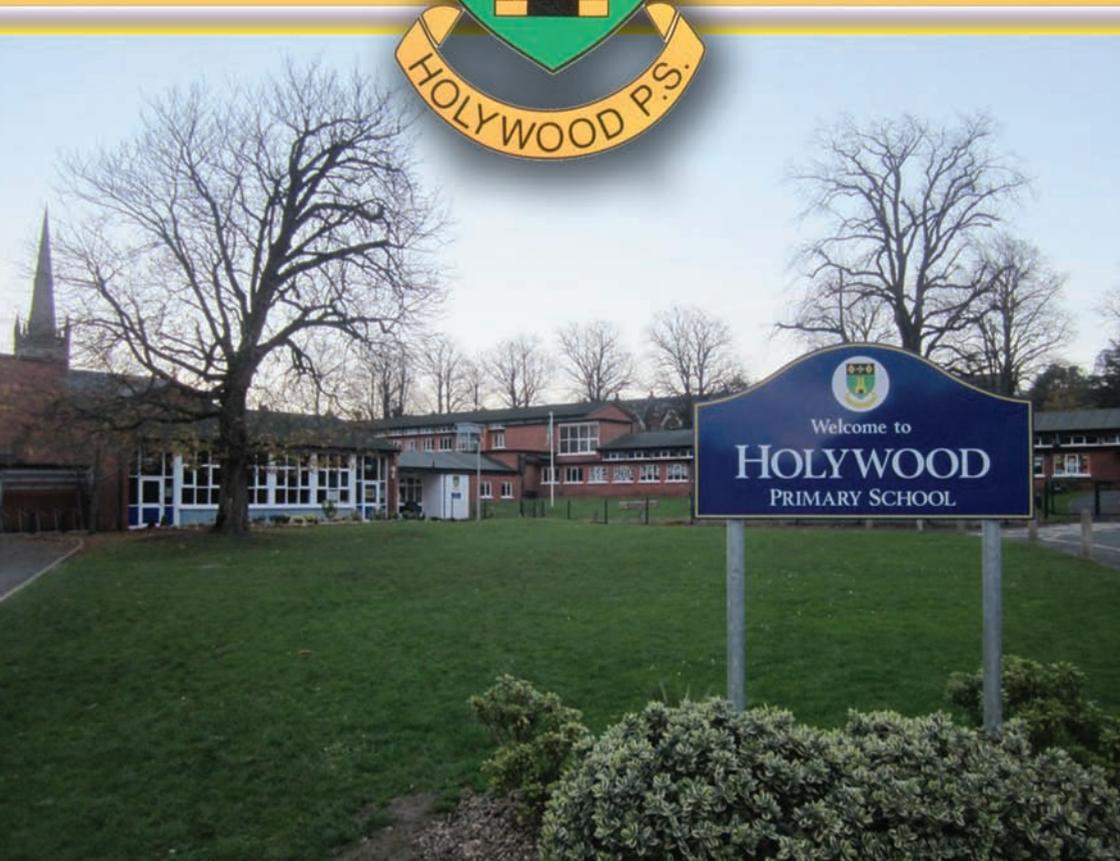


HOLYWOOD PRIMARY SCHOOL

PROSPECTUS 2014/15







HOLYWOOD PRIMARY SCHOOL

On behalf of the children, staff and Governors I'd like to welcome you to Holywood Primary School. The life of the school is driven by enthusiasm and a desire to achieve. We aim to bring learning alive, making it exciting and stimulating.

The school promotes the values and beliefs of respect, perseverance, teamwork, self-discipline, giving, compassion, honesty and responsibility. The children are encouraged to display these values in school on a daily basis and to act as our ambassadors while outside the school premises.

We are a school that likes to celebrate success at every level. Each child is encouraged to achieve their personal best and achievement is celebrated through weekly assemblies, displays of pupils' work, end-of-year Achievement Assembly and other events attended by parents and friends.

We want to give our children a thirst for learning that continues with them throughout their future school experiences and lives. An essential ingredient for this to happen is **teamwork**. We view education as a joint venture, involving everyone – children, parents, staff, Governors and the wider community. We hope that together in this partnership we can provide the best for every child.

We are confident that with a talented team of both teaching and non-teaching staff we can provide a smooth transition for any child joining the school and strive to meet the needs of all.

The skills, attitudes and knowledge acquired at Holywood Primary will enable each pupil to work towards their individual goals in post-primary education and beyond. **The most recent inspection by DENI reported many strengths of the school concluding that the 'quality of education provided is very good. The school is meeting very effectively the educational and pastoral needs of the learners.'**

If you require any further information about please visit our website www.hollywoodprimary.org.uk or arrange a visit by contacting the school on 02890424272.

BOARD OF GOVERNORS

Mrs G. Taylor (Chairperson)
Mr. P. Woods (Vice Chairperson)
Mr G. Dunne MLA
Mrs S. Geddis
Mr. P. King
Mrs S. Anderson
Mrs L. Stewart
Mrs D. Evans
Mrs R. Scott
Mrs D. Crookshanks (Principal)



Our experienced and committed staff work conscientiously to ensure that all children are valued and can experience a wide range of learning opportunities in a safe and secure environment. The current staffing is Principal plus 16 teachers including one Vice Principal. A full-time support teacher SENCO is in charge of Special Educational Needs. There are currently 16 classes to accommodate the children from Primary One to Primary Seven with an average class size of 26.

Hollywood Primary School enjoys an excellent reputation for high academic achievements, drama, music, games and sports. This has been recognised at regional and national level.

There is a clearly defined system of year teachers and subject co-ordinators which assists the continuing processes of monitoring and reviewing the implementation of the NI Curriculum and assessment.

A varied range of assessment techniques will be used as an integral part of the learning and teaching process, not just at the end of a lesson or topic. Teachers select techniques that best suit the nature of the work being assessed and the purpose of the assessment at the particular time for example:

- Observation
- Class discussion
- Oral, written, visual presentations or physical demonstrations
- Independent or group tasks
- Project work
- Homework
- Diagnostic and/or standardised tests

Evidence from these activities helps teachers:

- Identify strengths and areas for improvement
- Plan the next stage of learning
- Make summative judgements at a particular point in time, for example, at the end of a topic, unit of work or the end of each year.

Pupils are supported as they develop investigative and problem solving skills through all learning areas. Teachers complete assessments of pupils. Performance and progress is assessed and monitored in each class, within Year Groups and throughout each Key Stage. At the end of Key Stage One and Key Stage Two, each pupil's Level of Attainment is recorded in the key areas of Communication and Using Mathematics as commissioned by DENI. Parents receive an Annual Report in addition to the Parent/Teacher consultations which take place twice each year.

Additional curriculum activities include Spanish for P1- P4 children, a full annual swimming programme for all P4 – P7 children and involvement in the Young Enterprise Programme where local business volunteers help increase our pupils' understanding of how the world works and highlight the importance of life-long learning and skill development. Our school continues to involve many P1- P6 pupils in the successful Reading Partnership, Time to Read and Time to Count Programmes which are supported by parents and Business in the Community volunteers.

Our school participates in the Bikelt project which is supported by officers from Sustrans, a UK Charity.

The school has been very successful in a range of local and national competitions including Art, Literacy and Science & Technology Challenges.

PASTORAL CARE

As part of a team, we have a caring commitment to guide and advise our pupils, both formally and informally, on personal and educational matters. We believe that the pastoral dimension in our school contributes to the creation of a supportive atmosphere for both pupils and teachers alike. We prioritise Child Protection and Pastoral Care along with the health and well-being of all those involved with the school.

P6 and P7 pupils are invited to apply for a position of responsibility as a playtime Buddy for younger children. P4-P7 pupils have the opportunity to be elected as a member of the School Council.

DISCIPLINE

In Holywood Primary, discipline is approached positively with praise, encouragement and incentives having a higher priority than sanctions. Discipline is essentially preventative rather than punitive. Our core values are respect, perseverance, teamwork, self-discipline, giving, compassion, honesty and responsibility. When nurtured and reinforced by all in the school community, these core values form the basis of a happy and productive school environment. We expect all parents and guardians to support our positive yet firm approach to discipline.

RELIGIOUS EDUCATION

The school follows the Department of Education Core Syllabus for RE. Parents can request that their child be withdrawn from RE and assemblies.

SPECIAL EDUCATIONAL NEEDS

We seek to integrate all children, regardless of physical, academic or emotional needs, into the life and activities of the school. We currently have a full time teacher for pupils with Special Educational Needs, who works with children in small groups or as individuals, to address targets set out in the Individual Education Plans.

SCHOOL POLICIES

All School Policies are available on request. Many of these are also available on the school website www.hollywoodprimary.org.uk



ATTENDANCE

Percentage attendance rate of pupils at the school is consistently over 95%.

ABSENCE/LEAVING SCHOOL DURING THE SCHOOL DAY

Pupils are not permitted to leave the school before normal dismissal times unless by prior arrangement in the form of a note or telephone call to the school office. Pupils returning to school after an absence must bring an explanatory note covering the period of absence. This is required for Department of Education records.

ECO SCHOOL

Our school is one of only a few schools in Northern Ireland to have been rewarded and retained the national ECO Schools status since 2010. The working garden area, Sensory Garden and outdoor classroom are maintained with the support of parents and the Garden / Eco Club. The Eco Committee continue to work extremely hard to promote the importance of environmental issues.

NEWSLETTERS AND NOTES

Parent notes and school newsletters are sent home regularly. A texting service is also used. Information is also available on the school website.

EDUCATIONAL VISITS & VISITORS

Many classes had visitors who support the NI Curriculum.

We organise a range of trips and visits to enhance the teaching and learning that has taken place inside school. Residential are a great way of building self confidence and increasing independence as well as allowing children to develop teamwork skills and friendships. Day visits have included the Ulster Folk & Transport Museum, W5 Odyssey, Belfast Zoo, Castle Espie, Belfast Activity Centre and Castleward. Annual residential trips for P6 & P7 pupils vary from year to year and include trips to the UK mainland as well as Ardnabannon Outdoor Pursuits Centre. Guidelines and regulations set out by DENI are strictly adhered to in the organisation of our school trips.

MUSIC

All children participate in class music activities. The choir, orchestra and percussion groups have opportunities to perform at a range of events throughout the school year, as well as within the wider community. Each Primary 1, 2 and 3 child is involved in our annual Christmas Nativity while all P4 - P7 pupils take an active role in the Carol Service. Drama productions and Musical Recitals are highpoints in the life of the school. Music Tuition by specialist tutors is available in strings, clarinet, flute and brass for those who show aptitude and ability. All P4 – P7 children are taught recorder.

PHYSICAL EDUCATION

All pupils participate in a comprehensive Physical Education curriculum which includes swimming for P4 - P7.

The school participates in sporting events organised in the North Down area including football, rugby, hockey and netball. Many of our pupils represent the school with distinction in a wide variety of sports including swimming galas and trampoline championships.

Coaches also support sessions in a range of sports such as athletics, netball, rugby, cricket, basketball, golf and Gaelic Football.

The P1- P3 and P4 – P7 Sports Days are held each year at Sullivan Upper School.

EXTRA CURRICULAR ACTIVITIES

Pupils in P4 – P7 have access to an excellent range of extra-curricular activities, including football, rugby, hockey, gymnastics, netball, badminton, table tennis, multiskills, Eco & Garden Club, Scripture Union, choir, art, craft, music, science, orienteering and a Zumba club.

P1- P3 AFTER SCHOOL CLUB

P1- P3 children may attend an After School Club each day from 2.00 p.m. – 2.50 p.m. and have the opportunity to participate in art, craft, model making, music, educational games, imaginative play and outdoor play.

BREAKFAST CLUB

All pupils are welcome to attend a Breakfast Club which operates each day from 8.00 a.m. until 8.45 a.m.

SCHOOL AND COMMUNITY

Parents and members of the community regularly participate in school events. We are actively involved and lead a number of interschool collaborative learning projects in the Hollywood area.

Inter-school sports matches, drama productions and competitions also enhance our links with other primary and post primary schools in the area.

Community links include Harvest and Carol Services, choir performances and participation in the Hollywood Music Festival, Christmas and May Day events. The P1 – P3 Christmas Nativity is held on consecutive days in December with a large group of parents and friends attending each day. P4-P7 children also present a biannual production which includes music, dance and drama.

Each year we raise several thousand pounds for selected charities.

PARENT TEACHER ASSOCIATION

All parents are automatically members of the PTA and are encouraged to be involved in its activities. Through many successful PTA fundraising events, equipment and resources have been purchased for the children. The PTA has also funded a large amount of ICT equipment throughout the school. Each classroom has been equipped with an Interactive Whiteboard. Funds have been allocated to buy tracksuits for children who represent the school in sporting events as well as additional indoor and outdoor play equipment for P1 - P4 classes. The Annual PTA Summer and Christmas Fairs are very successful community events.

SCHOOL MEALS, LUNCHEAS AND DRINKS

Hollywood Primary School gives very good attention to promoting healthy eating. Pupils may have milk each breaktime. This is part of the EEC School Milk Subsidy Scheme. Children bring a packed lunch or purchase a school meal. The correct amount of dinner money should be brought to the class teacher on Monday. Please contact the Office if your child is entitled to free school meals. Only children going home for lunch are permitted to leave the school grounds. Drinks should be in plastic containers or flasks and should not be carried in school bags. Ring pull cans and glass bottles are not permitted.

SCHOOL DAY

School opens

8.45a.m.	Children remain in playground areas except when weather is inclement.
8.55a.m.	Children line up in playgrounds and will be escorted to their classroom by their teacher.
10.45-11.00am	Break
12.20-1pm	Lunch

End of school

2pm	P2 (all year) P3 (every day during September & October then Monday, Wednesday and Friday from November)
2.50pm	P4-P7 (unless involved in After School Clubs) P3 (each Tuesday & Thursday from November)

In the interest of your child's safety, please note that there will be no supervision in the playground before 8.45 a.m. each day.



Primary 1 Children

Initially P1 children go home at 12.15pm. After a number of weeks they stay until 2pm each day.

Until the end of October, P1 children go directly to their classrooms on arrival. From November P1 children go directly into the playground.

Members of staff escort P1 - P4 children to school gates at dismissal times. Parents/guardians/ childminders collect the children from staff members.



ROAD SAFETY

Parents are not permitted to drive into the school grounds or obstruct entrances during drop off and pick up times. Please exercise extreme caution when turning. The Church Road entrance is via a private lane. Everyone should be particularly careful as Church Road is a main route into Hollywood.

UNIFORM

All pupils must wear the official Hollywood Primary School uniform as this helps to promote discipline, respect, teamwork, equality and a feeling of pride.

GIRLS (P4 – P7) MUST WEAR EACH DAY

- A white long or short sleeved blouse, school tie, grey skirt or pinafore and grey wool jumper or cardigan
- White or grey knee socks
- Black or grey tights
- Plain grey trousers (may be worn in Winter only)

GIRLS (P1-P3) MAY WEAR

- Grey sweatshirt with school crest, white polo shirt and grey skirt or pinafore.
- White or grey cardigan

SUMMER UNIFORM (OPTIONAL FOR ALL GIRLS)

- Yellow gingham dress
- White or grey short-sleeved open necked blouse
- White or grey cardigan
- White or grey ankle socks

BOYS (P4 – P7) MUST WEAR EACH DAY

- A white long or short sleeved shirt, school tie, grey wool v-necked jumper, grey trousers or grey shorts.

BOYS (P1-P3) MAY WEAR

- Grey sweatshirt with school crest, white polo shirt and grey school trousers or shorts.

SUMMER UNIFORM (OPTIONAL FOR ALL BOYS)

- White or grey short sleeved open necked shirts
- Grey shorts

PE Kit includes a plain white round neck t-shirt, black shorts, white socks and appropriate footwear. Teachers will inform pupils of additional items required for specific activities e.g. outdoor games, swimming.

Pupil haircuts must be neat and tidy, which reinforces the smart appearance that the school uniform promotes.

Personal jewellery should be kept to a minimum e.g. ear rings should be restricted to ear studs, bearing in mind that these must be removed for P.E.

ADMISSIONS

Admissions Criteria and information regarding enrolment are available from the school office. Closing date for submission of an application to enrol children in P1 is normally mid-January of the year of enrolment. Applications will be treated equally and the published criteria applied. In the last three years we have admitted all pupils who have applied.

All present and prospective parents are welcome to attend an Open Day. Details can be obtained from the school website or School Office.

COMPLAINTS

The school is committed to open and meaningful communication so that concerns can be addressed at an early stage. Appointments can be made to see the teacher, Head of Key Stage or Principal by contacting the school office. There are two Parent/Teacher consultations each year when concerns regarding the curriculum can be discussed with the teacher. The Principal may request that a complaint against a member of staff, or a child, be submitted in writing.

If parents have concerns at any time, they should contact the School Office who will liaise with the class teacher to arrange a convenient time to meet to discuss their child's progress.

TRANSFER TO POST- PRIMARY EDUCATION

A total of 33 pupils transferred to post-primary education at the end of the 2013/14 school year. The Principal has been contacted on a number of occasions regarding the success of pupils who have transferred from Holywood P.S. many who have gone on to achieve top N.I. grades at their respective schools.

PUPILS FROM HOLYWOOD PRIMARY TRANSFERRED AS FOLLOWS:

Victoria College	1
Sullivan Upper	14
Strathearn School	1
Methodist College	2
Priory Integrated College	9
Glennola Collegiate	1
Campbell College	1
Bloomfield Collegiate	1
Ashfield Girls	3





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