

St.Christopher's Primary School,
Haddington Road,
Ballsbridge,
Dublin 4



Information for parents of new pupils

General Routines

8.50am

Official school opening time. Prior to this time the Board of Management does not take responsibility for the children and so they should be supervised by parents.

At 8.50am teachers will collect children from the playground. Please encourage your child to come into the classroom on his/her own as soon as possible as this fosters independence.

9.00am

Classes begin.

Children should be in class and starting their activities for the day by 9.00. Latecomers miss out on daily activities which are a very important part of their educational development.

10.30am

Snack lunch and outdoor play.

We actively encourage the children to eat a healthy lunch and we would encourage you to help with this. Lunch is available to order but if your child is bringing lunch from home, please give your child a sandwich/fruit/vegetables/cheese or any other healthy foods.

Free milk is available every day at the school but if you wish to give a drink please make sure that it is in a plastic container with a secure lid. (No glass bottles and no hot drinks).

Each classroom has a water filter.

12.30am

Lunch and outdoor play. The children are supervised while at play.

1.30pm

School ends for Junior /Senior infants and the children are brought to the door by their teachers. Please complete child collection form.

Children going to After-School care exit separately, having been signed out.

2.30pm

School ends for children in 1st-6th classes. Please collect your child from the playground.

Children in 1st and 2nd Classes must remain in the school until collected by a parent/guardian/minder.

General Notes

Uniform

The regular school uniform should be worn to school every day except on Physical Education days. The school tracksuit and runners should be worn on these days. Class teachers will let you know which days each class had PE.

If buying school trousers, please buy elasticated -waisted trousers for Junior Infants.

Please make sure that your child is wearing the correct uniform, as it can be upsetting for them if they are not. Your child's name should be written clearly on all jumpers, coats etc.

School Uniform requirements:

Our uniform is available from O'Farrells Schoolwear, in Stillorgan Mall, Lower Kilmacud Road (behind Tesco) and online at <http://www.ofarrellschoolwear.com>

- Navy skirt/pinafore/trousers/shorts/skorts, worn with white blouse, shirt or polo shirt.
- Teal school jumper, with school crest.
- Black shoes with white/navy/black socks/tights.

P.E. Gear:

- Navy school tracksuit, with school crest.
- White polo shirt
- Runners

Optional items

- School jacket: Navy and teal shell jacket, with school crest.
- White polo shirt with school crest.
- Long sleeved polo shirt with school crest.

Coats

Your child needs a warm coat/raincoat for outdoor play. Please try to make sure that your child knows how to take off and put on his/her own coat. Please mark your child's school jacket clearly. You could put a badge or ribbon on it so your child can easily recognise his/her own jacket. Hats, scarves and gloves need to be clearly marked with your child's name.

Shoes

If your child cannot yet tie his/her own shoelaces we suggest that they wear Velcro fastening shoes and runners.

School bags

Your child's schoolbag should be large enough to hold an A4 sized book. A lunch box/bag is required.

Letters

Please check your child's schoolbag regularly for letters/notes from the school.

School books

Workbooks, books, pencils and art supplies are all kept in the school and sent home as necessary. Please mark each book with your child's name.

After-School Care

Our on-site after school care service is run by Kids' Inc; all enquiries/ bookings etc are made directly with Kids' Inc.

A number of private After School providers also collect children from our school. It is a parent's responsibility to let us know the details of such arrangements and any changes made to them during the school year. These children are collected separately and must be signed out.

Toys

Classrooms are well equipped with toys and activities so the children don't need to bring toys to school. Please leave them at home unless specifically requested by teacher for an activity/project/special treat.

Trips

The children may be brought on school trips during the year. This may be to a farm/theatre/park etc. You will be asked for written consent at the beginning of the year and will be given information prior to trips.

Learning Difficulties

The teachers will monitor your child's progress and if they have any concerns they will make you aware of them. However if you have any concerns or are worried that your child is experiencing difficulties with schoolwork please do let us know as soon as possible. We will work together to make the best possible provision for your child.

Medical care

The HSE for this area administers vaccinations at various times during the children's time at school. You will receive a consent form before the vaccinations are done. The HSE also does screening tests for vision, hearing and dental care. You will receive a consent form before this can be done.

The school authorities administer basic first aid as required for cuts, bruises etc. We will call a parent if we have any concerns about a child's health.

School Insurance

The children are insured while in school and on school activities/trips during school time. Many parents also take out *Personal Pupil Insurance* that provides extra cover for your child during school hours or 24 hours a day. Information on this optional extra insurance is included in your pack.

Questions or worries

The teachers and Principal are here to support you in the education of your child. We are happy to answer any questions you may have. However please be understanding and do not take the teacher's attention from the children in order to talk to you; instead see the teacher at the end of class time, schedule an appointment or speak with the Principal.

Healthy Lunch Policy

As part of the Social, Personal and Health Education (S.P.H.E.) Programme we encourage the children to become more aware of the need for healthy food in their lunch boxes. In addition, the Physical Education programme supports the physical development and fitness of the children. The Science curriculum also looks at the development of the body and deepens the children's understanding of how the body grows and develops.

We offer the option of a free school lunch supplied by Carambola Kidz (www.carambola.ie). The lunch order form is included in your pack and should be returned to the school office. You may change your child's order online at any time.

Aims of this policy:

To promote the personal development and well being of the child.

To promote the health of the child and provide a foundation for healthy living in all its aspects.

To enable the child to appreciate the importance of good nutrition for growing and developing and staying healthy.

To enable the child to accept some personal responsibility for making wise food choices and adopting a healthy balanced diet.

Lunch is an important meal for school going children. It should provide one third of their recommended daily allowance of nutrients without being high in fat, sugar or salt. It should also provide dietary fibre (roughage). In our school the children eat twice a day, before going out to play. To ensure good concentration it is important for children to drink lots of water, so please encourage your child to bring a bottle of water. Each classroom has a filter tap for drinking water.

A word about Milk

Growing children should get approximately one pint of milk a day. This ensures that they get enough calcium, which is essential for healthy bones and teeth.

We provide milk free of charge to the pupils in our school. Milk is a rich source of protein, calcium, vitamins and minerals. If your child is not allowed to drink milk, please let us know.

The Healthy Lunch Guidelines

Children in each class were asked to discuss what they thought should be in a healthy lunch. From these discussions the following guidelines emerged.

What is a healthy lunch?

- *It is full of goodness like protein, vitamins and calcium.*
- *Contains food with no sugar, because too much sugar is bad for your teeth.*
- *Contains no colouring or additives.*
- *Gives us strength and energy*
- *Makes us fit and healthy*
- *Helps our brain power*

What could be in a healthy lunch?

- *Sandwiches or rolls with cheese, meat or other fillings.*
- *Pitta bread, crackers*
- *Fruit (peeled and chopped for small children)*
- *Raisins*
- *Vegetables (washed and chopped)*
- *Pasta*
- *Salad*
- *Small, plain biscuits (no chocolate)*
- *Yoghurt (easy to open)*

What should not be in a healthy lunch?

- *Crisps, salted nuts or popcorn*
- *Chocolate, sweets, lollipops or jellies*
- *Chewing gum*
- *Cake, biscuits, pastries or doughnuts*
- *Chocolate spread*
- *Fizzy drinks*
- *Flavoured milk*

What drinks could we include in a healthy lunch?

- *Water*
- *Fruit juices*
- *Diluted drinks*
- *Milk*

What drinks should not be allowed?

- *Fizzy drinks*
- *Sugary drinks*
- *Hot drinks (in case we spill them)*

Who should make sure everyone follows the rules?

- *Our parents, because they make our lunch and should set a good example. They are responsible for our health.*
- *We should, because it's our health and we want to be fit and full of energy.*
- *Teachers, because they can see what's in our lunch boxes and know who's eating the right foods everyday.*
- *The Principal*

What should we do when children bring in foods not allowed?

- *The children bring the food/drink home in their lunch box.*

Should we make exceptions for special occasions?

- *Yes, for treats after communion or confirmation*
- *Yes, for end of term parties*
- *No, for school trips (in case we get sick on the bus)*
- *No, we cannot have children's birthday parties in school.*

The children of St. Christopher's are very keen to have healthy lunches and show a good understanding of what that means. We hope these guidelines will assist everybody in making healthy choices.

What you need to do if your child is absent from school.

If your child must stay at home from school, you are required to submit a written note/letter explaining the reason. This applies whether your child is sick, at medical or dental appointments, on holidays or at family events or any other reason. It applies even if your child only misses one day.

Under the Education (Welfare) Act the school must keep a record of a child's absences. Therefore it is not sufficient to write a note in your child's homework notebook or to phone us.

You may use our website to send in an absence form or use the School Absence Form. The form should be given to your child's teacher when your child returns to school. We are enclosing four copies of this form and if you need more they will be available through the school office.

You are also reminded that if a child misses 20 or more days from school, the Principal must submit the child's name and address to the National Education Welfare Board. Please make every effort to have your child at school every day.

We have an online payment system which allows you to pay for activities, trips, books, summer camp etc. online. To pay for an item, click PAY NOW (at bottom of homepage on our website), and follow the instructions.



