



Dear Parent/Guardian



Welcome

It is a pleasure to present to you the School Prospectus for Dromore Road Primary School. I thank you for expressing an interest in enrolling your child with us. If this is your first child to join us in Dromore Road, we welcome you as parents and look forward to a happy and successful association over the coming years. To those of you who already have children here, we are pleased to renew the links between us. This prospectus aims to provide some information about the school, its aims, curriculum and activities.

The school has a great reputation in the local community and is held in high esteem. We strive to provide rich educational experiences and the parents, teachers and governors cooperate closely to ensure that our children enjoy a safe, secure and stimulating environment. We recognise that each child is an individual and, therefore, the curriculum, extra-curricular activities and teaching approaches adopted are all designed to encourage each child to experience success and to know that he/she is cared for and valued. We aim to support all children to become confident, challenged and successful learners.

Confidence in a school comes from knowing and understanding what is happening within it and we hope this booklet gives you a snapshot of school life. Hopefully, you will feel assured that your child's time at Dromore Road will not only be rewarding and successful, but above all happy. Should you find you require more information or if at any time you want to visit the school, please contact the school for an appointment. I look forward to hearing from you in the near future.

Yours sincerely,

Mrs Sharon McGrath
Principal



General Details

Dromore Road Primary School

Address: Upper Dromore Road,
Warrenpoint,
Co. Down BT34 3JH

Telephone/
Facsimile: 028 4175 2656

Email: info@dromoreroadps.warrenpoint.ni.sch.uk

Principal: Mrs Sharon Mc Grath,
BEd (Hons) MEd

Ethos and Aims



Ethos and Aims

Our school motto, 'Together We Can' is integral to Dromore Road's success and in line with 'Every School a Good School', we in Dromore Road Primary School aim to provide a warm, welcoming, attractive and stimulating environment which supports pupils' learning and celebrates their academic and non-academic achievements.

Our teachers are competent and committed to meeting the needs of all pupils. We strive to provide a stimulating and positive environment that is child centred at all times. We aim to treat children as individuals. Everyone is valued and high expectations are held for all. Children are encouraged to believe in their own ability and everyone is encouraged to achieve their highest personal, academic and social goals.

It is our desire to develop an ethos where each member of the school community is sensitive to and caring towards the needs of others. We welcome, celebrate and respect each and every pupil and provide equal opportunities for all. We aim to foster the development of tolerance, responsibility, respect, self-discipline, commitment and sensitivity.

The school seeks, through the Education Reform (NI) Act 1989 to afford every child the opportunity to be educated to his/her full potential by providing a broad and balanced curriculum, which develops the skills, concepts and knowledge necessary to prepare our young people for the world in which they live.

We aim to help our pupils:

- To develop as confident, disciplined and enquiring learners, able to make informed choices and decisions.
- To enjoy reading and to develop a confidence with language that enables them to communicate effectively with others.
- To develop the skills and knowledge of mathematics to enable them to cope confidently with everyday situations.
- To develop the ability to handle and communicate information, solve problems, pose questions and be creative through the use of technology.
- To know and understand their world through scientific, historical, geographical and religious inquiry and to come to an understanding of their responsibilities to care for their environment.
- To develop practical, creative, artistic and physical skills.

In achieving these aims, effective leadership is encouraged at all levels throughout the school and the school continually strives to further develop links with home and the wider community.



The School Building and Resources



The School Building and Resources

Dromore Road Primary School is a busy community school that sits right in the heart of Warrenpoint. It is found within walking distance of the town, in a residential district with easy access to the main routes. The school is under the control of the Educational Authority and is a co-educational, non-denominational primary school for children between the ages of four and eleven years. We currently have 81 pupils enrolled.

The school is very much a family school which has served the community, of which it has been a part, for many years. A primary school on Dromore Road, Warrenpoint has provided education for the town's children since before 1900. The current school building has evolved greatly from the two rooms, two teacher institution mentioned in school records, when the title was 'Dromore Road National School' (or to many still fondly remembered as Jameson's School).

In 2013, Dromore Road underwent significant building extension works and a fabulous complete refurbishment of the existing school was carried out. Our new school building consists of a fantastic general office, Principal's office, large staff room and four well equipped classrooms, each with an interactive white board installed. All the classes are also well resourced with ICT equipment and the pupils have access to laptops, ipads, digital cameras, webcams and a range of recording and programmable devices.

In the centre of the school is a resource area which is currently being utilised as a library and a multi-purpose room which is used for small group teaching, particularly by the Learning Support teacher and Reading Partners. In addition the school has a large multi-purpose hall which facilitates PE lessons, after school sports, dinners, assemblies and school productions and events.

Outside there are two tarmac playground areas, one of which is marked out for both netball and cycling proficiency. The children also have access to a wide variety of games and resources to play with during dinnertime and our Playground Friends oversee and manage their use.

Our pupils have also recently designed and created a sensory garden and the children are all involved in the management and upkeep of the garden as well as using it as a stimulating learning resource. Our active Eco Warriors in Y6 and 7 help facilitate this and we have recently been awarded our green flag in the Eco-Schools Scheme.

Staffing consists of the Principal, a Principal release teacher, four teachers, a Learning Support teacher, numerous classroom assistants, a school secretary, a building supervisor, cleaner and supervisory staff. All staff are committed to working as part of a team and are conscientious, hardworking and dedicated to the school and its pupils.



School Board of Governors

The Board of Governors of Dromore Road Primary School takes a very keen and dedicated interest in the life and wellbeing of the school, staff and pupils.

They have considerable responsibility for the school and make decisions about financial management, curriculum, maintenance of premises, staff appointments, admissions and enrolments, community links and pastoral care including child protection and discipline.

The Governors are highly supportive of the work of the school and work closely with the Principal and staff to ensure that each child fulfils their potential in all areas of the curriculum.

The Board Of Governors

Board Representative

Mrs A Berry

Transferor Representatives

Mrs E Cavan (Chairperson)

Mr S Cooper

Mr D Brady

Mrs F Morgan

Parent Representative

Mrs L Smith

Teacher Representative

Mrs R McIlroy

Mrs S. Mc Grath (Principal)



Organisation of Classes

The school currently has four composite classes. It is the policy of the Board of Governors that, pupil numbers and educational need will dictate the organisation of composite classes. EVERY EFFORT will be made to limit the size of these classes and parents will be informed in advance of the class organisation for the next academic year.



School Uniform

School Uniform

Wearing a uniform is a badge of pride. It creates an identity for the school and is an important part of being a school student. In maintaining high standards throughout the school, pupils are expected to wear the appropriate uniform outlined below:

Boys	Girls
Grey trousers	Grey skirt
Green pullover	Green cardigan
White shirt	White shirt
School tie- green and gold stripe (wide stripe)	School tie- green and gold stripe (wide stripe)
Black shoes (compulsory)	Black shoes (compulsory)
Grey socks	White socks/ Grey tights

Tracksuit

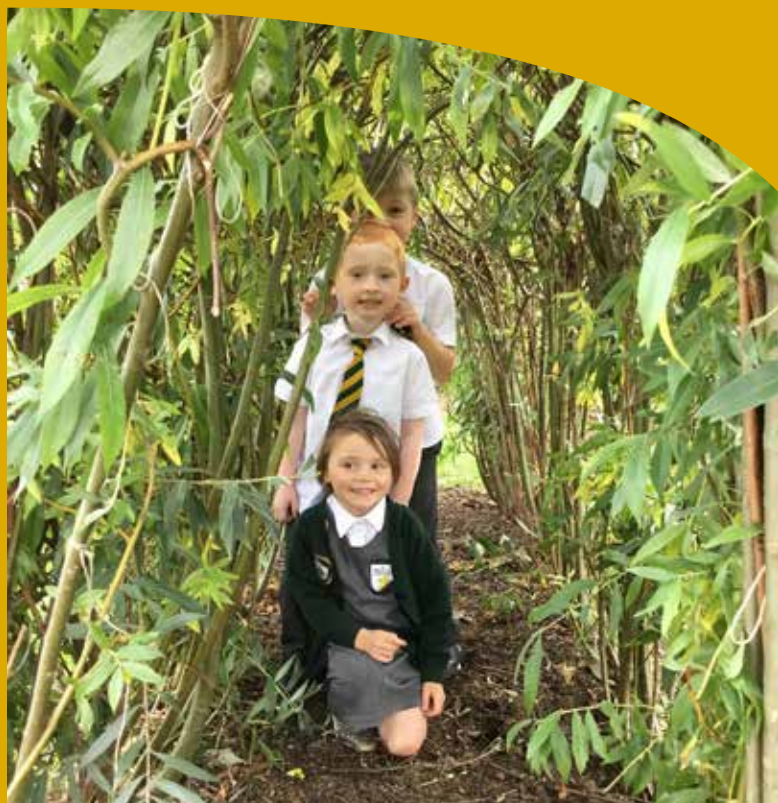
A regulation green school tracksuit and yellow polo shirt is also available. Pupils can wear the regulation school tracksuit for PE days and Y4-7 can wear it when going swimming.

**Full school uniform
MUST be worn every other day.**

All of the above uniform, including selected items embroidered with the school's logo, can be purchased from Saints & Scholars, Newry.

Physical Education Clothing

For hygiene reasons we encourage the children to change for PE. On days the children have PE, they can wear a school tracksuit for ease of changing. PE kits consist of white t-shirt, shorts and black gym shoes. Black plimsolls are essential for indoor PE (in the event that a child does not have black plimsolls they will be unable to take part).



Jewellery

Children are not permitted to wear jewellery (with the exception of a watch) to school. This includes earrings so we would encourage parents to only get your child's ears pierced during holiday periods.

The School Day

Children should not arrive at school before 8.45am as staff are not available to supervise them. All pupils should be in their classes at 9.00am ready to begin lessons.



Timetable

8.45am	Playground Supervision
9.00am	School starts
10.45am-11.00am	Morning Break
12.45pm - 1.30pm	Lunch
1.30pm	Y1 Children go home
2.00pm	Y2 Children go home. Y3 go home early at 2.00pm Wednesday/Thursday/Friday
2.50pm	School ends for Y3 on Monday/Tuesday and Y4-7 every day.

Healthy Breaks

The school operates a Healthy Breaks Policy, which we feel is of great importance to the children as part of their overall development. This policy is in line with the Department of Education Regulations. The children are asked to bring in a 'healthy' mid-morning snack and avoid items such as crisps, chocolate biscuits, sweets and fizzy drinks. A copy of the policy and a list of recommendations for healthy breaks may be obtained from the school office.

The policy does not apply to packed lunches at the middle of the day but we would encourage healthy options here too.

Lunchtime

Pupils may have a school meal served in the canteen or bring their own packed lunch. There is a set dinner for pupils in Y1-Y7 with a choice of two main meals and dessert. This menu is sent home on a monthly basis and is available on the school website. The meals provided are set at a fixed price by the EA and parents will be notified of the price of school meals at the start of the school academic term. We would appreciate if exact dinner money could be paid to class teachers on Monday morning to simplify administration.

All children have outdoor playtime where a range of games and activities are available to them. We have a 'Playground Friend' scheme in place where Year 6/7 pupils assist in organising activities for all the children over the lunchtime period.



After Schools Facilities

As a means to assist families and create greater flexibility in childcare arrangements we operate an after school care service as follows:

After Schools 321 Club

1.30pm-2.00pm

2.00pm-2.50pm

Two designated classroom assistants organise activities for registered Y1, Y2 pupils and Y3 pupils (on early days).

Extra-Curricular Activities

Older children in Y4-7 can avail of a range of Extra-Curricular activities from 2.50pm-3.35pm.





The N.I. Curriculum

Our aim is to provide a broad and balanced curriculum to give every child the opportunity to experience success in learning and to achieve as high a standard as possible.

The Principal and staff work closely to organise teaching programmes in the areas of study of the statutory Northern Ireland Curriculum.

Stages of the Primary Curriculum

Foundation Stage	Years 1 & 2
Key Stage 1	Years 3 & 4
Key Stage 2	Years 5, 6 & 7

Structure of the Curriculum

The Areas of Learning:

1. Language and Literacy (including Talking and Listening, Reading and Writing)
2. Maths and Numeracy
3. The Arts (including Art & Design, Drama and Music)
4. The World Around Us (focusing on the development of knowledge, skills and understanding in Geography, History and Science and Technology)
5. Personal Development and Mutual Understanding (focusing on emotional, social skills, learning to learn, health, relationships and mutual understanding in the local and global community)
6. Physical Education
7. Religious Education

Cross Curricular Skills and Capabilities

At the heart of our curriculum lies an emphasis on the development of core skills and capabilities for lifelong learning as well as the shaping of good citizens. **USING COMMUNICATION, USING MATHEMATICS and USING ICT** are developed through all areas of learning, as are the children's thinking skills and personal capabilities.

Cross-Curricular Skills:

- Communication
- Using Mathematics
- Using Information and Communications Technology

Thinking Skills and Personal Capabilities:

- Thinking, Problem-Solving and Decision-Making
- Self-Management
- Working with Others
- Managing Information
- Being Creative



Language and Literacy

Language and Literacy is seen as central to the curriculum in school. Throughout the school emphasis is placed on developing the pupils' oral skills with opportunities provided to discuss, explain, debate and make formal presentations. Eco and School Councils serve to extend that experience as pupils get older.

A comprehensive reading programme which embraces a number of commercial schemes as well as novels ensures the skills and techniques are thoroughly taught with the aim of developing independent reading habits. A reading rich environment ensures children develop a love for reading; the school central library, class libraries, author visits etc. contribute to achieving this aim. Dromore Road also operates a 'Reading Partnership' scheme to enhance pupils' reading skills.

Written skills are given a high priority with the development of a clear handwriting style, well punctuated work and creative and relevant content all being important objectives. All children have the opportunity to write for a variety of audiences with older pupils publishing work on the school website.

Numeracy

Throughout their time at Dromore Road, children engage in a wide range of purposeful activities which involve them in different modes of mathematical learning, including playing, exploring and investigating, doing and observing, talking and listening, asking questions, reflecting, drafting, reading and recording. Our Mathematics programme is based on lines of progression in Number, Shape and Space, Data Handling, Measures and Processes. At all ages the children are encouraged to develop an investigative approach to problem solving. We also place a great importance on the development of mental maths skills for our children. Mental maths concepts and activities are built into daily maths lessons.

The N.I. Curriculum



ICT

Dromore Road places a great emphasis on the acquisition of ICT skills when the children enter Y1. It is essential that our children are ICT literate. Accordingly, we as a school have invested financially in ensuring modern technology and software programmes are available to all our pupils. In all classes, teachers teach using integrated technology and pupils are required to complete ICT competency tasks. The school has also purchased 36 ipads and these are integrated effectively into lessons. The school website ensures that children's work and activities are showcased.

World Around Us

The pupils are provided with opportunities to explore the world around them within the areas of Geography, History, Science and Technology. They can obtain answers through learning both inside and outside the classroom. The local environment also provides a stimulus for learning and we regularly make use of the local parks and woodlands, the seashore and other recreational areas in our locality.

Our established garden area provides the children with many 'hands on' learning experiences. The children are all involved in the planting and caring for our plants, fruit and vegetables and are involved in recycling our food waste and reusing rain water for watering the garden.

The Arts

Our school has a strong musical tradition, with our school choir and recorder group always in demand to sing and play at festivals, community events and other special occasions. Children can also avail of individual music tuition from the EA Music Service.

Children from all classes have the opportunity to perform throughout the year to the whole school when they take class assemblies. Opportunities are also provided for children through school productions, special concerts, carol services and drama clubs. Year 7 pupils traditionally host a 'Leaver Assembly' for parents, which encompass a vast array of musical and drama activities.

PDMU

Personal Development and Mutual Understanding is a planned area of the curriculum and through a range of formal lessons and informal activities children are encouraged to become personally, emotionally, socially effective, to lead healthy, safe and fulfilled lives and to become confident, independent and responsible citizens, making informed and responsible choices and decisions throughout their lives.

Religious Education

1. The school will provide non-denominational teaching of religious education as well as school assembly.



2. Parents have the right to withdraw their children from religious education lessons as well as school assembly.
3. Local clergy are invited to visit the school to take assembly on a regular basis. The Principal is responsible for drawing up the rota for these visits.
4. The Christian Festivals of Christmas, Easter and Harvest Thanksgiving will be celebrated by Special Assemblies and/or concerts.
5. The programme of study will be as laid down by the Education Reform Order (NI) 1989.

Parents who are concerned regarding preparation of pupils for First Communion in the Roman Catholic Church should be aware that denominational teaching is regarded as a parental responsibility. Every effort will be made by the school to facilitate arrangements by parents.

Physical Education

The primary years are crucial in laying the foundations of physical competency and positive attitudes to physical activity and general health and well-being. At Dromore Road children experience a wide variety of activities which develop these skills and ensure fun, enjoyment and achievement. These include athletics, dance, gymnastics, games, swimming and extra-curricular activities.



School Life/Activities



Currently, we also implement the “daily mile” scheme to improve the health and concentration of pupils. The extra 15 minutes of exercise a day is in addition to PE classes and is normally completed in the morning before school commences.

Complaints

The school values parents’/ carers’ feedback and here at Dromore Road, we take complaints very seriously. We have the best interest of all our pupils and their families at the centre of all we do. In this regard, we encourage anyone with a concern to speak to us as soon as possible. If concerns are dealt with at an early stage, then they are more likely to be resolved. Our complaint procedure consists of the following stages:

Stage 1 Write to the Principal who will arrange to have it investigated. If following Stage 1 you remain dissatisfied proceed to Stage 2.

Stage 2 Write to the Chairperson of the Board of Governors. If following Stage 2 you remain dissatisfied with the outcome of the complaint, you can refer to the NI Public Service Ombudsman (NIPSO).

School Life/Activities

Swimming

At Dromore Road our Year 4-7 children receive a 10 weekly sessions of swimming instruction throughout the year. We strongly encourage every child to participate as swimming promotes good health, increases endurance and develops stamina. Learning how to swim can help to make sure that our children stay safe in and around water - it is potentially lifesaving!

The children are coached by qualified instructors who plan, develop and monitor the swimming programme. They will learn how to swim using a variety of strokes and in different depths according to their ability. The swimming lessons are lots of fun and indeed help with preparation for those participating in competitions.

Extra-Curricular Activities

Dromore Road Primary School has a well-deserved reputation for extensive extracurricular provision. We believe it offers a very valuable dimension to the education of the children attending the school. The teachers run clubs throughout the year and these are normally full to capacity. During the year, pupils in Y4-7 will have the opportunity to avail of a range of activities such as Homework Club, Football, Hockey, Gardening Club, Cycling Proficiency, Tennis, Drama Club,

Craft Club and Code Club.

Extended Schools

Dromore Road is very fortunate to be able to offer a number of activities through ‘The Extended Schools’ programme. All the programmes funded through this programme aim to promote:

- Being Healthy
- Enjoying Learning and Achieving
- Living in Safety and with Stability
- Enjoying Economic and Environmental Well-Being
- Contributing Positively to Community and Society

Currently the school offers a daily 321 Club which facilitates younger pupils to be engaged in a range of exciting activities between 1.30pm-2.50pm and a range of sporting and dance activities provided by outside coaching agencies. These activities are invaluable in enhancing and developing the provision for the children in Dromore Road, their families and the community.

Shared Education

Our school reflects the mix of denominations in society and we try to forward this policy at any opportunity. The school proactively develops links with other schools in the area to take part in projects and activities and Dromore Road has a long history of working alongside St Bronagh’s Primary School in Rostrevor.

We value the relationship between the two schools and pupils regularly have shared lessons together. Our shared vision is:

“MOVING FORWARD TOGETHER WITH TOLERANCE AND RESPECT”.



School Life/Activities



Educational Trips/Events

During the year, all pupils get the opportunity to visit places of educational interest, which are linked to class topics. In recent years the children have enjoyed trips to Belfast Zoo, Silent Valley, Bagenal's Castle, Palace Stables, Armagh Museum, W5, Titanic Quarter, Kilbroney Park, Tesco, etc.

In addition visiting artists and groups linked to curricular topics provide interest days and workshops in school e.g. STEM Day, Robotics Day, Wastebus, etc.

An annual outdoor pursuit trip for Key Stage 2 pupils to East Coast Adventure Centre also takes place in term 3. This is an excellent opportunity for staff and pupils to get to know each other in a less formal setting. Dromore Road places great value on the skills acquired during this outdoor educational trip.



Eco Council

The school was awarded their Green Flag status again in May 2019. At the beginning of the year, Y3-7 each elects representatives to the Eco Council which is under the supervision of our Eco Co-ordinator, Mrs G. McKee.

The committee are assisted by all the classes throughout the school in working towards our current focuses - recycling, health and well-being and continuing to develop biodiversity within the school grounds.

School Council

Pupils from Y3-Y7 have an opportunity to become members of our School Council. Our School Council involves children in the democratic decision making process and it gives them opportunities to be involved in formulating ideas and discussing issues that affect them in school.

Attendance

Regular school attendance is crucial in raising standards in education and ensuring that every child can have full access to the school curriculum and reach their potential. Dromore Road Primary School will strive to promote an ethos and culture



which encourages good attendance where each pupil will feel valued and secure. The average attendance rate during the last school year was 93.9%.

Equally, parents have a legal duty to ensure that their child regularly attends school. It is a parent's responsibility to inform the school of the reason for a pupil's absence on the first day of absence. This should be confirmed with a written note when the pupil returns to school. This note should be provided within 7 days. This is in line with the legislation from the Department of Education.

Child Centred Provision



Pastoral Care

We in Dromore Road have a responsibility for the Pastoral Care, general welfare and safety of the children in our care and we will carry out this duty by providing a caring, supportive and safe environment, where each child is valued for his or her unique talents and abilities, and in which all our young people can learn and develop to their full potential. This is achieved with effective working relationships at all levels.

In all cases it will be the school policy to act in the best interest of the child. Due to the nature of school life at Primary level it will be the responsibility of each class teacher to look after the pastoral needs of the children in his/her class. Class teachers will attempt to resolve the worries of new pupils and to relieve their anxieties. Each class teacher will be grateful for information about any difficult home circumstance which may cause anxiety or distress.

All parents are asked to complete a data capture form giving relevant, up-to-date details in relation to their address and emergency contact numbers. We also ask you to complete a form outlining important medical information you think the school should be aware of. It is vital that the school has up-to-date information to ensure we can care for your child effectively, especially should an unforeseen or emergency situation arise.

If a child is sick or badly injured we will endeavour, in the first instance to make a phone call to the parent or emergency contact numbers. If we are unsuccessful, the school will follow their emergency first aid procedures.

All information that Dromore Road Primary School holds concerning parents and children will be held and processed strictly in accordance with the Data Protection Act, 1998 and new General Data Protection Regulations, 2018.

Safe Guarding/Child Protection

In the classroom, the PDMU curriculum and circle time are used as a means of encouraging children to raise social and emotional concerns in a safe environment and to build self-confidence, respect and sensitivity among classmates.

Throughout the school year, child protection issues are addressed through whole school assemblies, visitors and workshops and there is a permanent child protection notice board in the main corridor, which provides advice and displays child helpline numbers. It also outlines who they can speak to in the school if they need help. The designated teacher for Child Protection is **Mrs L English** and in her absence **Mrs K Graham** and **Mrs S Mc Grath**, will assume responsibility for child protection matters. A flow diagram of how a parent may voice their concern is also on display above.

I have a concern about my/a child's safety:

I can talk to the class teacher.

If I am still concerned, I can talk to the designated teacher for child protection (Mrs L English), the deputy designated teacher (Mrs K Graham) or the Principal.

If I am still concerned, I can talk/write to the Chairperson of the Board of Governors.

If I am still concerned I can contact the NI Public Services Ombudsman, tel: 0800 34 34 24

At any time I can talk to the local Children's Services Gateway Team 0800 783 7745 or the PSNI Central Referral Unit at 028 9025 9299.



Child Centred Provision



Health And Safety

We endeavour to ensure the safety of all children and seek the parent's co-operation in this by:

- 1 Children are not permitted to wear jewellery to school, with the exception of a watch. N.B. NO EARRINGS.
- 2 Black plimsolls must be worn for P E and be kept in school.
- 3 Cars collecting children must park in the school car park (not on the road-side).
- 4 Children in Y1, Y2 and Y3 must be collected on time, from the front door of the school.
- 5 The school must be informed in advance if someone other than the usual person is collecting a child.
- 6 Roller blades are not permitted on school property.
- 7 Bicycles and scooters which pupils travel to school on can be left in the bicycle rack located at the rear of the school building. These are left at the owner's risk and it is recommended to lock them with a chain. At no time are these to be ridden in school grounds unless during supervised cycling proficiency lessons.
- 8 The use of mobile phones are not permitted by parents and visitors within the school grounds and buildings. The school also operates a no mobile phone policy for pupils.
- 9 There is no smoking on school grounds. This includes vaping devices.

Drug Education

Drugs misuse is beginning to affect many communities in our province; it crosses gender, cultural and social boundaries. In Dromore Road we recognise that we have an important role to play in enabling pupils to make informed and responsible decisions.

Drugs education forms part of our Personal Development & Mutual Understanding programme, which contributes to equipping pupils with the skills to manage their lives effectively and make responsible health decisions. The emphasis on our Drugs Programme is on the dangers involved in the misuse of tobacco, alcohol and medicine. As our programme responds to need, we include other substances when appropriate. Dealing meaningfully with drugs and drug related issues involves the whole school community, including teaching and other staff, Governors, parents/guardians and relevant outside agencies. Any incident of illicit drug misuse in school will be treated with the utmost seriousness.





Child Centred Provision



Anti-Bullying

The School operates a strict Positive Behaviour Policy and bullying at any time in Dromore Road Primary School will be dealt with immediately it comes to light and in line with our policy.

All incidents are dealt with quickly and in accordance with the policy. Where appropriate, parents are consulted. All members of staff deal with all concerns seriously. The school is currently updating our policy following the Addressing Bullying in Schools Act (Northern Ireland) 2016.

The following policy statements are available on request:

- Pastoral Care
- Child Protection
- Drugs
- Anti-Bullying

Positive Behaviour

One of our general school aims is to create a caring and disciplined atmosphere in the school. An atmosphere conducive to learning can only exist where there is good discipline. We adopt a positive attitude to discipline, praising and rewarding children for good progress and effort, honesty and appropriate social behaviour. This also helps to develop children's confidence and self-esteem. It is essential that children show courtesy and respect for other people. We expect a high standard of behaviour from our pupils and at all times encourage them to behave in a polite and mannerly way. Parental support and co-operation is most important in maintaining such a standard.



Our whole school community observe our 'Golden Rules':

- We are gentle
- We are kind and helpful
- We listen
- We are honest
- We work hard
- We look after property

Within the school, we emphasise positive approaches to maintain and improve discipline and Dromore Road operates a range of reward systems both at class level and at school level. Such reward schemes allows pupils the opportunity to be rewarded for academic achievement, endeavour, behaviour, involvement and general attitudes. A copy of the school's Positive Behaviour Policy is available on request.

Assessment & Intervention



Special Educational Needs

Some children attending the school will have special educational needs. In order to make appropriate provision for children with Special Educational Needs, the stages outlined in the Code of Practice (NI Order 1996) will be followed, together with the structures laid down in the Special Educational Needs and Disability Order (SENDO) 2005.

Teachers will continually monitor progress and if required will refer a child to the teacher responsible for Special Needs (SENCO). Together they will assess the child's difficulties and additional help and support may be provided, if necessary.

An individual education programme (IEP) will be drawn up, progress closely monitored and the plan reviewed. Extra help may be given from our Learning Support Teacher, Mrs McIlroy, who is employed two days a week. This support takes the form of specialised literacy or numeracy teaching in either small groups or with individual children.

The school is committed to provide for the needs of children for whom English is an additional language and these children are well integrated into the life of the school.

Assessment And Reporting

Pupils are continually monitored to assess their progress and celebrate achievement. This information is used to build up a mental picture of where learners are at. Strengths and weaknesses pupils may be having are identified and scrutinised and the appropriate action for remediation taken. Feedback provided from assessment practices is used to modify the teaching and learning activities and to meet the needs of pupils, so enhancing the learning in the classroom.

There is also a statutory requirement for all Y4 and Y7 pupils to be assessed in Communication, Using Mathematics and ICT. A copy of last year's outcomes are available from the school office.





Home/School Links

Information Sessions/ Parent Meetings

Throughout the year, information sessions are held to support parents. This allows the school to keep parents updated on curriculum developments and how they can support their child's learning.

During the year, two formal parent/teacher interviews are arranged for parents to meet their child's teacher to discuss the progress being made, and whenever possible, to discuss ways that the child's development can be enhanced. It also gives you a chance to discuss any concerns you may have. These are normally arranged for October and February.

Written Reports

A summative end of year report is issued in June. Pupils in Y4 and Y7 also participate in End of Key Stage Assessments and levels achieved are reported to parents in the Annual Pupil Report.

Homework

Homework is seen as an important part of each child's education and good practice and positive attitudes towards homework should be adopted from the early years. To ensure regularity, homework will be set from Monday to Thursday though this may be relaxed for special occasions and around holidays.

All parents are asked to give some time each evening to talk with their child about school work and to check over homework. Children will have a homework diary or folder into which they must write, or have written by the teacher, exactly what they have to do at home. Parents can check for homework in this book or folder each evening and are required to sign it to ensure they have approved it. Children in younger classes may require some support when completing their homework. As pupils progress through the school independence is gradually developed.

PTA

A thriving and industrious Parent Teacher Association provides opportunities for parents to get involved in supporting the school through social, educational and charity events. At the same time the PTA provide vital funds for the purchase of equipment for school. You, as a parent, are very welcome to assist with the PTA! We welcome your suggestions and support.

Holiday Arrangements

Parents will be notified of school closings as soon as possible after the beginning of each term. In the event of an emergency closing of school e.g. extreme weather, every attempt will be made to notify parents to enable them to make alternative arrangements. This would be communicated through our text messaging service, the school website and the BBC Northern Ireland website: www.bbc.co.uk/northernireland



Charging and Remissions Policy



Charging and Remissions Policy

Under the Education Reform Order (1989) all lessons and activities connected with a child's entitlement under the NI Curriculum will be provided free of charge. The governing body reserves the right to make a charge in the following circumstances:

Incidental Expenses

The Board of Governors recognise that there may be certain activities incurring minor incidental expenses. In such cases where the end product becomes the property of the child, parents will be requested to meet the cost of any ingredients or materials involved.

Loss, Damage and Breakages

Parents may be expected to make reparation for any loss of school books and equipment. Equally, parents will be charged for damage to materials or the school structure caused by a pupil.

Fundraising

The school may, from time to time, appeal to parents for support in fundraising by requesting voluntary contributions from parents to augment its resources but it must be emphasised that no child will be disadvantaged in any way if parents choose not to make a contribution.

Optional extras

The school may offer 'optional extras,' which are not connected with the school's formal curriculum, such as visits to theatres,

outdoor pursuits or residential. Charges will be made for these, but it must be stressed that failure to participate in these will not affect a child's achievement at school.





Admission Policy

Respective functions of the Board of Governors and Principal in relation to admissions

The Board of Governors draws up the admissions criteria and delegates to an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria. Any reference herein to the term the Board of Governors is for the purposes of applying the admissions criteria set out herein.

Admissions Criteria

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form.

The Board of Governors will apply the following criteria in the order indicated to identify which children of compulsory school age should be admitted either at initial admission to education or on transfer from another school.

In the event that there are fewer applicants complying with a particular criterion than there are places available or remaining, those applicants complying with that criterion will be admitted and the next criterion will be applied to the remaining applicants.

In the event that there are more applicants complying with a particular criterion than there are places available or remaining those applicants complying with that criterion will go forward to be considered under the next criterion, and those not complying with that criterion will be eliminated.

- 1 Children who, at the date of their application, have a child of the family currently enrolled at the school (including half, step, foster or adopted siblings).
- 2 Children from families, who have had a child of the family (including half, step, foster or adopted siblings) or whose mother/ father have previously attended the school.
- 3 Children for whom Dromore Road Primary School is the nearest controlled primary school to the child's home address. Distance from the parental home to Dromore Road Primary School will be calculated using Google Maps postcode facility and measured in miles to 1 (one) decimal place.
- 4 Nearness of the parental home on date of application, priority being given to those living nearest the school. Distance from the parental home to Dromore Road Primary School will be calculated using Google Maps postcode facility and measured in miles to 1 (one) decimal place.

Should two or more children live the same distance from the school, places will be allocated using the following tie breaker.

Children will be selected by admission on the basis of the initial letter of surname (as entered on Birth Certificate or Passport). This order was determined by randomised selection



and is listed below:

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

In the event of surnames, as given on the Birth Certificate or Passport, beginning with the initial letter, the subsequent letters of the forename as given on the Birth Certificate or Passport will be used. In the event of two identical forenames, the above criteria will be applied to any other given forenames (as on the birth certificate or passport).

Duty to Verify

The Board of Governors reserves the right to require such supplementary evidence as it may determine 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.

Waiting List Policy

Dromore Road Primary School does not operate a waiting list.

Admission To Y2-Y7

- 1 A pupil will be considered for enrolment provided the school will not exceed its enrolment number as determined by the Department of Education.
- 2 The admission of the pupil, in the opinion of the Board of Governors, would not prejudice the efficient use of resources in the school.

APPLICATIONS AND ADMISSIONS TO PRIMARY 1		
Year	Total Applications	Total Admissions
2017/2018	12	12
2018/2019	11	11
2019/2020	8	8

Visiting The School



Visiting The School

The involvement of parents in the education of their children is critically important and to this end we want to ensure that parents are informed as fully as possible about their children's progress.

Prospective Parents

Before Enrolment

- a) All parents of prospective Year One Pupils will be invited to visit the school with their child in June; they will meet their child's teacher and visit the proposed classroom. Parents will also receive a Yr 1 Induction Booklet which will give further detail of the school arrangements and procedures and will assist you in preparing your child for coming to Dromore Road.
- b) When children transfer from another school an interview will be arranged with the Principal or secretary and a suitable time agreed for the child to visit the school and meet the prospective class teacher.

Children with a Statement of Special Educational Needs can only be enrolled in the school with the agreement of the Education Authority.

After Enrolment

The school attaches great importance to the involvement of parents in their child's education and tries to offer not only the opportunity to discuss the progress of their child with the individual teachers but also to attend 'Information Workshops' to help understand the workings, aims and approaches of the school.

In addition parents will be invited into school to attend activities such as Concerts, Sports Days, etc. Parents will be informed of these by letter and/or the school website.

Parent/Teacher Meetings

During the year two formal teacher meetings will be arranged to meet their child's teacher. These are normally arranged in October and February.

Parent Requested Meetings

Parents are very welcome to come to school at any time to discuss their child's progress. To avoid disruption of classroom work the following procedures should be followed:

- 1 Emergency: Parents should contact the school secretary who will arrange a meeting with either the Principal or the class teacher.
- 2 Non-emergency: Parents should contact the school secretary who will arrange an interview with the class teacher at a mutually convenient time.





Mid Academic Year Changes

Mid Academic Year Changes

The information in this booklet is correct at the time of publication. However, it cannot be assumed that changes will not occur in school organisation during the course of this year or in subsequent years.

Much more detailed information is available on the school's website and in the form of a Start of Term Information Booklet. If there is any change in the above information due to unforeseen circumstances during the school year, parents will be informed of such changes.





www.dromoreroadps.com

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