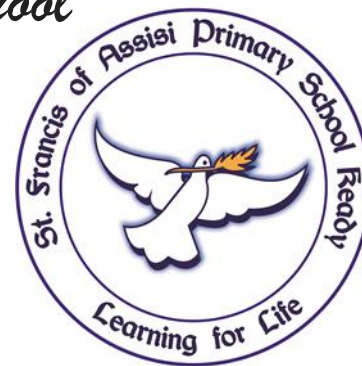


# *St. Francis of Assisi Primary School*

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18<sup>th</sup> December 2018

Dear Parent / Guardian,

As we come to the close of what has been a very busy term in school, I must commend the staff and pupils on the great effort made both in and out of the classroom. They have worked tirelessly ending the term on an absolute high with their very apt and enjoyable Christmas plays and performances.

## **New Term Arrangements**

School reopens for the children on Monday 7<sup>th</sup> January 2019. Breakfast Club will be open from 8am.

### **NB: Change to school starting time as yard supervision will now begin at 9am.**

In line with Health and Safety regulations parents are asked to avail of the Breakfast Club facility if children are to be dropped off at school before this time. This facility costs only 50p per child per day and is a means of supporting parents who need this early morning supervision.

**At no time should a child be left unattended outside the school gates before 9am.**

## **Parental Correspondence**

To maximise the use of our school website and of course to promote our school ECO Code, cutting back on the use of paper, the website will be our main means of communication with parents. All parents recently received a leaflet on how the 'schoolsni' app can be downloaded on their phone. Alternatively, parents can simply open the link on the web browser to access the website at <http://stfrancisofassisisips.co.uk>.

Next term's Newsletters, Timetables for After School Activities and correspondence will be posted on the 'Parent' tab of the school website. If you have agreed to receive notifications, you should now be receiving pop up messages of any added items. Please ensure that you check the website and the calendar for regular updates and school information.

After School Activities will resume Monday 14<sup>th</sup> January 2019. Details will be posted as soon as clubs are confirmed. Reply slips should be downloaded, completed and returned before Friday 11<sup>th</sup> January. Minding Club will resume on Monday 7<sup>th</sup> January as normal.

## **Staffing**

The school in January will officially welcome back Mrs Patricia Smyth from her career break with Mrs Smyth returning on a three-day week to her position as Primary 1/2 Classroom Assistant. Mrs Murphy will remain in Primary 1/2 for the remaining days and will also be assigned duties with the Reception children in Mrs Donaghy's class.

## **Applications for new intake into both Primary and Secondary Schools**

The school will host an Open Evening this evening Wednesday 19<sup>th</sup> December. Parents who have children due to start Primary 1 or Reception in September 2019, are invited along to show your child their new school.

It is important to note applications to primary schools have changed and this process is now done through an online portal on the Education Authorities website. These applications open on the 2nd January 2019 and close on 31<sup>st</sup> January 2019. Details and guidance will be given out at the Open Evening and parents are asked to contact the school if they have any difficulties.

The process for our Primary 7 pupils applying to Secondary Education remains the same. Further details with the relevant paper work will be issued to parents from the school in early January. The principal will set aside times to support and parent new to this process and application forms must be returned to the school before Friday 1<sup>st</sup> February 2019.

## **School Uniform**

There has been a marked improvement in the school uniform and we would like to thank you for your support with this. All parents should please make a continued effort to ensure white shirts and blouses are worn to school every day. The only exception to this should be the Primary 1 and Primary 2 children who wear in their polo shirts with their ties, plain navy tracksuit bottoms or leggings on PE days.

## **Season's Greetings**

I myself would like to take this opportunity to thank everyone for the great support and encouragement that has been given to me in my role as principal this term and to wish you and your families a very healthy and happy Christmas.

**NOLLAIG FAOI SHEÁIN AGUS FAOI MHAISE DAOIBH GO LÉIR**

Kind regards,

Mrs F Hughes  
Principal