



# *Carniny Primary School*

## *Parents' Newsletter*



**No:04 14 15**

**[www.carninyprimary.co.uk](http://www.carninyprimary.co.uk)**

**Date: 27/01/2015**

### House Points

Having taken October's House Points into account the totals are:



Braid - 564    Bann - 559  
Maine - 475    Kells - 525

Congratulations to the following children who were Boy/Girl of the month in each House during October.

### Braid

Girl: Steph Dawson White  
Boy: Cameron Kerr

### Bann

Girl: Grace Fisher  
Boy: Jak Thompson

### Maine

Girl: Sarah Stirling  
Boy: Jamie Smyth

### Kells

Girl: Alex Buchanan  
Boy: Jack Weir

### High Flyers



The most recent winners of our High Flyer award are:

P1: Harry Stirling, Ellen Patterson, Jude Crawford  
P1/2: Brooke Lester, Rebecca Kelly, Charlie McDermott  
P2/3: Zach McNeill, Carys Logan, Alisha McPeake  
P3: Owen Carr, Gemma McClelland, Daniel Alexander

### Football Team



The football team must be commended for being Joint Winners in the recent Owen Daly competition at the Showgrounds.

### Rotary Club of Ballymena



The Rotary Club is organising its annual Christmas Hamper Scheme for elderly and needy people in the Ballymena district. Parents and pupils who wish to support this scheme are asked to bring their items to school and place them in a special box at the main entrance. Smaller grocery items may be more appropriate as the hampers will be distributed to elderly people living alone.

### Blythswood Shoebox Christmas Appeal

We had a great response to the Blythswood Shoebox Christmas Appeal. We collected 74 boxes.



Thank you to all parents who supported this very worthwhile Christmas charity.



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The collection box will be in school from Monday 24 November - Friday 5 December.

## FOCPS/PTA Christmas Fair

The Christmas Fair will be held on Friday 21 November (6.30pm). The choir will be singing and there will be the usual Christmas Stalls (as detailed in the recent flyers issued to parents).

Cake boxes have been sent home to all families. It would be greatly appreciated if they could be returned with cakes, buns, biscuits etc. for the Cake Stall.

Your support will be greatly appreciated.

## Open Afternoon

Parents of prospective pupils are invited to our Open Afternoon on Friday 5 December (2.30-4.00pm).

Please inform Mrs Shevlin or Mrs Anderson if you have a child due to start school in September 2015.

School will finish at 1.10 pm for all children in P1-P6 to facilitate preparations for our Open Day (with exception of children in orchestra and choir and other children with specific tasks).



Please complete the attached pro forma indicating you are aware of this arrangement.

## P1-7 Carol Service

All parents and friends are invited to attend the P1-7 Carol Service in Wellington Presbyterian Church at 6.30pm on Wednesday 10 December

Tickets (£2.50) may be obtained from the school office by returning the attached proforma.

Tickets will be issued on a first come first served basis and limited initially to a maximum of 4 tickets per family.

Proceeds from ticket contributions will go to school funds, Radio Cracker and cover bus transport to the rehearsals.

## Christmas Dinner



The School Meals Kitchen is providing a Christmas Dinner on Friday 12 December.



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## Menu

Roast Turkey, Stuffing,  
Gravy, Cocktail Sausage,  
Peas, Carrots, Roast Potato  
Tub of Ice Cream  
Milk Shake

The cost of the meal is £2.35. If paying by cash send to school on or by Monday 8 December. You may also pay online via +Pay. Please complete the attached pro forma and return to school.

## Dates for Diary



21 November 2014	FOCPS/PTA Christmas Fair
27 November 2014	P1-7 Christmas Outing to Cinema
Friday 5 December (2.30pm)	Open Day
8 December 2014	School Orchestra perform to Residents in Kintullagh Nursing Home
10 December 2014	P1-P7 Carol Service Wellington Pres
12 December 2014	Radio Cracker 10.05am
12 December 2014	Christmas Dinner
17 December 2014	P6 Grand-parents' Day
18 December 2014	Senior Choir perform to residents at Prospect Nursing Home (11am)
18 December 2014	PTA Christmas Hooley
19 December 2014	Last Day of Term (12.20pm)
5 January 2015	Exceptional Closure
6 January 2015	First day of Spring term for Pupils



## Head Lice

I wish to remind parents of the need to regularly check children's hair for head lice and treat if necessary.

Please read the guidance issued by the school.

## Positive Behaviour Policy

Our school takes a very positive approach to pupil behaviour as detailed in the Positive Behaviour Policy.

The Policy has recently been updated and approved by the Board of Governors.

Some amendments have been made to the Staged Sanction Procedure (attached).

The key difference is that pupils move on to Stage 3 of the Staged Sanction Procedure after receiving three Yellow Cards. At Stage 3 After School Detentions have also been introduced as a possible sanction.

## Annual Report of the Board of Governors



The Annual Report of the Board of Governors for the 2013/2014 School Year is available from the school

office or can be viewed on the school website.

## Trading Cards

Please note children are not permitted to bring toys to school.

Football trading cards are the current craze and I would ask pupils not to bring them to school.

## Recording Absence from School

I wish to remind all parents of the procedure in relation to a child's absence from school. There are three steps parents should follow in relation to any absence planned or unplanned brief or otherwise:

1. Contact the school by telephone on the first morning of the absence and inform the school of the reason for and expected length of the absence.
2. Keep the school informed if the absence is going to be more prolonged than initially anticipated.
3. On return to school provide teacher with written explanation for the absence.

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Raymond Ross  
Principal



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## Christmas Dinner – Friday 12 December 2014

Name of Child \_\_\_\_\_

Class: \_\_\_\_\_

I wish / do not wish my child to have a Christmas Dinner in school on Friday 12 December.

☐ I enclose £2.35 cash (send to office on or by **Monday 8 December**)

☐ I have put sufficient funds on ParentMail via +Pay to cover this meal.

Signed \_\_\_\_\_ (Parent/Guardian)

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## Carol Service – Wellington Presbyterian Church

Name of Child: \_\_\_\_\_

Class: \_\_\_\_\_

I require tickets for the Carol Service on Wednesday 10 December (6.30pm)

I enclose £ \_\_\_\_\_

☐

Number of tickets (max of 4 per family)

(2.50 per ticket)

- *Not available on ParentMail*

Additional tickets may become available from 5 December 2014.

Signature \_\_\_\_\_ (Parent/Guardian)

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## Open Day 5 December 2014 – Early Closure for P1-6

Name of Child: \_\_\_\_\_

Class: \_\_\_\_\_

I am aware of the early closure on Friday 5 December 2014 and I have made arrangements to have my child collected at 1.10 pm.

Signed \_\_\_\_\_ (Parent/Guardian)



# Staged Sanction Procedure (Updated Nov 2014)

Member of Staff asks pupils to refrain from behaviour in a fair manner and indicates clear expectations

No Improvement



## Stage 1

Sanctions will be issued by the staff member as appropriate e.g.

- Moving seat
- Time out
- Extra Work (Must allow pupils time for meal)
- Isolation (move seats in class)
- Letter of apology (Signed by pupil only)
- Written explanation of why behaviour is inappropriate
- Isolation (to another class)
- Restricted access to playground

Other appropriate activity.

Sanctions will be applied in a fair, timely and consistent manner

Whole class punishments will not be given.

Where appropriate an informal discussion with parent may be appropriate at this stage (inform principal of discussion)

No Improvement



## Stage 2

Child issued with Yellow Card

Principal speaks to teacher/pupil

Incident recorded in Behaviour Log

Possible sanctions include:

- Letter of apology (Signed by pupil only)
- Written explanation of why behaviour is inappropriate
- Detention

In the event of a detention being given possible activities include:

- Dictionary Activity sheet (appropriate to age)
- Writing 10 reasons for e.g. good behaviour in playground)
- Pupil statement of incident/action.
- Other appropriate activity.

An informal discussion with parent may be appropriate at this stage.

All staff members will follow procedure for Issuing Yellow Cards (Appendix 1)

Yellow Cards (see Appendix 2), can be completed by any member of staff

Parents will not normally be contacted by telephone about the child receiving a Yellow Card.

3 Yellow Cards in a school year will result in moving to stage 3 and parents informed.

In certain circumstances concerns about a child's behaviour may be referred to the attention of SENCO

No Improvement (3 Yellow Cards)



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<b>Stage 3</b> Principal arranges meeting with parent and appropriate sanction applies <ul style="list-style-type: none"> <li>• Exclusion from School Trip</li> <li>• After School Detention/s</li> <li>• Weekly Behaviour Report Card Classroom and or Playground Based (Appendix 4)</li> <li>• Other appropriate action / activity</li> </ul>	Teacher informed of contact and its outcome  Serious Behaviour Incident Form completed if necessary (Appendix 3)  The Weekly Behaviour Report Card will enable monitoring of behaviour/work in each lesson throughout the school day  Child brings Report Card to parent each day for signing It is signed by Principal on weekly basis.  Placing child on an IEP may be appropriate for addressing some behavioural issues.
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**No Improvement (4 Yellow Cards)**



<b>Stage 4</b> Formal letter (See Appendix 5) issued to parent informing them of behaviour/discipline issue. Principal arranges formal interview with parent. Sanctions from Stage 3 Continue	Teacher informed of contact and outcome.  Consult with external agencies (eg NEELB)  Chairman of Board of Governors will be informed
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**No Improvement (5 Yellow Cards)**



<b>Stage 5</b> Suspension/Expulsion options explored	BOG / NEELB / Parents Teacher informed / involved
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