

WINDSOR HILL PRIMARY SCHOOL

Monday 17th November 2025

Dear Parents,

P1 Admission for 2026



Information regarding enrolment to primary school will be available on the EA website at <https://www.eani.org.uk/parents/admissions> just before the Christmas holidays. The P1 online application procedure opens on Wednesday 7th January 2026 and closes on Wednesday 21 January 2026 at 12noon (GMT). As soon as further Department of Education guidance becomes available this will be forwarded to parents. Applications are preferred through the EA One portal, support is available for everyone who needs it with this process – contact the office and Miss McKane will call you back. P1 applications should be made for children whose 4th birthday falls between 02.07.2021 and 01.07.2022, including those who may have deferred their application last year. Prospective parents are welcome to make an appointment to visit school. Further information is also available on social media and the school website.

Pupils leaving school Early

In recent weeks there has been a significant increase in the number of parents coming into school, to collect pupils outside normal end of day times i.e. 1:50pm & 3:00pm. This can interrupt lessons, and children's learning, and are therefore asking all parents to restrict collecting pupils to either 2:50 or 3:00pm only, unless for a doctor's appointment or emergency situation.

CHRISTMAS ARRANGEMENTS

Christmas is a particularly exciting time of year for our children, and we are very much looking forward to sharing this in school, especially as we plan for this year's Christmas Concert / Nativity – Christmas Celebration.

Santa's Daily Mile

Children can wear their Christmas jumpers for the Santa Daily Mile on **Friday 5th December**. Hopefully the weather will be kind and we will be able to start December outside in our Christmas jumpers.



Christmas Post

If children wish to post Christmas Cards to their friends, they can do so by posting in our post boxes in the main corridor from Monday 9th December with deliveries from Thursday 11th – Thursday 18th December. Post will be sorted and distributed by our P7 pupils.

Class Christmas Parties

Each class will arrange their own Christmas party which will take place in the assembly hall during the last week of term. Pupils may wear their party clothes to school that day and school will provide juice and some treats to enjoy at the party.

Monday 15th December P4 & P5 Christmas class parties

Tuesday 16th December P1, P2 & P3 Christmas class parties

Wednesday 17th December - SP1 & SP2 – Pupils and Parents Christmas 'Play and Stay' – 9:00 – 11:00am

Thursday 18th December P6 & P7 Christmas class parties

Christmas Performance – The Ornamental Christmas

It is planned that our pupils will perform 'The Ornamental Christmas', based on the Nativity Story, on the afternoon of Tuesday 9th December starting @ 1:30pm & Wednesday 10th December @ 10:00am. To enable as many parents as possible to attend there will be two performances, one in the afternoon and then the following morning. Keeping performances to during school hours ensures that all the pupils are available to take part.

Tickets for the event, costing £5 each will be available at school from **Tuesday 2nd December 2025** . Money raised through ticket sales will be shared between school funds and **Newry Hospice**.



Christmas Jumper Day

We are inviting everyone to wear their Christmas jumpers on **Thursday 11th December 2025**, which is also the date of our Christmas School Dinner. It is important that Christmas Dinner is booked and paid for in advance.



Christmas Presents

The staff plan to continue to donate money to charity in lieu of buying individual presents for the children this year. The charity chosen to benefit is Newry Hospice. We also invite parents to contribute to this very worthy cause in lieu of presents for staff, donations can be sent into school in an envelope at any time between now and the end of term.

Shared Education Christmas Choir

With the return of the Newry Chamber of Trade Christmas Gala dinner on Thursday 4th December, we have been delighted to see some of our choir members joining choir members from St Patrick's to prepare some Christmas songs to welcome guests to this charity event. The pupils attending will be treated to their tea that evening in the Canal Court, which we hope they will all enjoy.

Choir in the Community

Our Key Stage 2 choir have been invited to sing to their passengers at the Bus Station on Tuesday 16th December from 11am. Parents are welcome to come along and listen to their performance if you are in the area.

End of Term

School will end at 12.00 noon on **Friday 19th December**. There will be no dinners served that day. There is no bus to Shandon Park. Please ensure that your child is aware of arrangements for going home from school at the end of term.

New Term

School reopens for all pupils on **Tuesday 6th January 2026**

As a staff we thank you all for your continued support and wish all pupils, parents and friends of the school a very Happy Christmas and healthy New Year.

A copy of this letter and all other correspondence sent home will be placed on the School website @ <https://www.windsorhillps.co.uk/newsletters-and-letters-for-parents/>

Yours faithfully

I. McKane
Principal

