



Prospectus





# WELCOME TO RANDALSTOWN P.S.

**Dear Parent/Guardian,**

The aim of this prospectus is to give you greater insight into the ethos and day-to-day running of Randalstown Central Primary School.

We hope that by reading this document you will become more aware of what we as a school are trying to achieve and realise that many people, including you, have an important part to play in the educational, social, physical and emotional growth of your child.

My staff and I are endeavouring to provide a safe, friendly environment in which your child can develop the skills which will allow him or her to grow into an independent, responsible adult, and with your co-operation I feel we can successfully achieve this.

My staff and I will always be available to discuss any aspects of your child's development and we hope that you feel that you can talk freely and confidentially to any of us.

**Mr P Charwood  
Principal.**

# ABOUT OUR SCHOOL



Randalstown Central Primary School occupies quite a large site on Church Road in the town of Randalstown. The original building was opened in 1936 with an extension being added in 1975. A further refurbishment took place in 2012, providing disabled access to our buildings.

It is expected that for 2022/2023 the pupils will be taught in the following classes (subject to change):

Reception		Primary One		Primary Two		Primary Three
Primary Four		Primary Five		Primary Six		Primary Seven

Pupil progress is monitored by class tests throughout the year and regular homework. Statutory Assessment takes place at the end of Key Stage 1 (Primary 4) and Key Stage 2 (Primary 7). Parents will have the opportunity to formally discuss their child's progress during Term 1 through telephone interviews and can meet informally for further discussions/updates during Terms 2 and 3. An end of year written report will be sent home in June of each year.

Randalstown Central Primary School has always encouraged Parent/Teacher communication and we believe that the education of each child is better served when there are strong links between the home and school. We wish to create a partnership between home and school, which should result in parents understanding what the school is attempting to accomplish for their children and how you as parents, may support these efforts. Each partner should complement and support the other and the child.

In order to achieve the above, parents may contact the school office to arrange an appointment to see their child's class teacher at any time during the school year.

## AIMS

The main aim of Randalstown Central Primary School is to enable your child to fulfil his/her potential educationally, by providing a broad-based curriculum in line with what is laid down in the Northern Ireland Common Curriculum. Our priority is to ensure that children gain a firm grounding in the basic skills of reading, writing and number work in the early years, thus enabling them to cope better with the wide range of compulsory subjects as they pass through the school.

Our curriculum and teaching methods are striving to ensure that all children should:

- a) Be able to communicate clearly and confidently through the development of reading, writing, oral and listening skills;
- b) Learn how to acquire and record information;
- c) Acquire some knowledge and understanding of the world in which we live in;
- d) Learn through practice how to apply computational skills with speed, accuracy and understanding;
- e) Be provided with a framework which will allow development of a reasoned set of attitudes and values;
- f) Be given every opportunity to be a contributing member of the class, school and community;
- g) Develop self-confidence and responsible



## VALUES

This school:

- a) Values individuals as equals
- b) Sees the relevance and importance of a structured curriculum
- c) Sees the need for everyone to develop a good standard of work and behaviour.

At Randalstown Central Primary School we are:

**C**onfident

**E**ncouraging

**N**urturing

**T**alented

**R**esilient

**A**spirational

**L**eaders

**P**ostive

**S**uccessful

# THE SCHOOL DAY



## School Times

Morning school begins at 8.50 a.m. All children will enter the building when the bell rings. They will leave their belongings in their cloakroom and make their way to their classroom where their teacher will be waiting. Please try to have your child in the playground on time, but not before 8.50 a.m. as, even on a wet morning, there is no supervision and the doors will not be open before this time.

Lunch for Primary 1-4 children is from 12.00 – 12.40 p.m.

Lunch for Primary 5-7 children is from 12.30 – 1.10 p.m.

School ends for Reception children at 1.30 p.m.

School ends for Primary 1 and 2 children ends at 2.00 p.m.

Afternoon school for Primary 4-7 children is from 1.10 – 3.00 p.m.

Primary 3 children finish school at 2.00 p.m. on a Monday, Wednesday and Friday and finish at 3.00 p.m. on a Tuesday and Thursday.

## School Meals

Our cook and her staff provide excellent, nutritious meals, cooked on the premises. The meals are paid for on a daily basis and we request that pupils bring their money to school in a small purse, which is clearly labelled with their name. Many Primary 1-7 children bring packed lunches, which they eat in their classrooms – supervised by Lunchtime Supervisory Assistants.

## Morning Break

The school operates a 'healthy' break policy, where we are endeavouring to educate our pupils concerning the benefits of having a healthy diet. It would be appreciated if children only brought fruit or vegetables for break. Water is available in school.

## Drinks

If your child is bringing a drink to school please make sure that it is in a screw-top, unbreakable container. Accidents do happen!

# THE SCHOOL DAY

## Reception, Primary 1 and Primary 2 Children

A rule concerning the collection of these children after school is strictly applied. No Reception, Primary 1 or Primary 2 child is permitted to leave the school building unless they are accompanied by an adult, preferably the child's mum or dad. This ensures the safety of these 4, 5 and 6 year olds and applies no matter how close they live to the school...the safety of your child is our main concern.

Please inform the teacher if the child is to be collected by a different adult than usual, and ensure that they are punctual, to minimise anxiety.

## Absences

If your child is absent from school for any reason please send a short note explaining the absence to the child's teacher on his/her return. If the absence is going to be lengthy please ring the school or contact us through ParentMail to let us know.

## Health Matters

The School Nurse will examine your child in the infant classes. Please try to attend this examination. A mass check-up is carried out from time to time in school by the School Nurse and you will be advised of any treatment found to be necessary. If you are concerned about speech, hearing or sight defects speak to the School Nurse or the teacher and you will be directed to the appropriate health department.

From time to time outbreaks of head lice occur, please keep a close eye on your child's hair and if you find that he or she has contracted head lice please inform us immediately.

Please also see note on Drug Administration under 'Pastoral Care'.

# THE CURRICULUM

## Mathematics and Numeracy

In Mathematics and Numeracy, we place a strong emphasis on children investigating numbers using practical materials. We encourage them to communicate their findings and record them accurately. In recent years, we have developed our own Maths Explorer's Programme where children work to gain certificates and keys which can be exchanged for prizes. This helps to motivate the children and adds a fun element to their learning.

## Language and Literacy

In Language and Literacy, we use the Talk for Writing process which encompasses all three strands of this curricular area - Talking and Listening, Reading and Writing.

Through this programme, children are encouraged to become confident speakers, fluent readers and creative writers.

## ICT

At Randalstown Central PS we embrace new technologies and utilise them to enhance teaching and learning. As a school we are continually building upon success by finding innovative ways of using ICT in every area of the curriculum.

We are well resourced, having interactive whiteboards in each classroom and sets of I-Pads for each key stage.

The use of ICT provides pupils with the skills to handle and communicate information, solve problems, pose questions and be creative.



## WAW

The curriculum area of World Around Us (WAW) comprises the 3 subjects of Geography, History and Science and Technology. All children have a natural wonder and curiosity, and we aim to equip children with the knowledge, skills and understanding they need in a rapidly changing world. Children will be given the opportunity to explore their world in the context of home, school, local area and the wider world. Children are also given the opportunity to participate in a variety of educational trips to enhance their learning of a particular topic, for example the beach, Greenmount, the Ulster Museum or Titanic Belfast.

## The Arts

From the very first days at school right through to Primary 7, music forms an important part of our school curriculum. The children are encouraged to enjoy singing and playing percussion instruments and as they progress through the school recorder lessons are provided.

Opportunities are also provided for singing and acting in religious services and dramatic productions. Over the years the children have performed in productions such as The Lion King, Annie, The Wizard Oz and most recently, My Son Pinocchio. Here at Randalstown Central, we encourage the holistic development of the children within our school.

Our senior pupils are given the opportunity to undertake musical tuition during school hours with an EA peripatetic music tutor.



## PE & Sport

The physical development of pupils in Randalstown Central Primary School is seen as being very important. Facilities include a good-sized indoor hall, a large grass areas and large tarmac play areas. All children have the opportunity to participate in games, dance, gymnastics, athletics and swimming (Primary 5-7).

Pupils are encouraged to participate and develop their skills in the various activities offered regardless of physical ability.

## Religious Education

The syllabuses for Religious Education are entirely non-denominational. Assemblies play an important part in the life of our school. Senior assemblies take place on Friday and are taken by a local minister.

Parents have the statutory right of withdrawal from Collective Worship and R.E. If parents wish to have their children excluded from R.E. lessons or from assembly they should make contact with the school and arrange to speak to the class teacher or principal.

## Personal Development and Mutual Understanding

As a consequence of the Education Reform Order, Governors are required to ensure that Personal Development and Mutual Understanding (PDMU) is fostered through the delivery of the Northern Ireland Revised Curriculum.

PDMU is taught through all aspects of the curriculum by encouraging our pupils to have respect for the opinions, values, beliefs and standards of others. The pupils are involved in contact with pupils from other schools, with visitors to the school and with the local community in the following ways:

- Inter-school sporting competitions
- Visits from the Community Police
- Shared Education with Mount St. Michael's P.S. Randalstown.

## Special Educational Needs

In Randalstown Central Primary School emphasis is placed on meeting the needs of all pupils regardless of ability. Through continuous monitoring and assessment of all children the special educational needs of any child will be identified. Initial action will be taken by the class teacher who may involve the Special Needs Co-Ordinator who will establish a programme of specialist help. Where necessary, expertise from outside the school will be utilised. At all stages parents will be kept fully informed on action taken.

## Assessment

Assessment forms a crucial part of our planned teaching. It informs us of how much the children know before we teach a topic and it informs us of how successful our teaching has been.

The school also uses assessment to 'track' our pupils' academic development throughout the school.

## Homework

Homework is used in this school to support the teaching of the pupils. It allows parents to see what the children have been learning on a day-to-day basis so they can support the work of the teachers. It also provides pupils with extra opportunity to practise the skills learned in the classroom.

## Differentiation

Each child will be taught the compulsory subjects at a level which is suited to his or her own ability in line with our aim of maximising the full potential of all our pupils.



# THE SCHOOL JOURNEY

## Reception

For children at Randalstown Central Primary School, their school journey can begin from their fourth birthday, with a fully funded place in our Busy Bees' Reception class. Here children are taught by an experienced and fully qualified teacher who supports them to settle into life in our school. We follow the NI Preschool Curriculum and Reception children learn through a completely play based curriculum, having access to a well-resourced environment, both indoors and outdoors.

Like Piaget, we are passionate about our belief that "play is the work of childhood". Over the last four years, we have adopted the 'In the Moment Planning' style of play, which allows children to have complete autonomy over their learning, supported by experienced adults who can scaffold their learning. We believe that children learn best when they direct the play and they are supported to do this in a safe and secure learning environment throughout their early years with us.

Any prospective parents are encouraged to visit the school to discuss pre-school education and view our facilities.

## Foundation Stage: Primary One and Primary Two

In the Foundation Stage, the building blocks are laid for the children's future learning. We teach the different areas of the NI Revised Curriculum in a fun and practical way. Again, play is at the centre of everything we do in Foundation Stage. The fundamental skills of Phonics, Reading, Writing and Numeracy are taught and reinforced through the children's independent play, in our purpose built and well-resourced playrooms and outdoor area. All children in Primary One and Two have extended periods of indoor and outdoor play every day. The important skills of communication, negotiation, collaboration, independence and problem solving are key aspects the children develop in Foundation Stage.

## Key Stage One: Primary Three and Primary Four

Key Stage One classes continue to develop the fundamental skills learnt in Reception and the Foundation Stage, through a fun and practical curriculum.

The children's early Literacy and Numeracy skills are developed in practical activities and investigations. Children in Primary Three and Primary Four take part in Activity Based Learning through a range of interesting and engaging topics.

## Key Stage Two: Primary Five, Primary Six and Primary Seven

By the time children reach Key Stage Two, they are well on their way to becoming independent learners. Key Stage Two classes build on the foundations that have been laid in Foundation Stage and Key Stage One, through teaching of the core subjects and children are supported and encouraged to become critical thinkers and problem solvers.

# THE SCHOOL JOURNEY

## CLASSROOM ORGANISATION

Classes are formed by placing children of similar age in a class for the school year.

In the afternoons, a system of class exchanges utilises the specialist expertise of all the teachers when subjects such as Music, ICT, etc. are taught to the Primary 4 to Primary 7 children.

## TRANSFER AT 11+

The following are some of the schools to which we have sent our children in recent years:

Antrim Grammar School  
Ballymena Academy  
Cambridge House Grammar  
Cullybackey High School  
Dunclug College  
Magherafelt High School  
Parkhall College  
Rainey Endowed  
Slemish College  
Sperrin Integrated College





In order to ensure that the pastoral needs of each pupil are catered for, the teachers and ancillary staff endeavour to maintain a warm, caring and secure atmosphere in the school. The parents, teachers, Principal, Board of Governors and support services all must play their parts in this vital aspect of school life.

During the regular parent/teacher consultations the children's welfare and well-being are discussed as well as their progress in more educational matters. Parents are encouraged to inform the teacher or Principal of any problem which may be causing the child anxiety, and they can be sure that such information will be treated with complete confidentiality.

Should a child be injured or become ill in school, First Aid will be administered when appropriate and the parent contacted, if required. If the parent cannot be contacted, medical help will be sought when necessary.

Pupils should not be sent into school when they are ill, but sometimes doctors advise that pupils should attend school while still needing to take medicine, either because they are suffering from some chronic illness or allergy (such as diabetes or asthma) or because they are recovering from a short-term illness and are under-going a course of treatment needing antibiotics. It is the responsibility of the parents to administer such drugs but it is essential that your child's teacher is aware of the details in such cases...do not expect your child to know nor to convey such details. You must speak to the office before sending medicines/drugs to school and be made aware of the full details regarding the exceptional circumstances when medicines may be administered by the class teacher.

The designated teacher for Child Protection issues is Mr. Charlwood.

The deputy designated teachers are Miss McCurdy and Miss Pedlow.

# SCHOOL COUNCIL

Pupils from P4 – P7 have an opportunity to become members of our School council.

Our School Council involves children in the democratic decision making process and it teaches them citizenship.

# CHARITIES

Worthy causes are selected each term and your support is requested. In Randalstown Central, we believe that encouraging the pupils to help those in our society less fortunate than ourselves, is an important part of developing 'good citizenship' within our pupils.



# SHARED EDUCATION

Pupils and staff at Randalstown Central Primary School enjoy very close working relationships with Mount St Michael's Primary School.

We are involved with the Shared Education Project which encourages cross-sectoral collaborations across all areas of the curriculum.



## EXTRA-CURRICULAR

A wide range of extra-curricular activities and clubs are offered to our older pupils (Primary 5-7). The following is a list of our usual activities:

- Choir
- Hockey
- Football
- Netball
- Cycling Proficiency
- Music Tuition
- Art
- Drama
- ICT and Coding
- Cookery
- Scripture Union
- Gardening



### Gardening

We have a large garden consisting of 4 raised beds and a variety of apple and plum trees. Two of the raised beds are planted with wildlife friendly plants, one is a multi-sensory and digging area and the fourth bed is devoted to vegetable growing.

All children get to use the garden to plant seeds, nurture plants and harvest then eat the produce they have grown. As well as gaining skills in horticulture, the garden is used by all classes in a cross-curricular way, for example in the study of Numeracy, The Arts, Literacy, World Around Us.

The garden is used on a daily basis as an outdoor play area by the Reception and Foundation Stage classes. Spending time in the garden provides benefits to the children's physical, emotional and mental well-being.

An after schools gardening club operates throughout the year.

# CHARGING & REMISSIONS POLICY

The Board of Governors affirm that all compulsory school subjects will be provided free of charge.

The Governors will however, invoke The Educational Reform (N.I.) Order 1989, to ask parents to make a voluntary contribution to defray the cost of certain educational activities.

The Board of Governors is aware of the importance of sustaining Educational Visits and Residential Trips and the following is a summary of our Charging and Remissions Policy.

## Residential Trips

As residential trips normally take place mainly outside the school day a charge will be made to cover the costs of board and lodgings. To cover further costs incurred (e.g. transport, admission charges, etc...) parents will be asked for voluntary contributions so that the visit may take place. Residential trips take place each year, with trips either inside and outside Northern Ireland organised each year.

## Day Trips

Day trips are undertaken by all classes during the school year and are connected to work carried out in the classroom. Voluntary contributions will be required to cover the costs of such trips.

If voluntary parental contributions are not forthcoming for any proposed day trip or residential visit the viability of the trip will be considered by the Board of Governors.

A fully copy of our Charging and Remissions Policy is available from the school.

# SCHOOL UNIFORM

## Girls' Uniform

- Blue Polo Shirt
- Sweatshirt/Cardigan/School Fleece
- Grey skirt/pinafore or Black/Grey trousers
- Black tights/White socks
- Sensible shoes/training shoes

## Boys' Uniform

- Blue Polo Shirt
- Sweatshirt/School Fleece
- Grey/Black trousers
- Grey socks
- Sensible shoes/Training shoes

An overcoat is essential for playing outside on cold, damp days – a school overcoat is available.

**PLEASE ENSURE YOUR CHILD'S NAME IS CLEARLY MARKED ON EVERY ITEM OF CLOTHING, INCLUDING SHOES.**

All these items may be purchased from the online shop. A small stock of uniform is available in school during the year. Parents will be notified by ParentMail when the shop is open.

**IT IS HOPED THAT ALL PARENTS WILL SUPPORT THE SCHOOL IN STRIVING TOWARDS THE WEARING OF SCHOOL UNIFORM.**

## Uniform for P.E.

All children participate in P.E. and it is expected that they change into appropriate clothing when doing so, and back into uniform afterwards. A pair of indoor shoes is necessary for such lessons along with T-shirt and shorts.

Senior boys playing football must wear a pair of shin pads during practices and matches.



# PARENT TEACHER ASSOCIATION



A thriving and industrious Parent-Teacher Association provides opportunities for parents to use the school premises for recreational and educational meetings, and at the same time provide vital funds for the purchase of equipment for school. You, as a parent, are automatically a member of the P.T.A and the Committee will welcome your suggestions and support. In Randalstown Central, we believe in a 'true' Parent-Teacher Association, with the Principal and Teacher Representatives taking an active role in the committee.



## DAY CARE

We have close links with the local day care Country Treasures.

We also have Greenfields Day Care onsite.



# Randalstown Central Primary School



Randalstown Central  
Primary School

4 Church Road,  
Randalstown,  
BT41 3AJ.  
Northern Ireland.



Principal:  
Mr P Charlwood

Email:  
pcharlwood682@c2kni.net

Tel: (028) 94472519

[www.randalstownprimary.co.uk](http://www.randalstownprimary.co.uk)