitted in the case of pupils whose parents are in receipt of income support or family credit if the education provided on that visit must otherwise be provided free, that is, the activity takes place mainly or wholly in school hours and/or is provided as part of the syllabus for an approved public examination or is required in order to fulfil statutory duties in relation to the NI Curriculum or religious education.

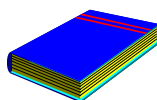
## **C VOLUNTARY CONTRIBUTIONS**

In cases of activities within school time which the school cannot afford, the school will attempt to subsidise these by asking in advance for voluntary contributions from the parents of those children directly involved. Such requests for contributions will indicate the actual costs to the school and suggest this as a suitable contribution. All the children in the group will take part in the activity, whether their parents have contributed or not. In cases where contributions are such that the school (through the school fund) cannot make up the short fall, the activity will not take place and all contributions already made by parents for the specific activity will be returned to them.

## **D BREAKAGE/LOSSES**

The Board of Governors reserves the right to seek to recover from parents the whole or part of the cost of breakages and losses incurred as a result of a pupil's behaviour.

## INSPECTION OF DOCUMENTS



The classes of information that we undertake to make available are organised into four broad topic areas:

*School Prospectus*—information published in the school prospectus.

*Governors' Documents*—information published in the Governors Annual Report and in other Governing Body documents.

*Pupils & Curriculum*—information about policies that relate to pupils and the school curriculum.

*School Policies and other information related to the school*—information about policies that relate to the school in general.

### How to request information

If you require a paper version of any of the documents within the scheme, please contact the school by telephone, e-mail, fax or letter. Contact details are set out below.

E-mail: [kpoole548@newbuildingsps.newbuildings.ni.sch.uk](mailto:kpoole548@newbuildingsps.newbuildings.ni.sch.uk)

Tel: 028 71343896

Fax: 028 71312441

Contact Address: 83 Victoria Road, Newbuildings, Londonderry, BT47 2RL

To help us process your request quickly, please clearly mark any correspondence “PUBLICATIONS SCHEME REQUEST” (in CAPITALS please).

If the information you're looking for isn't available via the scheme (and isn't on our website), you can still contact the school to ask if we have it.

## **CHILD PROTECTION POLICY**

### **Aims**

**The Child Protection programme in Newbuildings Primary School aims to support the child's development in ways which will foster security, confidence and independence. It will be regarded as vital to the well-being of each child and will be an intrinsic part of all aspects of the curriculum.**

### **Objectives**

- **To encourage all children towards a positive self-image.**
- **To equip children with the ability to make reasoned, informed choices, judgements and decisions.**
- **To keep the school well informed about WELB/DENI initiatives.**
- **To encourage open and effective communication between teachers, parents and other adults working with children.**

**Means by which the policy will be put into effect:**

**By providing an environment in the classroom in which every child is valued.**

**By providing a variety of opportunities for class and group discussion of thoughts and feelings in an atmosphere of trust, acceptance and tolerance.**

**By integrating the key concepts of Child Protection with the existing curriculum.**

**Procedures to ensure the communication of appropriate information within the school**

**Arrange meetings to discuss “at risk” children, involving all staff - teaching and ancillary.**

**School record with personal details and health questionnaires should be kept up to date and passed on at the end of the year.**

**The location of confidential files and the school’s copy of the WELB Child Protection Procedures should be known by all staff.**

**Designated Child Protection Teacher is Mrs. H. Poole  
Deputy Child Protection Teacher is Mrs. R. Allen.  
SENCO Mrs Robb has also received recent Child Protection Training.**

## **DRUGS POLICY**

**Newbuildings Primary School Drugs Policy will be delivered through the Health Education and Religious Education Programmes. It compliments and supports the aims and objectives of the school which seek to provide a caring, secure, happy and stimulating environment for the children. Primary 6 and 7 children follow the Hope North West ‘Fit for Life’ Programme.**



**We hope to ensure that the children are informed about substances which can be potentially harmful. The children will also be encouraged to make informed decisions with regard to their personal well being.**

**The designated teacher for drugs education is Mrs. Susan McGowan.**

## **CHANGES IN SCHOOL ARRANGEMENTS**

**Changes will occur from time to time in the organisation of school and, when necessary, parents will be informed.**

## **ANTI BULLYING POLICY**

**Newbuildings Primary School does not condone bullying behaviour, and the Principal and Staff do all in their power to actively prevent such behaviours happening.**

**Serious incidents of bullying will be dealt with in accordance with the School Policy, which is readily available for anyone to peruse.**

**Pupils are involved in timetabled Circle Time classes, which help them to discuss feelings and anxieties, and issues such as bullying. The “No Blame” approach to bullying is used with the older children. Workshop activities helping children to deal with bullying issues are also used.**

**We are currently updating our anti-bullying policy in consultation with parents and children.**