

First Year 2012-13 4/09/2012

Dear Parent(s)/Guardian(s),

I would like to bring a number of important items to your attention as your son sets out on his journey through secondary school with us.

1. It is very important that your son settles into the school quickly and that his early experiences here are positive. If you have any concerns regarding his progress, please contact the school. Each first year class has a classperson. The first year group also has a year head. You should address your concerns initially to the subject teacher, classperson or yearhead. However, if your concerns are of a more serious nature, please feel free to make an appointment to meet the deputy principal or principal.

First Year Year Head: **Mrs Hayes**

Classpersons:

Boland: **Ms. Furlong**

Meehan: **Ms. B Roche**

Heaney: **Ms. Henneberry**

Yeats: **Mrs Turner**

2. The homework journal is a very important communication vehicle between you as parents and your son's teachers. Please ensure that your son has his homework noted in his diary on a daily basis. This diary should be checked every evening for notes etc from his teachers. **Each first year is expected to do at least one and a half hours study every evening, with some additional time over the weekend.** You are expected to sign the diary on a weekly basis.
3. School jackets for first years were distributed last week. Please ensure that your son has written his name on the jacket. Please also ensure that all property belonging to your son has his name on it.
4. Please ensure that your son comes to school in full uniform every day, unless you are informed otherwise. You will be informed by text in the event of a 'no uniform day'.
5. If you change your mobile number, please let us know as you will not be in a position to receive texts from the school. A text message will be sent home in the event of your son

not presenting for morning and or afternoon classes. If you are aware that your son is absent, write a note explaining the reason in his diary which should be presented to all his teachers on his return to school. If he is absent without your permission, please let us know as soon as possible.

6. As you are aware, first students are not allowed to leave the school premises during the school day unless signed out by a parent/guardian or accompanied by a teacher. Each class group has been assigned a classroom for lunch. There is a wide range of extracurricular activities on offer in the school at lunchtime. I would encourage you to encourage your son to get involved. I would also like to draw your attention to the fact that one of our students has a severe nut allergy. Students should not bring nuts, peanuts, peanut butter sandwiches, nut bars etc. to school. It would be helpful if you had a discussion with your son on the issue and to further impress on him the importance of vigilance on this issue.

7. We will be holding information nights for parents of first years on the following dates and times in the school:

Yeats/Heaney: Wednesday 19th September 2012 @7.30pm

Boland/Meehan: Tuesday 25th September 2012 @ 7.30pm.

You are invited to attend to discuss how your son is settling in, raise issues of concern etc.

8. We hope to organise first year retreats for all first classes before the end of September. Dates have yet to be finalised.
9. Thank you for your financial contributions for **Printing** and to the **Lending Scheme**. This money helps to ensure that the school stays on a healthy financial footing.
10. Lockers have been distributed by the Parents' Council. Any first year who wishes to rent a locker should contact the school caretaker if they haven't already got a locker.
11. The Design Team for the school's redevelopment project has been appointed. The first meeting between the school representatives and the Design Team took place on Thursday 26th August.
12. Finally, as part of our literacy campaign, I would like you to encourage your son to read. Your help, encouragement and example in this regard will be vital if we are to be successful in raising literacy standards in the school. Please see enclosed leaflet.

Yours sincerely,

Principal.

