



SEPTEMBER 2018 NEWSLETTER

Welcome to a new year at Crawfordsburn! We trust you all had an enjoyable and relaxing summer break; it won't be long until the school routine is firmly established again. We are introducing a new email system called ParentMail to enhance communication, but until that goes live in mid-September, please check your child's school bag for notes & circulars – they will also be available on our school website to download at www.crawfordsburnps.com

A big welcome to our new children throughout the school. All pupils look very smart in their new uniforms – but do make sure all items are labelled! We also welcome Miss Wilson to P5 who will be covering Mrs Wilson's maternity leave, and it's good to have Mrs Barr back in P4.

NB. P1 will finish at 12.00pm for their first few weeks, the whole class staying until 1.50pm from Thursday 27th September. All other classes are as normal, with P2 finishing at 1.50pm each day & P3 finishing at 2.50pm on Mondays and Tuesdays, and 1.50pm on Wed-Fri. Please note that playground supervision is only provided from 8.45am onwards and children should not be left in school before this time. P3 children should be dropped at the turning circle and enter their playground by the lower gate. They also leave via this gate. P1 & P2 pupils also use this lower gate, but leave school via the top gate. For safety reasons, please do not cross the main car park to access classrooms.



IMPORTANT!

Can we remind everyone that **parents/carers are not allowed to park in the school grounds at any time** during the day. When bringing children into school, you must park outside and use the top pedestrian gate only; do not walk in through the vehicular gates. P1 and P2 parents should then come in through the lower gate and walk across the P3 playground, around the back of school to the P1 /P2 units. School takes road safety very seriously. Please support us by adhering to these directives.

Finally, for child protection purposes, **parents are not permitted to wait in the main playground.**



Last year we had some difficulty contacting parents due to **out of date contact details**. We would ask that you ensure we have your up to date details, particularly mobile phone numbers. Please send any change of information to Mrs Chivers in the office by Friday, using the tear off slip below.

In order to facilitate banking arrangements, all dinner money for the week should be sent in on a **Monday only**, even if you are only having dinners on a Friday. **Dinners are £2.60 a day** or £13 a week. The new dinner menu is already up on our website. Cheques for dinner money should be made payable to Education Authority SE Region. Please indicate days for dinners clearly when paying on a Monday!



Please remember our office practices as follows:

- **All money must be sent into school in a clearly labelled envelope**. If money comes in without this, it will be returned to you. This is to enable the office staff to deal with all the admin of money throughout the school, freeing up teachers to have as much time to teach as possible. Your support will be greatly appreciated.
- **Please ensure dinner money is kept separate from any other monies** and that you indicate on the dinner envelope which days your child requires dinners. Please pay for each child separately.
- All money will **only** be dealt with by the office on **Mondays**.
- **If you wish your child to attend Mrs McGucken's After School Club 1:50 – 2:50pm (P1-3) £3.50 daily, you must pay on a Monday for all the days you wish them to attend that week.** This is to enable us to have the appropriate supervision levels in place. Places cannot be guaranteed if a request is made by phone on the actual day.





The total cost for milk money for this term is £12 and we would be grateful if payment could be sent into school by Monday 10th September. Cheques for **milk money** should be made payable to **Crawfordsburn Primary School**. Please complete the tear off slip below.

Pupil attendance continues to be good at Crawfordsburn, with our attendance at 96% last year. We would love to see this improve this year! Following strict new Department of Education procedures, all absences, appointments etc must be explained in writing to the class teacher.



These will be followed up. Please remember that **holidays cannot be taken during term time and no work can be provided**. Thank you for your support in this area.



A reminder that we have children in school who suffer from a nut allergy and as a result, Crawfordsburn is a nut-free zone. Please do not send anything with nuts in it to school.

P7 Parents remember that you are responsible to register for AQE before the closing date of 7 September.

If any pupil is eligible for free school meals, please ensure you are registered as soon as possible as this impacts on both entry to secondary school and finances available to our own school.

We are committed to keeping you informed of events in school as early as practicable. Please visit our website regularly at www.crawfordsburnps.com for holiday lists, dinner menus etc. All classes will provide further information via the See-saw app, which will be explained to new parents at our Year Group Meetings.

Finally, Child Protection information has been sent out and again, we would be grateful if you could sign and return both sides of the necessary documents as soon as possible.

Dates for your diary:

w/c 10 & 17 Sept	Year group meetings @ 2:10pm (details to follow)
w/c 24 Sept	After school activities start (details to follow)
w/c 15 Oct	Book Fair week
w/c 15 Oct	Parent interviews (school will close at 12.30pm for P2-P7 , all week, with an option of evening interviews on the 17 th)
w/c 29 Oct-2 Nov	Half term for pupils



Mr I A Sullivan
Acting Principal

Cheques preferred and should be made payable to Crawfordsburn Primary School

Milk Money Term 1 - please return by Monday 10th September

I enclose £12 for milk money for Term 1.

Child's name _____ Class _____ Signed _____

I have changed my mobile number - please update my details!

Name of child _____	Class _____
Name of contact _____	Relationship to child _____
Old number _____	New number _____

