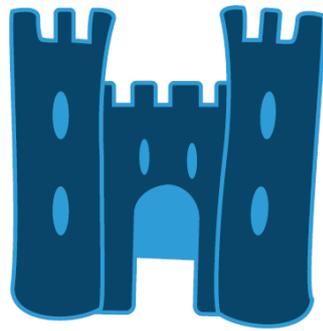


Caring Promotes Success



Carrowdore Primary School



School Prospectus

Caring Promotes Success

Dear Parent,

I am delighted that you are considering Carrowdore Primary School for the education of your child. We are committed to providing a safe, stimulating environment where every child is supported and encouraged to achieve their full potential. Our school motto is 'Caring Promotes Success' because we agree with the wise words of Theodore Roosevelt, "No one cares how much you know, until they know how much you care."

As a rural, medium sized school we get to know all our pupils creating a family, friendly atmosphere; visitors to the school regularly comment on the warm, welcoming ethos that is evident throughout the building. As Principal I am privileged to lead a team of incredibly dedicated professionals who work together to provide a happy, and challenging learning environment for every child in our care.

We expect high standards of work and enthusiasm from our staff, pupils and parents and insist on high standards of behaviour to make our school a happy place to be and to develop our young people into responsible adults for the future. As a staff we recognise and value each child as an individual. We teach in a variety of ways to support different learning styles and offer children opportunities to explore a range of interests and talents within and outside the classroom.

The school has a strong tradition of multiple generations of the same family attending as pupils. We encourage our parents and grandparents to be involved in school life and value the contribution they make to our young people's education.

Thank you for your interest in our school, I hope this has given you a glimpse of life in Carrowdore Primary School. If you would like a tour of the school, to meet with me or if you require any further information please do not hesitate to get in touch.

Yours Sincerely

Miss Rebecca Roe
Principal B.Ed. (Hons), P.Q.H. (N.I.)

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Mission Statement

Our Mission in Carrowdore Primary School is to create a happy and caring environment in which we will inspire every child to love learning, encourage academic excellence and empower children to reach their full potential.

Vision

In Carrowdore Primary School our vision for our pupils is that they will:

- have the skills and knowledge they require to adapt to and cope with the fast-changing world in which they live;
- be inquisitive, enthusiastic and independent learners with a desire to learn throughout their lives;
- fulfil their academic potential and creativity and experience personal success and happiness;
- become successful and responsible citizens of the future who promote equality and have respect for other individuals, groups and for themselves;
- be confident, with a high level of self-esteem and self-belief;
- develop positive values and attitudes such as honesty, compassion, perseverance, resilience, self-discipline and tolerance;
- develop spiritual well-being and a positive moral code;
- be enabled to make informed lifestyle decisions which promote health, fitness, good relationships and happiness;
- be effective communicators.

Aims

In Carrowdore Primary School we aim:

- to create a happy and caring school atmosphere where children and parents feel welcome;
- to sustain a safe, secure and supportive learning environment for our pupils where everyone is valued and respected;
- to cherish every child equally and to recognise and celebrate achievement with every child;
- to provide a rich and balanced curriculum through engaging learning activities;
- to provide a positive learning atmosphere which promotes confidence, self-esteem and independence where children are encouraged to try without fear of failing;
- to equip children with the knowledge and skills they will require to become effective, successful and responsible citizens, in their community and in the world, now and in the future;
- to promote environmental awareness and care;
- to promote spiritual well-being, positive values and attitudes and healthy living;
- to strive to understand and address the learning needs of each individual child.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

The School

The school is situated on an attractive, mature site, on the edge of Carrowdore and has undergone much development and modernisation in recent years. Our contemporary entrance suite consists of a lobby, Secretary's Office, Principal's Office, Staff Room, toilets and storage. The school hall has been refurbished to a high standard. The previous staff room has been redeveloped into a resource room for use by Reading Partnership, small group work and music tuition. May 2014 saw the completion of a large new playground at the rear of the building which is used for sports clubs such as football, netball and hockey. Further development work in 2015 added another classroom, a learning support room for withdrawal support and an ICT suite. A beautiful mosaic designed by our pupils enhances the outdoor space together with picnic tables and playground markings. The school maintains close links with Carrowdore Early Years Centre located in the school grounds, ensuring smooth transitions and planned progression for our children. Pupils come from a range of backgrounds both from within the village and from surrounding areas including Greyabbey, Millisle, Ballywalter, Newtownards and Donaghadee. Current enrolment is around 186 children.

Learning and Teaching Environment

The teaching staff consists of the Principal and eight teachers as well as two part-time learning support teachers who provide withdrawal support to children when appropriate. The teaching staff are supported by a team of eight classroom assistants, a secretary, building supervisor, lunchtime supervisors, cleaner, crossing patrol, a cook and two catering assistants. The whole team are dedicated to the education and welfare of the children entrusted to our care and together we aim to provide learning experiences in an environment which is pleasant, caring and happy.

The wide range of experience and expertise of the staff is effectively used to present the Northern Ireland Curriculum and to cater for the individual needs of each child in our care. The curriculum has a strong emphasis on the acquisition of mathematical, literacy and ICT skills. These are taught as discrete subjects and are also integrated into topics which our teachers plan in consultation with their class on a half-termly basis. Children are encouraged to develop their thinking skills and personal capabilities and to ask and answer questions. Our pupils are encouraged to express their emotions and feelings and a strong emphasis is placed on developing confidence, self-esteem and mutual respect.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

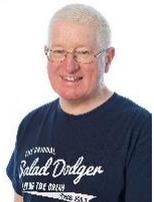
E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success



Who's Who

				
Miss R. Roe Principal & Primary Five	Mrs L. Crangle Primary One	Mrs K. Cousley Primary Two	Mrs K. Chesney Primary Two & Learning Support	Miss S. Dines Primary Three SENCO
				
Miss O. Hughes Primary Four	Mrs K. McDonnell Primary Five	Mr M. Jordan Primary Six	Mrs N. Billington Primary Seven Designated Teacher	Mrs C. Roycroft Learning Support
				
Mrs C. Cromie Classroom Assistant & Lunchtime Supervisor	Mrs R. Smith Classroom Assistant & Lunchtime Supervisor	Miss E. Hamilton Classroom Assistant & Lunchtime Supervisor	Mrs M. Morrow Classroom Assistant & Lunchtime Supervisor	Mrs K. Davis Classroom Assistant & Lunchtime Supervisor
				
Mrs P. Alexander Classroom Assistant & Lunchtime Supervisor	Mrs L. Skerratt Classroom Assistant & Lunchtime Supervisor	Mrs A. Davidson Classroom Assistant	Mrs J. Gourley Secretary	Dave Building Supervisor
				
Nigel Lunchtime Supervisor, Cleaner & Crossing Patrol	Mrs T. King Lunchtime Supervisor	Dorris Cook	Sandra Catering Assistant	Gwen Catering Assistant

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Enrolment

Pupils entering Year 1

- You are cordially invited to view the school by attending our Open Morning (usually held in December). If this is not possible, you may visit the school by contacting the school secretary who will arrange an appointment.
- You should then follow the procedure for admissions as set out by the Education Authority on their website: <https://www.eani.org.uk/parents/admissions>
- You will be notified in writing in Spring if your child has been accepted into Carrowdore Primary School.
- During the month of June, both you and your child will be invited by the Principal and the Primary One teacher to come into school to spend time in the Primary One classroom. Afternoon visits are arranged to help familiarise the children with their classroom and teacher. Children are given an opportunity to talk to the teacher and to play together. A parents meeting is arranged to familiarise parents with school routines and to facilitate information sharing.

Enrolment of prospective pupils (Primary 2 – 7)

- You may visit the school by contacting the secretary who will arrange a suitable appointment with the Principal.
- Both you and your child will be invited to view the school premises.
- You will be asked to complete an enrolment form and will be notified if your child has gained a place. It will also be necessary for you to complete a contact details form and various consent forms. Admission will be based on the school's published admissions criteria and Waiting List Policy.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Admissions Criteria

If the school is over-subscribed, pupils will be admitted according to the following criteria, applied in the order set down. It is parents' responsibility to ensure that any information which is relevant to the school's criteria is included on the Application or is sent to the school.

P1 Intake

1. Children of compulsory school age, resident in Northern Ireland, who will have a child of the family* enrolled at the school on the date of their own enrolment.
2. Children of compulsory school age, resident in Northern Ireland, who are the eldest*/only child in the family.
3. Children of compulsory school age, resident in Northern Ireland, whose normal place of residence is closer to the school than any other controlled primary school by the nearest acceptable walking route.
4. Looked After Children (LAC)***

In the event of over-subscription in any of the above criteria the following tie-breaker criterion will be applied, in the order listed below:

- A. Children will be selected for admission on the basis of initial letter(s) of surname (as entered on Birth Certificate) in the order set out below:

G Z F N I K H A S B U P Mac E T V R D Q J M X L C Mc Y W O
--

(This order was determined by random selection.)

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames (in order listed on birth certificate) will be used.

In the event in criterion (A) above, of two or more children having the same name:

- B. Children will be selected for admission on the basis of the age of the child (based on date of birth), preference being given to the eldest child.

In the unlikely event of two children tied with the same name and date of birth

- C. Children will be selected for admission on the basis of computerised random selection.

*The term of 'child of the family' covers:

- a child born to a married couple;
- a child born to a co-habiting couple;
- a child of either of those people by a previous marriage or relationship;

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

- a child living with same sex partners whether there is a civil partnership under the Civil Partnership Act 2004 or not;
- an adopted or fostered child;
- a situation where, for example, a cousin is being brought up with a family.

**The term eldest is defined as children who, at the date of their application, are the eldest child of the family to be eligible to apply for admission to the school. This covers only children and treats multiples (e.g. twins) as joint eldest. The term eldest also includes children where an elder child of the family was not eligible to attend Carrowdore Primary due to attending a special school or unit and children where a child is more than 7 years younger than their next eldest sibling.

***Looked After Children (LAC) are defined by the Children (NI) Order 1995 as children 'who are in the care of a Trust or who are provided with accommodation by a Trust.' Accommodation may be in a residential home, residential school, foster placement or in a family placement with a relative or occasionally at home.

Year 1 Admissions - After The Beginning Of The School Year

If a place(s) becomes available after 1 September and there are more applicants than places then selection of pupils will be made on the application of the Year 1 Admissions Criteria to those pupils seeking admissions at the time the place(s) becomes available.

Admissions Criteria: Years 2-7

The following criteria will be applied to pupils who are seeking admission to Years 2-7. Priority will be given to pupils who are normally resident in Northern Ireland.

Pupils will only be considered for enrolment provided that:

- i. the school would not exceed the enrolment number and
- ii. in the opinion of the Board of Governors their admission would not prejudice the efficient use of the school's resources.

In the event of over-subscription the Admissions Criteria for Year 1 intake will be applied.

Duty to Verify

The Board of Governors reserves the right to require such supplementary evidence as it may determine necessary to support or verify information on any application form.

If the requested evidence is not provided to the Board of Governors by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

School Uniform

We view the wearing of school uniform as essential to developing a strong school identity, instilling a sense of pride and promoting equality for all. Our uniform is practical, durable, appropriate to the age and development of the pupils, good value for money, neat and attractive. It is the responsibility of parents who choose to send their children to our school to ensure their child comes to school each day wearing the correct uniform, that is clean, tidy, in good repair and named.

Girls everyday uniform:

Navy sweatshirt with school emblem
White polo shirt with school emblem
Navy school skirt or pinafore
Navy tights or white or navy socks
In summer girls may wear a blue check gingham dress

Boys Everyday uniform:

Navy sweatshirt with school emblem
White polo shirt with school emblem
Grey shorts or trousers

Outdoor clothes:

Navy rainproof jackets with the school emblem may be purchased as outdoor garments.

Shoes:

Appropriate black shoes should be worn at all times. (No brightly coloured footwear please). Heavy boots and shoes with heels that may result in injury are not appropriate.

Jewellery:

The wearing of jewellery is not encouraged. Hooped earrings are **not** permitted under any circumstances. **No** jewellery should be worn on a day when a child is involved in PE /sport.

PE uniform:

Black gym shoes
White T-shirt (no logos)
Navy shorts or jogging bottoms when outdoors (no logos)

Suppliers

David Crawford Uniforms
Conway Square
Newtownards

School Days
High Street
Newtownards

Reach EPS
Online Supplier
www.reacheps-direct.co.uk

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

The School Curriculum

Pupils are offered full access to the NI Curriculum with a broad and balanced programme designed to give every child the opportunity to experience success and achieve as high a standard as possible.

The school is organised into different phases:

- Foundation Stage – Primary 1 and 2
- Key Stage 1 – Primary 3 and 4
- Key Stage 2 – Primary 5, 6 and 7

There are six areas of learning:

Language and Literacy	Mathematics and Numeracy	The World Around Us	The Arts	Personal Development and Mutual Understanding	Physical Education
-----------------------	--------------------------	---------------------	----------	---	--------------------

These incorporate cross curricular skills of:

Communication	Using Mathematics	Using Information and Communications Technology	Thinking Skills and Personal Capabilities
---------------	-------------------	---	---

A programme of Religious Education (RE) is taught through lessons and assemblies. Parents have the right to withdraw their child from RE and related events.

Assessment

Assessment is an integral part of teaching and takes place in largely informal ways on a daily basis with pupils actively involved in self and peer assessment. The aim is to consider what has been learnt and identify a pupil's next steps.

Statutory assessments in Communication and Using Mathematics are carried out in Primary Four and Seven. From Primary Three onwards pupils complete standardised literacy and numeracy tests to assess attainment annually. During Key Stage One and Two pupils complete an assessment to measure their developed ability; these are used to identify low, under and over achievers.

Results of more formal assessments are communicated to parents at parent/teacher interviews or via an annual written report.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Home Learning

Homework provides parents the opportunity to participate in their child's education, keeping in touch with topics being covered as well as pupil understanding and progress. Tasks are appropriate to a child's age and ability and we endeavour to offer clear guidance and support in respect of methods taught.

We have a subscription to Mathletics, an online maths system that provides children the opportunity to play games and have fun while revising topics taught in class. Teachers can monitor progress as the pupils earn points and work towards certificates.

Special Education Needs

Each teacher will endeavour to provide a full programme of work for all children in his/her class as the resources of the school allow. In accordance with the Department of Education's Code of Practice, teachers will identify pupils with special educational needs and, in consultation with the Special Needs Co-ordinator (Miss Dines), provide an Individual Education Plan to meet these needs. You will be requested to attend an interview with your child's class teacher and Miss Dines to discuss the nature of any learning difficulties and the procedures required to address the issues. Your child may also receive support from one of our Learning Support teachers (Mrs Chesney and Mrs Roycroft).

Progress is reviewed regularly and parents are kept informed. Where necessary, advice and support will be sought from the Education Authority's Educational Psychology Service.

Reading

Our Reading Partnership programme has been in operation for more than ten years. This programme encourages reluctant readers to become more confident in their reading skills. Children are paired with a reading 'partner'; the adult identifies any weaknesses in the child's reading and teaches the child a variety of strategies to use. Children involved in the scheme have made significant progress in their reading. Additional information is available on request.

Pupils in Primary 4 – 7 participate in Accelerated Reader (AR), a reading programme that aims to foster the habit of independent reading among primary and early secondary age pupils. Pupils complete an online test and are assigned a reading level. Pupils choose books appropriate to their level from the school library and read these before taking a quiz to earn points and increase their word count. Independent research, conducted on behalf of the Education Endowment Foundation by Durham University, found pupils using Accelerated Reader recorded higher literacy scores. Recent studies indicate that when students spend 25 minutes a day reading suitably challenging books which they successfully comprehend (demonstrated by achieving 90% or more on the reading practice quiz), then they will achieve optimal reading age growth. This is the power of personalised practice.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

School Development

The School Governors together with the Principal and Staff are committed to completing rigorous self-evaluation to identify areas for development to ensure continued improvement in the outcomes for all pupils.

Our plans for improvement are set out in the School's Development Plan for a three-year period. At present, we are developing the areas of spelling, phonics, mental maths, assessment and raising pupils' self esteem.

Pastoral Care

Role of the school

The ethos of our school is such that children are treated not just as numbers or statistics but as individuals. We strive to ensure that we get to know each child and the teaching and support staff develop caring relationships with all our children.

Our aim is to ensure that every child is happy, contented and working to his or her full potential throughout his/her time in Carrowdore Primary School.

The Pastoral Care Team consists of Miss Roe (Principal), Mrs Billington (Designated Teacher for Child Protection) and Miss S Dines (Special Educational Needs Co-ordinator and Deputy Designated Teacher for Child Protection).

We have a School Council made up of representatives from Primary Four to Seven. The School Council gives pupils a voice in their school environment and their education. Pupils are involved in the development of school policies and procedures and have an important role in decision making and school development.

Safeguarding

The school has robust policies and procedures (available on request) to ensure the safeguarding of the pupils in our care. All staff receive child protection training annually. Two teachers and the Principal are specially trained to deal with any child protection issues:

- Mrs N. Billington is the Designated Teacher for Child Protection
- Miss S. Dines is the Deputy Designated Teacher for Child Protection

Pupils are taught key keeping safe messages through the Personal Development and Mutual Understanding strand of the curriculum and are reminded to speak to an adult or use the worry box in their classroom if they are worried or unhappy.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Home/School Links

Home/school communication is a vital element of education. Parents receive a weekly news sheet, 'The Score in the 'Dore', to keep them up to date with events that are taking place in school. We also have a regularly updated website and a school app. Parents are invited to a 'Meet the Teacher' evening in September and parent/teacher interviews in October and February. In addition, a parent or teacher may request a meeting at any time during the year. We encourage parents to let us know of any home circumstances that may be causing anxiety/distress to their son/daughter and to ensure we have up to date contact and medical information at all times.

Healthy Living

We encourage our pupils to adopt the habits of a healthy lifestyle from an early age. We provide regular opportunities for pupils to be active during lessons, playtime and through extra-curricular clubs. Children are encouraged to bring a healthy break and learn about caring for their bodies. We also participate in the Mile a Day initiative.

School Kitchen

We are very fortunate to have a kitchen located on site giving pupils access to freshly prepared food throughout the day.

Break Club is available each day. Pupils are encouraged to eat a healthy snack and can purchase a selection of freshly prepared fruit, toast, digestive biscuits, pancakes and milk.

The kitchen cooks and serves delicious hot meals each day. A weekly menu is printed on The Score in the 'Dore. Lunch Box Express is also available at the cost of a dinner – offering pupils a freshly prepared sandwich, drink, piece of fruit and biscuit/muffin.

Pupils with Medical Needs

At Carrowdore Primary we strive to create an environment of inclusion and understanding where all children are supported to reach their full potential. We work closely with parents of pupils with specific medical needs such as asthma, diabetes, allergies etc. to ensure these are managed effectively and do not impact on the child's education or hinder their ability to participate fully in school life.

We are honoured to be recipients of the Good Diabetes Care in Schools Award by Diabetes UK, in recognition of our efforts to provide a safe and inclusive school environment for pupils who are living with Type 1 diabetes.

Carrowdore Primary School
Castle Place Carrowdore BT22 2JJ
Tel: 028 9186 2791
E-mail: info@carrowdoreps.newtownards.ni.sch.uk
Principal: Miss R. Roe B.Ed (Hons), PQH (NI)



Caring Promotes Success

Positive Behaviour

We aim to make Carrowdore Primary School a safe, orderly and happy place. To achieve this staff adopt a positive attitude to discipline, expecting pupils to behave in a responsible manner by showing consideration, courtesy and respect to other people and property at all times. Class rules are developed by pupils and agreed at the beginning of the school year.

Examples of good behaviour and work will be recognised and commended in a variety of ways including:

- verbal or written praise;
- an encouraging nod or smile;
- work displayed in class;
- stickers, stars and useful comments;
- sent to another teacher or the Principal;
- commendation in front of a group, class or the school;

Staff recognise that the establishment of a caring relationship based on mutual respect with pupils provides a sound basis for effective communication and will reduce discipline problems. It is the duty of each member of staff to ensure that every pupil feels valued and respected. It is the duty of each pupil to be well mannered and show respect to both staff and fellow pupils.

Discipline is not the sole responsibility of the school. Parents have a vital role to play in partnership with staff. The co-operation of parents is expected in the following important areas:

- children should be properly rested;
- pupils should arrive at school on time;
- correct school uniform should be worn every day;
- absences should be accounted for in writing on the first day a pupil returns to school;
- homework should be completed conscientiously and signed by a parent;
- items of clothing and property should be clearly labelled;
- pupils should behave sensibly on the way to and from school.

A positive behaviour policy has been drawn up in line with Education Authority guidance. The emphasis of this policy is on the promotion of positive behaviour but there are clearly defined sanctions for those who find difficulty in playing a positive role.

Minor incidents will be dealt with by class teachers, more serious incidents of persistent misbehaviour will warrant referral to Miss Roe. Persistent misbehaviour will be recorded and if further action is needed, parents will be informed and invited to discuss and contribute to the disciplinary process. The Principal will be involved immediately if a serious matter occurs. The School reserves the right to implement the process of suspension or expulsion using Education Authority guidelines.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

The School Day

Classes begin at 9.00 a.m. Supervision does not begin until 8.50 a.m. and parents are asked not to drop children off at school before this time. Once on the grounds, children should go straight to their classes. Playground games are not permitted in the morning.

Morning: 9.00 a.m. – 10.30 a.m.

Break: 10.30 a.m. - 10.45 a.m.

Afternoon: P1 – P3 1.00 p.m. - 2.00 p.m.

P4 – P7 1.00 p.m. – 3.00 p.m.

Primary 1 children finish school at 1.00 p.m. until after the October half term break.

School for all children finishes at 2p.m. on a Friday.

Attendance

Carrowdore Primary School is proud of its high attendance record and we encourage all pupils to strive for full attendance. Individual attendance awards are presented annually alongside a class cup awarded monthly. Regular attendance is essential and punctuality in the morning is expected. School doors close at 9.10 am; after this time late entrants will only be admitted via the main entrance. If your child cannot attend school please adhere to school policy by informing the school directly before 9.30 am on the first day of absence. Attendance records are computerised and it is therefore imperative that a note is submitted to school to explain any absence. We strongly discourage parents from booking holidays during term time and staff will not provide work in advance of any such absence.

If a child needs to be taken out of school during the school day, the class teacher should be informed in writing. Medical and dental appointments etc. should, wherever possible, be made outside of school hours. Parents are expected to sign children into school if they arrive late and sign children out of school if leaving during the school day.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Sport

The school aims to provide pupils with opportunities:

- to experience a range of sports and sporting activities;
- to recognise the benefits of sport in terms of healthy life styles and physical well-being;
- to develop individual skills;
- to create an awareness of teamwork;

In addition to the time-tabled P.E. lessons children from Primary Four onwards will have an opportunity to participate in swimming lessons held at the Aurora Leisure Complex Bangor. We also participate in several local school tournaments and have won a range of sporting trophies. From time to time we invite a coach into school to work with a class/small group to develop a particular skill. The following activities may be available subject to demand:

- | | | |
|-------------|--------------|------------|
| ▪ Football | ▪ Tag Rugby | ▪ Swimming |
| ▪ Netball | ▪ Dance | ▪ Hockey |
| ▪ Athletics | ▪ Basketball | |

Music

The aim of music in the curriculum is to provide opportunities to develop the skills of appreciation, creative composition and performance. During the early years children are introduced to musical nursery rhymes and action songs. Music is also directed towards specific events such as assembly and our annual Nativity, Carol Service and school productions. In the upper school, children learn to play the recorder and their musical knowledge is further extended in rhythm, pitch and appreciation. Children from Primary Four onwards are encouraged to participate in choral work by joining the choir. They rehearse regularly and participate at various school and other local events. We offer children from Primary Four upwards the opportunity to learn a woodwind instrument; this is subject to a successful audition and a tuition fee is charged.

Information Technology

We realise the importance of IT and children's need to be competent in its use and in the retrieval of information. We have state of the art interactive whiteboards in each classroom and a growing number of iPads. Pupils also have access to a range of IT equipment in their classrooms including laptops which they can use wirelessly, digital cameras, digital blue cameras and enlargers.

Our website is: www.carrowdoreps.com

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Religious Education

Non-denominational religious education is available to all children and is based on the Christian religion. Children will be encouraged to apply the principles of Christian living to their everyday lives. Furthermore, children participate in collective worship in the form of assemblies which are held weekly. Our bright and often lively assemblies are taken by a range of speakers and clergy with visitors frequently commenting on the children's level of engagement and participation. Parents may opt to remove their child from assemblies or religious classes if they so desire.

Charity

Friday is charity day and children are made aware of the problems that many people, both in our own and other societies encounter. Visiting speakers are invited into school to raise awareness of charities and the needs of organisations. We currently sponsor two children in Haiti and Mali and are also endeavour to support local charities such as the British Legion Poppy day appeal, Mission Christmas and many others.

Links with Strangford College

We maintain excellent links with our neighbouring school, Strangford Integrated College. Sixth form pupils visit us on a regular basis to lend their expertise in subjects such as ICT and drama. We also benefit from use of the excellent resources and accommodation at Strangford College.

After School Clubs

After school clubs take place throughout the week from 3.00-3.45pm. These change regularly to offer pupils a range of opportunities but may include Netball, Football, Hockey, Athletics, Tag Rugby, Make & Take, Choir, Fun with Drums, Dance, iCode, Heartstart, Literacy and Numeracy Clubs.

We work closely with Carrowdore Early Years Centre who offer a morning breakfast club and after schools care until 5.45p.m. each day.

Educational Visits

Visitors to school and trips to various centres/landmarks are a great opportunity to bring learning to life for our pupils. These may include a day trip to the Ulster Museum, a visit to Castle Espie, or in Primary Seven the opportunity to attend a residential trip to an outdoor education centre.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

The Role of Parents

We encourage all parents to ‘get involved’ in their child’s education by assisting with homework, attending meetings and events organised by school and discussing with children what they are learning at school.

There are numerous opportunities for parents to volunteer in school by helping with school trips, art and craft activities, becoming a reading partner, voluntary classroom assistant, and many more. Anyone wishing to become a parent helper should contact Miss Roe in order to discuss the current needs of the school and to be given appropriate vetting forms.

Parent Teacher Association

We are extremely fortunate to have a dedicated and hardworking PTA committee who run enjoyable events throughout the year in support of our school. These functions are always fun, well supported and help provide, through funds raised, resources and educational aids which might not otherwise be available. The various activities throughout the year not only raise much-needed funds but also help cement the excellent relationship between parents and staff within the whole school community. The PTA are always in need of new members, helpers and innovative ideas. Please contact the school office if you are interested in getting involved.

Procedure for Dealing with Complaints and/or Concerns

In the event you have a concern please speak to your child’s teacher as a matter of urgency to ensure the issue can be resolved quickly. Parents wishing to make a complaint should:

Stage 1: Write to the Principal.

Stage 2: If the complaint is unresolved write to the Chair of Governors

If following Stage Two you remain dissatisfied with the outcome of your complaint, you can refer the matter to the Office of the Northern Ireland Public Services Ombudsman (NIPSO).

A copy of the school’s Complaints Procedure is available on our website or from the school office.

Additional Information

We hope our prospectus has proved informative and useful. Please do not hesitate to contact us if you require any further information or assistance.

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Contact Details

Principal: Miss R. Roe

Carrowdore Primary School

Castle Place

Carrowdore, BT22 2JJ

Telephone: 028 9186 2791

email: info@carrowdoreps.newtownards.ni.sch.uk

website: www.carrowdoreps.com

Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

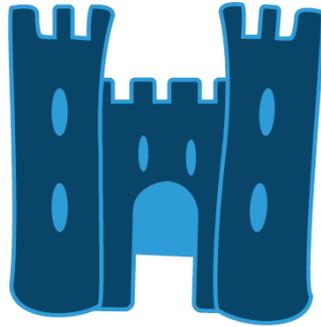
Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)

Caring Promotes Success

Caring Promotes Success



Thank you for taking the time to read our prospectus!



Carrowdore Primary School

Castle Place Carrowdore BT22 2JJ

Tel: 028 9186 2791

E-mail: info@carrowdoreps.newtownards.ni.sch.uk

Principal: Miss R. Roe B.Ed (Hons), PQH (NI)