

# St. Eugene's Primary School, Tircur



## Prospectus 2018

St Eugene's P.S.  
40 Dunbreen View Road,  
Tircur,  
Omagh,  
Co Tyrone BT79 7SN  
E-mail: [mdonaghy769@c2kni.net](mailto:mdonaghy769@c2kni.net)  
Phone: 028 81648407

**The Board of Governors of St. Eugene's Primary School realise that the information given in this prospectus is limited and parents are welcome to make arrangements with the principal to visit the school for further information. Copies of previous inspection reports and current curriculum policies are available in the Principal's Office.**



# Welcome

Welcome to St. Eugene's Primary School Tircur. We are a rural primary school in the Parish of Cappagh. The school is committed to the aims, values and teachings of a truly Christian community.

St Eugene's is a vibrant and dynamic school which seeks excellence in all it strives to do in keeping with the Catholic ethos and with the full participation of governors, staff, parents and pupils.

**Principal :Mrs. Donaghy**



# General Information about the school

St.Eugene's Primary School, Tircur is a Catholic Maintained School, situated in the parish of Cappagh. The school is in the primary sector and has 2 composite classes. P1, P2, P3 and P4 are together, then P5, P6 and P7 are together.

There is a large secure outdoor play area which includes a tarmac yard for the pupils, a cemented area, as well as a grass football pitch which are excellent for our outdoor games and P.E activities.

We are fortunate at present to be part of a Shared Education programme with our neighbours in Dunmullan Primary School. We meet regularly as a staff and a school to share good practice through our curriculum and joint trips and our children benefit hugely from this involvement.

## OUR STAFF:

<b>Miss O'Neill</b>	<b>P1/2/3/4</b>
<b>Mrs Donaghy Miss Burns(Principal Support)</b>	<b>P5/6/7</b>
<b>Mr Moore</b>	<b>Secretary</b>
<b>Mrs Nugent</b>	<b>Caretaker/Dining Attendant</b>
<b>Mrs Maguire</b>	<b>Classroom Assistant</b>
<b>Mrs Haughey</b>	<b>Classroom Assistant</b>

# Board of Governors

Governor	Representing
Fr Kevin Mc Elhennon	Trustee
Breege Brogan	Chairperson/Trustee
Peter Brogan	Vice chair/EA
Shane Kerlin	Trustee
Nuala Quinn	Parent Representative
Edel Mc Girr	Trustee
Margaret Donaghy	Principal

Admissions criteria for entry September 2018

St Eugene's Primary School

40 Dunbreen View Road

Tircur

Omagh

BT79 7SN

Enrolment No: 48

Admissions No: 7

Tel No: 028 8164 8407 Fax No: 028 8164 8407

E-mail: info@steugenesps.omagh.ni.sch.uk

PRINCIPAL: Mrs Margaret Donaghy

CHAIR OF BOARD OF GOVERNORS: Mrs Breege Brogan

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RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS

The following criteria will be applied in the order set down 1-4 by the Board of Governors of St Eugene's Primary School in selecting children for admission to Year 1. In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission to the school will be selected before any child not so resident.

ADMISSIONS CRITERIA – YEAR 1/RECEPTION

The following criteria will be applied in the order set down 1-4 by the Board of Governors of St Eugene's Primary School in selecting children for admission to Year 1. In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission to the school will be selected before any child not so resident.

- 1 Children of compulsory school age who have brothers/sisters or half-brothers/sisters or other relatives at the school.
- 2 Children of compulsory school age who normally reside in the Parish of Cappagh.
- 3 Other children of compulsory school age from other areas.
- 4 Pupils regarded by the Board of Governors, on the basis of supporting evidence from parents/guardians and/or statutory agencies, as having special circumstances, (e.g. medical, social or security reasons).

In the event of there being more applicants satisfying the last one of the above criteria that can be applied than there are places remaining, then selection will take place on the basis of closeness of home to school, as measured by the shortest walking distance.

In the event of there being less applicants of compulsory school age than there are places available in Year 1, the Board of Governors may decide to enrol a number of under-age pupils as follows:-

Children aged 4 but who have not attained the limit of compulsory school age will be admitted into reception on the Monday after their 4th birthday

If there is over-subscription for such places, selection for the available places will be on the basis of chronological order of age.

#### YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR

Children who apply to enter the school during the academic year will be considered using the same criteria as for Year 1.

#### DUTY TO VERIFY

Applicants should note that they will be required to produce documents verifying their address. All applications should provide any two of the following four documents;

- A bank or building society statement which shows the address at which the child is resident;
- A utility bill (for instance electricity, gas, Television Licence, telephone) which shows the address at which the child is resident;
- A letter awarding Child Benefit to the child or another letter relating to this benefit;

Updated November 2017 [www.eani.org.uk/admissions](http://www.eani.org.uk/admissions) Admissions criteria for entry September 2018

- The child's Medical Card.

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

Should a vacancy arise after placement letters have been issued, all applications for admission to Primary 1 that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until the end of the academic year. The school will contact parents in writing if a child gains a place in the school by this method. A child's name will be automatically added to the list. Parents should contact the school if they wish for their child to be removed from the list.

#### ADMISSIONS CRITERIA – YEARS 2-7

The above criteria will also apply for admissions to Years 2-7.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2015/2016	3	3
2016/2017	8	8

2017/2018	4	4
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## School Starting Times



children

The School Day begins at 9.00am children. On arrival, should go to the canteen.

Breakfast Club is available each morning in the canteen from 8.30 - 9.00am. A selection of cereals, pancakes, toast, milk and juice are available. Breakfast items cost 30p each and amounts are payable to the supervisors in charge. Children can also be left in school from 8.30am for supervision without taking breakfast in the canteen. There is no cost for this service.

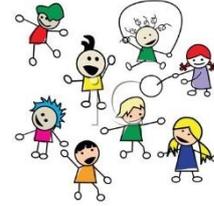
Regular and punctual attendance is essential for good progress at school. It would be greatly appreciated if parents would ensure their child is brought to school on time as it is so important that your child is present for the beginning of all activities. Please inform us by writing to explain any absence from school, this is in accordance with the Educational Welfare Service.

The school day ends for Primary One and Primary Two at 2pm. It would be very much appreciated if parents would ensure that their child is collected promptly at this time, as children can become distressed if parents are not there to collect them at home time. Parents need to name designated adults to collect their children. In the interests of child protection we cannot release your child to persons unknown to us.

After school care is provided on site from 2.00 -5.00pm Monday to Thursday and 2.00-4.00pm on Friday. This is an invaluable service for a rural community and we are delighted to be able to offer it. Children can stay on after their school day finishes to enjoy a variety of fun activities and will receive a drink and a snack. The cost is £2.50 per hour per child and is payable to the supervisor in charge, not the class teacher. If you think your child is entitled to bus transport please ask for a form from the school office



## Break Time



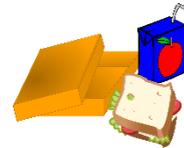
Break time starts at 10.30am and ends at 10.50am.

During break time the children have the opportunity to eat a healthy snack consisting of a variety of fresh fruit and vegetables each day.

The cost of the snack system is £1 per week. We would encourage all children to bring their snack money to school **in an envelope clearly labelled with their name** on it. The termly cost of this will be sent home in September. We also offer a school milk scheme which is payable termly. More information about this will be sent out in September. Children will go out into the playground for free play. They will also have the opportunity to use the outdoor play equipment at this time.



## Lunch Time



Lunch/Dinner begins at 12.15pm and ends at 1.05pm. Children can choose to have either lunch or dinner in school. School dinners are delivered to us from Gibson Primary School and cost £2.55 each day. All dinners **must** be paid for in advance. This is strictly Board policy. Lunch boxes should be clearly labelled with your child's name. Please remember that we are a Health Promoting School and we would like to encourage healthy eating as much as possible. No fizzy drinks/sweets/chocolate are allowed.

If your child has any specific dietary requirements or food allergies please alert us to these immediately.

**Please note we have a child who suffers from a nut allergy, so no products with nuts or traces of nuts should be sent to school.**



## School Uniform

Children are required to wear full school uniform at all times. The school uniform consists of:

- School sweatshirt
- White polo shirt
- Grey trousers
- Grey skirt

This is available from Select Kidz in Omagh.

In the Summer term maroon/red gingham dresses or grey shorts can be worn as an alternative uniform.

Please ensure that children wear sensible shoes at all times. Velcro fastening shoes would be greatly appreciated. All parts of children's uniform should be **clearly labelled** with their name. This may have to be done again later in the year as names can wash off. We cannot be responsible for mislaid items of clothing.

We would also recommend that children do not wear jewellery to school.

## PE Days

All children will have two PE sessions per week. We will let you know which days each class has their PE in September. We are introducing a new PE kit this year which includes a jersey type t-shirt with our school logo and a pair of maroon shorts. In the interests of hygiene all children must change for PE. The children should bring their PE kits with them to school. PE bags are to be stored on your child's cloakroom peg.

Children will be asked to change their shoes independently for PE so Velcro trainers or black plimsoles are essential. In the interests of health and safety we cannot allow children to do PE in shoes. All parts of the PE kit must be clearly labelled with their names.



## Book Bags



We have book bag system for our P.1/2 children. The book bags are available in September at a cost of £5.00. Children should only store their school books in this bag. No pencils or other items should be kept in the book bag. All writing materials will be provided in school. All Primary One children will receive a library book each night and they will have the opportunity to change it for a new one each morning. Please read this story with your child as it forms a very valuable love and enjoyment of reading as well as building up their vocabulary.

# Behaviour

The school actively promotes positive behaviour. The emphasis of this policy is on rewarding good behaviour. Our school discipline policy is based on the school's Christian values and beliefs. We aim

- ◆ To provide a supportive environment which will foster the growth and,
- ◆ Development of caring and responsible pupils.
- ◆ To create a well-ordered school in which pupils can learn effectively.
- ◆ To develop in our pupils a sense of self-worth and self-control.

We expect all our school community to act in a positive and caring way towards each other. To this end we have some school rules for our pupils, which we will implement fairly and consistently.

We require our pupils:

- ◆ To be punctual for all school activities.
- ◆ To respect their own, and other's property.
- ◆ To be given permission before being excused from class.
- ◆ To play fairly and for enjoyment.
- ◆ To wear school uniform.
- ◆ To move through the school quietly and in order.

Our **Golden Rules** are displayed on the school noticeboard. The children, through negotiation, set the rules within each classroom. If the rules are broken then a series of sanctions are applied. Before behaviour becomes a problem, parents will be informed and their help sought. The school also has an anti-bullying policy, which runs alongside the other pastoral policies.

## The Primary Curriculum

All pupils have full access to the Northern Ireland Curriculum which is primarily concerned with removing the early experience of failure and the promotion of children's self-esteem by concentrating on activities and learning experiences which encourage confidence, curiosity and creativity. It encourages children to take responsibility for their own learning.

The Primary Curriculum is set out in Seven Areas of Learning:

The seven learning areas in the Curriculum are:-

- Language and Literacy  
(including Talking and Listening , Reading and Writing);
- Mathematics and Numeracy  
(focusing on the development of mathematical concepts and numeracy across the curriculum);
- The Arts  
(including Art and Design, Drama and Music);
- The World Around Us  
(focusing on the development of knowledge , skills and understanding in Geography, History and Science and Technology);
- Personal Development and Mutual Understanding  
(focusing on emotional development, social skills, learning to learn , health, relationships and sexuality education and mutual understanding in the local and global community);
- Physical Education  
(focusing on the development of knowledge, skills and understanding through play and a range of physical activities)
- Religious Education  
(focusing on faith development, including biblical stories)

At the heart of the curriculum lies an explicit emphasis on the development of skills and

capabilities for lifelong learning and operating effectively in society.

Through opportunities to engage in active learning contexts across all areas of the curriculum children will progressively develop:

Cross Curricular Skills:

- Communication
- Using Mathematics
- Using Information and Communications Technology (Acceptable use of Internet & Digital Technologies in Schools Policy on our website—Key Information/Pastoral Care)

• Thinking Skills and Personal Capabilities:  
Thinking, Problem Solving and Decision Making



Self Management

- Working with Others
- Managing Information
- Being Creative

Our Approaches to Learning and Teaching in the Primary Curriculum

Children learn best when learning is interactive, practical and enjoyable.

- Teachers will make use of a wide range of teaching methods, balancing whole class, group and individual activities, to engage children in effective learning.
- Children will experience much of their learning through well-planned and challenging activities.
  - Children will have opportunities to make choices and decisions about their learning.
  - Children are given equality of opportunity to learn in a variety of ways and in different social groupings. Teachers plan together and agree on clear learning intentions which are shared with the pupils. Work is carefully reviewed and evaluated. Assessment: procedures, formal and informal, are used to evaluate the teaching and learning process.



## Music Lessons

The children have weekly music lessons with Mrs Sweeney. She teaches them a wide variety of songs from P.1 to P.7. They also learn to play the tin whistle from P.2 upwards. Many children take part in the tin whistle section of the West Tyrone Feis each year with great success.



## Gaelic Skills

Our Gaelic Coach, Sean O'Kane, visits the school once a week to deliver valuable gaelic skills to the children from P./P.7. Sean also organizes challenge matches with other schools of a similar size.



## **Assessment**

Children are continuously assessed using a variety of formal and informal testing. Assessment for Learning is an integral part of the Revised Curriculum. We see assessment as an integral part of the learning process, as children are actively involved in their own learning. We ensure that children are given effective feedback which challenges and improves the quality of children's work as well as giving children an immediate and positive boost to their self-esteem. We also encourage children in the use of self-assessment so that they can improve their own. The school also tests children regularly to ensure that they are making appropriate progress. These tests are carried out systematically throughout the year. Records of attainment and progression are kept on each child. These are passed onto each successive teacher and are used to inform teacher's planning for the future needs of each child.

## **SPECIAL EDUCATIONAL PROVISION**

Care is taken at all times to match the curricular provision for all children to their particular stage of development and to take account of any particular difficulties or special talents, which they show. As it is the intention of the school to maximise the potential of each pupil, the school will endeavour within its resources to meet these needs. To do this, procedures set out in the school's Special Needs Policy will be used. This policy is available for inspection from the school principal. The school is also currently compliant with the Special Education Needs & Disability Order 2005 (SENDO).

## **HEALTH EDUCATION (Including Drugs Education)**

St. Eugene's is a caring, responsible school with the needs of the pupils being of paramount importance. We strive to respond to the personal, emotional, social and educational needs of our pupils through our interaction with them in the classroom and beyond. As our health programme responds to need, we will include other issues when appropriate. This programme is delivered mainly through health education/PDMU/RE and the science curriculum. All other subjects contribute to this, where and when appropriate.

## **RELIGIOUS EDUCATION**

The Catholic ethos permeates all aspects of school life in St Eugene's P.S Tircur. Religious Education is taught through the Grow In Love Programme.

Parents are encouraged to become involved in the preparation of their children for the sacraments of Reconciliation, Holy Communion and Confirmation.

Our school chaplain Fr Kearney visits the school regularly.

# HOMework

Homework provides an important link between home and school.

It gives parents an opportunity to see what is happening in school and to share in their children's learning experiences. It also provides an opportunity for children to develop further independence in their own work. We encourage parents to become involved in their children's homework and ensure it is completed each night. We also encourage children to take responsibility for their own homework and learning. Parents should contact the school if there are any difficulties concerning homework.

## **Homework for the Foundation Stage**

Homework for the younger children will consist of Literacy and Numeracy with Spellings for P.2's

## **Homework for Key Stages 1 and 2**

Homework for the older children will also consist of Literacy, including Spellings as well as Numeracy.

All children are encouraged to read every weeknight. Listening to your children read aloud is important right through to P7. Remember children are never too old to enjoy a book with an adult. We would highly recommend this on a daily basis!







# Home/School Links

The school welcomes parents and strives to ensure that good relationships exist between parents and staff. Parents are kept fully informed of everything going on in the school through newsletters and parent information leaflets. We also provide a text messaging service for parents whereby we will text you and let you know of any important events coming up in the school e.g. Assemblies, Christmas Shows, etc. If a parent has any concerns they can contact the school—all contact details are at the back of this prospectus

The school prides itself on having good relationships with all parents and invites the parents to become fully involved in the life of the school.

Annual Parent Teacher Meetings are organised to discuss the educational progress of their child in Term 1. Parents have other opportunities to learn about and take part in many school events throughout the year:

- ♦ Sacramental Preparation Programmes
- ♦ Year 1 Information Evening
- ♦ Paired Reading Programme
- ♦ Grandparents Day
- ♦ School Plays
- ♦ Sports Day
- ♦ School Masses

## **PASTORAL CARE/CHILD PROTECTION**

The Governors and Staff of St. Eugene's Primary School acknowledge the statutory requirements of the Children's Order and its implications for schools. We recognise that the quality of pastoral care is of crucial importance in creating an atmosphere in which children feel secure, know that they are valued as individuals, and are encouraged in their learning, growth and social development in a healthy and safe environment.

At St. Eugene's, staff hope that parents and pupils feel free to talk about any concerns and see the school as a safe environment.

Staff who observe injuries, which appear to be non-accidental, or who are told anything significant by a pupil, must report their concerns to Mrs. Donaghy who is the designated teacher for Child Protection or in her absence Miss O'Neill. The underlying concern of the school is the safety of the children. Children's worries and fears will be taken seriously if they seek help from a member of staff.

Referrals will be made to the appropriate agencies in order to safeguard the child's welfare if the designated teacher for Child Protection Mrs Donaghy is at all concerned. When a child is sick or injured the school will attempt to contact the parents to come to the school. If this is not possible the child will be brought to hospital. In less severe cases the emergency contact you provide will be used. In all cases it will be school policy to act in the best interests of the child.

Copies of the school's Anti-bullying & Child Protection/Safeguarding Policies are distributed to all families and are available for parents in the principal's office and on the school website.

### **Home - School Communication**

It is our policy to have open and positive communication with parents and guardians. Teachers will happily arrange to meet parents at mutually convenient times.

In addition we have more formal opportunities throughout the school year for parents to meet staff:

#### **Autumn Term**

- Individual parent/teacher meetings in

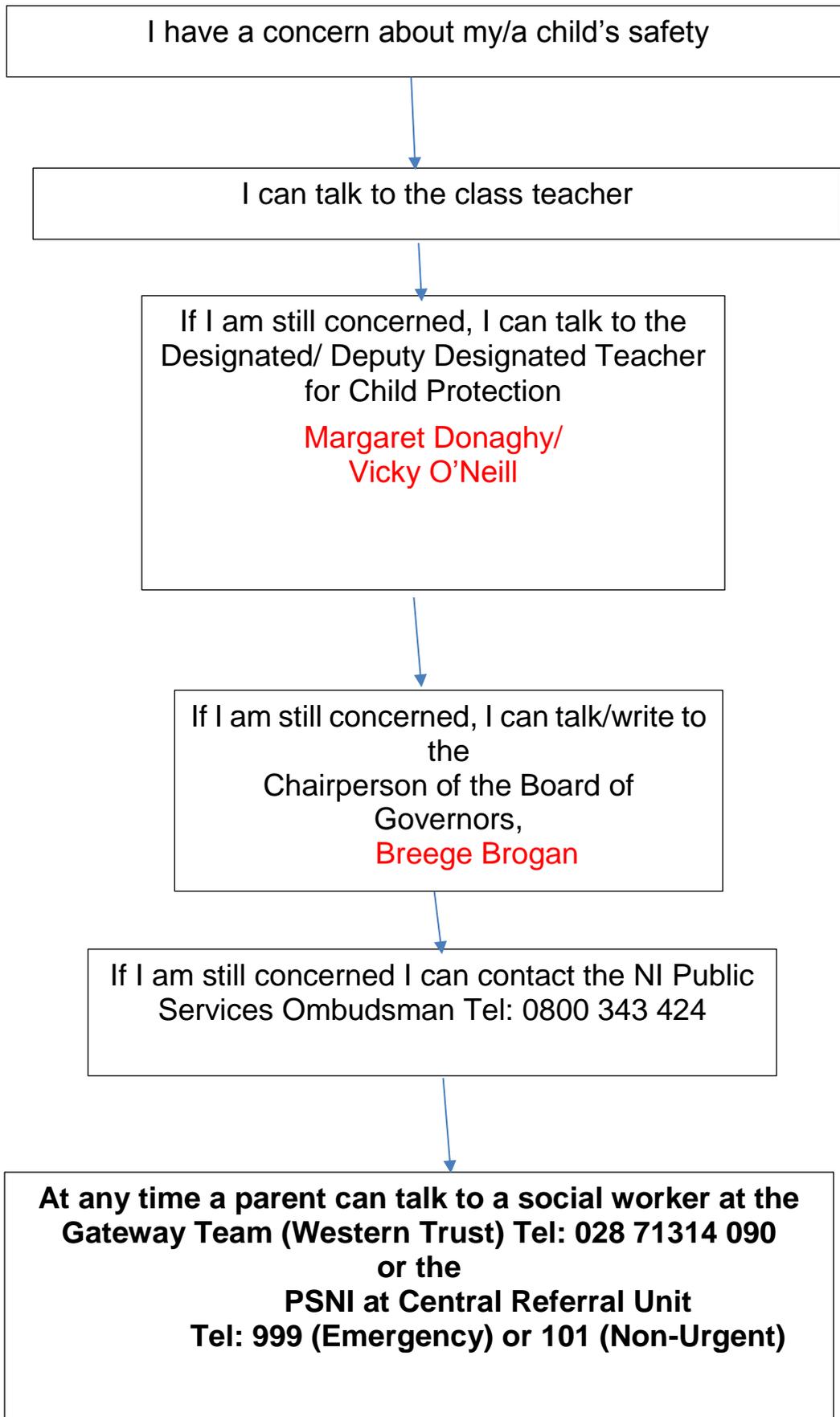
October/November

- **Summer Term**

- Formal written reports

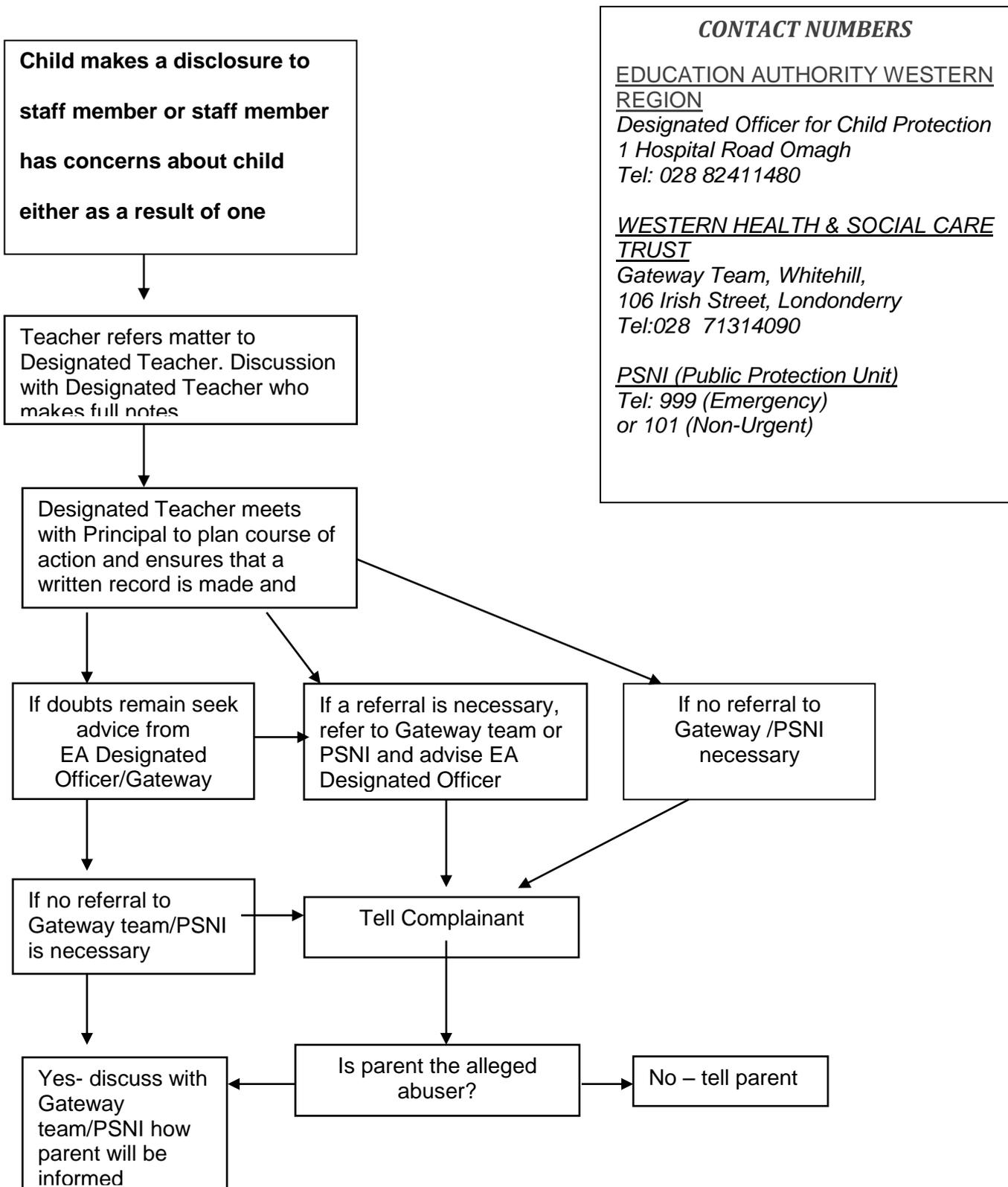
- Induction Mornings for new Primary One Pupils and their parents in June.

## Procedure for Parents who wish to raise a Child Protection Concern





**Procedure where the school has concerns, or has been given information about possible abuse by someone other than a member of staff.**



**CONTACT NUMBERS**

EDUCATION AUTHORITY WESTERN REGION

*Designated Officer for Child Protection  
1 Hospital Road Omagh  
Tel: 028 82411480*

WESTERN HEALTH & SOCIAL CARE TRUST

*Gateway Team, Whitehill,  
106 Irish Street, Londonderry  
Tel:028 71314090*

PSNI (Public Protection Unit)

*Tel: 999 (Emergency)  
or 101 (Non-Urgent)*

Procedure where a complaint has been made about possible abuse by a member of the school's staff

