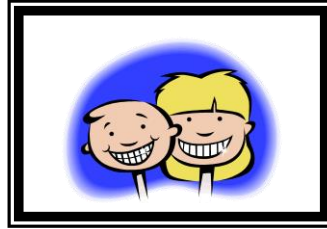




Principal: S Cumper
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EDUCATION AUTHORITY



Harding Memorial Primary School
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Tuesday 6th October 2020

Dear Primary 1 to Primary 7 Parent/Guardians

Harding Memorial Primary School would wish to express our thanks to all our Parent/Guardians for the helpful and co-operative start their children have made to the new school year. The pupils look very smart in their school uniforms and we appreciate the high standard that has been set since the start of the new School Year. We also appreciate the effort by Parent/Guardians to ensure that their children are punctual at the start of the School Day which allows staff and children to settle quickly and establishes a strong working atmosphere in school. We are once again hugely encouraged that in Harding Memorial Primary School we have such dedicated Parent/Guardians who are so highly motivated to help their children do their best and gain the most from school life. We particularly welcome all those pupils new to the Harding Memorial Primary School family. As we go further into the Autumn months and then into Winter, your continued Parental cooperation and support will be crucial to the ongoing success of school return at Harding Memorial P.S.

School Security

We are very keen to promote a Healthy Lifestyle amongst our pupils and encourage children walking cycling or scooting to School. **However we would strongly encourage all Parent/Guardians to ensure that their child's bicycle or scooter is "locked" in place during the School Day.** Whilst School will prioritise the safety and security of our pupils within the School Building, we are aware that there are certain vulnerabilities with items left outside of school e.g. Bicycles and Scooters.

Parents and School in Partnership

- ✓ In Harding Memorial Primary School we request that all pupil equipment and clothing should be clearly labelled. We would encourage Parents to recheck their child's school uniform and if necessary re-mark any unidentified items. If anything is misplaced by your child at school, please make sure your child has told their Class Teacher or the School Building Supervisor, Mrs Lyttle, and we will then attempt to resolve the situation.
- ✓ We would request that all Parent/Guardians ensure that the contact details that parents provide as part of the school annual data collection are accurate. **Any changes to pupil addresses and emergency contact numbers must be supplied via email to the school office.** Failure to do so can cause significant problems in an emergency situation. In particular, we would urgently request that all parents **should ensure that all their mobile contact phone numbers are accurate and please ensure that your mobile phone has an "answer machine message facility" in order for school to make contact.**
- ✓ We would request that all pupils from P1 to P7 have access to a suitable outdoor coat (with hood) in school, especially if they have travelled to school by car. **We would prefer for our pupils not to use umbrellas in the school playground due to the possibility of a child being accidently hurt by a child losing control of their umbrella.** It may be particularly useful for older pupils to leave an "emergency coat" in school.
- ✓ At Harding Memorial Primary School we acknowledge that the whole area of "***Child Protection***" is a sensitive and difficult issue. The relationships which School Staff have with

children and parents are often based on trust and confidentiality. Such relationships are acknowledged as underpinning the secure, caring environment for growth and learning which schools seek to provide for their pupils. However, all individuals connected to Harding Memorial Primary School must recognise that, in order to protect children from abuse, neglect and exploitation, a proper balance must be struck between protecting children and respecting the rights and needs of parents and families.

- ✓ As part of the Home/School partnership all stakeholders are reminded that it is accepted school policy that any Harding Memorial pupil (whilst they are in the vicinity of the school grounds) should not be approached by any adult other than their own Parent/Guardian or a member of Harding Memorial Primary School Staff.
- If you have any questions about any aspect of Child Protection please speak to the Designated Teacher for Child Protection (Mr Cumper) or Deputy Designated Teacher for Child Protection (Mrs Baird)

Nut Free School

In our school we have a number of children who have an allergy to **all nuts/nut products**. Any contact with nuts/nut products will cause an anaphylactic attack in these children. Therefore, we ask you to exclude nuts/nut products from your child's mid-morning snack and packed lunch. This exclusion also applies to items sent to the classrooms for science or 'interest table' collections. **Harding Memorial Primary School is a NUT FREE ZONE.** Please contact the School Principal if you require further clarification of this issue. We thank all parents in advance for their anticipated co-operation in this very important matter.

Healthy Lifestyles at Harding Memorial Primary School

We encourage the pupils at Harding Memorial Primary School to choose healthy options with regard to their diet and lifestyle. We actively encourage all children to drink milk or water in school and to bring in a healthy snack for break. Children are allowed to have access to water in class. **We would request that all water bottles are clearly labelled to avoid confusion in class.** Recent Educational research has indicated that a pupil's concentration in class is enhanced by proper diet and nutrition. We would therefore ask you to be ever mindful of this when preparing lunch breaks or snacks for your child to eat in school.

Positive Behaviour Scheme - Harding Hero for Kindness

The "*Harding Hero*" Scheme is used to reinforce and promote Positive Behaviour amongst all the pupils at our school. The aim of this scheme is to create an atmosphere in which the pupils are encouraged to develop a sense of self-esteem and an awareness of the needs of others. At the end of each behaviour theme period a pupil from P1 to P7 will receive a behaviour certificate which will be displayed on the Harding Hero Noticeboard. The theme for the current Harding Hero Scheme is "Kindness" e.g. *being helpful, being considerate, doing the right thing and being gentle to each other*. We hope that all parents will assist us in the project by reinforcing the importance of children demonstrating "**Kindness**" both inside and outside of school. We would like to give all Parents and Pupils advance notice that World Kindness Day will take place on Friday 13th November 2020.

Please Leave All Toys At Home

We would seek to remind parents of our established school policy which is "**Please No Toys In School Except For Show and Tell**". Each teacher will inform their class of their Show and Tell Day. The reason for this policy is that we are worried that a child's toy may get misplaced or damaged. We would formally request that **all toys are left at home**, including stuffed animals as when

children bring in toys from home, they become distracted and the other children do as well. This toy description would include a wide range of items such as Collecting Card Games, Miniature Action Figures, Dolls and Lego etc.

SCHOOL EMERGENCY CLOSURE INFORMATION

Harding Memorial would like to remind all parent/guardians of our organisational arrangements for Emergency School Closure Situations. In the case of extreme weather conditions, any decision whether or not to close the school will be taken as early as possible. The Principal will consult with the Building Supervisor and make a decision about whether School will be able to remain open. In the event of disruption caused by heavy snow the prime concern of Harding Memorial Primary School must always be the safety of the pupils and staff.

- **We have a system in school to enable us to text Parents to inform them if school is closed for any emergency situation.**

Harding Memorial Primary School has contingency arrangements in place if it became necessary to move the children out of the School Building. In the event of a decision being taken to close school a text message announcing this decision will be sent to the mobile phone number of the first contact on our list of contacts, as completed by parents at the start of the school term.

YOU SHOULD BOOK A COVID-19 TEST IF YOUR CHILD HAS:

A HIGH TEMPERATURE

This means they feel hot to touch on their chest or back (you do not need to measure their temperature).

OR

A NEW CONTINUOUS COUGH

This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if they usually have a cough, it may be worse than usual).

OR

A LOSS OR CHANGE TO THEIR SENSE OF SMELL OR TASTE

This means they've noticed they cannot smell or taste anything, or things smell or taste different to normal.

HERE'S WHAT TO DO IF:

YOUR CHILD HAS COVID-19 SYMPTOMS

WHAT TO DO?

- DO NOT SEND YOUR CHILD TO SCHOOL
- Book a COVID-19 test
- Household self-isolates
- Inform school immediately about test result

WHEN CAN MY CHILD RETURN?

Your child can return to school if the test is negative providing they are well enough, have not had a fever for 48 hours and if they haven't been advised to self-isolate by the PHA Contact Tracing Service.

YOUR CHILD TESTS POSITIVE FOR COVID-19

WHAT TO DO?

- DO NOT SEND YOUR CHILD TO SCHOOL
- Inform school immediately about test result
- Self-isolate for at least 10 days as advised by the PHA.

WHEN CAN MY CHILD RETURN?

Your child can return to school after 10 days even if they still have a cough / loss of smell or taste. These symptoms can last for several weeks.

SOMEBODY IN MY HOUSEHOLD HAS COVID-19 SYMPTOMS

WHAT TO DO?

- DO NOT SEND YOUR CHILD TO SCHOOL
- The household member should book a COVID-19 test
- Household self-isolates
- Inform school immediately about test result

WHEN CAN MY CHILD RETURN?

Your child can return to school if the symptomatic household member's test is negative and if they haven't been advised to self-isolate by the PHA Contact Tracing Service.

SOMEBODY IN MY HOUSEHOLD TESTS POSITIVE FOR COVID-19

WHAT TO DO?

- DO NOT SEND YOUR CHILD TO SCHOOL
- Inform school immediately about test result

WHEN CAN MY CHILD RETURN?

Your child can return to school when they have completed 14 days of self-isolation without any symptoms*.

- **Let me stress once again that if you or anybody in your household or anybody that you have been in contact with displays symptoms of Covid19, you must not attend school.**
- **You must also let the school know as soon as possible wither via Phone Message or E Mail (especially outside of normal school operating hours) if you or a member of your household returns a positive test result.**

Annual Flu Vaccination

As you may know, every year in the autumn, all children are offered the annual flu vaccination, administered by the school health team via a nasal spray. Given the times that we are in with Covid19, the Department of Health is encouraging as large an uptake of the vaccination as possible. The vaccination programme will take place in Harding Memorial PS on **Tuesday 3rd November**. **A copy of the Information Booklet: Protecting Your Child Against Flu has been uploaded to the School Website and is also attached with this Parent Letter.**

Protecting your child against flu

Vaccination for your school child

School-based programme

