

MALLUSK INTEGRATED PRIMARY SCHOOL

NEWSLETTER

27th August 2024

Dear parents and carers

We hope you enjoyed the summer break and are looking forward to the school year ahead! We extend a special welcome to anyone joining our school family for the first time. We will do all we can to ensure your child settles in and makes friends quickly. We hope it won't be too long before you feel a part of our school family. Here are a few important pieces of information to help you ahead of the start of term!

SCHOOL START

Doors will open at 8:45am and all children must be in school for 9am.

Mrs Kinsella's & Mrs Moorhead's classes should come in via the front door.

Miss Robinson's, Mrs Mellan's and Mr McGrath's classes should come directly into the playground via the playground gate. In the event of rain, these classes should come in via the top door (beside the school garden).

SCHOOL FINISH/ WHERE TO COLLECT YOUR CHILD

P1: children finish at 12:30pm throughout September. From Tuesday 1st October, they stay until 2pm each day.

P2: 2pm finish every day

P3: 3pm finish Monday and Wednesday

2pm finish Tuesday, Thursday and Friday

P4- 7: 3pm finish Monday- Thursday

2pm finish Friday

Please check which door to go to when collecting your child (below). Older siblings can walk round to the other door to meet parents/ carers.

Miss Robinson, Mrs Mellan: Top door (by school garden)

McGrath, Mrs Moorhead & Mrs Kinsella: Front door

POLICIES

You can read our [Special Educational Needs Interim Policy](#) and our [Child Protection Policy](#) here. Paper copies of all school policies are available from the office. We have over 30 policies covering Child Protection, GDPR, Curriculum and Pastoral Care. The Key policies are also on our website to view or download.

CAR PARKING

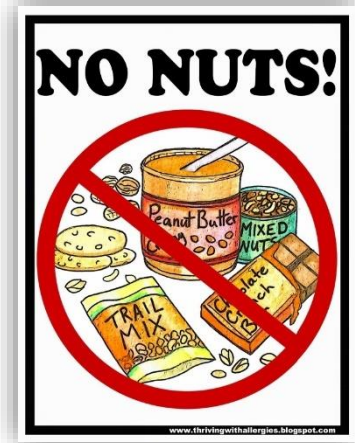
To ease congestion at finish times, please remember at home time those collecting children in Miss Robinson's, Mrs Mellan's classes may use the Academy Club carpark. Access to the school is through a gate at the side of the club. Those collecting children from Mrs Kinsella's, Mrs Moorhead's and Mr McGrath's class should use the school car park. Traffic cones are placed on the zebra crossing to keep the children using the crossing safe. Please **DO NOT** get out of your car & leave it in the turning circle- this causes congestion and frustration! Please remember to keep your speed below 10mph in the school car park and be mindful that there may be little ones around when you are reversing or pulling out. Thank you!

FOOD

We have children in school who have serious or life-threatening allergies, so please DO NOT send any nuts or items which contain nuts for snacks or lunch, including things such as Nutella.

Please read our [Allergies Policy](#) for further information. Make sure you inform us if your child has any allergies or food intolerances.

Please endeavour to send healthy snacks (no fizzy/ sugary drinks, chocolate, biscuits or crisps please). Children may have a bottle of still, plain water to drink during class. Children are permitted to have juice with break and lunch. Thank you for your support with all of this. Please remember that children have only 15 minutes to eat and drink at break time, so keep this in mind when deciding how much to pack for their snacks! Please read our [Healthy Eating policy](#) for further information.



UNIFORM

Our lovely uniform ensures the children look smart and take pride in belonging to our school. Don't forget that shoes must be black school shoes, not trainers.

Children may wear trainers with their PE uniform, which is either purple shorts or grey joggers/ leggings, a school polo shirt and school sweatshirt. PE days for each class will be on the Friday Newsletter this week. Children should wear their PE uniform on those days only.

All sweatshirts and coats MUST have your child's name on them by the first day of school. Please instil in your child a sense of responsibility for looking after their own things and checking that the coat they are putting on is theirs. You could add key rings to the zips for the younger children to identify them quickly. Staff do endeavour to make sure they put their coats on the right peg, but with around 30 children putting on coats at the same time, it can be quite tricky! Please write your child's name on their coat label (inside the pocket) or on the inside at the collar, so that staff and children can check quickly. You have paid good money for these items and we don't want them going missing or going home with someone else!

WATER BOTTLES

Children can bring water bottles to school, but these **MUST BE NAMED**. We had an issue last year with children leaving these behind (particularly in *Play for All*), resulting in large numbers of bottles left in school. Any left behind should be claimed by the end of the week or they may be thrown out. These items can be expensive to keep replacing. Please check your child has all their things when collecting them from school or from *Play for All*. Thank you!

BREAKFAST CLUB

This is £3 per day and runs from 8- 8:45am each day. Please come to the **TOP DOOR** (beside the school garden) when dropping off your child.

ABSENCE

In accordance with our [Attendance policy](#), if a child is absent we ask that you contact the school on the first morning of absence (our phone number and email address are on the top of this note). A written note is then required to explain the absence when the child returns. Children arriving in school after 9am will be marked late. We would encourage you to make any medical or dental appointments for a time after school whenever possible. Thank you!

MRS PINKERTON

Mrs Pinkerton will not be returning to her post. Mrs Louise Carey will be the here each day, as last year. We wish Rachel all the best for her new post and for the future.

SCHOOL DINNERS

The dinner menu for next week will be sent out with the Friday Newsletter. ALL DINNERS MUST BE BOOKED VIA THE SCHOOL MONEY APP BY SUNDAY. We have a list of children requiring Halal lunches and veggie options. If you wish your child to be added to either of these lists, please let us know. If you have any issues with the payment app, please let Louise know before next Monday.

You can contact Louise at: lcarey544@malluskcips.newtownabbey.ni.sch.uk

FREE SCHOOL MEALS/ UNIFORM GRANT

If you think you may be entitled to Free School Meals/ Uniform Grant and you haven't applied yet, you can do this at any time throughout the year. The process should take a few weeks. Here is the link to the EA website, where you can see if you are eligible and begin the process. Here is the link: <https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants>

SCHOOL LEARNING SITE

You can access our bespoke Learning Site by clicking [here](#). You'll need this link to access this as it is not a public site and cannot be found via Google!

AFTER SCHOOL CLUBS

This year we are delighted to be welcoming back Playsport NI for our Friday Soccer/ Multisports Club, Drama Club, Music Club, Coding Club and some others. We will send out information and dates for all clubs as soon as we have finalised details.

COMMUNICATION

The happiness and wellbeing of the children is a top priority for us all here at Mallusk IPS. Please remember to inform the class teacher (even just by email) if there are any worries, changes or events which may unsettle your child. These are worries which your child may carry into school with them, and it is very useful for us to know if anything is worrying them or upsetting them, so that we can provide emotional support. Encourage your child to speak to a staff member if they have any worries.

We also encourage you to speak to us **as soon as possible** if you have any concerns about your child. When we deal with concerns or issues at an early stage, then can be resolved more easily. Your child's teacher should be your first port of call. He/ she will deal with your concerns promptly, informing and involving me as Principal as appropriate. Teachers' email addresses are below:

Mrs Kinsella- skinsella738@c2kni.net

Mrs Seymour- kseymour433@c2kni.net

Mrs Moorhead- lmoorhead457@c2kni.net

Miss Robinson- lrobinson698@c2kni.net

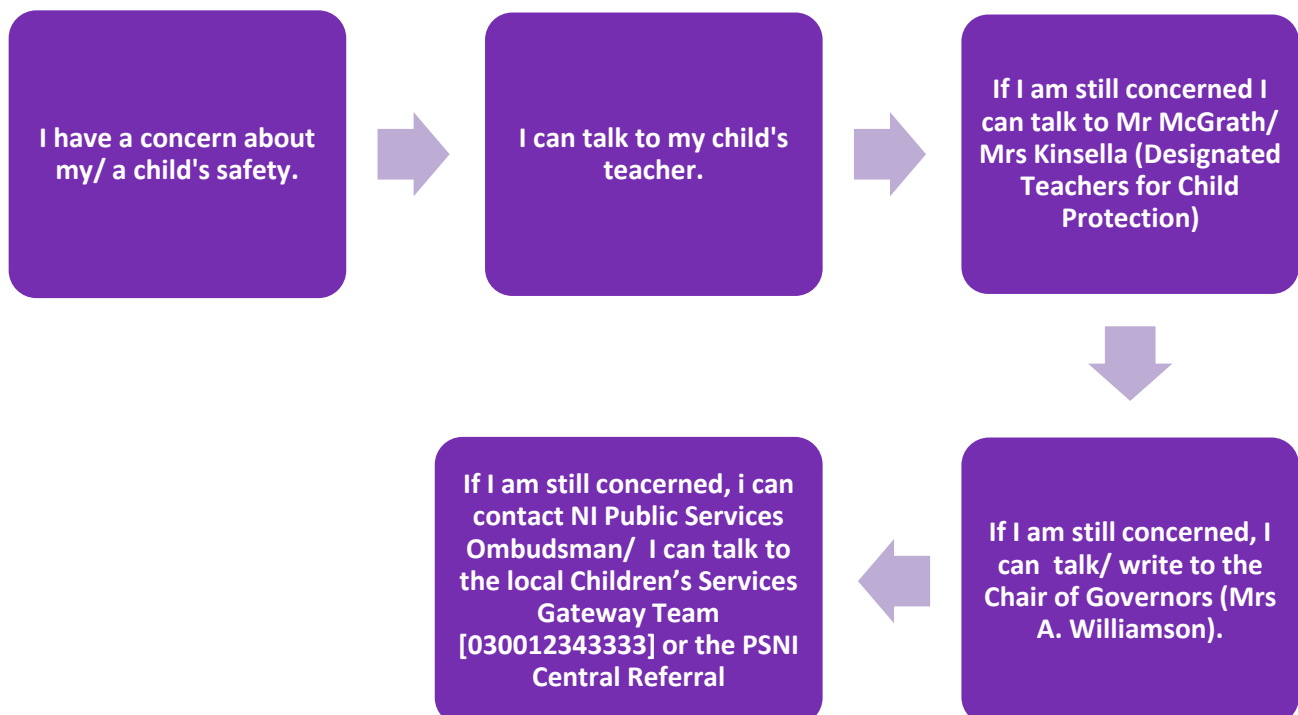
Mrs Mellan- jmellan634@c2kni.net

Mr McGrath- cmcgrath893@c2kni.net

Emails will receive a response 8:30am- 3:45pm. Emails sent to staff at weekends and holidays will be dealt with on the next working day. If there is an emergency, please use the school email address above. All emails to the school email address come directly to me. You might like to read our [**Statement on Parent-Teacher Communication.**](#)

CHILD PROTECTION CONCERNS

Please see the chart below for actions to be taken if anyone has a potential child protection concern:



PARENT- TEACHER MEETINGS

We will be having the first of our Parent- Teacher meetings in the two weeks before half term. To facilitate these meetings school will finish at 1:15pm on the following dates:

Monday 14th October

Wednesday 16th October

Tuesday 22nd October

Thursday 24th October

NOTABLE DATES FOR THIS TERM

28th, 29th, 30th August: Half days, school finishes at 12:30pm

30th September: School Development Day 1 (school closed for pupils)

28th October- 1st November: Half term break

20th December: Last day of term- 12 noon finish

See you all on Wednesday!

Kind regards

Susanne Kinsella

e-mail: info@malluskcips.newtownabbey.ni.sch.uk