



**St. Canice Primary School and Nursery Unit**

**11 Curragh Road**

**Dungiven**

**BT47 4SE**

**Principal:** Mr Ciarán Loane

26th August 2022

Dear Parents / Guardians

We hope you and your children have enjoyed a safe Summer holiday. We are really looking forward to welcoming our pupils back to school for the start of term especially our new Y1 pupils.

### **Key Information**

- Y1 – Y7 will start school on Thursday 1<sup>st</sup> September 2022.
- Class starts at 9.15a.m.
- Each class will work as a class bubble to ensure a safe school start.
- Children should wear their full, clean school uniform to school every day.
- Children need to bring a coat for break time, lunchtime and outdoor learning.
- Children should bring their own school bags.
- Children will be supplied with the necessary stationery.
- Please ensure your child has a healthy break with them each day as well as a bottle of water. Nut products are strictly forbidden due to children with life threatening allergies.
- Children should come to school in PE clothing on days of P.E.

Information about your child's P.E days will be sent home next week.

### **Dinners /Lunches**

- The school canteen is available for free school meals and paid dinners from the 1<sup>st</sup> September. Cost of £2.60 per day or £13.00 per week.
- Any money or dinner money should be sent in a sealed plastic bag, with clear labelling of the child's name and what it is for.
- Lunch boxes should be clearly labelled.

### **Medication**

- Pupils who need medication during the school day must bring medication to school in a plastic bag. Parents are requested to complete the appropriate administration forms. Forms can be found on the school website in the Parents Area. Once completed these forms should be emailed to the School Office.

**We will not administer medication** to your child until we have received the completed form.

## School Holidays 2022 - 2023

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

### Breakfast Club

The “Breakfast Club” is due to start on Thursday 1st Sept 2022. Places will be limited. Those Parents who wish to avail of this Breakfast Club must book a place for each child.

**To do this an email must be sent to [smartin958@c2kni.net](mailto:smartin958@c2kni.net) before 12noon on the Thursday of the week before the place is required.**

Confirmation of a place will be sent via email.

We do not allow “drop offs”

The club will be based in the school canteen. It will start at 8.15a.m. and finish at 9.00a.m. Pupils must be in the canteen BEFORE 8.40a.m.

Pupils should enter the canteen through side doors located to the left of the school kitchen.

A charge of £1.00 per child per day will be applied. This payment can be made on the morning that the child attends. The child should give the money to the supervising adult.

Children should bring additional money to purchase breakfast.

A price list will be posted on the school website.

### Arriving to School

Children are asked to arrive at school between 9.00- 9.15a.m.

**There will be no early drop-off.**

All entrance doors will be closed at 9.15a.m. to ensure the safety of our pupils and staff.

	<b>Class</b>	<b>Door to Enter School</b>
<b>GATE 1</b>	Y1 Mrs Kelly	Y1 Side door
	Y1 Mrs Gribbin	Y1 Side door
	Y2 Mrs Barry	Assembly Hall door
	Y2 Mrs Martin	Assembly Hall door
<b>GATE 2</b>	Y3 Mrs Mc Illvenny	Main Front door
	Y3 Mr Mc Guigan	Main Front door
	Y5 Mr Mc Cutcheon	Main Front door
	Y6 Mrs O Kane	Main Front door
<b>GATE 3</b>	Y4 Mrs Bateson	White Back door
	Y4 Mrs Polley	White Back door
	Y7 Miss Barry	White Back door
	Y7 Mr Tracey	White Back door

If you arrive late with your child, you and your child should report to the Main Front door, press the buzzer and wait until a member of staff arrives.

There will be a specific GATE entrance and exit door for all classes.

These entrance/exit doors will be used for drop-off and collection every day.

Children should go straight to their class through the allocated entrance which are as follows:

### **Home times Pick Up Information**

- **Year 1** Week beginning Thursday 1st September until Friday 16<sup>th</sup> September

Year 1 children should be picked up from Year 1 Entrance Door at 12 noon.

Pupils entitled to free meals can have dinner.

Parents should collect pupils who are taking dinner at 12.15

No lunch required for non-free meal pupils.

#### **Week beginning Monday 19<sup>th</sup> September**

Year 1 children will be going Home daily @ 2.00p.m

To help settle our new P1s into school, one parent can walk their children directly to the P1 entrance door. The child will be met by staff.

Year 1 use GATE 1

- **Year 2** Children should be picked up daily @ 2.00pm. Year 2 use Gate 1

- **Year 3** Week beginning Thursday 1st September until Friday 16<sup>th</sup> September:

Children should be picked up daily @ 2.00p.m.

#### **Week beginning Monday 19<sup>th</sup> September**

Y3 pupils will be going Home daily at 2.50p.m.

Year 3 use Gate 2

- **Year 4 & Year 5** Home daily @ 2.50p.m. Use Gate 2
- **Year 6 & Year 7** Home daily @ 3.00.p.m Use Gate 3

**Pupils in Y6 or Y7 who have siblings in Y4 or Y5, may go home at 2.50p.m. If such an arrangement is required, please contact the school office.**

**School Transport** School buses and taxis will be running as normal beginning on Wednesday 1st September. More information about applying for school transport is through this link - <https://www.eani.org.uk/financial-help/home-to-school-transport/how-to-apply-for-transport-assistance-for-my-child>

All pupils of all ages should wear a face covering on all buses or taxis for the journey to school where it is appropriate for them to do so and they are able to handle them as directed.

**Free School Meals** If you need to find out if you are eligible for a grant for school uniform, please use this link for more information. <https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants/apply-for-free-school-meals-uniform-grants>

**School uniform grant** If you need to find out if you are eligible for a grant for school uniform, please use this link for more information. <https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants/apply-for-free-school-meals-uniform-grants>

Should you require any further information, please contact the School Office.

As a school, we look forward to welcoming your child as we begin our new school year.

Yours sincerely

Ciarán Loane  
Principal