

**HOLY TRINITY PRIMARY SCHOOL
NEWSLETTER
NOVEMBER 2012**

EVENTS IN NOVEMBER

31st October- 2nd November- School closed for Mid Term break

8th November- Prize Giving and Annual Report- 1.30 in KS2 hall.

PARENT INFORMATION

**SESSION ON THE PHONICS BUG
PROGRAMME -1.30-2.00-**

**TUESDAY 20TH NOVEMBER IN
ICT SUITE**

PARENT COURSE

The Parent Course providing information to parents on how to identify their skills and job opportunities, how to complete CV's and advice on how to perform at interviews continue every Friday in the Parents' Room from 9.00-11.00. All welcome. Creche facilities are available.

REMINDER

**AFTER SCHOOL CLUBS TAKE
PLACE FROM 2.45-3.30. CLUBS
WILL BE CANCELLED IF
WEATHER CONDITIONS ARE
POOR**

FIREWORK SAFETY

On the 29th October a group of Firemen visited every class and talked to the children about the dangers of sparklers and fireworks. The children thoroughly enjoyed this educational visit.

PHONIC BUGS

The children in P1-P4 and the Units will have the opportunity to develop their reading skills and their love of reading through the introduction of electronic books. Holy Trinity has purchased the license for the Phonics Bugs Programme. Over the next week your child will be given a password and this will enable them to access a wide range of suitable, beautifully presented books. The class teacher has already assigned your child a level which corresponds to their reading level. Using their home internet they can access both fiction and factual books from home. They can read these books independently, with an adult or the computer will read it aloud to them. They can then take part in a quiz which checks understanding. Santa may get lots of letters this year asking for laptops to access this exciting range of interactive books!

ANTI BULLYING MONTH

Holy Trinity Primary School has a zero tolerance to bullying. There are very few incidents of bullying in the school as we have been proactive in eradicating bullying from our school. Any incident is dealt with swiftly by Senior Staff dealing immediately with any cases of bullying. Whilst we are confident that bullying is now virtually non-existent in our school, we are not complacent. We have set aside the month of November as Anti-bullying month. During this month children will take part in assemblies, staff will teach a very structured anti-bullying scheme of work covering areas such as identifying the types of bullying, what to do if they suffer from or witness bullying, how to report bullying and also they will be given information on what happens to bullies and victims of bullying. If you have any concerns that your child may be being bullied please contact Mrs Armstrong or Mrs Boyd who will deal with the matter immediately.

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ADVERSE WEATHER POLICY

Our aim is to avoid, as far as possible, any uncertainty and confusion in the event of possible school closure. We believe that the best way to do this is to communicate as fully as possible with our parents. The school will make all practicable efforts to keep parents informed as to the situation with the school during adverse weather conditions, as we appreciate that such conditions and the uncertainty places very considerable difficulties upon parents. There are rare occasions when our school will find it necessary to close. These are usually occasions when adverse weather means that the school site is unsafe and poses health and safety risks to the school community.

Our first consideration is always the safety of the children. In adverse weather conditions, where staff live some distance from school, the journey to school may be too hazardous for them to set out and, once here, equally hazardous for them to get home. Health and Safety risk assessments mean that we cannot open the school if there are insufficient staff to properly supervise the children.

Staff who live locally, including the Principal, will be in school to keep the school open if at all possible. A decision to close the school would never be taken lightly and would involve our Senior Management Team.

In the Head Teacher's absence the Vice principal on site will assume responsibility for making final decisions relating to the Adverse Weather Policy.

In the event of adverse weather:

- A decision will be made, as far as possible, before 8.30am as to whether the school should be open or needs to be closed.
- In the event of closure, the school will send a message to Radio Ulster and BBC N.I. using a prearranged security code to allow them to broadcast the information to the general public.
- We advise our parents to listen out for school closure information from local media.
- In the event of the school having to close during the day due to unforeseen

worsening weather or similar unforeseen circumstances, this information will be given by telephone to parents or to the local media for parents to collect their children.

- In the event of snow, some pathways will be cleared and salted. Parents, children and visitors should be aware that pathways, even where cleared, do remain dangerous. Before and after school class hours, parents are responsible for ensuring that their children do not slide on the school playground.
- During significant adverse weather conditions parents should bring their children into the school building. Parents may be required to supervise their children in the hall or classroom until staff are available to formally take supervision of the children. They are asked to leave the school immediately as soon as the staff have taken over.

Attendance Register

The school appreciates that during bad weather children may arrive later than normal; parents should endeavour to contact the school to let them know they are on their way if likely to be delayed. The school recognises there may be isolated instances where families are cut off, even where the clear majority of children can get into school. In such instances parents should inform the school of the circumstances of this exceptional situation, as the school has a duty to clarify the circumstances of each case so as to be able to formally authorise the absence to Belfast Education and Library Board.

Parents acting on the assumption that the school would be closed without gaining confirmation, or failing to inform the school of the circumstances that prevents the child coming into school risks their child being registered as an un-authorised absence. Where the school is officially closed, all absence is counted as authorised absence.

We will always do everything in our power to avoid school closure.

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