

EDUCATION AUTHORITY – SOUTHERN REGION

Donaghey Primary School

28 Killygarvin Road

Donaghey

DUNGANNON

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Friday 11th August 2023

Dear Parent

I hope you and your family have had an enjoyable summer. I am sure you are beginning to think about getting your child ready for the return of school.

School will re-open on Friday 1st September 2023 with the school bus running as normal. Please make sure you have registered with the EA if your child is due to get the bus.

Meals & Toast

School dinners and toast (toast - P2-P7 pupils) will resume on Friday 1st September. Further details can be found in the 'Parent Information 2023/24 Booklet' located in the General Information section on the school app. Reminder, if your child is taking a dinner on Friday 1st September, payment must be completed by midnight on Sunday 27th August.

If your child normally receives Free School Meals, the form must be processed by the EA for your child to receive Free Schools Meals. Children who are not on our list for Free School Meals as of 1st September will need to pay for their meal or bring a packed lunch whilst their application is being processed. Please check the status of your new application or renewal with the EA. If your child received Free School Meals last year, please follow the EA's renewal guidance at your earliest convenience.

Please send in a note with your child every Monday stating the days your child will be taking a meal – paid meals and Free School Meals. A template can be found on the app. This will help teachers tally numbers for the week. Mrs Watson will check the online payments every Thursday.

P1-P3 Club

The after-school P1-P3 Club will commence on Monday 4th September. More details can be found in the 'Parent Information 2023/24 Booklet.'

Please send in a note with your child every Monday stating the days your child will be staying for the P1-P3 Club. A template can be found on the app.

Permission Forms

There are at least four forms located in the 'Forms' section of the app that need to be completed before Friday 1st September. They are:

- Child Protection Policy Confirmation Form 2023/24
- Intimate Care Permission form 2023/24
- Medical Conditions 2023/24
- General Permission Form 2023/24

Please complete a form for each of your children before Friday 1st September 2023.

Principal: Mr S Harrison, BSSc, PGCE, PQH (NI).

Medical Conditions

If your child has a medical condition that staff should know about, please complete the appropriate forms above. Replacement Auto-Injectors and other medications should be brought into school on Friday 1st September 2023. It is essential that this is done.

Other

The 'Parent Information 2023/24 Booklet' will give you more information including details on our school uniform and other aspects of school life. Reminder, black shoes should be worn.

I will not be available on Friday 1st September. Mrs M. Wilson will be on hand to welcome all our children back to school including our new P1 pupils and other pupils who will be starting with us. The Donaghey PS community extends a very warm welcome to our new families. We have space in our P1/P2, P5/P6 and P6/P7 classes. If you know of anyone who might be interested in enrolling their child at Donaghey PS, please urge them to contact me.

Please do not hesitate to drop me an email if you require any further information.

Yours sincerely

Mr S. Harrison