



Deputy Principal

Lynette Woods

Attendance

- There is research to suggest that school attendance and attainment are linked.
- A missed school day is a missed opportunity to learn.
- Under the Education Welfare Act 2000 the Principal is required to inform the Child and Family Agency (formerly National Educational Welfare Board) when absences of more than 20 days in a school year occur.
- Year Heads will monitor absences for their year group and will send out attendance messages through Vsware if you daughter misses 10 days. You subsequently receive an attendance message for every 5 further days missed. Year Heads will contact parents/guardians if there is a very high level of absence.

Attendance

- **Full Day Absence:**

An absence request needs to be submitted through the Vsware app. either prior to an absence or on the morning of an absence. This request is approved by the school. Text will be sent to parent/guardian absence not requested.

<https://support.vsware.ie/en/a-parent-sending-an-absence-request>

- **Sign outs:**

If you are daughter needs to be absent for part of a day, submit absence request in advance through Vsware and collect from reception.

- **Late**

Please inform the office prior to arrival. If before 9.40

Attendance

- **Ill during the day**

Alert subject teacher and arrangements can be made to go home.

- **Home for lunch**

Please contact the school immediately if your daughter cannot come back after lunch.

- **On Campus Lunch**

All 1st year students are required to stay in school during break and lunch, unless they have written permission to go home to a parent/guardian for lunch.

Uniform

The school insists on high standards with regard to dress and appearance. When pupils wear the uniform they are ambassadors for the school in the community.

Full, correct uniform must be worn by every student in school, coming to school, leaving school, and on school trips.

Uniform:

- Tartan skirt or school trousers,
- School blouse,
- School pullover with crest,
- Green knee-socks or plain black (Denier 50+) tights with the skirt,
- Flat black or navy shoes.
- For outdoor wear, students should have the school fleece or jacket.

PE Uniform:

- School half zip,
- School t-shirt,
- School tracksuit bottoms,
- Suitable non-marking sports shoes.

Uniform

Points to note:

- Skirt should be worn two inches below the knee, no knee visible,
- Trousers should not be frayed at the hem,
- Runners and boots are not permitted with the uniform,
- Students may wear their PE uniform for the full day on which they are timetabled to have PE or if requested for a school trip.
- The PE half zip should not replace the traditional school jumper.
- Pupils are permitted to wear one ring on each hand, two earrings in each ear (subtle in nature) and a school badge on their uniform. Facial piercings are totally prohibited. No other jewellery is permitted.
- The wearing of make-up is not permitted in 1st, 2nd and 3rd year.
- Exaggerated hairstyles/hair colourings are not permitted.
- Students are permitted to wear a subtle nail polish and keep nails at a functional length.
- Subject and class teachers carry out uniform checks at regular intervals throughout the year.

Option Sampling

Your daughter will sample 5 option subjects during their first four weeks in school.

Music, Visual Art, Business Studies, Home Economics and Science.

At the end of September, they will be asked to pick 3 of 5 options subjects to carry through to Junior Cycle.

Your daughter will continue to study all of the subjects on List One below:

List One

RE, Irish, Mathematics, English,, Geography, History, French/Spanish or General Studies. Short courses in wellbeing subjects: CSPE, PE & SPHE.

From List Two, she must choose 3 subjects

List Two

Art

Business Studies

Home Economics

Music

Science

Option Sampling

Please Note:

- Students who give up business studies will be able to take up business in fourth year. However, it will be much more difficult to take up accounting.
- Students who give up science at the end of first year will be able to take up biology in fourth year. However, it will be much more difficult to take up physics or chemistry.
- Students who give up home economics at the end of first year will be able to take up the subject in fourth year.
- Students who give up art and music in first year will find it much more difficult to take up this subject in fourth year.

Wellbeing

Along with our traditional wellbeing subjects of PE, SPHE and CSPE, we have introduced a number of further wellbeing classes for our junior cycle students.

Each first year class will have two dedicated **WELLBEING CLASSES**. Some examples of activities students engaged in are:

- Friendship project: what makes a good friend, qualities etc. Designing a friendship crest.
- Project on the 6 indicators of wellbeing: active, responsible, resilient, aware, connected and respect.
- Hand Project: Students explored, patterns, shapes colours, songs, motifs, and symbols to express themselves my- personal identity: communicating something about themselves- getting to know each other better.
- My ABC, study guide & study skills: Students completed individual ABC study guides before their NOV assessments, we completed class on how to develop smart study skills, discussed the exams and any worries they had. How to study, different ways to study etc, stress management etc.

Wellbeing

- Designed and wrote Christmas cards to the residents of local nursing homes, helping us all to stay connected.
- Virtual classes: (Online class notebook)
- All about me project, student completed a project about themselves- exploring their hobbies, interests like etc. - including images and photos
- Phone a friend- students were assigned a student to call during class and ask several questions to get to know each other better- stay connected.
- Interview a family member- students chose a family member to interview and find out more about.
- I'm grateful for project: Students wrote down ten things they are grateful for and completed a report on the person/ place or item.
- What to do if I'm sad/ anxious: Students come up with a list of things to try and help them to relax.

Wellbeing

- Students will have a dedicated IT CLASS period where they will explore all aspect of Teams, One Note, One Drive etc.
- Students will receive a Microsoft account when they enter in August. This will give them access to the office 365 suite of apps.
- Teachers will use this platform at times to communicate with students, assign work, and to receive assignments.
- All teachers are trained in Office 365 applications and half of our staff are digital leaders on this platform.
- We have noticed that while students have developed excellent navigation skills in relation to social media, there is a skill deficit in using traditional software such as Microsoft word, excel and outlook.
- This class will allow students to begin the journey towards developing proficiency in this domain.

Wellbeing

- Your daughter will have a dedicated Class Tutor period.
- Along with looking after the immediate needs of students and the class as a whole, the class tutor will be working through a dedicated class tutor programme.
- One of primary aims of this programme will be to develop your daughters ability to engage in public speaking which is a skill your daughter will need to complete her classroom based assessments in 2nd and 3rd year.
- Apart from the CBA's, public speaking is an invaluable life skill. Please encourage your daughter to engage in all activities and not to shy away from speaking out.
- Other modules that will be covered in this programme are activities on settling into a new school and how to develop good study habits and skills.
- The Class Teacher is your daughters first port of call should she need to report anything, talk about any worries or anxieties or get some practical information on the mechanisms of school life.

Important Dates 2022/2023

Tuesday 30st August 9.00am – 3.55pm

First Year Induction Programme

Wednesday 31st August 9.00am – 1.20pm

First Year Induction Programme and Assessment Testing Continued

Thursday 1st September 9.00am – 3.55pm

Team bonding and outdoor pursuits day in Muckno Outdoor Education Centre

Cost approx. €33

Friday 2nd September – normal class for 1st years

October 2022 Mid-Term Break

School will be closed from Monday 31st Oct. to Friday 4th Nov. 2022 inclusive.

Christmas 2022

All schools will close on Wednesday 21st December 2022, which will be the final day of the school term.

All schools will re-open on Thursday 5th January 2023.

Important Dates

St. Bridget's Day Bank Holiday

School will be closed on Monday 6th Feb. 2023.

February 2023 Mid-Term Break

School will be closed from Monday 13th February 2023 to Friday 17th February 2023 inclusive.

St. Patricks Weekend

School will be closed on Friday 17th March 2023

Easter 2022

School will close on Friday 31st March 2023, which will be the final day of the school term and re-open on Monday 17th April 2023.

May Bank Holiday Weekend

School will be closed on Monday 1st May.

Additional School Closures

An updated parent/guardian calendar will be sent to you in early August. There will be some additional closures due to Junior Cycle training, NSCE training and surplus school days.

Remember.....

- Keep in contact, we can't help if we don't know.
- We're here to help your daughter settle in as seamlessly as possible. There are a lot of practicalities involved in the running of a school but our students and their welfare are at the heart of everything we do.
- Don't jump to conclusions. Sometimes wires can get crossed, please communicate with us and we will investigate both sides of every situation.
- Be ready for some teething problems, this is a big deal for your daughter. Not everyone handles change well. We have come across most typical situations at this stage so we can advise on the best course of action, and help in any way we can.

We are looking forward to meeting your daughter.

Thank you for listening.