

5th September 2018

Dear Parent

Welcome back after the Summer Holidays! A special welcome to families joining Ceara School for the first time.

If you have a concern of a Child Protection nature about a child at Ceara School, you can contact:

Mrs Pam Evans

Designated Teacher for Child Protection

Or

Mrs Heidi Clarke

Deputy Designated Teacher

Or

Mrs Mandy Cunningham

Deputy Designated Teacher

Or

Dr Eimear Thompson

Designated Governor for Child Protection

c/o School Office

Tel 02838 323312

Child Protection and Safeguarding

We will do our best to keep you informed about what is happening in school and how your child is settling in and making progress. Our school website [www.cearaschool.co.uk](http://www.cearaschool.co.uk) will keep you informed. Newsletters like this one will also help you keep up to date. Newsletter will be available on the website. A school messaging service also exists to provide urgent information to parents. Please ensure school has an up to date mobile phone number for this service.

**Our School Day**

Nursery: 9.00 a.m. – 11.30 a.m. and 12.15pm – 2.45pm

4 – 8 year olds. – 1.30 p.m.

8 – 19 year olds: 9.00 a.m. – 2.45p.m.

**Meet the Teacher Sessions**

Many thanks to all parents who were able to come along on Thursday 30th August to meet their child’s new teacher. Parents were able to learn about class procedures and topics to be covered during the year. For those who were unable to attend information will be sent home this week. A letter outlining the work being covered throughout the year will be sent out at the start of each term.

**Staff Information**

We are pleased to welcome to Ceara School some new teachers this year. Miss Kirsty Donnelly is joining us to teach Class 12b. Miss Jade Lockhart will cover class 6 until Mrs Roisin Reid returns and Miss Emily Heaney will cover class 9 until Mrs Mary McCartan returns. Mrs Lynsey Muldrew will continue to cover for Mrs Lisa Gildernew this year. We are delighted to welcome back Mrs Joanne Watson, Mrs Kathryn Cunningham, Mrs Aisling McGeown and Miss Aimee McCann who have all returned from maternity leave. Mrs Colleen Murphy also returns to school following a career break.

**Uniform**

The children are very smartly turned out in their uniforms at the start of the year – thank you! Please check that all items of school uniform are clearly named – don’t forget PE kits and coats. If earrings are worn they must be of the stud type only.

**Administering of Medicines/ Update on Health Issues**

We would ask, for safety reasons, that medicines are only sent to school if absolutely necessary. If this is the case, it is essential that parents send in a completed Administering of Medicines Request Form (DA1) – these are available from the school office or from the website. Please note that **medicines should not be not be brought in by the pupil** but given into the care of staff by the parents.

Please keep us informed about any health issues, or changes to existing issues, which may have an impact on your child in school.

**Allergic Reactions**

We have a number of children in school who may take severe reactions to certain foods due to allergies. To keep these children safe, we would ask you not to send in the following foods or food products: nuts and nut products.

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**Healthy Breaks**

In Ceara School we encourage Healthy Lifestyles and operate a Healthy Break policy. Most classes use class funds to provide pupils with a healthy break and encourage pupils to expand their choice of healthy foods. Milk and water are available at break and filtered water is available at all times.

**Extra- curricular Activities**

We plan to begin after-school activities in the week beginning 17th September. Look out for further information.

**Parking/ Drop- off**

Parents are asked to park outside the school gates (**NOT** in the carpark) and walk into school at peak times as the car park is too dangerous and busy. Parents may come to school after 9.15am after some of the buses have unloaded and the car park is less busy. Please exercise **extreme caution** in the grounds - our children’s safety depends on every driver taking care in the school grounds.

If you are collecting children at 1.30 pm, please collect promptly as teachers have additional afternoon classes and duties at this time. Thank you

**Home – School Liaison**

At Ceara School we value good communication between home and school. Please sign the consent form if you wish to use the home/school diary this year. If you have a worry or concern about your child, please contact the class teacher in the first instance, you can do this by writing or telephoning the school office (02838 323312). If a further meeting is needed, we can arrange this. We hope that you will keep us informed of any changes to life at home which may affect your children’s learning.

P Evans

Acting Principal

*Forward together*