

Belmont Primary School

PROSPECTUS





Dear Parent/Guardian

Thank you for taking an interest in Belmont Primary School. We hope you will find this prospectus both interesting and informative. It has been designed to give you some insight into our school, our ethos, our policies, and our curriculum. We work hard to provide a caring environment where your child can feel confident and happy. We provide a wide range of learning experiences and strive to ensure each child can reach their potential. We have excellent home school links and look forward to welcoming you and your child to our school.

Should you require any further information please do not hesitate to contact the principal at: -

Belmont Primary School

215 Belmont Road

BELFAST

BT4 2AG

Tel: 028 90471539

E-mail: info@belmont.belfast.ni.sch.uk

Website: www.belmontprimary.org

Principal: Mrs O F McIlroy MBE

GENERAL INFORMATION

Belmont Primary School caters for children in the Primary 1 – 3 age range. The old school, opened in 1890, was replaced in 1999 by a new purpose-built school. The new premises have nine classrooms, a library, a multi-purpose hall, group, and staff rooms. These have been built to a high specification which fully meets the requirements of today's early years' education.

The staff have a wide range of experience and expertise and work hard to provide a broad and varied curriculum which supports all round development. Our pupils become confident and competent learners within an orderly, caring environment which encourages independence and responsibility. Relationships are excellent and parents support the school well. There is an active PTA which makes valuable contributions to the school. The children enjoy a range of extra-curricular activities at Years 2 and 3 and educational visits form an integral part of the curriculum for all children. The Board of Governors takes a keen interest in the pupils and is very supportive to the staff.

BOARD OF GOVERNORS 2018-2023

EDUCATION AUTHORITY REPRESENTATIVES

Miss C Watson

Dr D Bell

TRANSFERORS REPRESENTATIVES

Rev J Auchmuty

Mrs H Gourley

Dr C Shaw

PARENTS' REPRESENTATIVE

Mr P McIlwaine (Chairperson)

Mr J Waterworth

Mrs H Francis

TEACHERS' REPRESENTATIVE

Mrs G Scholes

Teaching Staff

Principal:	Mrs O F McIlroy
P1	Mrs J Campbell (VP)
P1	Mrs L Braniff
P1	Mrs S McPherson
P2	Miss R Calwell
P2	Mrs G Scholes
P2	Mrs D Grahame
P3	Miss J Gorman
P3	Mrs M Cochrane / Mrs V Mclaughlin
P3	Mrs H McKittrick/Mrs P Titterington
SENCO/Nurture	Mrs D Cooley

Non-Teaching Staff

School Secretary	Mrs K Larmour
Classroom Assistants	Miss J Phillips
	Miss M Johnston
	Mrs S Patterson
	Mrs D Quinn
	Miss C Murray
	Miss A Harris
	Ms R Hammond
	Miss S Dinis
	Miss C Henry
	Mrs C Woodrow
	Mr M Simmons
	Mrs L McKay
	Ms D Hanay
	Mrs H Migchels
	School Caretaker
School Cleaners	Mrs M McCallum
	Mrs J Marshall

Supervisory Assistants (Lunchtime)

Mrs G McKay
 Miss Phillips
 Mrs U Sweet
 Mrs M McCallum
 Mrs J Marshall
 Mrs D Quinn
 Miss A Harris
 Miss C Johnston
 Ms J Macbroom
 Mrs S Patterson

Dining Attendants

Mrs L McCleary
 Mrs C McAteer
 Ms L Orr



THE PRINCIPAL AND TEACHERS IN BELMONT INFANT SCHOOL BELIEVE THAT: -

- children develop best in a secure, well regulated, and child-centred environment.
- children need to be challenged as well as supported.
- children should acquire skills, attitudes and knowledge which allow them to become independent learners and thinkers.
- children should develop beliefs and values which will help them to become people of integrity.
- all members of our school community should have a sense of belonging to the school and feel valued as individuals.

WE WILL ENDEAVOUR TO PROVIDE A CLIMATE

which fosters this through –

- positive approaches
- team planning and working.
- shared ideas
- open discussion
- skilful teaching
- honest reflection



WE WILL WORK IN PARTNERSHIP WITH PARENTS TO MEET, AS FAR AS POSSIBLE, THE NEEDS OF ALL PUPILS. WE AIM TO PROMOTE HIGH STANDARDS



ADMISSIONS CRITERIA

The Board of Governors has drawn up the school's admissions criteria and has delegated to the principal its function and responsibilities in relation to the application of these criteria and the admission of pupils to the school.

ADMISSIONS TO YEAR 1 IN SEPTEMBER 2024

Only children of compulsory school age, (i.e., children born on or between 2 July 2019 and 1 July 2020 incl.) will be admitted to the school. In the event of the school being oversubscribed the Governors will select children for admission to primary one using the admissions criteria set out below.

The criteria will be applied in the order in which they are set down. Should the number of children who satisfy the requirement of any criterion exceed the number of places available, the remaining criteria will be applied successively to the children which caused the number of places to be exceeded, until all places have been allocated.

- Children living permanently at the same address as a brother/sister, half-brother/sister, or other child who currently attends Belmont Primary School. (**Indicate name and year group**).
- Children living permanently at the same address as a brother/sister, half-brother/half-sister or other child who currently attends Strandtown Primary School. (**Indicate name and year group**).
- Priority will then be given to children whose **permanent** residence is the shortest distance from the school. Distance will be determined by a straight-line measurement generated electronically using the computer programme provided by Ordnance Survey Northern Ireland.

In the event of two or more children's permanent residence being measured equidistant for the final place preference will be given to the youngest child.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it.

Duty to Verify

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any Application Form.

If the requested evidence is not provided to the Board of Governors by the deadline given, this may 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 25 April 2024 all applications for admission to P1, that were initially refused, new applications, late 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 31 August 2024.

The school will contact you in writing if your child gains a place in the school by this method.

After 1 September parents should inform the school in writing if they wish their child's name to remain on or be placed on a waiting list. All children on the waiting list at the time of the vacancy will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2025

P2 – P3 ADMISSIONS CRITERIA AVAILABLE FROM SCHOOL.

The applicant's home must be understood to mean the normal residence of the parents of the applicant and "parents" must be used in the sense given to it by the Education and Libraries (NI) Order 1986 namely that it "includes a guardian and every person who has the actual custody of the child".

APPLICATIONS FOR ADMISSION

Year	Total Applications i.e. All Preferences	Total Admissions
2020/21	118	84
2021/22	90	84
2022/23	92	84



The curriculum followed in this school is based on the Northern Ireland Curriculum which was specified under the Education (NI) Order 2006. The learning opportunities are broad and balanced and meet the needs of individual children. The curriculum of Belmont includes.



Numeracy



Literacy



The World Around Us



Religious Education



Physical Development
and movement



Personal Development



The Arts



ICT

We know that children need a sound grasp of basic skills and these are thoroughly taught in appropriate ways. We also believe that children need to develop a sense of place through geography, a sense of time through history and the scientific skills of observation, recording and communicating. We place great importance on enjoying and participating in music, in developing physical skills through PE and in being creative and artistic.

We believe that in the early years' children need experiences in all of these areas in order to develop sound foundations for learning. Our approach is through a balance of practical and written work, through topic work and individual, group and class teaching. Careful monitoring and evaluation and meticulous planning ensures that children who have special educational needs receive extra support in school. Likewise, children ready for more challenge receive differentiated work in class or may be taken for individual sessions so that all pupils can reach their potential. Every day is full of exciting experiences for all pupils and our children love everything that goes on in Belmont.

The teachers plan work carefully in half termly units which are then broken down into weekly programmes. Work is continually evaluated and reviewed at the end of each half term. There are regular oral and written reports to parents on children's progress and opportunities for parents to attend school events and to visit classrooms to see their children's work.

In P3 pupils attend extra-curricular activities one afternoon per week. These activities are Science Club, Poetry Potions, Earth, Team Games, Board Games and Animation. These activities extend and enhance pupil interests. A modern language (Spanish) is also introduced to Primary 3 pupils. Educational visits and visitors to school also add to the learning experiences in all classes P1-3.

Religious Education (RE) is a compulsory part of the Northern Ireland Curriculum, although parents have the right to withdraw their child from part or all RE or collective worship. Schools must provide RE in accordance with the core syllabus which was drawn up by the four main churches and specified by the Department.

ECO COMMITTEE



Primary 3 pupils also have the opportunity to join our very successful ECO committee. We have recently been awarded our 9th Eco Flag and have been an Ambassador Eco School for the last 8 years.

AFTER SCHOOL CLUBS

We host a range of other after school activities, open to Primary 2 and Primary 3 pupils. We currently offer:



After School Bricks 4 Kidz



After School Tennis



After School Clayful Kids



After School Football

Several after school facilities provide breakfast and after school wrap around care as well as holiday clubs for our pupils.

Additional support is available in both Literacy and Numeracy through small group withdrawal, target maths and Maths Recovery. Additional activities are also developed for individual pupils to ensure all children are challenged.

HOMEWORK POLICY

It is the policy of this school to set a small amount of work to be done at home each day. We believe that it develops good work habits, lets parents see how children are progressing, and allows opportunities for consolidation. Work introduced in school can be revised and practised with parents' help. Homework in P1-P3 should be as relaxed and enjoyable as possible and should take between 10 minutes and half an hour. Homework is sent home on a Friday for return on a Wednesday.

PUNCTUALITY

Parents are requested to be punctual in delivering and collecting their children from school. Children can miss important introductions to lessons, instructions for activities, revision or checking of homework if they are late on a regular basis. Young children also become anxious when they are not picked up promptly. Please help your child to establish good habits of punctuality in these important early years in school.

ATTENDANCE AT SCHOOL

The first three years of your child's education are of vital importance. They form the foundation for the remainder of his/her educational life. In order that this is a firm foundation your child should attend school every day when he/she is well enough to do so. Parents are asked to write a brief note to explain the reason for absence so that it may be entered in our computerised system under the appropriate code. Pupils' attendances are recorded throughout their time at school, and it is important that we know why they are absent from school.

Children do miss out if they are taken away on holiday during term time. It is school policy that work will not be given to children going on holiday during term time. Please try not to disadvantage your child by taking him/her out of school for holidays.

MEDICINES

Teachers need to be aware of any medical problems which may affect your child's wellbeing. Information will be treated confidentially. The school health team advises that all medicines be administered at home, where possible, as children are home early enough to make this possible. Please don't send your child to school if he/she is sick or has been sick during the night. As well as passing on infections to others, sick children are unhappy in school and cannot concentrate or work properly. If possible, medical appointments should be made for after school time.

YOUR CHILD'S WELFARE

The policy of this school is to encourage co-operation between parents, teachers, and when necessary, outside agencies e.g., psychologists, social workers so that children can become independent and self-disciplined. Our aim is to enable children to take responsibility for their own behaviour from an early stage and to show respect for others feelings, property and ideas. We know each child well and know the strategies that will work for them.

We have a system which reinforces and rewards good behaviour in order to encourage the growth of self-esteem and consideration for others. We also employ certain sanctions when behaviour is unacceptable, particularly when it is dangerous or unkind but in Belmont this is a rarity. All staff are involved in maintaining the agreed standards of behaviour both within their own classroom and with all children outside the classroom e.g., in the hall or playground or on school outings. When a child's behaviour is unacceptable, we-

talk with the child, firmly telling him/her that his behaviour is unacceptable and/or withdraw privileges - e.g., being a class helper, playing at breaktime etc.

If the behaviour persists the principal is informed and she talks with the child, sets targets for better behaviour, and visits the classroom to check if there has been improvement.

If the problems persist parents' help will be sought, and a shared plan of action set up.

Each incident is dealt with on its merits and as behaviour improves the child will be praised and rewarded for his/her efforts. All pupils are aware of our simple school rules regarding behaviour. They ensure that all children can enjoy school. We strongly believe that children who are content do better in school. Our rules are: -

- We have kind hands feet and mouths.
- We make good choices.
- We respect everyone.
- We do our best work.
- We look after school things.

CHILD PROTECTION POLICY

A Child Protection Policy, following the guidelines laid down by DE is in place.

Designated Teacher for Child Protection:	Mrs O F McIlroy
Deputy Designated Teacher for Child Protection:	Mrs J Campbell

Staff have been trained in Child Protection procedures. These policies are available in the school office for inspection by parents.

SAFETY POLICY

The Board of Governors actively seeks to ensure the safety of all the pupils and staff in the school.

To that end the school has: -

- Classroom doors opened from the inside only to admit pupils and parents.
- Regular fire drills and inspection of fire extinguishers etc
- An intruder alarm system and camera system
- A policy of children being collected from their classrooms by known adults.
- A vigilant staff - both teaching and non-teaching - who take note and report any unusual incidents/persons.
- A high level of lunchtime supervision - 10 lunchtime supervisors
- The front door of the school is controlled through the school office by a door entry system.
- The governors regularly inspect the premises and make recommendations about the safety of buildings and fixtures.
- All staff report any unsafe aspects to the principal immediately.

The Governors have delegated the day-to-day operation of the policy to the principal and vice-principal.

NUT ALLERGY



We have several children in school who suffer from a severe nut allergy. This is potentially life-threatening, and we wish to keep them as safe as possible in school. **Please do not send nuts in any form** as a snack for break or in a packed lunch. Anything which contains nuts i.e., peanuts, biscuits, peanut butter, chocolate bars etc would be very dangerous in these cases. Please make anyone (childminders, grandparents etc) who might be providing break or packed lunch aware of this.

PARENTAL PARTNERSHIP POLICY

We believe that the best possible support for children's learning comes when teachers and parents work together. We welcome parents to the school and develop the partnership in a number of ways -

- 2 parents are members of the Board of Governors
- we have an active Parent Teachers Association
- we have at least two parent/teacher interview opportunities in P1, P2, and P3.
- we hold year group specific information evenings each year.
- we provide literacy and numeracy booklets to parents each year regarding expectations and ways to help.
- we ask parents to help children to practise and revise their homework.
- we involve parents in school trips, preparing materials and helping with the library.
- we invite parents to help with class activities.
- we send home written reports once a year.
- we send home regular diaries and information about school policies and events.
- A Focus Sheet, highlighting activities in school is available for each class each week on our website.
- the principal welcomes parents' views and ideas and will gladly see any parent who wishes to discuss any aspect of the school with her.
- Parent Questionnaires are sent home annually to seek views on various aspects of school life.

PTA

The school has a thriving PTA which meets regularly. Parents are very welcome to join or to put their name forward to be a casual volunteer for events. The PTA is not only a way to become a part of our school community but also raises funds for school through enjoyable events for pupils and parents.

SCHOOL MEALS



School dinners are available for children who wish to have them, and they fully meet the healthy eating guidelines. Dinners can be paid for through the school money app. Please take advantage of free meals if your child is entitled to them.

You may prefer to give your child a packed lunch. This can be eaten under supervision in one of the classrooms. Please send a small, easily eaten lunch and a non-fizzy drink in a watertight, unbreakable container.

MID-MORNING BREAK

In the interest of teeth, please only send water - once again please send it in a watertight, unbreakable container.

If you want to give your child a snack to eat, we suggest one of the following –

- A plain biscuit
- A piece of fruit
- A few crisps in a plastic box
- A scone or a pancake
- A piece of cheese
- A small sandwich

We are trying to encourage healthy eating and care of the teeth, so plain non-sticky snacks are best.

SCHOOL UNIFORM

There is a school uniform which all pupils are encouraged to wear. This encourages a sense of community, reduces competition and is safe and comfortable to work in. The basic colours are royal blue, grey and yellow with a blue or yellow logo.

- grey pinafore/skirt/ trousers or shorts
- yellow polo shirt with logo*
- or
- white blouse/shirt with school tie*
- school sweatshirt with school logo* or
- Royal Blue cardigan/jumper
- white, grey or blue socks or tights
- light blue and white checked dress (Summer)
- A fleecy lined raincoat* and a blue baseball cap* are also available.





PE slippers (no laces please!) and jogging bottoms* (for Health and Safety these should be elasticated at the ankles).

* These items are available from the supplier, **Signature Works** on Castlereagh Road and also online with delivery to your home address.

PLEASE mark all clothing and shoes with your child's name.

HEALTH AND SAFETY

In the interests of safety, NO jewellery should be worn to school - earrings and rings can catch on clothing etc and cause unpleasant injuries. Shoes should be flat with secure fastenings.

TERM 1 - Autumn **Wednesday 30th August – Thursday 21st December 2023**
(Please note half classes in P2 and P3 will attend on the 30th and 31st August for half day induction with new class. Full classes from 1st Sept 2023)

<i>Staff Development Day</i>	<i>Friday 27th October 2023 (Staff only)</i>
Half Term	Monday 30 th October - Friday 3 rd November 2023
Christmas Holidays	Friday 22 nd December 2023 – Wed 3 rd January 2024
Staff Development Day	Wednesday 3 rd January 2024 <i>(Staff only)</i>

TERM 2 - Spring **Thursday 4th January – Friday 22nd March 2024**

<i>Staff Development Day</i>	<i>Monday 12th February 2024 (Staff only)</i>
Half Term	Tuesday 13 th February - Friday 16 th February 2024
St Patrick's Day	Monday 18 th March 2024 (Staff Only)
Easter Holiday	Monday 25 th March - Friday 5 th April 2024

TERM 3 - Summer **Monday 8th April 2024 – Friday 28th June 2024**

May Day Bank Holiday	Monday 6 th May 2024
<i>Staff Development Day</i>	<i>Monday 27th May 2024 (Staff only)</i>

Please Note: All dates are inclusive.

SCHOOL WILL CLOSE AT 12.00 NOON ON THE LAST DAY BEFORE EACH HALF TERM OR END OF TERM HOLIDAY.