

# ST. FLANNAN'S COLLEGE

Ennis, Co. Clare, Ireland.



Dear Parent Guardian

June 2020

Summer Reports are available online at <https://sfc.vsware.ie>. If you haven't received a link to your child's report please contact the school on [info@stflannanscollege.ie](mailto:info@stflannanscollege.ie). The school calendar is also enclosed and students should note the date and details of return to school. Please note that all dates are provisional due to the changing advice from the government on return to school and all school guidance related to this.

**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.

**On-Line Payments :** - The school is moving to an online payment system for the coming academic year and beyond. Parents/Guardians will get a text over the summer with details of how to login to our Way2Pay system in order to make a payment. There is a link to this system on the top of the school website. [www.stflannanscollege.ie](http://www.stflannanscollege.ie). The following payment items will be included on the system initially:-

- 1) Transition Year Fee
- 2) School Insurance and Admin Fee
- 3) Locker fee for 5th years.

**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 and Pyne's Abbey 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. Parents/Guardians 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. Fifth Year students who need to reserve a locker will receive communication at a later date.

**Fifth Year Subject Choice:-** While every effort is made to facilitate student subject choices in Fifth Year changes to staffing allocation may impact on what the school can reasonably provide. We will allow for a certain amount of flexibility in changing subject choices but again constraints outside of our control may impact upon that flexibility. Fifth year Book list is enclosed and students are advised not to purchase books until subjects and levels are finalised.

**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 disrupt the teaching and learning environment for other students and 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. In the case of a student having to leave school to attend appointments during the school day, they must present a note from home in order to get a sign-out pass from the Year Head or Deputy Principal, sign out at the school office and upon returning to school sign in again. Parents/Guardians when they collect the student from the office, must also countersign the student's details on the sign out book. There is no requirement to come in with the student upon their return to school. In the event of a student becoming ill during the school day, school personnel will contact the Parent/Guardian and arrange for the student to be collected from school. Students cannot leave the school without being collected by a parent/guardian or person nominated by the parent/guardian. If a person other than a parent/guardian is collecting a student this should be noted on the note presented to the Year Head or Deputy Principal.

**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** – Dates will be finalised at a later stage.

**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 September and hope you all have a happy and enjoyable summer.

Yours Sincerely

Fr Ignatius McCormack

A handwritten signature in black ink, reading "Fr Ignatius McCormack", written over a horizontal line.

Principal

## ST. FLANNAN'S COLLEGE – SCHOOL CALENDAR 2020-2021 – **PROVISIONAL DATES**

Please note: All dates are provisional due to the changing advice from the government on return to school and all school guidance related to this.

### **OPENING DATES**

1 <sup>st</sup> Yr	31 <sup>st</sup> August (Mon.)	- 9.00a.m. . – 4.00p.m. – Meet in the Assembly Hall – No books required for first day.
2 <sup>nd</sup> Yr	4 <sup>th</sup> Sept. (Fri)	- 9.00a.m. - Meet in the Assembly Hall at 9.00a.m. – full day
<b>3<sup>rd</sup> Yr</b>	<b>2<sup>nd</sup> Sept (Wed).</b>	<b>- 2.00p.m. - Meet in the Assembly Hall – full day after this</b>
5 <sup>th</sup> Yr	3 <sup>rd</sup> September (Thurs)	- 9.00a.m. - Meet in the Assembly Hall 9.00a.m. – Full day
6 <sup>th</sup> Yr	2 <sup>nd</sup> Sept. (Wed)	- 9.00a.m. - Meet in the Assembly Hall 9.00a.m. – Full day
T.Y.	8 <sup>th</sup> Sept (Tues.)	- 9.00a.m. - Meet in the Assembly Hall 9.00a.m. – Full day

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

Meetings are from 4.15p.m. to 6.45p.m.

### **3<sup>rd</sup> Yr – Tuesday 20<sup>th</sup> October**

1 <sup>st</sup> yr -	Tuesday 3 <sup>rd</sup> November
6 <sup>th</sup> yr -	Tuesday 8 <sup>th</sup> December
2 <sup>nd</sup> Yr -	Monday 11 <sup>th</sup> January 2021
5 <sup>th</sup> yr -	Monday 25 <sup>th</sup> January 2021
T.Y. -	Monday 25 <sup>th</sup> January 2021

### **HOLIDAY BREAKS – 2020 -2021**

October Mid Term	-	Monday 26 <sup>th</sup> October 2020 to Friday 30 <sup>th</sup> October 2020 inclusive
Christmas	–	Tuesday 22 December 2020 will be the final date of the school term. School resumes on Wednesday 6 <sup>th</sup> January 2021
February Mid-Term	-	Monday 15 February 2021 to Friday 19 <sup>th</sup> February 2021 inclusive.
St. Patrick's Day	-	Wednesday 17 <sup>th</sup> March 2021
Easter	-	Friday 26 <sup>th</sup> March will be the last day of school – Reopens on Monday 12 <sup>th</sup> April
May Bank Holiday	-	Monday May 3 <sup>rd</sup> 2021
School Year Ends	–	Friday 4 <sup>th</sup> June 2021 is the last day of the school year

### **EXAMS 2020/2021**

Christmas Exams – 3<sup>rd</sup> Year – November 23<sup>rd</sup> to November 27<sup>th</sup>.  
6<sup>th</sup> Year – November 30<sup>th</sup> – December 4<sup>th</sup>.

Trial Exams - 3<sup>rd</sup> Year – February 1<sup>st</sup> – 5<sup>th</sup>  
6<sup>th</sup> Year – February 8<sup>th</sup> – 12<sup>th</sup>

### **TRANSITION YEAR WORK EXPERIENCE/L.C.V.P. WORK EXPERIENCE – dates to be confirmed**

### **DATES FOR YOUR DIARY**

Christmas Carol Service – Wednesday 9<sup>th</sup> December  
Leaving Certificate Graduation Mass – Thursday 20<sup>th</sup> May 2021  
Student Award Night -/Thursday 27<sup>th</sup> May 2021  
Transition Year Awards/Grad – Monday 31<sup>st</sup> May 2020

**GUIDANCE COUNSELLING/CAREERS** – Parent(s)/Guardian(s) and students welcome – all meetings in the Assembly Hall  
T.Y. students 2021/2022 - 11<sup>th</sup> February 2021 – 7.00p.m.  
Subject Choice for 3<sup>rd</sup> and CURRENT T.Y. - 2021/2022 – 11<sup>th</sup> February 2021 at 8.00p.m.  
Leaving Cert. Progression Night – Tuesday, 10<sup>th</sup> November at 7.30p.m.  
2020/2021 T.Y. Information Night – Thursday 10<sup>th</sup> September, 8.00p.m.

### **PARENTS ASSOCIATION MEETING – 8.00p.m. – Room 2 – beside the main office – all welcome to attend**

Monday October 5<sup>th</sup> 2020, Monday January 18<sup>th</sup> 2021, Monday April 5<sup>th</sup> 2021.