

HARMONY PRIMARY SCHOOL

PROSPECTUS

2024/25



TOGETHER WE LEARN, TOGETHER WE SUCCEED
IN HARMONY





Thank you for taking the time and interest to consider Harmony Primary School as a suitable school for your child.

Our ethos and expectations are clearly and simply defined in our vision and mission statements and through the values we desire to see in each of our pupils. We firmly believe that these goals will be most fully realised when there is a good partnership between school and home and we would encourage parents to take an active role in their child's learning and development. As a staff we are committed to ensuring that your child will have a safe, happy and successful time right from day one of Nursery / P1 through to his or her final day of P7.

This booklet is designed to give you an idea of the way the school is run and to give you information about the curriculum. I hope you will find it useful in assisting you during the decision making process as well as providing the details needed to ensure that newly enrolled pupils enjoy being part of our school community and remember their school days with pleasure and affection.

However, no school guide can convey the real atmosphere of the school, so we would like to invite you to pay us a visit and see for yourself.

Mrs E. Johnston
Principal

HARMONY PRIMARY ETHOS STATEMENT:

"In Harmony Primary School and Nursery School we aim to educate children and help them develop a love for learning and reach their full potential in a nurturing, safe and supportive environment, developing links between home, school and the local community."

Our Values



Our **VALUES**




CO-OPERATION


OPEN
MINDEDNESS


COMPASSION


EQUALITY


RESPECT

HARMONY PRIMARY

NURTURE SCHOOL

In Our School:

- Children's learning is understood developmentally
- The classroom offers a safe base
- We recognise the importance of nurture for the development of self-esteem
- Language is a vital means of communication
- We recognize the importance of transition in children's lives
- All behaviour is communication



Celebrating Success

Our school cultivates a culture where success is celebrated and where children are not afraid to fail or make mistakes. Individual children are recognised each week in our 'Star of the Week' and children are encouraged to share their successes inside and outside of school at formal class and whole school gatherings.



Core Values

As a school we have a set of core values which underpins the work of the school and how we treat each other. Our core values are clearly understood and shared by every member of the school community.

We believe that as a member of the school community we should: -

- Show **Respect**
- Have **Compassion**
- Be **Openminded**
- Show **Equality**
- Show **Co-operation**

Child Protection / Safeguarding

At Harmony Primary School we have a primary responsibility for the care, welfare and safety of the pupils in our charge. We will carry out this duty through our pastoral care policy which aims to provide a caring, supportive and safe environment. We value individual children for their unique talents and abilities and provide opportunities for them to learn and develop their full potential. We seek to protect children by helping them learn about risks of possible abuse, recognise unwelcome behaviour in others and acquire the confidence and skills needed to keep them safe. Parents are invited at regular intervals to discuss not just their child's progress but also his or her welfare. The wealth of combined information is invaluable in helping the school promote both the learning and development of each pupil.

Because of their day-to-day contact with individual children during term-time, school staff have an important role to play in recognising and taking the appropriate action in cases of suspected child abuse.

The school has clear guidelines and procedures and all school staff, both teaching and non-teaching, are instructed to report any suspicions to the Principal or Designated Teacher for Child Protection who is required under the procedures to alert Social Services.

When a child is sick or injured the school will attempt to contact the child's parent/guardian; if this is not immediately possible the school will take steps for the child to have medical treatment if this is deemed necessary. Parents are asked to complete an information sheet detailing any relevant medical information and emergency phone numbers. In all cases it will be the school policy to act in the best interests of the child.

A complete copy of the Pastoral Care Policy is available on request from the school office.



POSITIVE BEHAVIOUR

A school will only function effectively if it is orderly and if the atmosphere is relaxed. Harmony Primary School aims to produce a happy environment, free of tension, where children can grow and learn to the maximum of their potential.

We adopt a positive approach to discipline, encouraging and expecting our pupils to behave with respect and in a responsible manner at all times. Children are made aware of school rules, the reasons for having them and how good behaviour is rewarded. The children are also made aware of sanctions which are applied consistently and fairly where behaviour is deemed to be inappropriate.

The success of our positive discipline policy is judged by the behaviour of the vast majority of our pupils on all occasions both inside and outside of school.

BOARD OF GOVERNORS

The *Governors* are responsible for the financial administration and management of the school as well as the delivery of the Northern Ireland Curriculum. They delegate the day to day running of the school to the Principal.

Mr J. MacVicar - Chairperson

Mr W. McCreedy - Vice Chairperson

Mrs N. Thompson

Mrs E. Conly

Mrs J. Cole

Mrs J. Hooke - Parent Rep

Secretary to the Governors: Mrs. E. Johnston

TEACHING STAFF

Principal: Mrs E. Johnston

Nursery 1: Mrs E. Montgomery

Nursery 2: Mrs G. Ussher

P1: Mrs L. Grimason

P2: Mrs J. Webb

P3: Miss S. Marshall

P3/4: Mrs A. Herron

P4: Mrs N. Campbell

P5: Miss E. Beggs

P6: Mrs L. Blackadder

P6/7: Miss R. Maxwell

P7: Mrs J. Hughes (Vice Principal)

SENCO: Mrs L. Winstone (Nursery-P3), Mrs K. Warnock (P4-7)

Nurture: Mrs C. Davidson

Secretary: Mrs P. Watters

Classroom Assistants: Mrs E. Miskimmon

Mrs M. Morton

Miss H. Hill

Miss L. McAllister

Miss C. Cairns

Mrs C. Donnelly

Mrs R. Wand

Mrs J. Rankin

Mrs A. Davis

Mrs C. Douglas

Miss E. Sayers

Miss S. Mathers

Mr J. Cairns

Mrs L. Ferguson

Miss L. Hill

Mrs F. Nicol

Miss G. Beck

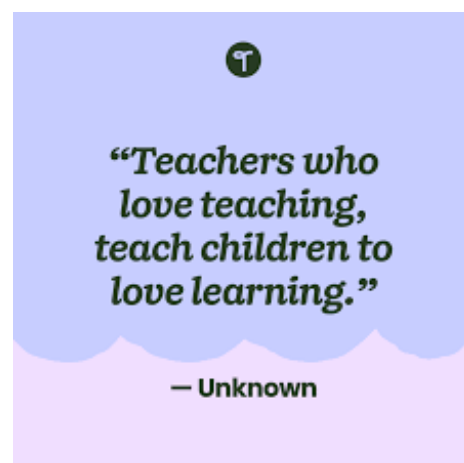
Mrs K. Burns

Mrs E. Telford

Mrs D. McGrath

Building Supervisor: Mr D. Todd

School Cleaners: Mrs C. Todd, Miss S. Todd, Mrs K. Burns, Mrs S-J Dickson



SCHOOL UNIFORM

We encourage all children to wear school uniform as we believe it has a positive effect on discipline and also on the children's self-esteem.

Our school uniform consists of:

- White polo shirt
- Blue school sweatshirt / cardigan (Nursery - P3 big logo, P4-7 small logo)
- Grey trousers/skirt (girls are able to wear school trousers)
- Blue / white checked dress (summer term)
- Grey shorts (summer term)

Children are expected to dress tidily.

School polo shirts, sweatshirts, cardigans, V-neck sweaters, embroidered with the school name and crest, are available from Kays Corner.

Jewellery such as rings, bracelets, necklaces etc. should not be worn to school. The only exception is a watch and this should be removed for PE.

Please ensure your child's name is marked clearly on all items of school uniform.



CURRICULUM

The aim of all teaching at Harmony is to empower all our pupils to achieve their potential and to enable them to make informed and responsible decisions throughout their lives. The curriculum is tailored to meet individual needs, abilities and learning styles.

Policies are regularly monitored and evaluated to keep practice informed and effective. The Curriculum is delivered to our pupils at primary level in three phases:

- Foundation Stage P1 - P2
- Key Stage 1 P3 - P4
- Key Stage 2 P5 - P7

At Harmony the children study the full breadth of all seven learning areas:

- Personal Development and Mutual Understanding
- Language and Literacy
- Mathematics and Numeracy
- The World Around Us (History, Geography, Science)
- The Arts (Music, Art & Design, Drama & Performance)
- Physical Education
- Religious Education



Furthermore, we have active football clubs which regularly play competitive matches against other schools.

ASSESSMENT

Learning in school is regularly assessed. Pupil, Staff and Parents are encouraged to view assessment as a helpful and progressive part of the learning process.

Pupil's work in class is continually assessed and measured by teacher observations and judgements, class work, class reviews and standardised tests. Pupils are formally assessed in Literacy & Numeracy.

CURRICULUM AREAS

THE ARTS

Children receive numerous opportunities to create, participate in and perform through the medium of music. The school choir, groups of children and individual performers all enjoy contributing to the life of our school and local community. The annual school play, regular class assemblies and drama lessons encourage the children to perform for captive audiences. School classrooms and corridors proudly display the artistic talents of our children and the school.

SPORT

The hall and our spacious outside facilities ensure a comprehensive and varied programme of PE, sports and after school activities can take place. Our older children develop their swimming skills at Shankill Leisure Centre. A programme of tuition is also provided by outside agencies including the Football and PE coaches.

ICT

Classes are equipped with the latest ICT equipment and resources to enhance children's learning.

OUTDOOR LEARNING

Learning outdoors is part of daily life for our nursery and foundation children. All children make use of our excellent outdoor space and facilities within our school grounds.

Children from nursery to P7 have opportunities to go on educational visits to a range of stimulating local attractions to enhance class learning. The older children have a residential trip to Gannaway.

CROSS CURRICULAR SKILLS

They are embedded in the Curriculum and our children are encouraged to manage information, communicate, work with others, think, problem solve, decision make, self-manage and be effective and creative in the use of ICT.

THINKING SKILLS & PERSONAL CAPABILITIES

The school promotes a wide and varied programme of learning experiences and at all

times seeks to foster positive attitudes and dispositions in our children.

HEALTH & WELLBEING

The children are also encouraged to embrace healthy lifestyles with exercise, rest and good eating and drinking habits considered. The personal safety and well-being of children is addressed in a number of ways:

- Child Protection
- Safety Online
- Safety on our roads
- Drug Awareness
- Physical Changes (P6/7)
- PDMU - Personal Development and Mutual Understanding

CHARITY

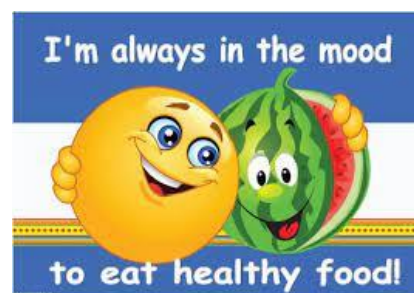
Our school actively encourages children to think about others and to give to those less fortunate than themselves. Fund raising is encouraged at individual, class, year and whole school levels. Local, national and international charities are supported.

HEALTHY EATING

Within our school we aim to:

- Ensure that we are giving consistent messages about food and health
- Give our pupils the information they need to make healthy choices
- Promote health awareness
- Contribute to the healthy physical development of all members of our school community

We encourage healthy eating at all times. All classes receive snack on FREE FRIDAY, this is normally toast, ham, cheese, fruit etc.



PARENT / TEACHER LINKS

The school encourages a close partnership between parents and teachers and we aim to involve parents as much as possible in the education of their children.

The staff works hard to build good relationships with children in their care and their parents. As such we offer an open door policy where all members of the school staff are approachable and accessible. Please share any concerns you may have and together we will look for solutions.

If you have any questions, anxieties or queries about your child or the curriculum please talk to one of the staff. The more we know you the easier it is to do the best for your child.

Parent / Teacher consultations are held twice a year in October and February or March. These provide an opportunity for you to have a confidential discussion with the teacher about your child. The teacher will discuss progress made, identify any areas of concern and give advice on how to help your child at home.

Once a year a school report is sent home.

There may be other times you would like to speak to the teacher this can be done by phoning to make an appointment or calling to speak to Mrs. Johnston. If you are worried about your child's academic progress, behaviour or attitude do not hesitate to seek advice. Similarly, we will not hesitate to contact you if we are worried about your child in any way. The sooner we start to deal with the problem, the easier it is to solve!

Parents / PTA

All parents are encouraged to get involved in their child's time and education at Harmony. There are numerous opportunities for parents to get involved in the life of our school - just ask! We are so lucky to have Ms Julie McCullough our Family Support Worker who is on hand to help with any family issues or concerns. We work closely with the local Food Bank, Spectrum centre, Residents Group etc which enables us to be a COMMUNITY SCHOOL. Our Family Hub is unique to the area and something we are particularly proud of. This enables parents and family members to ask for help/support and access other agencies who can help with Financial issues, Mental Health issues, Housing issues and much, much more.

The school encourages this valuable input and wants all parents to feel welcome and included in our school. A supportive and energetic committee of parents (PTA group) which is open to all parents, plan and manage a range of social activities for families throughout the school year.

Community Involvement

The school is very much a community school. Many visitors from the community come into school to help enrich both the Curriculum and the development of our pupils. The school in turn actively takes part in many local events and competitions and makes use of many facilities readily available within its reach.

A close and valued link is maintained with the local churches, businesses, library service and other public services including the school nurse, dental hygienist, police and fire brigade. During the year our school choir sings to various groups both within the community and further afield. They also take part in 'Peace Proms' concert at the SSE Arena. The P7 class have the opportunity of meeting senior residents of the local estate when visiting the local nursing homes.



RELIGIOUS EDUCATION & ASSEMBLY

Our school helps to enrich the moral/ spiritual needs of our pupils. The syllabus followed is largely Christian and non- denominational. Other faiths are also discussed and respected. The issue of non-faith is also considered.

Assemblies and stories from the Bible, other lands, and many with a moral theme or based on the core values of the school are used. Concern for others less fortunate than ourselves and Caring for our Environment are themes which frequently occur. Classroom lessons are in line with the agreed EA syllabus. If parents wish, their children may be withdrawn from Assembly and Religious Education after a meeting with the Principal.

Learning Support

As a school we are committed to equality of opportunity for all our children and we believe every child has the right to a high quality education matched to their individual needs.

The statutory curriculum is intended for all children, though individuals will progress at different rates. Each teacher will provide a full programme of work for all the children in the class whatever their ability. Continual informal and formal assessment will indicate when a child is not progressing as well as his or her peers, and specialist help will be provided for children with special needs in the form of withdrawal groups and/or additional help in the classroom. Class teachers will work together with the special needs teacher to plan a course of action once a learning difficulty is identified and a Personal Learning Plan will be drawn up for each child and reviewed appropriately.

Harmony Primary School offers an extensive range of support for any children with special educational needs (SEN). These needs may be related to emotional difficulties, learning or behaviour and children who are very able may have special needs as well as those experiencing difficulties in other areas. Parents are consulted and permission sought for the involvement by other professionals as deemed appropriate:

- Y School Medical Service
- Y RISE
- Y The Educational Psychologist
- Y The Educational Welfare Service

In addition, we have a specialist nurture (Sunshine) room.

Nurture groups are an in-school, teacher-led psychosocial intervention for a small group of pupils which provides early nurturing experiences for the children. They achieve this by immersing students in an accepting and warm environment which helps develop positive relationships with both teachers and peers.

A Special Needs Policy is operated throughout the whole school which ensures these children are identified as early as possible. We then follow the 'Code of Practice' which lays out a process of intervention for the school to adhere to. This means that children with SEN will initially be dealt with in class followed by more intensive support if necessary.

We currently have a 2 full time SENCOs :

Nursery - P3 Mrs L. Winstone

P4 - P7 Mrs K. Warnock

AFTERSCHOOLS

BREAKFAST, STAY & PLAY CLUB

Last year we successfully started a Breakfast Club in conjunction with Greggs and CBI. This club is open to all P1 to P7 children and is FREE!

This year we are again running the after school clubs whereby the children (P1-3) can stay in school until 3pm. These clubs will operate term time only and *will not be open during school holidays.*

The club from **2.00pm-3.00pm** is called the **Stay and Play Club** and the

There naturally is a cost associated with such a venture and below I have indicated the four options available to parents. These costs are liable to review as they are dependent on numbers attending.

Stay and Play (P1-P3)	2.00pm-3.00pm	<u>Daily</u> £2
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The numbers attending each club are limited to 30 for the Stay and Play.

At present the club is limited to P1-P3 children only.

The clubs will be run by Ms McCullough and Classroom Assistants who are all trained to NVQ level (at least). During the clubs the children will carry out a variety of activities - sport / art / computers, etc.

Parents will have to register to use the clubs and application forms are now available in the school office. For health and safety reasons we cannot accept any child for any club who does not have these details completed. If you think your children may use the club at any stage during the year you are better to complete a form so that they are on our register.

For this club to run effectively we need to know **exact** numbers attending each week - and for which sessions. Parents can get booking forms from the office

on which they MUST indicate the days their child will be staying AND return payment by Monday morning. Ms McCullough is available at Reception on a Monday morning. **THERE WILL BE NO EXCEPTIONS TO THIS.**

THE SCHOOL DAY

08.40 - P1-3 Children arrive

08.45 - P1-3 Classes Start

08.55 - P4-7 Children arrive

09.00 - P4-7 Classes Start

10.30-10.45 - BREAK

10.45 -12.30 - Classes

11.30 - 12.15 - P1-4 Lunches

12.30-1.15 - P5-7 Lunches

12.15 -1.45 - P1-3 Classes

1.15 -3.00 - P4-7 Classes

FRIDAY 2PM FINISH FOR ALL CHILDREN

Good attendance and punctuality at all times is expected, encouraged and celebrated. Parents are discouraged from taking their child out of school for appointments and from taking holidays during term time. In the event of an absence a written or verbal explanation must be forwarded to the school. If a child is late or withdrawn from school correct signing in / out procedures should be followed. Children should only return after illness if they are fit or well enough to do so.

HOMEWORK

Homework should be viewed as an extension and /or reinforcement of learning in school. It should also be viewed as an exercise in fostering positive work habits and in terms of independence. Time spent on homework is also an opportunity for you to engage with your child in his / her learning and be kept informed about your child's work.

MEDICAL

It is imperative that staff are always made aware of any medical matters and that relevant forms and medications are kept up to date. A Medical Policy is available from the school on request.

Documents Available on Request

A full list of policies are available on request from the Principal, covering a range of Pastoral, Educational, Financial and Organisational matters.

RAISING A CONCERN

Our experience is that the vast majority of our children are happy most of the time. On a rare occasion you may have a serious concern about your child's well-being or the curriculum.

At Harmony our complaints procedure is based on the dual expectation of addressing pupil needs and endeavouring to resolve matters as close to the point of difficulty as possible beginning with contacting the class teacher.

If the matter is not resolved then formal contact should be made with the Principal. Almost all complaints will be resolved on one of these two levels.

INDUCTION POLICY

As many of our primary one pupils have attended the nursery they are familiar with the school and staff and transition to P1 is a happy and stress free experience.

On an afternoon in June parents and children are invited to the school to familiarise themselves with the primary one classroom and teacher. This session gives the opportunity for both parents and teacher to talk about their children, the school day and address any queries either party may have. School commences

for all P1 children in September and depending on numbers may be spread over two days. From the start of October majority of children will be in school for the whole day.

ADMISSIONS

Harmony Primary School will admit up to a maximum of 40 children to primary one. In the event of there being more than 40 applicants for a primary one place, the following Admissions Criteria will be applied in order of priority as shown below:

In the event of the school being over-subscribed, 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.

1. Children who will have a brother or sister, half-brother and/or half-sister currently attending Harmony Primary School.
2. Eldest or only child in the family.
3. Children who live nearest the school as measured by a straight line from the child's home to the school by the digital Ordnance Survey Map.

Children applying for admission other than to primary one at the beginning of the school year will be admitted provided the school enrolment number is not exceeded.

Parents wishing to visit the school are requested to telephone the Principal for an appointment. Application forms are available online from January

www.eani.org.uk/parents/admissions



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