

# ST. FLANNAN'S COLLEGE

Ennis, Co. Clare, Ireland.



Dear Parent/Guardian

June 2019

Summer Reports will be available online at <https://sfc.vsware.ie> . The school calendar is also enclosed and students should note the date and details of return to school.

**Student Enrolment:** - If your son/daughter is not returning to St. Flannan's College please inform the school in writing as soon as possible as there is a waiting list for vacancies which may arise.

**Uniform:**- School uniform is a compulsory requirement of the Behaviour Code of St. Flannan's College and is an important aspect of school discipline. Students must be in full school uniform and note that white runners are not acceptable, neither are grey jeans or grey tracksuit pants. The school uniform is available from McCannon's shop, Market Street, Ennis. The Department of Social Welfare supports families who may need assistance through the Back to School Clothing and Footwear scheme. Families should contact the Department of Social Welfare directly. Students are expected to present in a well-groomed manner taking due care that their uniform is well maintained. Students may wear jackets of their own choice to and from school but are NOT permitted to wear hoodies in school. Offensive logos or language on clothing will not be tolerated.

**School Diary:**- A school homework diary is compulsory for all students and will be distributed to students on the first day of term. It is an important way of tracking homework and Parents/Guardians should sign the diary daily. The cost of the diary is included in the Insurance/Administration contribution.

**Insurance/Administration Contribution:**- The contribution is eighty euro per student and can be brought in as usual on the first day of term. Forms will be circulated and receipts given out. Please retain the receipt as you will require it should you need to make a claim during the year. Families experiencing financial difficulty should contact me directly.

**Lockers:**- Students who have reserved a locker should bring a lock on the first day of term as lockers will be allocated. Please note students are allocated a locker number upon their return and cannot use any locker other than the one issued to them.

**Mobile Phones:**- While I appreciate the importance of being able to communicate with your son/daughter in the case of emergency, mobile phones should not be used during or between classes as this leads to disruption of the teaching and learning environment. Please refer to our mobile phone policy on the school web site. Students are not permitted to take photographs of other students or staff, record other students or staff or upload students/staff/school activities onto social network sites. There are serious disciplinary consequences should this happen. If your son/daughter uses social network sites then it is important that Parents/Guardians monitor such sites regularly.

**Contact Details:**- Please let us know in writing or by e-mail of any changes of address or mobile numbers. Details cannot be taken over the phone.

**Smoking:**- State legislation requires that the school is maintained as a smoke free zone which includes school grounds and facilities. Students found smoking in the school building will incur a three day suspension and if smoking on school grounds a one day suspension will be imposed. Please note e-cigarettes are included in this policy.

## **Attendance**

Regular and punctual attendance for the full school day is vitally important for effective learning and social integration. Students who are late for school and class tend to disrupt the teaching and learning environment for other students. Students who are late must provide a written explanation to their Year head and sign the late book in the school office otherwise they will be recorded as absent.

**Leaving School for an appointment:**

If your child needs to attend an appointment during school time please ensure that you provide them with a note from the school diary explaining the time and date of the absence. This should be shown to your child's year head in advance of the appointment and your child will then receive a sign out pass from that Year Head. The Parent/Guardian must come into the school and collect the student and sign them out at the main reception. Upon returning from the appointment the student must sign themselves in at reception.

**Students must not leave school without being correctly signed out.**

- 1) Provide note to Year Head.
- 2) Get sign out pass from Year Head.
- 3) Parent/Guardian must collect and sign out student at reception and give the sign out pass to the secretary.
- 4) If returning the student must sign themselves back in.

**Visitors:** All visitors, including parents/guardians, must report to reception upon entering the school and sign the visitor's book.

**Student Photography:** - Photographs of student participation in school events may be published in school material such as the prospectus, the school newsletter, school website or local papers. If you do not wish such photographs of your son/daughter to be published please inform the school in writing.

**Transition Year and L.C.V.P. Work Experience** – Details outlined on school calendar.

**Traffic on School Grounds:** - We have repeatedly requested that parents do not drive onto the school grounds. Unfortunately, our request is largely ignored. You are compromising the safety of students by persistently ignoring our reminders. Please co-operate with us by not driving onto the school grounds to drop off or collect your son/daughter. Parents/Guardians of students with mobility special needs please contact the school office to make arrangements with the Principal in this matter.

We look forward to seeing you in August and hope you all have a happy and enjoyable summer.

Yours Sincerely

Fr Ignatius McCormack  
Principal

## ST. FLANNAN'S COLLEGE – SCHOOL CALENDAR 2019 – 2020

### OPENING DATES

<b>1<sup>st</sup> yr</b>	<b>Monday 26<sup>th</sup> August 1.30p.m. – 4.00p.m. - No books required – meet in the Assembly all – full days after this</b>
2 <sup>nd</sup> yr	Friday 30 <sup>th</sup> August - Meet in the Assembly hall at 9.00a.m. – full day
<b>3<sup>rd</sup> yr</b>	<b>Wednesday 28<sup>th</sup> August 2.00p.m. – 3.20p.m. – Meet in the Assembly Hall – full days after this</b>
5 <sup>th</sup> yr	Thursday 29 <sup>th</sup> August – Meet in the Assembly Hall 9.00a.m. – full day
<b>6<sup>th</sup> yr</b>	<b>Wednesday 28<sup>th</sup> August – Meet in the Assembly Hall 9.00a.m. – full day</b>
T.Y.	Wednesday 4 <sup>th</sup> September – Meet in the Assembly Hall 9.00a.m. – full day

### WHOLE SCHOOL C.P.D. TRAINING FOR JUNIOR CERT. – School closed to students on the following dates

Tuesday 8<sup>th</sup> October 2019 and Tuesday 28<sup>th</sup> January 2020

### PARENT/TEACHER MEETINGS – Parent(s)/Guardian(s) should ask their child to provide a list of their teachers & subjects for the Parent/Teacher Meetings. **On each of these days school will finish fifteen minutes early at 3.45p.m.**

3 <sup>rd</sup> Yr	Tuesday 15 <sup>th</sup> October 2019	4.15p.m. – 6.45p.m.
1 <sup>st</sup> Yr	Tuesday 5 <sup>th</sup> November 2019	4.15p.m. – 6.45p.m.
<b>6<sup>th</sup> Yr</b>	<b>Tuesday 10<sup>th</sup> December 2019</b>	<b>4.15p.m. – 6.45p.m.</b>
2 <sup>nd</sup> Yr	Monday 13 January 2020	4.15p.m. – 6.45p.m.
<b>5<sup>th</sup> Yr</b>	<b>Monday 27 January 2020</b>	<b>4.15p.m. – 6.45p.m.</b>
T.Y.	Monday 27 January 2020	4.15p.m. – 6.45p.m.

### HOLIDAY BREAKS – 2019 – 2020

October Mid Term :	Week of 28 October 2019 – School opens again Monday 4 <sup>th</sup> November at 9.00a.m.
Christmas:	School open on Friday 20 Dec. – 1.00p.m. finish time. Holidays commence on Monday 23 <sup>rd</sup> December. School opens again on Monday 6 January 2020.
February Mid-Term:	Week of 17 February 2020 - school opens again Monday 24 February at 9.00a.m.
St. Patrick's Day:	Tuesday 17 March 2020
Easter:	School Friday 3 <sup>rd</sup> April (full day) – Holidays 6 <sup>th</sup> April and school opens again on Monday 20 <sup>th</sup> April 2020
May Bank Holiday:	Monday 4 <sup>th</sup> May 2020
School Yr Ends:	School on Friday 29 <sup>th</sup> May finishing at 1.00p.m.

### TRIAL EXAMS 2020

Junior Cert	Week of 3 <sup>rd</sup> February 2020
Leaving Cert	Week of 10 <sup>th</sup> February 2020

### STATE EXAMS 2020

Leaving Cert & Junior Cert 2020 commences
Wednesday 3 <sup>rd</sup> June 2020

### TRANSITION YEAR WORK EXPERIENCE

Week 1	18 <sup>th</sup> to 22 <sup>nd</sup> November 2019
Week 2	9 <sup>th</sup> to 13 <sup>th</sup> March 2020

### L.C.V.P. WORK EXPERIENCE

17<sup>th</sup> to 21<sup>st</sup> February 2020

*Please note:- It is the responsibility of parent/guardian to secure work experience for their son/daughter. In the event of work placement requiring letter of indemnity for insurance cover and/or garda vetting required students should meet with Mr. O'Connor, T.Y. Co-Ordinator.*

### DATES FOR YOUR DIARY

Christmas Carol Service	Wednesday 11 <sup>th</sup> December 2019
Leaving Certificate Graduation Mass	Thursday 14 May 2020
Student Awards Night	Thursday 21 May 2020
Transition Year Awards	Monday 25 <sup>th</sup> May 2020

### GUIDANCE COUNSELLING/CAREERS - Parent(s)/Guardian(s) and students welcome

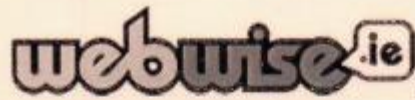
T.Y. students 2019/20 – Information Evening	Thursday 5 <sup>th</sup> September 2019 - 8.00p.m. in the Assembly Hall
For Parents/Guardians and students	
Leaving Cert Progression Information Night	Tuesday 12 <sup>th</sup> November 2019 - 7.30p.m. in the Assembly Hall
Transition Year Information night for 3 <sup>rd</sup> yrs.	Thursday 6 <sup>th</sup> February 2020 - 8.00p.m. in the Assembly Hall
Subject Choice for 3 <sup>rd</sup> and CURRENT T.Y	
Students for academic year 2020/2021	Tuesday 11 <sup>th</sup> February 2020 - 7.00p.m. in the Assembly Hall

### PARENTS ASSOCIATION MEETING

	8.00p.m. – Room 2 - beside the main office – all welcome to attend
Dates:	23/09/2019      20/01/2020      13/04/2020

Dear Parent/Guardian,

During this past year we have noticed a dramatic change in how teenagers are engaging with technology. We would like to direct all Parents/Guardians to the following website for guidance around technology and how it can be used effectively.



[www.webwise.ie/category/parents/advice/](http://www.webwise.ie/category/parents/advice/)

Central to the vast majority of bullying is inappropriate or misuse of technology especially around social media apps.

### **Did you know?**

90% of offensive or abusive texts/messages are sent from children's bedrooms.

75% of all teenagers are on social media

Some teenagers are spending up to 40 hours per week on social media.

65% of teenagers do not make their social media profiles private.

70% of teenagers have accepted requests from people they do not know personally.

30% of teenagers have been asked to send pictures and/or personal information to someone they met online.

40% of teenagers have come across something worrying or upsetting online.

### **Important questions to be asked:**

Do you pay for your child's phone bill/credit?

Have they unlimited data access on their phone account?

Do you as Parent/Guardian have access to their social media/online accounts i.e. Snap Chat, Instagram, Facebook, Kik, Tumblr, WeChat, WhatsApp, Viber, Netflix? Yes you should!

Are you aware of the length of time your child is on a device daily/weekly?

Does your child bring their device to bed at night?

Is your internet router password protected and if so, do you change this password regularly?

Do you use age appropriate filters on internet access?

How do you educate your child around social media and the internet?

Does your child know how to stay safe from strangers online?