



Ballacottier School

Parent Booklet 2026

Clybane Road
Douglas
Isle of Man
IM2 2ST

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WELCOME

It is my great pleasure to welcome you and your family to our school.

This booklet will provide you with a brief outline of day to day life at Ballacottier Primary School and what we are trying to achieve.

At Ballacottier we will endeavour to make your child's life in school enjoyable, academically successful and rewarding. We are committed to providing a caring, secure and enriching environment designed to stimulate the academic, creative, social and personal development of each child. We strive to create a respectful school community where children feel happy and safe and where the development of relationships with others is valued.

Miss N Davies
Headteacher



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OUR TEAM

Headteacher
Deputy Headteacher
School Administrator
Class Teachers

Miss N Davies
Miss A Qualtrough
Mrs N Coward
Mr A Allen-Snell (Senior Leadership)
Mrs C Holland (Senior Leadership)
Mrs S Hollis
Mrs J Kelly
Miss K Lawrence
Mrs A Morris
Mrs L Mulligan (Senior Leadership)
Mr D Partington
Mrs M Polanowska
Mrs J Quayle (Senior Leadership)
Mrs H Staley
Miss L Barton
Mrs S Brogan
Ms K O'Hare
Ms A Birtles
Mrs S Blakemore
Mrs N Cain
Mrs S Collister
Miss L Corlett
Mrs J Howard
Miss M Kennish
Miss A Williams
Mrs H Callin
Miss S McCourt
Miss S Quayle
Mr D Reeder
Mrs L Allcote
Mrs J Faragher
Miss R Johnson
Mrs S Quilliam
Mrs J Williams

SESOs

ESOs



OUR TEAM

Lunchtime Ancillaries

Mrs V Campbell
Mr M Creer
Mrs J Harwood
Mrs B Nzama
Mrs M Racek
Mrs J Redford
Mrs A Roberts

Rainbow Room
Lunchtime Ancillaries

Mrs C Cain
Mr A Collister
Mrs D Cowin

Kitchen Assistants

Mrs D Cheshire

Caretaker

Mr D Sharman

Cleaning Team

Mrs S Drummond
Mrs I Foster
Mrs J Redford

Swimming Teacher

Mr A Walkingshore

Guitar Teacher

Mr P Jennings

Violin Teacher

Ms E Wilde

Clarinet/Saxophone
Teacher

Mr C Sullivan

Drum Teacher

Mr S Leach

Brass Teacher

Mr J Wright

Governing Body

Mr S Christian
Mr S Downward
Mr R Fitzpatrick (Chair)
Miss A Qualtrough

Visiting Clergy

Rev D Richards and
representatives from
Braddan Church
Scripture Union Ministries
Trust (SUMT)

School Nurse

Mrs N McClenaghan

Speech Therapist

Mrs L Cherriman



THE SCHOOL DAY

Children should arrive at school approximately 10 minutes before the start of each session and no earlier. Teachers at school before those times are preparing their work and are not present to take charge of children's safety or behaviour.

Children should report to the School Office if they arrive after 9.00am. A late mark will be made in the register. Arrivals after 9.20am will be marked as an unauthorised absence as per Department of Education, Sport and Culture (DESC) policy.

Late arrivals for medical appointments are perfectly understandable, but please let the school know in advance of your child's absence. There is a School Breakfast Club available from 8.15am each day. Details are available at the School Office.



Infants

Start	9.00
Lunch	12.00 - 13.10
End of Day	15.20

Juniors

Start	9.00
Lunch	12.10 - 13.10
End of Day	15.30



COMMUNICATION

The school use the Isle of Man Safer Schools App to communicate messages, letters, photographs etc to parents. Each class has their own noticeboard which can only be accessed with a code to ensure only the relevant people can see information or photos relating to your child's class. The noticeboard changes every school year as your child moves up the school.

Individual messages are communicated through email via the School Office (ballacottierenquiries@sch.im). If you have any queries or messages that need to be passed to the class teacher, please use this email address.

The school also use a text service for short notice messages etc, club cancellations. **This is an outgoing service only** - please do not reply to text messages as it will not be received.

If your child is absent from school through illness, please contact the School Office by email or telephone.



DRINKS & SNACKS

Snack is provided for children in our Special Provision Centre (Rainbow Room) and will be charged per term. Children in all other classes are welcome to bring in a healthy snack to eat during playtime such as a piece of fruit or a nut free cereal bar.

We ask that children bring in their own named water bottle containing either water or squash. This can be topped up during the day from water fountains. Children need to take their bottle home each day for cleaning and replenishment.

LUNCHTIMES

We provide hot and healthy school lunches which are paid for on ParentPay - **activation letters for ParentPay are given out on the first day of school.** Dinner menus are sent out to parents on Safer Schools but paper copies can be obtained at the School Office.

If you would prefer your child to bring in a packed lunch, please do not bring in any fizzy or energy drinks and please ensure there are no nuts present in any food as we have pupils who have severe nut allergies.





SCHOOL UNIFORM

Our uniform comprises of a navy blue polo shirt with navy blue sweatshirt or cardigan with navy blue or black trousers, skirt or pinafore.

Polo shirts, sweatshirts and cardigans can have the school badge embroidered on them at Promenade Shirts & Embroidery.

Black shoes or black trainers (all one colour).

Please ensure that all clothing your child wears to school is named. Named items can be returned to your child if they are lost. We dispose of any unnamed clothing at the end of each half term.



PE KITS & SWIMMING

Each child requires a strong, drawstring bag to keep their PE clothes in. This kit will be sent home for washing at the end of the each half term and should be brought back to school on the first of every half term.

PE kit comprises of a plain T shirt, navy or black shorts and pumps or non marking trainers. Please ensure that socks are worn on PE and swimming days rather than tights.

Swimming takes place for Junior children on Thursdays.



EARLY YEARS FOUNDATION STAGE

The Foundation Stage curriculum allows children to learn through play by being active, encouraging them to explore, to talk about their learning and to practise skills.

Three prime areas:

- Personal, social and emotional development
- Communication and language
- Physical development

Four specific areas:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design



In Reception, the children do not follow a formal timetable as such. A significant amount of their learning activities will take place outdoors.

Children's learning will be assessed continuously throughout the first year of school and recorded on each child's Foundation Stage Profile.



KEY STAGE 1 AND 2 CURRICULUM

The National Curriculum at Key Stage 1 and Key Stage 2 consists of ten subjects which all children must study at school. They are:-

Core Subjects:

- English
- Mathematics
- Science

Foundation Subjects:

- Geography
- Music
- Art and Design
- ICT
- History
- Physical Education
- Design Technology
- PSHE (Personal, Social and Health Education)/Citizenship



All pupils also take part in Religious Education. In addition pupils in Years 4, 5 and 6 study the Manx language.

Throughout the school year, these subjects are planned and organised in a manner that enables the school to provide a broad and balanced curriculum.



SCHOOL VALUES

Our approach to positive and inclusive behaviour, is promoting an ethos of kindness and visible consistency in adult behaviour across the school. We aim to build relationships with pupils, showing an interest in their life and showing daily acts of care.

Our school values are reflected in all aspects of school life.

RESPECT

RESILIENCE

AMBITION

CELEBRATING SUCCESS

At Ballacottier Primary School we recognise effort and achievement in a number of ways:

Verbal Praise

The use of praise is used in the classroom to create a positive atmosphere - this is key to developing positive relationships.

Recognition Boards

Each class has a 'Recognition Board'. All pupils strive to have their name on the board and encourage other classmates to achieve the outcome which has been chosen by the adult and shared with the pupils.

Superstar Awards

Pupils who show exceptional effort in class, a positive attitude or resilience may receive a Superstar Award at the weekly Superstar Assembly held each Friday.

Ballacottier Book of Brilliance

Headteacher Award

The Headteacher can present a treasured trophy to pupils for especially noteworthy achievement. This may be for one outstanding accomplishment or significant progress over a period of time.



SCHOOL TRIPS

During the school year there are many field trips and visits to places of educational interest, such as the island's museum sites and locations that link to topics. They are an integral part of our curriculum. We welcome the involvement of parents in helping to supervise these outings.

The cost of transport for such trips is quite high (eg, a return bus trip from school to Ramsey is in excess of £200) and we do ask for contributions towards the cost for most trips. Parents may choose to pay a minimum amount or the full cost of the trip on ParentPay.

Pupils whose behaviour may present a risk to themselves or other group members may require a parent to supervise them on the trip. It may be appropriate for pupils who present a high level of risk not to attend some trips or activities to ensure the safety of all group members.

CLUBS



A variety of clubs are held before school, after school and during lunchtime run by staff and Year 6 pupils. These clubs are designed to develop pupils' interest and skills, details of which are sent out on a to parents on a regular basis.

It is in Key Stage 2 that the majority of clubs operate.



HEALTH & WELLBEING

Please do not send children in to school who are not well. Children who have vomiting or diarrhoea should follow the 48 rule and not attend school until 48 hours after their last bout to ensure any virus is not spread.

If your child is ill enough to warrant antibiotics or any similar medicine, we ask that you come to school to administer any medication that needs to be taken during the school day.

If your child suffers from a chronic or long term medical condition eg, asthma or allergies, please inform the school before your child attends so that we can make relevant staff aware and where necessary we can develop a care plan. It is the parents responsibility to ensure that any medication (allergy medication/asthma inhalers etc) that are kept in school are in date.

Please ensure your contact telephone numbers are up to date on the Arbor Parent Portal in case we need to contact you in an emergency.

HOLIDAYS DURING TERM TIME

At Ballacottier Primary School we actively discourage parents from withdrawing pupils from school during term time to avoid disrupting learning.

The Headteacher may authorise up to a maximum of 10 school days per academic year in accordance with Department of Education, Sport and Culture policy.

A holiday absence request form (available from the school office) should be completed in advance of the start of the holiday for the Headteacher to consider authorising.



KEY POLICIES

The school has key policies for

- Anti-bullying
- E-safety
- Inclusion
- Relationships
- Marking feedback & presentation
- Child protection & safety



These policies can be viewed on the school website - www.ballacottier.sch.im

DISCLAIMER

The information supplied in this booklet is in accordance with information presently available and is believed to be correct at the date of printing, (April 2026) but is not guaranteed.

In particular, nothing herein prejudices the right of the Department of Education, Sport and Culture or the Headteacher of the school to make any decision relating to the school, as seen fit, without regard to whether this will affect the accuracy of matters contained in this publication.

Further, neither the Department of Education, Sport and Culture, nor the school, nor any member of staff of the Department or school is legally responsible for any erroneous information contained in this booklet.