#  NEWSLETTER – September 2018



**St. John’s N.S., Kenmare**

**Bunscoil Eoin Naofa, An Neidín**

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Welcome back to St. John’s N.S. Bunscoil Eoin Naofa to pupils and teachers.

A special welcome to the girls and boys in the two Junior Infants classes as well as all new pupils to other classes who are joining our school for the first time. We look forward to working with you all.

**Upcoming Closings:**

Monday, October 29th to Friday, November 2nd – Mid-Term Break

A full list of closures for the coming school year was distributed prior to the school holidays. Holiday list available to download from our website.

**School opening/closing times:**

School opening hours 9.20a.m – 3.00p.m.

Junior Infant pupils finish at 2.00 p.m.

from Monday, September 10th.

Senior Infant pupils finish at 2.00p.m.

All others pupils finish at 3.00p.m.

Please note that the B.O.M. does not provide supervision for children outside of these hours in particular for children who may be left at school before the official starting time and after closing time in the evening. Parents of infant children are reminded that prompt collection of children at 2.00p.m. is expected.

If your child is being collected for an appointment it is necessary that a note is sent to class teacher. A ‘sign in, sign out’ system at the school office is in operation if you wish to take your child during school hours for a necessary appointment, please note that only persons named on the Enrolment Form can collect your child. Any changes to these arrangements must be made known to the school office in writing.

**School Uniform:**

We are delighted to see so many of our pupils wearing their full new uniform including crested jumper, blue shirt/ grey skirt or trousers and black shoes. We are also delighted to see the majority of pupils wearing regular runners with school tracksuits on P.E. days. Class teachers have informed their classes regarding the allocated P.E. days when the pupils will wear their tracksuit. On all other days, full school uniform should be worn.

**New Staff:**

Congratulations to newly appointed permanent teacher Mrs. Anne Brosnan, wishing you the best of luck in the future.

**Assembly/ Traffic Management:**

All classes now assemble in the junior yard at the back of the school. Pupils will assemble in the hall on wet mornings and enter the school through the main back door. Exit of pupils will always be through the main front door at

3 p.m.

Parents of infant pupils have been made aware of arrangements which are in place for collection of infant pupils at 2 p.m.

Please note that a set down only system is in place at opening and closing times. We note particularly that there is congestion when parents park and accompany their children to the school yard. We are asking you to be conscious of all other drivers and pedestrians when setting down or reversing from car parking spaces. On wet days in particular we are asking you to be patient when there is a higher volume of traffic and to co-operate with signals given by traffic supervisors. We are asking you also to be conscious of bus parking at school opening and closing times.

Please note that parents are not permitted to use staff car park for set down and collection purposes. In the interest of all our health and safety we are asking you to co-operate in this regard.

**Art/Crafts, Photocopying & Insurance:**

A contribution of €25 per child (€40 for families of two €55 for families of three and €65 for families of four or more pupils) is requested to cover art/crafts, photocopying and insurance costs for the coming year. Please forward to class teacher by Friday, Sept. 14th.

**Book Rental:**

All classes can now rent a large number of books under our Book Rental Scheme. We have invested a huge amount of finance, time and energy into the covering, labelling and stamping of these books that have now been distributed to all classes. Please give book rental fee to class teacher if you have not done so already.

We kindly ask you to periodically check that each child is taking care of rented books and that they are returned to the school in good condition in June 2019.

We anticipate your help and support in this regard so that our rental scheme can expand and last long into the future.

**Consent Forms:**

Parents / guardians are kindly asked to take the time to read our School Policies on the school website and complete the Consent Form in the pupil’s journal. Pupils in Junior Infants should have completed this Consent Form in June. If you have not done so please complete and give to class teacher.

Consent Forms will be distributed to pupils in Senior Infants in the coming days.

**Healthy Lunches:**

We are asking you to take the time to read our healthy lunch policy on school website. We recommend that pupils should bring a sandwich, a non-fizzy drink and a piece of fruit. Crisps are of course strictly forbidden.

In line with our Green School principles of reduce, reuse and recycle, we are asking pupils to bring reusable drinks and lunch containers and to place organic waste in the bins provided. All other wrappings and paper should be put in lunch boxes and brought home.

In as far as possible, we are encouraging all pupils to bring their full lunch with them in the morning. In such a large building delivery of lunches to pupils during the school day is not practical.

To encourage healthy lunches we have designated Monday, October 8th to Friday, October 12th as Healthy Eating Week. During that week we will teach the pupils at all levels about healthy diet and composition of healthy lunches.

For more information on healthy eating check out [www.safefood.eu](http://www.safefood.eu).

**Communication with Parents:**

Parent/Teacher meetings are scheduled to take place in November. We will give you plenty notice regarding the time and date of these meetings. Outside of this when you wish to meet a teacher an appointment system is in place.

Please take the time to read all correspondence from the school. The school may need to communicate urgent messages to parents/guardians by text to their mobile phones.

It has been brought to our attention that many parents have changed mobile numbers and may also have changed address. Please notify school office of any such changes. Kindly fill in details at the front of Homework Journal.

**Attendance:**

We were delighted with the number of children who achieved full attendance during the last school year and encourage all pupils to aspire to this goal. We understand that pupils will fall ill from time to time and this is of course understandable. Outside of this, pupils should be at school and be on time.

Pupils who are constantly late will be asked to address the reason for being late. Very often, the reasons are no fault of the child so parents / guardians of these pupils will be contacted and asked to address the issue. In the event of your child arriving late for school please use the main entrance only. In the interest of child and safeguarding all other doors will be closed following assembly at school opening and official break-times.

Absences of more than 20 days in the school year must by law be reported to the Educational Welfare officer (Túsla) Parents/ guardians should give a note to the class teacher when pupils are returning from any absence. Absence notes are available to complete in pupils journals for pupils from 1st to 6th Classes. Pupils in Junior and Senior infants will be given these notes to complete where necessary.

**New Child Safeguarding / Data Protection:**

We kindly ask you to familiarise yourself with our new Child Safeguarding and Risk Assessment and updated Data Protection Policy which was ratified by the Board of Management on June 18th 2018.

The content of these newly ratified policy is hugely important in terms of your child’s safety, protection and privacy.

The new policy is available to read on our website [www.stjohnskenmare.ie](http://www.stjohnskenmare.ie) in the parent information, school policy section. We particularly wish to bring your attention to the following key areas in the policy.

* Daily arrival and dismissal of pupils
* Handover of children to a appointed adult at infant collection time
* After-school clubs/ childcare providers
* Late drop-offs, early collection, late pick-up, attendance.
* Administration of First Aid
* Storage and publication of photos of children
* Data protection
* Interaction with visitors to school / external coaches
* Use of school premises by outside groups / individuals
* Children not collected from after school activities

**Homework Club:**

‘Homework Club’ will recommence on Monday 10th September 2018. This facility is available to all pupils from 2nd - 6th class each week from 3pm – 4pm. Monday – Thursday. A form will be distributed to all pupils this week and those interested are asked to complete and return to the school.

**New and Used Clothes Collection:**

New and used Clothes Collection will take place on Thursday, October 25th. Bags should be dropped in to school by Wednesday, October 23rd. Funds from bag collection are used to contribute to payment for transport to school events and matches.

Acceptable Items: Men’s, women’s and children’s clothing, household textiles i.e. curtains, towels, shoes, handbags, belts.

Cannot Accept: Mobile phones, laptops, dirty or wet clothing, duvets, pillows, mats, carpets, books. We appreciate all your support.

Finally, we look forward to a successful school year and hope that with your support we can deliver a safe, happy and enjoyable learning experience for all pupils.

Mise le meas,

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Denis Courtney,

Principal and Staff.