



Creaveery Primary School



Contents

		Page
1.0	About Creavery Primary School	4
2.0	Aims of Creavery Primary School	8
3.0	Pastoral Care	9
4.0	Members of Staff	10
5.0	Board of Governors	11
6.0	Admissions	12
7.0	General Information	14
8.0	Curriculum	16
9.0	Homework	21
10.0	Extra-curricular activities	22
11.0	School Codes	24



**CREAVERY PRIMARY SCHOOL
38 THORNHILL ROAD
ANTRIM, BT41 2LH**

Tel: 02894466915

E-mail: info@creaveryps.antrim.ni.sch.uk

Web: <http://creaveryprimary.schoolwebsite.scot/>

Principal: Miss L M Dunwoody B.Ed (Hon) M.Ed PQH CCT

Dear Parents,

It is our pleasure to welcome you and your child(ren) to Creavery Primary School. The information contained in this Prospectus should help to provide you with an understanding of what we are aiming to achieve. We are proud of our 198-year heritage and reputation as a small, caring school, where each child is valued and encouraged to achieve their full potential. We hope that you and your child(ren) will be proud to be associated with our school. We trust that you as parents, will support us in achieving our aims. If you need any more information or wish to discuss your child(ren)'s education, please do not hesitate to contact the school.

Yours sincerely,

L Dunwoody (Principal)

1.0 About Creavery Primary



Creavery Primary School is a hidden gem, rooted in the countryside amongst green fields and yet only a couple of minutes from Dunsilly roundabout, behind the Ramble Inn (BT41 2LH). Creavery has a proud history dating back almost 200 years with strong community relations. The school has educated generations of pupils over this time and while some current classes have fourth generation Creavery pupils, newcomers are equally welcomed into the warmth of the Creavery family.





Although Creavery Primary is 198 years old and we have changed to keep up with the demands of society, one thing that has not changed is our focus on the child. Children haven't changed. They need to play, read, run, laugh and have their school as a wonderful place in which to get lost in learning.



What makes Creavery Primary so special?

Caring for all

Creavery's youngest pupils are trusted to take care of their class rabbits with everyone taking turns at feeding and walking the rabbits outside. This helps the children learn responsibility, respect, sharing, patience and to think about others- important life lessons which will develop and grow with each child throughout their school journey.

High staff to pupil ratio

As a small, close-knit school, Creavery's high staff: pupil ratios mean each child benefits from a lot of one-to-one attention, something which has been proven to improve learning and increase understanding. We provide a broad and balanced curriculum that meets the needs of every child and provides opportunities for each child to succeed, incorporating all areas of the Northern Ireland Curriculum.





Amazing outdoor space

Creavery has an extensive outdoor area where pupils can play, explore and learn; an adventure trail, a woodland classroom, polytunnel, orchard, sports field, climbing equipment and a large outdoor community classroom are all used to enhance the children's learning experience. Grants totalling over £20,000 have been spent developing the outdoor space over recent months with more exciting plans in progress!



2.0 Aims



Aims of Creavery Primary School

- * To provide a stable, happy atmosphere where every child learns to respect themselves and others, feels safe and valued, and is able to develop to their full potential.
- * To encourage the development of intellectual, physical, moral, cultural, social and spiritual values that will enable each child to become a responsible member of the community.
- * To develop self-confidence and independence that will enable each child to take responsibility for themselves, for self-discipline and for organising their own learning, in preparation for post-primary education and for the experiences of adulthood.
- * To provide a broad and balanced curriculum that meets the needs of each child, and provide opportunities for each child to succeed, incorporating all the subjects specified in the N.I. Curriculum.

3.0

Pastoral Care



It is our view that the first responsibility of a school is the welfare of each child. With this in mind, we aim to create a safe environment within which pupils, staff and parents can work harmoniously together for the successful achievement of the school's aims.

A Child Protection Policy is in place and can be viewed by parents on request.

In case of an accident or emergency, the parent of the child will be contacted immediately, and if this is not possible, the Principal or member of staff will take the necessary steps to safeguard the welfare of the child.

If someone different is to collect a child from school on any occasion the Principal should be given prior notification.

Creavery Primary School has an anti-drugs and anti-bullying policy in place outlining our opposition to these and the approach to misdemeanours in these aspects. This can be examined by parents, and other interested parties.

4.0

Members of Staff



Principal/Associate Principal

Miss Louise Dunwoody

Mr T.R. McMaster MBE (Associate Principal)

Teaching Staff

Mrs Judith Brown (Senior Management Team, SENCo) P1-P2

Mrs Nichola Sproule (Job Share) P3 - P4

Miss Claire Christie (Job Share) P3 - P4

Miss Caitlin Welsh P5/6/7

Mrs Pauline Davison (Career Break) P5/6/7

Classroom Assistants

Mrs Diana Saunderson P1/2

Mrs Libby Houston P1/2

Mrs Keri Smyth P3/4

Mrs Sharon McCullough P5/6/7

Mrs Donna Rodgers P5/6/7

Administration Staff

Mrs Diana Saunderson Senior Clerical Assistant

School Meals Staff

Mrs Betty Selfridge Dining Attendant

Mrs Elizabeth Houston Supervisory Assistant

Mrs Diana Saunderson Supervisory Assistant

Building Supervisor

Mr Stephen Smyth

5.0



The Board of Governors meet periodically throughout the year to ensure that issues such as Curriculum Development, staffing arrangements and any other matters relating to the effective management of the school and the delivery of a quality education are dealt with appropriately.

EA-NER Representatives <i>Mr T Clarke (Chairperson)</i> <i>A.N. Other - TBA</i>	Parents' Representatives <i>Mrs L Williamson</i> <i>Mr D Davidson</i>
In Lieu of Transferors <i>Mrs C Hunter</i> <i>Mrs L Hunter</i> <i>Mr D Quail</i> <i>Mr R Mairs</i>	Teacher Representative <i>Mrs J Brown</i> Hon Secretary <i>Miss L Dunwoody</i>

6.0



Maximum Enrolment is 76
Expected enrolment 2025-2026 is 48
Age range of pupils is 4 - 11 years

Creavery Primary is a Controlled, Primary, Co-Educational Day School.

Pupils who are 4 years of age on or before 1st July will be admitted to the school the following September. Pupils transfer to post-primary the September following their 11th birthday.

Admissions Criteria

In the event of the school being over subscribed for admissions, the following selection criteria will be applied.

- (a) Preference will be given to children whose siblings are currently in attendance at the school.
- (b) Preference will be given to children for whom the school is the closest primary school as measured by public road by car.
- (c) Preference will be given to children who are the eldest in the family.
- (d) Preference will be given to children whose home is closest to the school as measured by public road by car.

Before enrolling your child, you are welcome to visit the school. Copies of information published by EA-NI about admissions to schools in this area may be obtained online from the EA-NI website; once accessed 'Parents and Youth' should be chosen and then 'Transfer and Open Enrolment'.

To find out more about Creavery Primary School, please contact us on 028 9446 6915 or ldunwoody347@c2kni.net to arrange a tour.

New entrants to P1 are encouraged to spend an afternoon in the school during June prior to their starting P1 in September. This provides them with an opportunity to meet their teachers, other children and become familiar with their surroundings.

Year of Admission	Number of Applications	Number of Admissions
2022/2023	5	5
2023/2024	4	4
2024/2025	9	9
2025/2026	4	4

A waiting list policy is in place, and the admissions criteria will be applied if necessary.

Annual Attendance Rate for 2024/2025 - 95.1 %



7.0 General Information

School Hours

School commences at 9.00 am. Children should not arrive before 8.45 am to ensure correct supervision is in place.

P1 - P2 finish at 2.00 pm
(P1 finish at 12 noon in early September)

P3 finish at 2.00 pm until February half-term
and stay until 3.00 p.m. thereafter.

P4 - P7 finish at 3.00 p.m.

Teaching Times: 9.00 a.m. - 10.50 a.m.
11.00 a.m. - 12.10 p.m.
1.00 p.m. - 3.00 p.m.



School meals

School meals are provided by Antrim Central Kitchen and delivered to the school each day. A choice of dinners is available and currently cost **£3.10** per day. **PLEASE** send dinner money and note of selected meals in on a Monday morning for the required number of dinners for that week.

Milk

Milk costs **21p** per day and should be paid at the beginning of each term for the whole term. It is not possible to rebate for milk not drunk due to absence. Surplus milk will be given to other children free of charge.

School Newsletter

Parents will be kept informed of up-and-coming events through the Weekly School Newsletter which comes out on the School App the School Website.

School
App for
Parents

School uniform

Children are expected to wear School Uniform, which consists of royal blue sweatshirts or cardigans, grey skirts or trousers, and white blouses, shirts or polo shirts. It is also possible to purchase school coats although these are not compulsory. All of these can be obtained from Select Kidz, 83-85 Church Street, Ballymena.



8.0



Curriculum

The school was inspected in May 2014 and was deemed to be very good in all categories with many outstanding areas, (the full report can be accessed on the ETI website), this was followed up with an inspection to ensure that standards were being maintained in October 2017, the findings categorically stated that the school was now surpassing this level of work and providing an outstanding level of education for all. These findings support the fact the school fully complies with the requirements of the Northern Ireland Curriculum, which are:

- to provide a balanced and broadly based curriculum, and
- to promote the spiritual, moral, intellectual, cultural and physical development of all pupils at a level that is suited to their needs.

The curriculum includes: RE, Language and Literacy; Mathematics and Numeracy; The Arts, (Art, Drama and Music); Personal Development and Mutual Understanding; World Around Us and PE. Pupils develop at different rates but are encouraged to achieve as high a standard as possible at all times.



Language and Literacy and Mathematics and Numeracy are taught to each Year Group separately. Topic Work and practical subjects are introduced to the whole class, with practical and written work differentiated to suit individual abilities within each Year Group.

Great emphasis is placed on Reading as this skill is the key to all other subjects. A variety of approaches are used to teach reading while a number of different schemes are used so that the children's experience of books is broad and balanced. This approach means that children have the ability to lift a range of books from a very early age and make a sensible attempt at reading them, thus encouraging the children to enjoy books. 'Story Sacks' and 'Book Bags' are used in P1/P2 to encourage children to carry out further reading. "EXTRA" reading is encouraged throughout the school.

Mathematics and Numeracy is taught through a range of practical materials and resources to ensure progress and development. 'Maths games' are used as homework in P1/P2. A variety of Maths weeks are held every year with the P5, P6 and P7 class tasked with holding a sale to raise money for charity.



ICT is used widely in all subjects for word processing, graph work, research purposes and communication. The school through the P.T.A. has invested in a number of i-pads and C2K laptops which are used as an integral part of lessons throughout the school. Internet safety forms an important part of the ICT curriculum in P4-P7 and a session is held annually for all parents to keep them informed.



A thematic approach is used to teach 'The World Around Us'. Guest speakers are invited to the school to talk on subjects related to their work, which have included Police, Doctor, Auntie Sandra's sweet shop, engineer, politician, fireman etc. Pupils are also taken on Educational Visits such as the Titanic Museum, W5, Antrim Castle, Portballintrae beach, Open Farms etc. Many of these activities will be through Shared Education.



P6-P7 pupils go swimming once a week during the Spring and Summer terms.

Learning experiences such as investigating and problem solving, and cultural diversity are introduced into topic work where relevant. Attitudes and dispositions of responsibility, concern for others, tolerance, commitment and self-confidence are fostered at every opportunity. The school has become a Global Learning School as children learn about issues affecting others throughout the world as an integral part of their lessons.



Religious Education:

Religion is an important element of the school's life. The teaching of R.E. in each year group is based on the core syllabus for N Ireland. It is Bible based, child centred and of a non-denominational character.

Religious Education is taught throughout the school, and all the pupils meet for assembly two mornings a week. Collective worship and/or Religious Education occurs each morning and consists of simple Bible stories and some moral training e.g. "People who help us", "How can we help others?"

Parents have the right to withdraw their children from R.E. lessons and the daily act of collective worship and should inform the Principal, in writing, of their wishes to exercise this right.

The school takes great care to try to ensure that any children in this position are not made to feel excluded from the general life of the school.

Any complaints that parents may have with regard to the curriculum must be made in writing to the Board of Governors.



Celebration Days

Every year the children enjoy participating in specific theme days where they have the opportunity to dress up and learn more about a specific subject.

World Book Day is celebrated annually. Children dress up as their favourite character from a book and share stories with others as well as story tellers.

An emphasis is placed on topic work and from time-to-time children participate in topic days to celebrate what they have learnt. These take the form of children being encouraged to dress-up according to their topic, an example of this being Victorian children when studying the Titanic. Visitors are invited into the classroom to talk about how the topic is pertinent in the real world. Relevant school trips are also organised.



Provision for Special Needs

It is our aim to provide a welcoming, supportive learning environment for every child whatever their academic or physical ability. An Individual Education Plan/Personal Learning Plan is written for any child who falls significantly behind or who needs extra help with their work. This may involve special provision within the class and/or additional individual assistance. Parents are consulted beforehand and kept informed regularly regarding this provision. The structure of this provision is detailed in the school's Special Needs Policy. If you would like more information about this, please contact Mrs J Brown. When a particular educational need is identified, the assistance of an EA-NI Specialist is sought, such as an Educational Psychologist, but only after the express consent of the parent(s)/guardian(s).

Extra support is also provided for those children who are Gifted and Talented.

9.0 Homework



Homework is considered both valuable and necessary. It consolidates the learning that has taken place in school and encourages a good work ethic. It also provides parents with the opportunity to be involved directly with their child's education.

Homework commences during P1, initially this is only Phonics and Reading. In P2 Spellings and Tables homework are introduced. Written homework is added in P3. At the outset written homework, which is directly related to class work, should not take more than 15 minutes to complete. The amount of written homework increases through P4, P5, P6 and P7, but should not take more than 1 hour to complete by the P7 stage. Some research work may also be given as homework. Written homework is given on a Monday and Tuesday night, Wednesday is used to look over classwork with an adult and Thursday night is used as a revision homework night.

Parents should contact the school if children are experiencing difficulty or regularly spending longer than the recommended time on homework.

Parents are strongly advised to supervise homework to ensure that an acceptable standard is maintained.



10.0

Extra Curricular Activities



Each child is encouraged to reach their full potential and become a well-rounded individual. Consequently, each child is provided with opportunities to develop not only academically but also musically, physically, socially and emotionally. These opportunities include:

Music

Peripatetic teachers visit the school on a weekly basis to teach piano, singing, stringed, wood wind and brass instruments to children in P3-P7. After attending these lessons some of the older children have joined the EA-NI Youth Orchestra. An annual Summer Concert is held giving any pupil who learns an instrument a chance to display their talent.

Every child from P1-P7 participates in the annual Nativity play/Christmas Show which is performed for parents, friends to allow the pupils to develop their ability in music and drama.





Sports

After school activities provide the opportunity for children from P1-P7 to experience a range of sports led by professionals. The children choose which sports they would like to participate in through the Student Council and these are then introduced in sets of six week blocks. Football always proves to be popular but others introduced have been dance, hockey, rugby tots, golf and cricket. Where possible the older children will then participate in tournaments and matches against other schools.

A Sports Day is held annually when all children, (including pre-schoolers), are encouraged to participate with an emphasis placed on having fun. Every child receives a certificate for participation.



11.0 School Codes

The Principal and Staff believe that school can only function effectively when a good standard of discipline is maintained. These necessary Codes of Conduct help to maintain discipline and are explained to the children at the beginning of each school year. The Codes of Conduct have been formulated by the children and staff of the school with the safety and well-being of themselves in mind, and to enable the school to function efficiently as a place of learning.

Codes of Conduct:

- Classroom Code
- Traffic Code
- School Code
- People Code
- Playtime Code
- Lunch Time Code

Classroom Code:

1. Do stay in your seat and be quiet when the teacher is talking or when you are completing work.
2. Do move around the classroom quietly without disturbing others.
3. Do ask for permission to go to the toilet by saying ... "Please may I go to the toilet?"
4. Do put up your hand to answer a question or if you don't understand the question.
5. Do share and treat things with care especially school books.
6. Do handle all equipment with care.
7. Do be responsible for your own belongings.
8. Do bring a note if to remain indoors at break or if you have been absent from school.
9. Do leave toys etc at home where they can't be lost or broken.
10. Do knock and excuse yourself when visiting another classroom.
11. Do your very best at all times.
12. Do try to keep your desk tidy.

Traffic Code:

1. Do wait for your parent/carer to collect you from the class line if you are going home by car and walk when going to the car.
2. Do wear a helmet and wheel your bicycle when in the school grounds.
3. Do watch and listen when crossing the road.
4. Do stay on paths when coming into and going home from school.
5. Do use the designated classroom doors when entering and leaving the school building.
6. Do wear a seat belt when coming to school by car.
7. Do keep to the right when walking inside the school building.
8. Do be careful when opening car doors and getting out of vehicles.
9. Do wait for the supervisor and listen to their instructions before getting the bus or taxi home.
10. Do vacate the building by the appropriate emergency exits on hearing the school alarm.
11. Do use the road to park on and tell parents to refrain from parking in front of neighbouring driveways or in front of the main entrance.
12. Do tell parents to drive carefully and be courteous to other drivers.

Playtime Code:

1. Do walk (keeping to the right) when inside the school building.
2. Do be as quiet as possible inside the school building.
3. Do wear our uniform with pride.
4. Do remove jewellery when doing P.E..
5. Do have your name on all items of clothing.
6. Do try to get to school on time ie. 9.00 a.m. latest.
7. Do wipe your feet on the mats provided before entering the school building.
8. Do try your best at everything you do in school.
9. Do conserve energy by turning off lights that are not needed.
10. Do your homework to the best of your ability.
11. Do refrain from bringing chewing gum to school.
12. Do save trees by using all types of paper carefully.

People Code:

1. Do be friendly and kind to each other.
2. Do display good manners at all times.
3. Do be courteous to any visitors in school.
4. Do be honest with each other and always tell the truth.
5. Do say nice things to each other.
6. Do use well-mannered language at all times.
7. Do say “please” and “thank-you.”
8. Do share any problems you might be having with your teacher or the Principal.
9. Do resolve arguments by talking to each other rather than fighting.
10. Do stand back to let an adult through a door first and hold the door for them.
11. Do allow ladies to go first.
12. Do set a good example by your own behaviour.

Playtime Code:

1. Do play ball games only in the designated area(s).
2. Do stay in your own designated playground.
3. Do put all litter in the bins provided.
4. Do try to use the toilets at break and lunchtime.
5. Do leave your bag, lunchbox and homework neatly in the classroom.
6. Do use the paths provided.
7. Do stay off the grass whenever it is wet.
8. Do enjoy the snow when it falls by letting it lie on the ground.
9. Do line up at your designated position promptly whenever break and lunch are over.
10. Do bring a coat to school for playtimes whenever the weather may be changeable.
11. Do care for the trees and shrubs in our grounds.
12. Do stay within the school boundary.

Lunch Time Code:

In the Dining Hall, the children will follow the “**LUNCHES**” rules:

- **LINE** up quietly and sensibly with no queue jumping.
- **USE** good manners – “Please and Thank-You”.
- **NO** walking around and stay in your seat whilst eating.
- **CHAT** quietly.
- **HAVE** respect for each other and don’t throw out good food.
- **EVERYONE** takes responsibility for eating healthily.
- **STACK** your plates & lunchboxes carefully when told to do so.



Come and see Creavery Primary School for yourself...

*Everyone is friends
with everyone, so no
one is left out.*

Beth, Pupil

*As newcomers to the area, we were
welcomed into the Creavery family right
from our first attendance at Tots, this
welcome and friendship has continued and
grown as our family moves up through the
school.*

Anon, Parent



*I love all of my friends
and the bunnies and the
teachers.*

Daisy, Pupil

*I love all the outdoors
and the after-school
sports.*

Emily, Pupil

*I am so glad we chose Creavery. The smaller
classes mean that my kids have been able to
be invested in and develop confidence. I love
the focus on outdoor learning and on pupils
caring for one another. It makes school more
like a big extended family!*

Alison, Parent