

# **CREAVERY PRIMARY SCHOOL**



***“BACK TO SCHOOL INFORMATION”***

**2025-2026**

**38 Thornhill Road**

**Antrim**

**BT41 2LH**

**Tel: 028 9446**

**[www.creaveryprimary.schoolwebsite.scot/](http://www.creaveryprimary.schoolwebsite.scot/)**



## **Introduction:**

Dear Parent

Welcome to the new school year and I am delighted to have been asked to continue to be responsible for the day to day running of the school on Tuesdays and Thursdays when you will find me present on the school campus.

It's now my 41<sup>st</sup> year in primary education and in all those years here's what I have discovered and try to pass on to the teachers under my leadership:

- Education goes in cycles; trends and approaches rise and fall in popularity. It really is a case of 'wait long enough and it'll all come around again.' BUT... with this in mind, the only true constant is the child.
- Children haven't changed. They need to play, read, run, laugh, and their classrooms must be wonderful places in which they get lost in their learning.
- Being able to tell stories across the curriculum is a teacher's (and a parent's) secret weapon. I always say to teachers (and parents) to be a brilliant storyteller and the children will learn!
- We must remember that they're still young (even the P7's!). Everything most days is new and exciting. We must try to find out what's important to the children and get interested in their lives. A child's new puppy or their fishing or camping trip **IS** momentarily more important than phonics or long multiplication! We will do everything to get to know your child(ren) and what interests them.
- We will try to structure the school day with an ebb and flow. Children can't work at 100 mph all day.
- Get the children outside as much as possible. Children thrive & are usually much calmer with lots of outdoor time.
- Get them to sing, to dance and be silly. There aren't many chances later in life to embrace a little levity.
- Prioritise reading. It's their key to everything else and opens up the world to them. If in doubt, READ!
- Do the basics well.
- A broad and balanced curriculum is important, but it needs to sit on firm foundations (That's why P1 & P2 are referred to as the Foundation Stage). Have the confidence to focus on prioritising fluency in the basics.
- Make them fall in love with their learning, not through contrived activities but by providing opportunities to talk and wonder, to discuss & be listened to, to hear you speak with passion and awe about the things we teach.
- Plan simply. The simpler the format and resourcing, the more space there is to focus on the learning. It shouldn't take you longer to resource a lesson than it did to actually teach it.

- Develop great relationships with families – that starts today if it hasn't already started. They're their child's first and most enduring educator. Chat as much as possible and keep lines of communication open.
- Channel the wonderful approach of one of my previous P1 teachers who, on a child's P1 Induction Day in June before they started their primary education journey, knelt down, looked him in the eye and simply said, ..... 'Oh, you and I are going to have the best adventures; let's go!'

The new school year will be exciting in many ways not least with the arrival of our new intake of seven pupils into Primary One and further up the school. We hope that all our new starts settle into the "Creavery Family" as we strive to develop their potential to the full in the most stimulating and caring environment that we can possibly offer.

Starting school or changing school can be a daunting task not only for the children but also for adults! I would ask everyone already associated with the school to ensure that anyone new to our "family" feels a part of the Creavery community as quickly as possible, thus affording all stakeholders the opportunity to develop to the full within a caring and stimulating environment.

I look forward to welcoming everyone else back to another school year, one which I'm sure will be a good one – full of surprises, challenges, experiences, and no doubt many successes.

Good communication between parents and teachers are to everyone's benefit. If you are worried about anything do come and see us. If you are particularly pleased about some aspects of our work, do tell us!

Finally, please support us in everything that we do in the year ahead as we strive to do the very best for your child and the school.



**T R McMaster MBE - Principal**

## **September 2025 Back to School Information**

### **Starting Time**

Please note that lessons start at **9.00 a.m.** and it would be appreciated if you could ensure that your child is in school before this time. Please also note that children should refrain from being in school before **8.45 a.m.** as there is no supervision available and the classrooms are not accessible until this time. Any pupil arriving after 9.00 a.m. will be marked as late in the attendance register and if a pupil arrives after 9.15 a.m. with no contact made with the school office, they will be marked absent for the morning session i.e. half-day attendance recorded.

### **Parking**

Please be aware of other drivers. As the school is situated on a narrow country road it is important that courtesy is shown to other drivers and that the road is left clear for vehicles to pass. There are several places to turn along the road and we would ask you to please avail of these to avoid traffic congestion. Please refrain from parking opposite or across the driveways of our two neighbours' properties.

### **Money Pouches**

**All** money being sent into school **should** be enclosed in the 'Creavery P.S. Money Pouch' envelopes if possible. Dinner money (**Yellow Pouch**) should be sent in the appropriately labelled 'pouch' first thing **on a Monday morning**. All other miscellaneous money being sent into school e.g. Milk, Breakfast Club, Trips, Swimming, Stay & Play, Photographs, events etc. should now be sent into school using the alternative Pouch (**Blue Pouch**), again following the instructions on the outside of the envelope. If you decide that you do not require the pouches and are using your own envelopes for sending money into school, then please remember to enclose the correct money and to indicate on the envelope exactly what it is for and who it is for. A set of envelopes costs £2.50 per (40 weeks supply). For someone who takes school dinners that will entail a set of Dinner Money envelopes and Miscellaneous Fund envelopes, meaning an overall total cost of only £5.00 for the whole year.

### **Milk**

The cost of milk for this term (1st September – 19<sup>th</sup> December 2025) is £16.38 (78 days at 21p). Milk **MUST** be ordered asap and paid for before the 5<sup>th</sup> September 2025 otherwise it is too late. Please complete the consent form if you wish your child to take milk. Please note that it is not possible to allow credit for milk not consumed due to pupil absence.

### **School Dinners**

School dinners will start on Monday 1<sup>st</sup> September 2025. As always, dinners **MUST** be ordered and paid for first thing on a Monday morning. The cost is £2.60 and the menu is sent out weekly on the app. I would just like to remind you if you have not already applied for Free School Meals, here is the link:

<https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants/apply-for-free-school-meals-uniform-grants>

### **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. We wear our uniform with pride every day unless there are exceptional circumstances.

### **Naming of Uniform**

Please ensure that your child's **NAME** is clearly marked on all items of his/her uniform. Remember to name coats as well.

### **P1-P7 Wellies**

As outdoor play/education forms an integral part of the Northern Ireland Curriculum, the P1-P7 children are encouraged to keep a pair of wellies in school. Please send a pair that are clearly named.

### **Extra Curriculum Sports Programme**

The school has again organised the extra-curricular programme for this term which it is hoped will take place on Wednesdays and/or Thursdays beginning week commencing 15<sup>th</sup> September 2025. Further information regarding this programme will be sent out shortly detailing session times and dates etc.

### **Swimming**

The school swimming programme for P6-P7 will take place this year in the Spring and Summer terms. Further details will issue closer to the time.

### **Stay and Play**

In order to accommodate children with older siblings who stay in school until 3.00 p.m., the 'Stay & Play' club will operate on a Monday and Tuesday afternoon (P1-P3) from 2.00-3.00pm. **commencing Monday 15<sup>th</sup> September 2025**. The cost of this facility is **£2.50** per session or £5.00 per week.

### **Access to Teachers**

It is school policy that if you wish to speak to your child's teacher regarding their work and progress, an appointment should be made at the office or with the Principal. A copy of the school's policy for communication is available on the school App & Website in the Information section & on the school website.

### **School Policies**

A copy of the updated Child Protection Policy and Internet Safety Policy will be issued shortly. A number of other useful policies are also available on the school app & website and by request to the office.

### **Parent Information Meetings:**

#### **P1 Parent's Meeting**

This will be held in school on Monday 1st September from 2.15 – 2.45 p.m. in the P1/2 classroom. This meeting will be an overview of what to expect in your child's P1 year. It will provide information about your child's curriculum and what you can do to help your child throughout the year. This meeting has been very beneficial in past years, and we would encourage you to make every effort to attend.

#### **P2 Parent's Meeting**

This will be held in school on Tuesday 2nd September from 2.15 – 2.45 p.m. in the P1/2 classroom. This meeting will be an overview of what to expect in your child's P2 year. It will provide information about your child's curriculum and what you can do to help your child throughout the year. This meeting has been very beneficial in past years, and we would encourage you to make every effort to attend.

#### **P3/4 Parent's Meeting**

This will be held in school on Wednesday 3rd September from 3.15 – 3.45 p.m. in the P3/4 classroom. This meeting will be an overview of what to expect in Key Stage 1. It will provide information about your child's curriculum and what you can do to help your child throughout the year. This meeting has been very beneficial in past years, and we would encourage you to make every effort to attend.

### **P5/6/P7 Parent's Meeting**

This will be held in school on Thursday 4<sup>th</sup> September from 3.15 – 3.45 p.m. in the P5/6/7 classroom. This meeting will be an overview of what to expect in Key Stage 2. It will provide information about your child's curriculum and what you can do to help your child throughout the year. This meeting has been very beneficial in past years, and we would encourage you to make every effort to attend.

### **Parental Interviews**

These will be held on the afternoons of Monday 13<sup>th</sup> – Friday 16<sup>th</sup> October 2025. All children will go home at 2.00 p.m. on the Monday, Tuesday & Wednesday of this week to facilitate these important interviews. A timetable detailing the interview schedule will be sent to you nearer the time.

### **Parent/Teacher Consultation**

The formal annual parent / teacher interviews take place twice a year. Parents are given a date and time for these interviews. This gives an opportunity for a detailed interview with the teacher about the child's achievements or lack of progress. Parents whose children are also on an 'Individual Educational Plan' wish also be offered an bi-annual interview with the class teacher in September and February.

If you have any queries about your child or wish to see your child's teacher for any reason, then do not hesitate to contact the school office when a mutually convenient time can be arranged for a meeting to take place.

It should also be noted that with parents openly invited into school and the many social events organised by the P. T. A., many ad hoc occasions arise for parents and teachers to have informal discussions.

### **Pupil of the Week**

A "Pupil of the Week" scheme operates at the end of each 'full' week in school. Teachers nominate pupils each week for various achievements both academic and non-academic. A certificate is sent home after being displayed on the app and the school noticeboard for the week.

### **Prefect System**

We will be running a prefect system in school again this year whereby several P6 & P7 pupils carry out various prefectorial duties every half-term. The prefects can be easily identified in school with their distinctive blue prefect badges. At the conclusion of their 'term of office' each prefect gets to keep their badge as well as being presented with a certificate for their efforts.

### **Homework Policy**

**Foundation Stage** - Primary 1 & Primary 2 - 20 minutes

**Key Stage 1** - Primary 3 & Primary 4 - 30 minutes

**Key Stage 2** - Primary 5/6/7 - 40 minutes

### **HOMEWORK TIMETABLE**

FS Primary 1	October – June	Reading (Monday – Thursday)	Learning Activity Phonics & Numeracy Tasks (Monday & Tuesday)	-	-
FS Primary 2	September – June	Reading (Monday – Thursday)	Learning Activity Phonics & Numeracy Tasks (Monday & Tuesday)	Spellings (start in January)	Tables (start in January)

KS1 Primary 3/4	September – June	Reading (Monday – Thursday)	Written Homework: Literacy/Numeracy/Topic (Monday & Tuesday)	Spellings	Tables
KS2 Primary 5-7	September – June	Reading (Monday – Thursday)	Written Homework: Literacy/Numeracy/Topic (Monday & Tuesday) Thurs – Reading Activity	Spellings	Tables

### **Foundation Stage (P1 & P2)**

**P1 Reading** Parents are asked to discuss and read a selection of books at the appropriate stage during the year. Guidance will be issued to parents in relation to this in the Class Meeting/Class Memos. Frequent consultation with your child's teacher is advised.

**P2 Reading** As the term progresses children will be given a small amount of reading that has already been prepared in school. Guidance will be issued to parents in relation to this in the Class Meeting/Class Memos. Frequent consultation with your child's teacher is advised.

**Tables** Once introduced, various tables depending on what is being taught, Monday to Wednesday, revision of these on Thursday with Test on Friday. Frequent consultation with your child's teacher is advised.

#### **Written Homework (Monday & Tuesday)**

Learning Activities will be based mainly on simple phonics and Numeracy tasks.

### **Key Stage 1 (P3 & P4)**

**P3 Reading** Monday – Thursday

**Spellings** Spellings on Monday, Tuesday, Wednesday, revision of these on Thursday with Test on Friday.

**Tables** Monday, Tuesday, Wednesday, revision of these on Thursday with Test on Friday.

#### **Written Homework (Monday & Tuesday)**

Written homework will be based mainly on the core subjects (English, Maths) and occasionally other curriculum areas such as Topic Work i.e. Science, Geography, History etc.

**P4 Reading** Monday - Thursday

**Spellings** 10 Spellings Monday - Wednesday, revision of these on Thursday with Test on Friday

**Tables** Monday - Wednesday, revision of these on Thursday with Test on Friday

#### **Written Homework (Monday & Thursday)**

Written homework will be based mainly on the core subjects (English, Maths) and occasionally other curriculum areas such as Topic Work i.e. Science, Geography, History etc.

### **Key Stage 2 (P5-P7)**

**P5 Reading** Monday – Thursday

**Spellings** Spellings Monday - Wednesday, revision of these on Thursday with Test on Friday

**Tables** Various tables Monday - Wednesday, revision of these on Thursday with Test on Friday

**Written Homework** - as for KS1 (P3 & P4).

**P6 Reading** Monday – Thursday

**Spellings** Spellings Monday - Wednesday, revision of these on Thursday with Test on Friday

**Tables** Various tables Monday - Wednesday, revision of these on Thursday with Test on Friday

**Written Homework** - as for KS1 (P3 & P4) with Reading Activity on Thursday

**P7 Reading** Monday - Thursday

**Spellings** Spellings Monday - Wednesday, revision of these on Thursday with Test on Friday

**Written** - 2 nights per week various subjects.

Those pupils engaged in the preparation for the Transfer Procedure may have additional homework set as required.

**N.B. All homework is graded to each child's ability and the number of Spellings and Tables will vary according to the academic groups in each class.**

As your child gets older the amount of supervision of written homework will vary according to the maturity of the individual. Please ensure that the work is carefully set out and neatly written. Your child should be allowed to do as much as possible on their own, but time spent with them explaining points and encouraging effort is a real investment. Homework should not be sacrificed for social engagements.

### **Flu Vaccination Programme**

On Friday 24<sup>th</sup> October 2025 the Flu Vaccination is being offered to all children from P1-P7. The vaccine to be used is an intranasal one and is given as a nasal spray. The school nurse will be in school on this date to administer the vaccine.

### **Autumn Walk**

The annual Autumn Walk will take place this term– date/venue tbc. For the trip, please send a mid-morning break and a packed lunch and ensure your child is wearing a sensible waterproof coat and wellington boots.

### **P1 Children**

From Monday 15<sup>th</sup> September 2025 the P1 children will remain in school until 2.00 p.m. Please remember to order school dinners on the Monday morning or alternatively send a packed lunch with your child.

### **Harvest Service**

Our special Harvest Assembly this year will take place on Thursday 16<sup>th</sup> October 2025. Venue – tbc.

### **Harvest Scavenger Hunt**

A 'Scavenger Hunt' will be held on Friday 24<sup>th</sup> October 2025 from 1.00 – 2.00p.m. Pupils are asked to bring Wellington boots and a warm coat with them, as this activity takes place outside. School will finish at 2.00p.m. for all pupils before breaking up for the Halloween half-term holiday.

### **Halloween Holidays**

The school will be closed from Monday 27<sup>th</sup> October - Friday 31<sup>st</sup> October 2025 inclusive (5 days).

### **Woodwind/Brass Tuition**

Woodwind and Brass tuition will take place on Monday mornings starting 1<sup>st</sup> September 2025. Please note that there is a charge attached to these lessons and even if your child opts out during the year you will still be expected to pay for the full year.

### **Stringed Instrument Tuition**

Stringed lessons will start on Monday afternoons starting 1<sup>st</sup> September 2025. Please note that there is a charge attached to these lessons and even if your child opts out during the year you will still be expected to pay for the full year.

### **Piano Lessons**

Piano lessons are due to start on Tuesday 9<sup>th</sup> September 2025, and you will be contacted by the 'Music Rooms' directly if your child has secured a place for this tuition. There is currently a waiting list for this tuition.

### **Birthdays**

As in previous year's children will be allowed to wear non-uniform on their birthday.

### **School Rules/School Codes**

The staff are currently in the process of reviewing the school rules alongside the pupils and will be issuing the revised version of these in due course. Once reviewed, we would ask that you take time to read the updated document(s) alongside your child(ren) and sign the appropriate form which will be sent home alongside them.

### **SIMS Records Update/Attendance**

We may need to contact you, or a responsible adult nominated by you in the event of your child taking ill or an emergency arising at school. It is **important** therefore that the recently distributed SIMS Data Collection Form is returned to school and kept up to date so as any episodes of sickness, cancellation of after school clubs etc. will be made directly to you.

Please note it is imperative to let the school office (028-9446 6915) know if your child cannot attend school for any reason to enable the Secretary to update the computerised system with the appropriate non-attendance code. The 'Attendance Policy' and associated documentation for this purpose is available on the school app and website.

### **Medication:**

As parents, you are responsible for the administration of medicine to your children.

If a dose of medicine is required during school hours, you or another responsible adult should come to school at the necessary time to administer the medicine. If this is not feasible, then a form, ('Request to Administer Medication' - available on the School App or front office) is required to be completed prior to the medicine being administered. The medicine should be self-administered, if possible, under the supervision of the teacher or the Principal. Parents should also make teachers aware of their arrangements concerning children suffering from asthma.

### **Nut Allergy:**

We have a child and a member of staff in school with severe nut allergies. We would ask that you would avoid sending any products containing nuts into school. We would appreciate your co-operation in this matter.

### **Mobile Phones:**

Creavery Primary School **prohibits** pupils from bringing mobile phones to school and on school trips/visits on the following grounds:

- the potential to be a health risk to young people;
- child protection risks ie. taking photographs/videos etc;
- the part they can potentially play in "cyberbullying;"
- the potential to undermine aspects of the "Programmes of Study" implemented in school such as self-reliance, responsibility, problem-solving and developing judgement;
- that they are valuable and may be lost or stolen;
- school can always be contacted through the Office on 028 9446 6915 – 2 lines available at all times during the school day.

Where a school pupil is found by a member of staff to be using a mobile phone or in possession of a phone, it will be confiscated from the pupil and returned **only** to the parent, guardian/carer who will be asked to check the contents for messages, images etc.

### **Garden/Store Volunteers**

We really need a few adults who will help keep the school stores and/or gardens and nature walk tidy. No previous knowledge necessary, nor commitment to a regular time and if it is after school, children are welcome to come with their parents, providing they are supervised. Please contact the school office if you can help with this request.

### **School Transport**

Please see the attached link for online application if you think your child is eligible for school transport:

<https://www.eani.org.uk/home-to-school-transport-new/transport-online-applications/primary-school-transport-applications#section-10357>



## DATES FOR THE 2025-2026 SCHOOL YEAR

### Autumn Term 2025:

- **P1's Full Day** – commences Monday 15<sup>th</sup> September 2025
- **Parent Meetings** – Class Arrangements 2025/2026 – w/c 01.09.25 – see above for dates
- **IEP Meetings** – 22/23/24/25 September 2025
- **Autumn Walk** –TBC
- **Parent-Teacher Interviews** – Mon 13<sup>th</sup> -Thurs 16<sup>th</sup> October 2025
- **Flu Vaccines** – Friday 24<sup>th</sup> October 2025
- **Harvest Service** – Thursday 16<sup>th</sup> October 2025
- **Hallowe'en Half Term** – Monday 27<sup>th</sup> Oct – Friday 31<sup>st</sup> Oct 2025 inc.
- **SEAG Tests** - Sat 15<sup>th</sup> Nov 2025 Paper 1 & Sat 22<sup>nd</sup> Nov 2025 Paper 2
- **Festive Day** – Santa Daily Mile etc. – Friday 12<sup>th</sup> December 2025
- **Christmas Show** – rehearsal (Wed 17<sup>th</sup> Dec) & performance (Thurs 18<sup>th</sup> Dec)
- **School ends at 12 noon on Friday 19<sup>th</sup> December 2025**
- Closed: Monday 22<sup>nd</sup> December – Friday 2<sup>nd</sup> January 2026 (**inclusive**) 10 days

### Spring Term 2026:

- **Spring Term** - Monday 5 January – Friday 27<sup>th</sup> March 2026 (**inclusive**)
- **February Half-Term:** – Mon 9<sup>th</sup> – Friday 13<sup>th</sup> February 2026 inc.
- **I.E.P. Interviews** – Mon 16<sup>th</sup> – Thurs 19<sup>th</sup> February
- **St. Patrick's Day** - Tuesday 17<sup>th</sup> March 2026 – School Closed
- **Easter: Spring Term ends for pupils at noon on Friday 27<sup>th</sup> March 2026.**
- Closed: Monday 30<sup>th</sup> March – Friday 10<sup>th</sup> April 2025 (**inclusive**) 10 days

### Summer Term 2026:

- **Summer Term** - Monday 13<sup>th</sup> April – Friday 26<sup>th</sup> June 2026 (**inclusive**)
- **May Day Bank Holidays:**
  - Closed: Monday 4<sup>th</sup> May – Staff Training 1 day
  - Closed: Monday 25<sup>th</sup> May – Staff Training 1 day
- **GL Test Week** - Tuesday 5<sup>th</sup> – Friday 8<sup>th</sup> May – (P4-P7) CAT, English (PTE), Maths (PTM) & PASS
- **New P1 Induction Afternoon** - Tuesday 9<sup>th</sup> June –1.00-2.00 p.m. (Pupils entering P1 in September 2026)
- **Annual Academic Reports** - sent home Wednesday 10<sup>th</sup> June 2026
- **Sports Day** (Weather permitting)-Thursday 11<sup>th</sup> June 2026
- **Parent/Teacher Interviews** - Monday 15<sup>th</sup> – Friday 19<sup>th</sup> June 2026

**School ends for the summer on Friday 26<sup>th</sup> June 2026 @ 12 noon (no dinners).**

You are notified well in advance of all holidays, and I respectfully request that you arrange your vacations within these dates as prolonged absences from school often leads to interruption of work and consequent lack of progress. It is not practical for the school to provide work for children when on holiday.