



School Uniform

- **School Uniforms can be purchased from Select Kidz, Spencer Road.**
- **Please label all pieces of uniform with your child's name.**
- **All children require a warm, rainproof coat, we will be completing the Daily Mile each day. Hoodies should not be worn as a coat.**
- **Long hair should be tied back.**
- **Due to health and safety: only stud earrings and a wrist watch should be worn.**

Nursery

Choice of coloured jumpers with crest (red or teal) and
Polo-shirts (red, yellow or navy) plain or with the nursery crest
Navy jogging bottoms with elastic waist
Velcro shoes

Girls

Navy skirt/pinafore/school trousers
Navy V-neck jumper/cardigan with school crest
White Polo shirt with crest (P1, P2 & P3)
White shirt and green/navy tie (Primary 4-Primary 7)
Navy socks or tights
Black shoes

Boys

Navy trousers
Navy V-neck jumper with school crest
White Polo shirt with crest (Primary 1, P2 & P3)
White shirt and green/navy tie (Primary 4-Primary 7)
Navy socks
Black shoes

PE uniform:

- **P1/2: plimsolls to be left in school.**
- **P3-P7: Plain navy bottoms, plain white polo shirt/t-shirt and school jumper or plain navy zip up/jumper/hoodie and trainers. Individual class teachers will inform your child on what day they will have PE.**

Children in Primary 5, 6 & 7 will need a school bag.


Children in Primary 1-4 will not require a school bag as they will use a school book bag/folder.



September 2023: Restart Information

If you think your child is entitled to free school meals or uniform clothing assistance, please contact the Education Authority on tel: 028 82 411411 or on the following link:

<https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants>



The poster is titled "Healthy breaks for schools" in white text on a green background. Below the title, it says "At this school, we are committed to healthy eating" in white text on a dark green background. To the right of this text is a bowl of various fruits including kiwi, banana, pear, apple, and grapes. Below the text, it says "At break time we enjoy healthy snacks because they help us grow properly, do our best in school and make us healthy and happy in the future." in white text on a green background. Below this, there are four sections, each with a small image and a list of items:

- Milk**: All whole, semi-skimmed or skimmed unflavoured milk. Image: A glass of milk.
- Water**: Tap water or unflavoured, still, bottled water. Image: Two bottles of water.
- Fruit and vegetables**: All fresh fruit and vegetables. Image: A pile of sliced carrots and other vegetables.
- Bread based snacks**: White or wholemeal breads spread thinly with a little low-fat spread, plain breadsticks or toast. Image: A stack of breadsticks.

At the bottom of the poster, there are logos for the HSC Public Health Agency, school food, and the Department of Education. The HSC logo includes the text "Public Health Agency", "12-14 Lanyon Road, Belfast BT2 9BS", "Tel: 0900 555 0114 (local calls)", and "www.hscpublichealthagency.com". The school food logo includes the text "school food". The Department of Education logo includes the text "Department of Education" and "www.education-ni.gov.uk". There are also social media icons for Facebook, Twitter, and YouTube. A small "01/2023" date stamp is visible in the bottom right corner.

Please ensure your child has a healthy break with them each day as well as a bottle of water.

Canteen Dinner costs (P1-P7 £2.60) (Nursery £2.50) per day and can be paid via parent pay. The dinner menu can be found on the school website in the parent section.

If your child is entitled to free school meals, it is important that you apply for this **each year**. Information on this can also be found on the EA link above.

Afterschool clubs will commence again in September. More information to follow.

Do I need to keep my child off school?



Chicken Pox

At least 5 days from onset of rash and until all spots have crusted over

Conjunctivitis

No need to stay off but school or nursery should be informed

Diarrhea & /or Vomiting

48 hours from last episode

Respiratory Illness

(e.g colds & flu)
Can return when no longer have a high temperature and well enough

Glandular Fever

No need to stay off but school or nursery should be informed

Hand, foot & mouth

No need to stay off if well enough, but school or nursery should be informed

Impetigo

Until lesions are crusted & healed or 48 hours after commencing antibiotics

Head Lice

No need to stay off but school or nursery should be informed

Measles

4 days from onset of rash

Mumps

5 days from onset of swelling

German Measles (Rubella)

5 days from onset of rash

Scarlet Fever

24 hours after commencing antibiotics

Scabies

Until after first treatment

Slapped Cheek

No need to stay off but school or nursery should be informed

Threadworms

No need to stay off but school or nursery should be informed

Tonsillitis

Can return when no longer have a temperature and well enough, school or nursery should be informed

Whooping Cough

48 hours after commencing antibiotics

Use this guide to find out when they should stay off, and when they can go back if they are well enough to do so.



Attendance Matters!

As you are already aware it is essential that your child attends school regularly and maintain a pattern of good attendance throughout their school career.

Excellent attendance at school is important to allow children to fulfil their potential. Every single day a child is absent from school equates to a day of lost learning.

In school we have an obligation to monitor children's attendance very closely and to report attendance percentages to the Education Welfare Officer on a regular basis.

Punctuality is essential as each time a child is late to school they are marked late and when they arrive after registration has closed (09:00am)- this impacts on their attendance.

If your child's attendance is causing concern, we will follow the agreed procedures in school:

- The class teacher will inform you of your child's attendance percentage (below 90%)
- If attendance continues to cause concern, then you will receive a letter from DTCP in school
- If attendance continues to cause concern, then you will be invited to a pre-referral meeting in school. Our EWO Mrs Aine Hudson may be in attendance
- If your child's attendance is 85% or below/causing concern, we are obliged to make a referral to EWS.

It should be noted that holidays must **not** be arranged during the school terms. Sufficient notice of school holiday dates is given to parents/guardians in order for holidays to be arranged during these times.

The school holiday list for 2023-24 can be found here:

<https://www.goodshepherdps.net/parents-area/holiday-list/>

We as a school, want to help support you in improving your child's attendance in order for them to reach their full potential.

If you need to discuss any issues surrounding absences or support strategies that can be put in place to improve attendance, during the school year, please contact Mrs McCafferty or Mrs Harley at the school.

Communication

We communicate using the following platforms:



Please download the schools NI app and ensure notifications are switched on- click on the question mark and follow the prompts to activate.



Mobile Phone/Photographic devices

In compliance with our safeguarding policies, these items are strictly forbidden in school for use by children at all times.

The school holiday calendar can be accessed via the school website in the Parents section:

<https://www.goodshepherdps.net/parents-area/holiday-list/>

Information on the importance of good attendance from the Department of Education can be found below:

https://storage.googleapis.com/siteassetsswd/475/docletter/20201110092825_28_a_parents_guide_to_attendance.pdf



Start/End of the school day

- Nursery and Primary 1 children all have their own individual start dates. They finish early as part of their settling in period. These details will be in their induction packs given out in June. Class teachers will keep parents/guardians informed.
- All Primary 2-7 children start school on Friday 1st September 2023.
- School doors open at 8.45am. Children should be in class to start learning at 9am. Finish times: 2pm for Primary 1 & 2 children. 3pm for Primary 3-Primary 7 children.
- Nursery, Primary 1 & Primary 2 children should be escorted to their allocated door with a parent/guardian each day. **The school drop off and collection policy can be found on the school website in the policy section, under 'our school.'**
- Children are encouraged to cycle, walk and scoot to school each day. Children should park all scooters and bicycles at our bike shelter situated at the front of the school. Children should wear a helmet if cycling or scooting.



**Brothers and Sisters after school provision (2-3pm)
for Primary 1 & 2 children.**

In order to support our school community, we will be offering afterschool supervision for children in Primary 1 (from Monday 25th September) and Primary 2 (from Friday 1st September) **who has an older sibling in Primary 3-7 currently at the school.** This will allow for 1 family pick up. Children staying should pack a healthy snack for this time. Please let your child's class teacher know if you want to avail of this service. Children should be collected by an adult **only**, from the canteen door (beside front reception area) at 3pm if they are attending. Book your interest here: <https://forms.office.com/e/VWjrHW7mpb>



- Breakfast club will commence on Friday 1st September for Primary 1-7 children, and then on Monday 25th September for Nursery children also.
- Breakfast club is open from 8.10am-8.30am. Children cannot attend breakfast club after 8.30am.
- **Please only send your child if they are independent when eating to ensure their wellbeing.**
- Children should be accompanied by an adult to the canteen door.
- Please enter the **school grounds via the upper nursery gate** and directly into the canteen via the steps located beside the school reception area.
- The cost of this will be £1 per day, per child. This should be paid in cash each day to breakfast club supervisory staff. This charge covers the cost of food, cleaning supplies and staff.
- Children will have a choice of toast, cereals, fruit juice and milk each day.

Children are not permitted in the school grounds before 8.45am unless attending the breakfast club as there will be no supervision.

Drop off and Pick Up Information:

CLASS & TEACHER	DROP OFF/PICKUP TIMES	DROP OFF POINT	PICK UP POINT
Nursery	8.45am-9am 1pm-1.15pm	Specific Nursery classroom door	Specific Nursery classroom door
Primary 1 & Primary 2	8:45am – 9:00am – Pupils to classroom 2:00pm – Home Time	Foundation Stage Door	Inside the school gates
Primary 3	8:45am – 9:00am – Pupils to classroom 3pm – Home Time	Side door below nursery	Inside school gates via top gate (near nursery entrance)
Primary 4	8:45am – 9:00am – Pupils to classroom 3pm – Home Time	Side door below nursery	Inside school gates via top gate (near nursery entrance)
Primary 5	8:45am – 9:00am – Pupils to classroom 3pm – Home Time	Right side door as before above the canteen	Main Gate
Primary 6	8:45am – 9:00am – Pupils to classroom 3pm – Home Time	Same door as before-shared area at back of school	Main Gate
Primary 7	8:45am – 9:00am – Pupils to classroom 3pm – Home Time	Right side top door as before	Main Gate

Safeguarding Information

I would like to take the opportunity to remind parents/guardians that **no cars are permitted inside the school grounds at any time** unless this has been pre-arranged with Mrs McCafferty or you are a blue badge holder. Please share this information with grandparents and childminders as refusal often causes offence.

Please ensure that the school gates are kept clear. Cars should not be parked on the yellow zigzag lines outside the school gates at any time.

Please talk to your child about general road safety. Please cross the road using the school crossing patrol. Enter and exit the school using the pedestrian gates only. Once your child is collected from school, please keep them beside you at all times. These measures are in the interest of everyone's health and safety. Thank you!



Due to the severe allergic (anaphylaxis) reaction of children within our school community **we ask that your child does not bring any shellfish products or nut products to school for either break or lunch. This includes sushi, prawns, or Nutella.**

Members of the Schools Safeguarding team are:

The Chair of the Board of Governors (Mr P. Duffy)

The Designated Governor for Child Protection (Dr M Gormley)

The Designated Teacher for Child Protection (Mrs Maria Harley)

Deputy Designated Teacher for Child Protection (Mrs S. McCafferty).

Other members of Safeguarding Team:

Mrs P. Houston/Mrs R Warne /Mrs Kyle/ Mrs F Desmond/Mrs M Mc Cormack/Mr D Herron.

School policies can be found on the school website under the 'My School' section. There is also a wide range of support information for parents in the 'Parents Section' of the school website. This is updated regularly.



The Department of Education, employing authorities, sectoral support bodies and teacher unions have written to schools stating that:

“It is recognised that school-based staff are working within a demanding environment. In order to assist with workload demands, schools should notify parents of the normal operating hours of the school and when and how parents may contact staff within the school.”

School staff are not expected or required to contact, or respond to contact from, parents or anyone else outside of the normal operating hours of the school day unless there is a critical incident.

Accordingly, please see below the normal operating hours of Good Shepherd Primary & Nursery School:

- Monday 8.45am-4.30pm
- Tuesday 8.45am-4.30pm
- Wednesday 8.45am-4.30pm
- Thursday 8.45am-4.30pm
- Friday 8.45am-3.15pm

Should you need to contact the school please email info@goodshepherd.derry.ni.sch.uk or telephone 02871348446.

Should you need to speak to your child's teacher please contact the school office to request an appointment.

Preparing Your Child For the First Day Back in School

As schools begin to open to more children, parents and children may well be feeling anxious. Here's some ideas of how best to prepare.

Be Calm.

Your child will take their lead from you and be reassured if you are steady and matter of fact.



Be Curious.

These are strange times and their imagination may run away with them. Listen, and try not to dismiss or minimise their fears but validate how they are feeling – “it’s completely fine to feel like that at the moment” or ‘I can really understand why you would feel like that’



Be Positive.

Remind them of all the ways they have learnt to keep themselves safe: washing their hands regularly, sneezing and coughing into their elbow, not hugging others and staying in their own space.



Be Thankful.

Help your child think of things they are looking forward to: being with their friends, seeing their teacher, favourite activities but be mindful some of these may not be available for them



Be Supportive

Younger children particularly may struggle with separation anxiety and may become tearful, clingy or act out. Reassure them that you will miss them too and think of them through out the day. It might be helpful to draw a little heart on their wrist and one on yours too. You can call it the hug button and when they find they are missing you they can press the heart and know that you will be doing the same at home. Sometimes having a little object to remind them of you through the day helps but please check this out with your school first.



Be Prepared.

Support your child to be aware of changes that may have happened to their classroom environment since they were there last and rehearse any new routines that school may have shared. Rehearse and practice your ‘goodbye’ routine and create a ‘hello’ greeting for the end of the day for them to look forward to.



A Prayer for the New School Year

Heavenly Father

At the start of a new school year, we give you thanks for the work of all schools (and particularly in our own parish).

We pray for all children starting at new schools, and for those returning. Help them to explore what they can achieve, and give them confidence to play their part in shaping our world.

We pray for all those who work in schools. Care for them as they care for our children.

We pray for all governors of schools. Grant them wisdom and sound judgement, and help them to keep children's well-being at the heart of everything they do.

We ask this in Jesus' name.

Amen



I would like to thank our entire school community for their support to date. We as a school look forward to working with all those who care for the children to enable them to reach their full potential, ensuring they have a happy and safe school year ahead.

Mrs S. McCafferty