

## WINDSOR HILL PRIMARY SCHOOL

Monday 16<sup>th</sup> June 2025

Dear Parents,

### **P7 Awards Assembly – Thursday 19<sup>th</sup> June**

It is planned that our P4 - P7 pupils will attend our Awards Assembly. It will take place on Thursday 20<sup>th</sup> June 2024. The parents of our P7 pupils are also invited to join us that afternoon. To enable all staff to attend we will be having an early lunch and all **P1 – P3 pupils in the mainstream classes should be collected @1:00pm.** (Unit classes will continue as normal for that day.)

All pupils from P4 – P7 will be attending the awards assembly and will leave school at 3pm as usual. On that day everyone should come to in the **full formal uniform**- including shirts and ties, not sports or summer uniform please. This is a special occasion; our Governors and special guests will be in attendance and we would like everyone smart and looking their best.

### **Shandon Park Bus**

We have a good number of pupils getting the bus to Shandon Park each afternoon. We have recently had to remind some pupils of the importance of staying seated on the bus for the duration of their journey and to remember their bus money every day. Translink has increased the fare to **95p per journey** and cards can be purchased from the bus depot for multiple journeys which may work out cheaper. This is a public service, and it is important that all our pupils show the same 'Care, Courtesy and Consideration' on the bus at all times, as they do in school.

### **Free School Meals**

Please remember that free school meals must be applied for every year. Those who are currently in receipt of this support will receive a reminder directly from EA. **Applications are preferred online-**  
<https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants> .

*Further details are also available on the accompanying leaflet. **Please do not let the online application put you off, I am very willing to help anyone who needs assistance.***

While children may not always want school dinners every day, entitlement to Free Meals also provides a grant to help replace uniform and they can have dinner on days they choose. Please consider applying if you are in receipt of Universal Credits or other qualifying benefits. Unfortunately, meals cannot be provided next term until the EA process your applications, it is therefore important that this job is done as soon as the portal opens as there can be significant delays in processing at the beginning of the new school year. The portal opens on Monday 17<sup>th</sup> June.

### **Uniforms**

Please remind the children to take all their clothes, PE bags etc. home with them for the summer as internal maintenance work is scheduled and Sammy organises an extensive summer clean.

***I would welcome donations of any school uniform including school ties in good condition to reuse. Help of this kind is very much appreciated.***

School finishes for this school year on **Monday 30<sup>th</sup> June @ 12:00 noon** for all pupils. Please remember there will be no dinner served that day and no bus to Shandon Park.

Thank you to all parents and staff for their support and help during another busy school year. We wish all our P7 pupils continued success in their new schools. Please keep in touch and let us know how you are all getting along in the future.

Please feel free to contact me should you require any additional information regarding any of the above information.

Yours faithfully

I. McKane  
Principal