

Gaelscoil Charraig Uí Leighin

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Príomhoide: Bríd Úna Ní Mhaoileoin

Leas phríomhoide: Martina Uí Dhubhghaill

Príomhdoidí Cunta: Séamus de Lónra & Seán Mac Carthaigh

Dear Parent/Guardian,

We welcome you and your child to a new school year. We hope to have a great year together and that it will be enjoyable and beneficial for all students.

Time at school:

The Board of Management at Gaelscoil Charraig Uí Leighin is responsible for our children between the hours of **8.50am and 2.30pm**.

School day:

Junior / Senior Infants: 8.50am - 1.30pm

Rang 1 to Rang 6: 8.50r.n - 2.30i.n.

In the morning:

- Junior and Senior Infants will go directly to their classrooms. The classrooms will be open at **8.40am**.
- The children from Rang 1 to Rang 6 line up in the yard in their lines until their teacher collects them.
- If the morning is wet, the children from Rang 1 to Rang 6 will go to the Halla and line up in their class formation. As there is not a lot of space in the Halla, please drop your child and leave them with their class, where a teacher will be supervising. The Junior and Senior Infants will go to their classrooms as usual.

Everyone is asked to be patient as it takes some time to get used to any changes at the beginning of a new school year. I would like to thank all the parents who make sure that their children are at school on time.

Some parents still stand around in the school yard in the morning. Please, we ask you to assist us and do not stand close to the class lines. Do not bring dogs into the yard at any time as some children are afraid of dogs.

To ensure the traffic around the school flows as freely as possible, we ask you to drop your child/ren and move on to make parking spaces available on a continuous basis for everyone.

Evening - going home:

Rang 6 leave through 'Doras na bPáistí' and they walk on the path between the hall and the basketball court. They then walk out the pedestrian gate near the roundabout.

Rang 1 will walk on the path from the prefabs to the pedestrian gate in Bridgemount. Rang 4 and Rang 5 and Rang 2 Seán will walk through the basketball court and out the pedestrian gate near the roundabout. Rang 2 Kiera and Rang 2 Mairead will walk out Doras na bPáistí.

For safety reasons, no one is permitted to walk through the main gate or walk through the school car park at any time. It is impossible to see young children, i.e if a teacher was reversing out of his/her parking space. It is safer for us all, if you do not walk through the car park.

Parking and Traffic:

With regard to the health and safety of all children, please note the following points when dropping and collecting your children from school:

- a) your car is not parked across the school gate
- b) your car is not obstructing the School Warden crossing
- c) your child crosses safely and at the correct point i.e. School Warden crossing or lights

- d) your child enters and leaves the school grounds by the correct gate (see the above arrangements)
- e) you **do not drive** onto school grounds **at any time.**
- f) you **do not park** in the bus stops at any time.
- g) you **never block the entrance to any estate,** or peoples driveways at any time.

We have been contacted by residents in the area complaining about being blocked in by cars. Please refrain from doing this.

Cycling to school: Please ensure if your child/children cycle to school they always wear a helmet. No child is allowed to cycle their bike on the school grounds for everyone's safety. We have a "bike rack" in front of the school where bikes and scooters may be stored.

Lunch: Children eat their lunch in school every day. We wish to promote healthy eating in our school and we ask for your co-operation in ensuring that the children do not have chewing gum, crisps, peanuts, glass bottles, fizzy drinks or hard sweets for their lunch.

Some children have severe nut allergies. We would be grateful if you did not include products which contain nuts in your child's lunch. Please be aware of the contents of your child's lunch.

Homework: It is school policy to give the children homework every night (Monday to Thursday inclusive). Please sign your child's homework diary every day and make sure that you are aware of what (s)he is doing in class.

General guide to homework:	Naíonáin:	5 - 10 minutes
	Rang 1:	10 - 25 minutes
	Rang 2:	15 - 20 minutes
	Rang 3 & 4:	20 - 30 Minutes
	Rang 5 & 6:	30 - 45 minutes

If your child has any problem with their homework, please inform the teacher as soon as possible so it can be dealt with promptly.

School Uniform: The school uniform must be worn every day in school (except for the Naíonáin). The children wear their school tracksuits on the specified P.E. days only. Tracksuits may also be worn on special days at the teacher's request e.g. matches, school tours.

N.B. Please ensure that your child has his/her name on everything-coat, jumpers etc.

Timetable for P.E.: Please ensure your child is wearing their track suit on the following day:

Monday:	Rang 1, Rang 3 and Rang 4 Aisling
Tuesday:	Naí Mhóra, Rang 5 Therése and Rang 6 Briain
Wednesday:	Naí Bheaga, Rang 5 Máire, Rang 4 Gregg and Rang 2
Thursday:	Rang 2, Rang 1 and Naí Bheaga
Friday :	Naí Mhóra, Rang 3, Rang 4 Elaine and Rang 6 James

As the Infants wear their track-suit every day they will have P.E a few times a week.

Meeting Teachers: Our parents are an integral part of our school community and your co-operation is always welcomed. Please be aware that all teachers have classes to attend to and therefore, we would be very grateful if you always made an appointment in advance in order to ensure children's safety and an effective meeting..

Please ensure you report to the office when entering the school for any reason. Do not proceed to pre-fab's without doing this. This is to keep our children safe at all times.

Notes to teachers: A note, signed by a parent/guardian, is required in the following situations when:

1. A child is absent from school for any reason.
2. A child is leaving the premises during the school day.
3. A child is staying in from the yard.
4. A child is being collected by someone other than the usual person.
5. A child is apprehensive or experiencing difficulties in school.

Collecting children during school hours: You must call to the office to sign your child out during the school day. Children are to be collected from their **classroom**. Please do not ask your child to go to gate, main door etc.

Mobile Phones: Mobile phones are to be switched off during school hours. If your child brings a mobile phone to school, please ensure that they do not have it switched on during the school day or while on the school premises.

Wash Bags: Each child is required to have their own wash bag in school, containing a small towel and soap. Please ensure you speak to your child about the importance of washing his/her hands. If your child is sick, please do not send him/her to school.

Baskets: Each child (Rang 3 – Rang 6) is required to have a small basket to keep their books in order in school.

Invitations: We wish to advise that invitations are not to be distributed by the class teacher or in the class. During the past few years, this has caused distress for some children as they were not invited to parties.

School Milk: Milk is available in school for any child who wishes to avail of it. Cost for the year is €35 per child to be paid to the class teacher.

School Band: Rang 3 to Rang 6: The School Band has gone from strength to strength and we hope they continue to learn their tunes regularly. All children from Rang 2 onwards will require a tin whistle D

Child Protection: The school follows the "Children First" guidelines. Our Acting Principal, Martina Uí Dhubhghaill is the DLP (designated liaison person) and if she is not available it will be our Deputy Principal Séamus de Londra.

The Office:

While every effort is made to give messages to children, it is not always possible to meet all requests. Please let us know if your child is late coming to school, going to doctor / dentist / friend's house, going home early, etc.. Please note the office is closed from 11.20am to 11.50am each day.

Swimming: The children in Rang 3 and Rang 4 will attend swimming classes in the pool in Douglas. The cost is only €50 per child as the Board of Management subsidises the remainder of the cost. (see note below)

Rang 4: starting on Thursday, 12/10/17 (8 weeks)

Rang 3: starting on Thursday, 18/01/18 (8 weeks)

After school activities:

Some events will be held again this year in school but we will issue another note about that later.

Behaviour in school:

Every effort is made to promote good behaviour in the school.

While we endeavour to prevent bullying of any kind in our school, we ask for your support in this matter. We recognize that sometimes your child may be bullied but also that your child may be the instigator. We ask you to support the school to ensure that the behavior of all members of the school community behave correctly. We know that some children sometimes fight with each other but this is a different thing from bullying. We must all work together to ensure our school is free from bullying.

Compliment / Complain Procedure: If you have an issue about anything in school, first, please talk to the class teacher and if you are not satisfied, then you may make an appointment to speak with the principal.

Every effort is made to resolve any issues, but we must work together for the benefit of the child and the school to allow us to reach a solution.

Coiste Cairde: (Parents' Association) These are a very active group of parents who assist the school on a regular basis. They organise various events throughout the year, i.e, Healthy Food Day, preparing for Santa, First Communion, Rang 6 celebration night etc.

Board of Management: There are eight members on the Board. Colm O'Rourke is currently the Chairperson. Bríd Úna and Muinteoir Seán, along with Áine Corrigan, Pat Nagle, Majella Crowley, Conor Kirwan and Kathleen Cole make up the remaining members. We are under the Patronage of Cork and Ross. The Board of Management will pay the following activities during the school year: Irish Dancing, Speech and Drama, French for the higher classes and €35 for swimming classes.

Speaking Irish in the school environment: Please feel free to use your Irish in the school environment. We love to hear you speak Irish!

First Communion: First Holy Communion will take place on Saturday 19th May 2018 in Carrigaline church at 10.30am.

Confirmation: We have not received the date for this yet.

Parent/Teacher Meetings: These meetings will be held towards the end of November or early December.

Thank you in advance for your help and support throughout the school year. If your child has a problem at school during the year, please make an appointment to speak with the class teacher as soon as possible so any issue can be dealt with promptly and confidentially.

I hope that everyone has a happy and healthy year.

Is mise le meas

Martina Uí Dhubhghaill

Priomhoide Feidhmeannach