



MAGHERAFELT PRIMARY SCHOOL

02879632822

PRINCIPAL

Mr I Somerville B Ed Hons PQH(NI)

CHAIRMAN OF THE BOARD OF GOVERNORS

Rev Dr J Curry

MAGHERAFELT PRIMARY SCHOOL

32 Castledawson Road, Magherafelt

BT456PA

Thursday 27 April 2023

Re: Operating hours in Magherafelt Primary School

Dear Parents/Carers,

The Department of Education, employing authorities, sectoral support bodies and teacher unions have written to schools stating that:

It is recognised that school-based staff are working within a demanding environment. In order to assist with workload demands, schools will notify parents of the normal operating hours of the school and when and how parents may contact staff within the school. School staff are not expected or required to contact, or respond to contact from, parents or anyone else outside of the normal operating hours of the school day unless there is a critical incident.

Accordingly, please see below the normal operating hours of Magherafelt Primary School:

Monday	08:30 – 16:30
Tuesday	08:30 – 16:30
Wednesday	08:30 – 16:30
Thursday	08:30 – 16:30
Friday	08:30 – 16:30

Should you need to contact the school please contact our office via email help@magherafeltps.com or telephone 02879632822.

You are able to contact your child's class teacher via our SeeSaw app during the above operating hours regarding educational matters. If you have any other queries, please contact the school office and we will be happy to arrange a suitable time/person to address your enquiry.

Yours Faithfully,

**Ian Somerville
Principal**