

Scoil Mhuire na Trócaire, Ardee, Co. Louth

NEWSLETTER No. 1



5th September 2016

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FÁILTE ROMHAIBH AR AIS

We welcome all our pupils back to school, especially our 43 new junior infants who started at Scoil Mhuire na Trócaire for the first time. We wish all our pupils, families and staff a happy and successful year.

Tús maith, leath na hoibre! Le gach dea - ghúí don scoil bhliain úr,
Mrs. Sweeney.



PARENT-TEACHER CONTACT

We hope your child settles into her new class over the coming days. If at any time you need to contact your child's teacher please send in a note or our school secretary will be happy to arrange an appointment with the teacher. There will be formal Parent-Teacher meetings before Halloween



SCHOOL EXPENSES

All booklist expenses to be paid by Friday 9th September as failure to do so affects the daily running of the classroom. Any family who has difficulty with this should phone the school office for advice.

Morning Assembly

Our playgrounds are supervised from 9.10am to 9.20am each morning. Pupils should not arrive before 9.10am.

Only pupils and supervising teachers should be in the middle playground area (beyond the green gates). This assembly area is supervised from 9.10am.

Junior Infants: From Monday 3rd October parents should drop pupils in the infant yard from 9.10am.



WET DAYS

On wet and inclement mornings our procedures are as follows:

9.10am-9.20am: Infants to 2nd class ~ supervised in PE Hall ~ *pupils and supervising teachers only in hall please.*



3rd-6th classes ~ supervised in lunchroom and shelter in middle playground

On wet days pupils will only be admitted to school buildings from 9.10am therefore pupils should not arrive before 9.10am.

VISITORS TO THE SCHOOL

Visitors and parents must call to the school office when visiting the school for appointments, collection of pupils and or other school business. Parents should not go directly to the classroom as this causes unnecessary disruption to class work.

MOBILE PHONES AND DIGITAL TECHNOLOGY



Children are not permitted to have mobile phones or any other digital equipment in school. If you need to contact your child during the school day a message can be relayed through the school office. On rare occasions you may deem it necessary for your child to have a phone for after school use and in that case the phone must be left in the office for collection at 3pm.

SCHOOL MILK SCHEME

The school milk scheme re-commences on Monday 12th September. If you wish your child to receive a carton of fresh, chilled milk every day until 22nd December please send €15.00 to the school office by Friday 9th September.

HEALTHY EATING POLICY - SUMMARY

- ✚ Milk or water are the most "tooth-friendly" drinks and are recommended for little break (10.45-11.00) along with a healthy snack.
- ✚ Sweets / bars / cereal bars / crisps / popcorn / fizzy drinks are not permitted.
- ✚ Friday is treat day ~ one small treat is allowed (eg. biscuit, fun-sized bar, mini muffins)
- ✚ Scoil Mhuire na Trócaire is a "Greenschool" and we proudly fly our 9th green flag. Children are asked to minimise the amount of packaging in school lunchboxes. We encourage pupils to bring a re-useable bottle and to bring home and recycle all lunch-box left-overs.

IMPORTANT INFORMATION

- ≈ **Administration of Medicines:** Parents must inform teachers in writing at the beginning of **each** school year of a pupil's medical condition or of any special information we need to help safeguard your child during school hours. No teacher can be required to administer medicine to a pupil or to supervise children taking medication. Individual cases are considered by the Board of Management and parents should contact the principal about this if necessary.
- ≈ **Inhalers:** If your daughter requires use of an inhaler during the school day please contact the office for a form and information regarding storage of inhalers.
- ≈ **All absences** must be explained in writing to the class teacher. If children are absent for 20 days or more in a school year the school is obliged to inform the Educational Welfare Services of the Child & Family Agency. Should it be necessary for a pupil to leave school between 9.20am and 3pm parents are expected to contact the school either in person, by telephone or by letter.
- ≈ **Roll-Call** Daily roll-call will be taken at 9.50am at the latest. Any child not present at that time will be marked absent. Our rolls are now recorded electronically and cannot be adjusted after roll-call.
- ≈ **Labels:** Please **label/mark in heavy print** your child's clothes and belongings to help her to identify lost property, especially coats, jumpers, tracksuit tops and lunchboxes. There are some items in "Lost and Found" since June ~ contact office for enquiries.
- ≈ **School hours** are from 9.20am to 3.00pm (2pm for infants) and pupils are supervised during these times. Assembly playgrounds are supervised from 9.10am and pupils should arrive from that time. We ask parents to leave pupils at 9.10am when the supervising teacher is present in the playground. Parents who wish to have their children escorted home at home-time should make their own arrangements to have them met at the school gate (*infants gate in the case of infant classes*). The person to escort/collect them should be at the school not later than 2pm/3pm (*as applicable*) as the school cannot accept responsibility for looking after children after that time.

OLD UNIFORMS

If you have any unwanted uniform or tracksuits from last year please donate them to school as they come in useful from time to time.



PARENTS' ASSOCIATION

We have a very active Parents' Association who work in partnership with the school for the betterment of the children in the school. They meet seven times a year (Sep - Oct - Nov - Dec - Feb - Mar - Jun) on a Monday night from 8-9pm in the school staffroom. Their first meeting this year will be held on Monday and new members are welcome. Come along, bring a friend, meet other parents and support your child's school!

BOOK RENTAL

- Once again we invested a large amount of money in our Book Rental Scheme this summer.
- Pupils may not put **any mark** on a Book Rental book. Lost or damaged rental books or library books must be paid for at the current retail price.
- Readers and library books should be kept in the plastic wallets to protect them in school bags.

INSURANCE

September is the time for renewal of the **Insurance Scheme** for pupils. As you will see from the form sent home last week, the premium is €6 for school activities only or €9 for 24 hour cover. We **strongly recommend** that this insurance be taken by all pupils. Please return form and money in an envelope to the school office by 9th Sept. **Late applications cannot be accepted.**

School Calendar 2016/2017

Back to school	Re-open	Wednesday 31 st August 2016
Mid-Term Break	School Closed	Monday 31 st October – Friday 4 th November 2016 (<i>inclusive</i>)
	School Re-opens	Monday 7 th November 2016
Christmas Holidays	School Closing at 12.20pm	Thursday 22 nd December 2016
	School Re-opens	Monday 9 th January 2017
Mid-Term Break	School Closed	Monday 20 th – Friday February 24 th (<i>inclusive</i>) 2017
	School Re-opens	Monday 27 th February 2017
St. Patrick's Day	School Closed	Friday 17 th March 2017
Easter Holidays	School Closed	Monday 10 th April – 21 st April (<i>inclusive</i>) (School closing at 12.20pm on Friday 7 th April)
	School Re-opens	Monday 24 th April 2017
Bank Holiday	School Closed	Monday 1 st May 2017
Bank Holiday	School Closed	Monday 5 th June 2017
Summer Holidays	School Closing at 12.20pm	Thursday 29 th June 2017