



Ballyoran Primary School and Nursery Prospectus



Excellence - Creativity - Integrity



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Principal's Welcome

Dear Parent/Guardian

Thank you for considering Ballyoran Primary School for your child. I look forward to welcoming you and your child to the school.

Ballyoran Primary School is an Inclusive School with a strong Pastoral Ethos which aims to create an atmosphere where children feel safe and secure. Pupils are cared for and respected as individuals and given the best possible opportunity to reach their full potential in the classroom and beyond by a dedicated and committed staff.

Our Mission Statement is Excellence - Creativity - Integrity.

We aim to allow our pupils to achieve personal excellence; academically and also personally, socially, emotionally, physically and spiritually. We foster Creativity both in the classroom through the Curriculum and also outside the classroom through Sport and The Arts.

We want to instil Integrity in our pupils, teaching them respect for themselves and other people and ensuring that they know the difference between right and wrong.

School staff and parents are encouraged to work together to help our pupils reach their full potential. We feel that we are more likely to succeed in our aims if there is a close partnership with parents based on mutual trust.

We look forward to working with you to ensure that your child will recall his or her schooldays with pleasure.

This Prospectus can only give you a brief insight into school life. For further information log onto our website www.ballyoranps.com or telephone the school on 02838352009 to arrange a visit.

If I can be of any further help to you in making this very important decision, please do not hesitate to contact me.

Yours faithfully

R Woolsey, B.Ed (Hons), PQH (NI)

GENERAL INFORMATION

Ballyoran Primary School caters for boys and girls between the ages of three and eleven. The school which was opened in 1974 has its own self contained Nursery Unit.

Features include a modern computer suite, a comfortable and bright school library, wide ranging indoor and outdoor sports facilities, a school canteen and, most importantly, a professional, dedicated and committed staff.

The school is community based and pupils participate in many community events in Portadown and further afield, throughout the year as well as making use of the great learning resources that the local community has to offer.

MISSION STATEMENT

Excellence – Creativity - Integrity

VISION

As an Inclusive School we aim to provide a happy, caring, safe and stimulating learning environment which will enable each child to develop to his or her full potential - academically, personally, socially, emotionally, physically and spiritually, in preparation for becoming responsible citizens.

This will be achieved by giving all pupils equal opportunities to a broad and balanced curriculum which is tailored to meet their individual needs and abilities, coupled with access to a wide range of extra-curricular activities.

We aim to foster in all pupils: respect for themselves, respect for other people and respect for the environment in which they live and raise each child's self-esteem and confidence to help them realise that they are valued members of our school community.

The development of each child's potential is reflected in the strong relationships which we attempt to foster within school and, indeed, those with our parents and other bodies that support the work of the school.

These values are inherent in all areas of school life and provide the basis for, and are implicit in all school policies. All members of staff in Ballyoran Primary School share these ideals, values and beliefs and value the contribution made to school life by each individual child.

AIMS

1) To fulfil the school vision by developing each child as:

- An individual
- A contributor to society
- A contributor to the economy and environment.

2) To develop in each child the following skills:

- Communication
- Using Mathematics
- Using ICT
- Thinking skills
- Managing information, problem solving and decision-making
- Being creative, working with others and self management.

3) To foster the following attitudes and values:

- Personal responsibility
- Self-confidence
- Tolerance and respect for others
- Commitment, determination and resourcefulness
- Community spirit
- Integrity
- Independence
- Openness to new ideas.

4) Ultimately to provide stimulating, relevant and enriching learning experiences with equality of access for each child so they may develop an enthusiasm for learning as a lifelong process.

ADMISSION CRITERIA

(see separate sheet)



VISITING THE SCHOOL

We consider the involvement of parents in the education of their children as critically important and to this end we inform parents as fully as possible about their children's progress. The arrangements for consultation are:

Before Enrolment

(a) Entrants to Nursery/P1

- An Induction Evening for parents will be held in June.
- Pupils will visit their new class and teacher for a short session in June.

(b) Entrants who have previously attended another school

- A meeting will be arranged with the Principal.
- Parents and pupils will be welcome to view the school premises with the Principal.
- A meeting can be arranged with the prospective teacher/s of the child or children.

By applying to Ballyoran Primary School, parents have indicated a preference for this school and are signifying an acceptance of its vision, aims, philosophy, standards and policies.

After Enrolment – School Organised

- (a) Initial Parent Teacher Meetings will be held each October.
- (b) Second Parent/Teacher Meetings will be held in February/ March.
- (c) Parents will be invited to the school to take part in such activities as Christmas Concerts, Sports Days and Awards Ceremonies.
- (d) Parents of children transferring to post primary education in P7 will be invited to a meeting with the Principal to provide advice and guidance on the completion of the Transfer Report.

After Enrolment – Parent Organised

The school operates an 'Open Door' Policy and parents are very welcome to come to school to discuss their children's progress or any issue. To avoid disruption of classroom work, parents should contact the school secretary who will arrange a meeting with either the Principal or the class teacher at a mutually convenient time.



CURRICULUM

Nursery

The school has its own well resourced Nursery Unit comprising of two classes and a purpose built Outdoor Play Area.

Pupils follow the Pre School Curriculum:

1. Language & Literacy
2. Early Mathematical Development
3. The World Around Us
4. Physical Development
5. Creative Development
6. Personal, Social & Emotional Development

A recent Inspection Report stated that 'the quality of education provided by the nursery unit is good.'

Primary

Ballyoran Primary School has 3 Stages:

Foundation Stage	P1 – P2
Key Stage 1	P3 - P4
Key Stage 2	P5 - P7

Pupils are taught a broad and balanced curriculum which is in line with the Northern Ireland Curriculum and is tailored to meet their individual needs. As part of this curriculum pupils are taught the seven areas of learning:

1. Language & Literacy
2. Mathematics & Numeracy
3. The World Around Us
4. The Arts
5. Physical Education
6. Personal Development & Mutual Understanding
7. RE

Central to all teaching and learning in school are the three Cross-curricular skills of:

1. Communication
2. Using Mathematics
3. Using ICT

ASSESSMENT

At Primary level in Northern Ireland, pupils complete two formal End of Key Stage Assessments. The first at age 8 at the end of P4 and the second at age 11 at the end of P7. These Statutory Assessments are common to all primary pupils.

P4 and P7 pupils also complete ICT Accreditation, administered by CCEA. This programme assesses the ICT competency of pupils and awards them with a level.

P4 – P7 pupils are also assessed annually in the Autumn Term using Diagnostic Tests called InCAS. These computerised tests in Reading and General Maths, allow teachers to plan for future learning.

All pupils complete Standardised Tests in the Summer Term each year. A full schedule of testing is available on request.

In addition to formal assessment, a range of assessment strategies and tools such as AFL, continuous monitoring, topic tests etc. will be carried out in all classes.

Parents will be informed of their children's progress by:

- (a) Annual written Report on each pupil's progress
- (b) Two Parent/Teacher meetings at which parents and the class teacher will have an opportunity to discuss pupil's progress.
- (c) InCAS Results
- (d) CCEA End of Key Stage Assessment Information

THE SCHOOL DAY

Nursery 9.00am - 1.30pm
P1 - P2 9.00am - 2.00pm
P3 9.00am - 3.00pm (Mon - Wed)
9.00am - 2.00pm (Thurs & Fri)
P4 - P7 9.00am - 3.00pm

Mid-morning Break:

10.30am - 10.45am

Lunch Break:

12.15pm – 1.00pm

SPECIAL EDUCATIONAL NEEDS

In order to make appropriate provision for children with special educational needs, the stages laid down in the Code of Practice will be followed, together with structures laid down in the Special Educational Needs and Disability Order 2005.

The Special Educational Needs Co-ordinator (SENCO) and class teachers will work closely together to ensure early identification of special needs and appropriately designed programmes of work.

As it is the intention of the school to maximise the potential of each of the pupils, the school will endeavour, within its resources, to meet these needs.

As well as in class differentiation of work, pupils with Special Educational Needs may receive the following support:

- Literacy & Numeracy Intensive Support
- Peripatetic Support as part of the SELB'S SpLD Service
- 'Hi Five' Literacy Programme
- Reading Partnership
- Numeracy Catch Up Programme

Close co-operation with parents characterises the school's approach to Special Educational Needs. Parents will be informed of their child's difficulty and the steps which the school is taking to address this difficulty. Parents will be asked to contribute to review procedures concerning their child/children.

When appropriate, support from outside agencies will be sought.

LEARNING SUPPORT CLASS

We have one LSC for pupils with moderate learning difficulties. Children who are placed here are integrated fully into the life of the school.

ORGANISATION OF CLASSES

It is the policy of the Board of Governors that, as far as possible, children should be taught in single year group classes. Where it is necessary to establish composite classes every effort will be made to limit the size of these classes.

HOMEWORK

Ballyoran Primary School sees a value in children engaging in homework as a means of revising work done, in discovering information unavailable in school, in involving parents in their children's studies and in the development of good work habits. Against this must be balanced each child's need for recreation and the development of private interests and hobbies. Parents are encouraged to sign their child's homework each evening. A detailed Homework Policy is available on request.

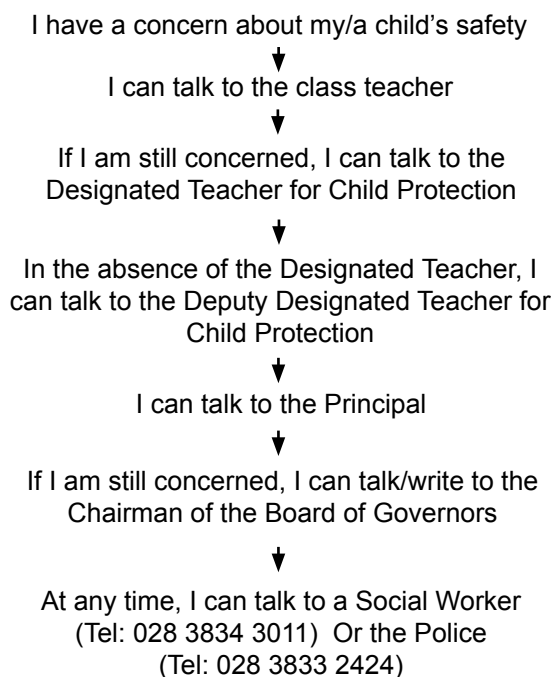
PASTORAL CARE

The school prides itself on its child centred provision. A recent Inspection Report highlighted 'the very good pastoral care provision which is characterised by the good working relationships at all levels.' Pupils are taught in a happy, safe and caring environment. Self respect and respect for others are at the centre of the school's ethos.

It is the responsibility of each class teacher to look after the pastoral needs of the children in their class.

Miss Daly is the Designated Teacher for Pastoral Care/Child Protection and Mrs Heaney is the Deputy Designated Teacher. Together with Mr Woolsey, the Principal, they make up the Safeguarding Team, which meets monthly.

Class teachers will attempt to resolve the worries and anxieties of pupils and will be grateful for information about any difficult home circumstances which may be causing stress or worry.



In all cases of suspected child abuse, the action that will be taken in Ballyoran Primary School is that of informing Social Services and the SELB. The school will NOT be involved in investigating the suspected abuse.

DISCIPLINE

Ballyoran Primary School provides a disciplined environment for your child to learn. The school operates a policy of positive discipline and behaviour management based around Rules, Rewards and Consequences.



It is the school's policy that discipline should be based on respect for self, respect for others and respect for property. In those cases where a child has transgressed the school rules, there is a graded set of consequences. In any case involving a serious breach of rules, parents will be involved either by receiving a written report from school or by being invited to come to school to discuss the matter. Partnership between home and school is key in maintaining effective school discipline. We have very high expectations of behaviour from all our pupils. A copy of the School's Discipline Policy is available from the school office.

ANTI-BULLYING

At Ballyoran Primary School bullying is not tolerated and reported incidents are taken seriously and thoroughly investigated and dealt with in line with our Anti-Bullying Policy.

PARTNERSHIP WITH PARENTS

Ballyoran Primary School is a school connected to its local community and this was highlighted in a recent inspection report which stated 'The school and Nursery Unit enjoy very good links with the parents and the local community.'

The school believes in a strong partnership with parents which is fostered in many ways. Formally there are two Parent/Teacher Meetings and an Annual Report each year. Informally it is possible to speak to a member of staff at any time through the school's 'Open Door Policy'. The school also has an active Parent-Teacher Association (PTA).

DRUGS EDUCATION POLICY

Legislation as interpreted by DENI Circular 1996/16 requires each school to set in place a Drugs Education Policy and to publish it in their Prospectus. Ballyoran Primary School is a caring, responsible school in which children are placed at the centre of activities. The staff of Ballyoran Primary School strive to respond to the personal, emotional, social and educational needs of pupils through interaction with them in the classroom and beyond.

A Drugs Education Programme will be provided which is appropriate to the experience of children in Ballyoran Primary School.

The emphasis of the school's Drugs Education Programme is on the dangers involved in the misuse of tobacco, alcohol and medicine. As the programme responds to need, other substances will be included as appropriate. It is not the school's intention, however, to sensationalise or dramatise the drugs situation, or to encourage curiosity amongst the pupils. A Drugs Education Programme will be provided which is appropriate to the experience of the children in Ballyoran Primary School. A Policy is available on request.



ATTENDANCE

A Class Attendance Competition is held each year to encourage good attendance with monthly awards in assembly. Attendance is also celebrated at the school's Prize Day in June.

We recognise and stress the importance of the teaching and learning within the classroom. Regular attendance and your child's progress go hand in hand. Children should be at school at all times unless prohibited by illness or medical appointments. We carry out an Attendance Audit each month with our Education Welfare Officer which targets pupils with an attendance of less than 85%. If there is no reason for the poor attendance, letters will be sent to parents regarding this. If after these letters there is still no improvement in attendance we will have no option but to make a referral to the Education Welfare Service.

ILLNESS/ ACCIDENTS AT SCHOOL

When a child is sick or injured the school will, in the first case, attempt to contact the parent with a view to asking them to come to school. If this is not possible the child will be brought to hospital.

In all cases it will be the school policy to act in the best interests of the child.

When returning to school after illness the child must bring a signed note from his/her parent/guardian giving the reason why he/she was absent. A verbal reason for absence from the parent/guardian will also be accepted.

For pupils who require medication in school, Consent Forms must be completed in advance by the Parent. Forms are available at the Office. A Medication Policy is available on request.



PHYSICAL EDUCATION/SPORTS

The Primary years are crucial in laying the foundations of physical competency and positive attitudes to physical activity. Children will experience a wide variety of activities which develop skills through increasingly challenging situations. Fun, enjoyment and achievement will pervade all activities.

Pupils will be allowed time to develop confidence, both as individuals and members of a group.

The Fundamental Movement Skills (FMS) Programme forms the core of our Physical Education.

FACILITIES

- Two Playgrounds
- All-weather Pitch
- PE Hall
- Large apparatus – wall bars etc.
- Small apparatus

EXTRA CURRICULAR ACTIVITIES

At Ballyoran Primary School we believe in a holistic approach to education and the school offers pupils a wide variety of extra curricular activities including:

- Breakfast Club
- Soccer – Boys and Girls
- Gaelic Football – Boys and Girls
- Irish Folk Dancing
- Cookery
- ICT
- Art
- Languages
- Choir
- Recorders
- Cycling Proficiency
- P2 & P3 Kids' Club
- Knitting
- Kwik Cricket
- Modelling

Ballyoran Primary School is an 'Extended School' which means it receives extra funding from the government to extend the programme of the school outside school hours.

The school is well known for its promotion of the 'Arts.' Music forms a central part of school life with a Choir and Recorder Group and some pupils receive instrumental tuition from the SELB Music Service. Drama is greatly encouraged also. Many pupils take part in Irish Dancing every week with pupils participating annually in the Portadown Festival as well as the school's own Dancing Festival.

SCHOOL UNIFORM

It is policy at Ballyoran Primary School that every child must wear school uniform and parents' co-operation with regard to this policy would be much appreciated. The policy of pupils wearing a school uniform aims to:

- Give children identity and help make them feel part of the school community.
- Allow them to feel pride in themselves.
- Add to the overall ethos and atmosphere of the school.
- Promote equality by ensuring that pupils do not feel different in the clothes that they wear.
- Take the pressure off parents with regard to providing clothes each day for their children to wear.
- Help with Child Protection, Security and Health and Safety as our pupils can be easily recognised and distinguished.
- Promote the image of the school in public.

The following is our School Uniform:

Nursery (Boys & Girls)

- Maroon Ballyoran Nursery Sweatshirt
- Sky blue polo shirt
- Grey tracksuit bottoms
- Trainers/shoes (Velcro fastenings, no buckles or laces)

P1 – P7

Boys:

- Maroon Ballyoran Sweatshirt
- Sky blue shirt (short or long sleeved)
- Ballyoran tie
- Grey trousers
- Black shoes (For Foundation Stage we would prefer velcro fastenings, no buckles or laces)
- Grey shorts may be worn in the summer term



Girls:

- Maroon Ballyoran Sweatshirt/Cardigan
- Sky blue blouse (short or long sleeved)
- Ballyoran tie
- Grey skirt, grey trousers or grey pinafore
- Grey socks or grey tights
- Black shoes (For Foundation Stage we would prefer velcro fastenings, no buckles or laces)
- Blue checked summer dresses with white socks can be worn in the summer term
- For Health and Safety reasons shoes should be flat, enclosed and have non - marking soles.

PE Uniform (Boys & Girls)

PE Uniform must be worn for all PE sessions for Health & Safety reasons:

- Black shorts
- White polo shirt
- Plimsoles (for Foundation/Key Stage 1) or trainers

Uniform is available from the following shops:

1. JNR Clothing, North Street, Lurgan
2. Maxwells, Union Street Lurgan
3. Ivan Jameson, High Street, Portadown.

Ties are available from the school office. Uniform grants are available from the SELB.

APPEARANCE

Uniform must be worn in a tidy manner, ie. Shirts tucked into trousers/skirts etc.

We would prefer that **no** pierced jewellery of any kind be worn in school. However, one pair of stud earrings will be allowed. Children are permitted to wear a watch (which must be removed for PE) but no bracelets, wrist chains or rings are permitted for Health & Safety reasons. A necklace or chain may be worn but must be under the school uniform and must be removed for PE. Wearing make up of any kind, including nail varnish, to school is not allowed. Hair styles must be tidy and natural in colour.

CHARGING AND REMISSIONS POLICY

Education at Ballyoran Primary School is provided free of charge for all lessons and activities connected with the child's entitlement under the Education Reform Order.

The school will, as it has done in the past, appeal to parents from time to time for voluntary donations but it is stressed that no child will be disadvantaged in any way if parents choose not to make a contribution.

The school may take part in 'optional extras' which are not connected with the school's formal curriculum, such as visits to the theatre or annual educational trips etc. Charges will be made for these but again it is stressed that failure to participate in these will not affect a child's performance at school.

SCHOOL MEALS

The school has its own Meals Kitchen and meal money must be paid to your child's class teacher. We would prefer that it is paid for in advance at the beginning of the week but it can be paid daily. All meals must be paid for in advance in line with SELB guidance. Meals in the canteen are in line with the Department of Education's Nutritional Standards and fresh fruit, water and milk are available daily.





HEALTH PROMOTING SCHOOL

Ballyoran Primary School is a Health Promoting School.

In order to do this:

- The School has a Policy of Healthy Breaks as part of the 'Boost Better Breaks Programme' Pupils are only permitted to bring fruit or vegetables into school for their break time snack.
- Nursery, P1 and P2 pupils have a Healthy Snack each morning.
- The school operates a Fruit Tuck Shop for P3 – P5 pupils where pupils can buy fruit for a small charge.
- Pupils are encouraged to bring water into school and chilled water is also provided in the building for pupils.
- The school operates a Breakfast Club where pupils are given a Healthy Breakfast for a small charge.
- The Canteen offers pupils a varied and balanced diet with water, milk, salad and fruit daily.
- All pupils take part in regular PE sessions.
- Outside coaches come in to coach sports eg Gaelic Football
- The school has a Positive Playground which encourages exercise through a programme of activities.

MID-ACADEMIC YEAR CHANGES

If there are any changes in the information in this Prospectus during the school year, all parents will be informed in writing of the nature of such changes.

FURTHER INFORMATION

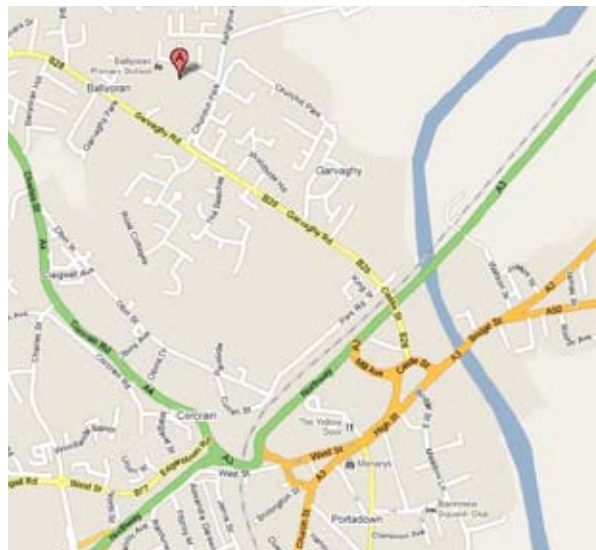
The Board of Governors of Ballyoran Primary School realises that the information given in this Prospectus is limited and parents are very welcome to make arrangements to visit the school with the Principal, Mr Woolsey, or visit our website.

Telephone: 028 38352009

Fax : 028 38361818

**E-mail: info@ballyoran.portadown.ni.sch.uk
www.ballyoranps.com**

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