

# ST. FLANNAN'S COLLEGE

Ennis, Co. Clare, Ireland



Dear Parent/Guardian,

June 2021

Firstly, a warm welcome to your son/daughter as they begin secondary school in St. Flannan's College. Circulars for your attention:

- \* School Calendar
- \* First Year book list – please note – please do not buy books for optional subjects
- \* Technology Letter (Phone Use)
- \* Other information which should assist the transition from primary to secondary school

Students should print out school map from the school website and bring it with them on the first day. In the event of difficulties printing same please contact the office. Use the following link: <https://www.stflannanscollege.ie/about/school-floor-plans/>

**First Day of Term** The first day of term for First Year students is Monday 31 August 2021. Students will be brought back by group. You will receive a text closer to the time informing students of the class group they are in and the time they should meet in the Assembly Hall. Students are **not required** to have textbooks on the first day. However a notepad and biro would be useful. First years did not complete their Cat4 Aptitude Tests. In order for these to be completed we will divide the group in two with one doing the assessments and the other becoming familiar with the school - class groups, meeting Year Heads, the allocation of lockers, becoming familiar with the school and activities that will help getting to know other students etc. We will reverse the arrangements in the afternoon. **From day two onwards students will be required to bring books as per their timetable.** Students are assigned to classes temporarily until we received the Cat4 assessments.

**Lockers** Students who have reserved lockers will also be allocated their locker number so your child should bring a strong lock to put on their locker. Please note that students cannot use any locker other than the one issued to them.

**Visitors** All visitors including Parents/Guardians must report to reception upon entering the school and sign the visitors' book. In relation to dropping off items for students a box marked "student collection" is available outside the office door. Parents/guardians can make arrangements with their child to collect items from there. The school accepts no responsibility for items left for collection. In case of emergency parents/guardians are welcome to bring items directly to the office.

**Uniform.** School uniform is a compulsory requirement of the Behaviour Code of St. Flannan's College and is an important aspect of school discipline. The uniform for male students is a grey trousers, grey polo shirt, blue jumper both with the school crest and dark shoes. Female students are required to wear either, the school knee length plaid skirt or grey trousers, grey polo shirt, blue jumper both with school crest and dark shoes. Please note white runners are not acceptable neither are grey jeans or grey tracksuit pants. St. Flannan's College school uniform is available from McCannon's, Market Street, Ennis or Pyne's, Abbey Street, Ennis. Students are expected to present in a well groomed manner taking due care that their school uniform is well maintained. Students may wear jackets of their own choice to and from school however students are NOT permitted to wear hoodies in school. Offensive logos or language on clothing will not be tolerated.

**Book Lists.** On the first day of term First Year optional subjects will be allocated, so textbooks for those subjects should not be purchased until your son/daughter's subject option has been confirmed.

**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 are requested to sign the diary daily. The cost of the diary is included in the Insurance/Administration contribution. Most students paid this contribution when they accepted their place in the school. Replacing the school diary costs five euro if required during the school term.

**Medication.** For Parents/Guardians who arrange to have any type of medication held in the school for their child we wish to clarify that it is the responsibility of the parent/guardian and not the school to ensure that the medication and instructions are in date at all times.

**Uniform Grants.** The Department of Social Welfare supports families who may need assistance through the Back to School Clothing and Footwear Scheme. To avail of this grant please contact the Department directly.

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**Mobile Phones.** Use of mobile phones is not permitted during or between class periods. 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. It would be greatly appreciated if Parents/Guardians did not contact the school office with messages for students except of course in the case of emergency.

**Contact Details.** It is important that the school has up to date contact details for every student. Please inform us of any changes of address or telephone number particularly mobile phone numbers as this is critical in the event of an emergency or illness. You will also receive text alerts from the school using the number you have on file. Updated details should be sent by letter or e-mailed. We cannot take updated information over the phone.

**Lunch Time.** First Year and Second Year students do NOT have permission to go into town at lunch time and must stay on the school grounds where there are canteen facilities. Students may bring their own lunch or purchase lunch. It is in the interest of student care and safety that we do not permit First Year students to leave the grounds. Those students who go home at lunchtime must provide a letter detailing where they will be during lunchtime. Your co-operation is essential in this matter.

**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.

**Smoking.** State legislation requires that the school is maintained as a smoke free zone which includes school grounds and facilities. Please be aware that any student found smoking in the school building will automatically incur a three-day suspension from school. Students smoking on the school grounds will incur a one-day suspension. Please note vape and e-cigarettes are included in this Policy.

**Vehicular Access to the School Grounds.** Vehicular access to the school grounds is restricted to Staff and College employees only. Please do not drive into the school grounds. Students should be dropped off and collected outside the school grounds. The main gate is not a pedestrian entrance or exit, students should not be dropped off at the main gate. Your co-operation is essential in this matter for the health and safety of all students. Parents/Guardians of students with exceptional needs should contact the school Principal to make access arrangements.

**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. The student must then proceed as follows:- 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.

**Under no circumstances can a student leave the school unaccompanied.**

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

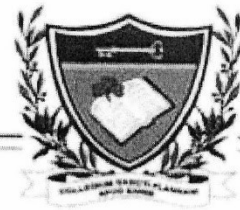
Yours sincerely

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Fr. Ignatius McCormack  
Principal

# ST. FLANNAN'S COLLEGE

Ennis, Co. Clare, Ireland.



**Dear Parent/Guardian,**

## **First Year students – phone use**

Over the past two to three years we in St. Flannan's College have noticed a dramatic change in how incoming first years are accessing technology and how they are using it. When entering first year many students may only in recent months have gained access to their very own phone. The use of this device will increase significantly in their first couple of months in secondary school. The school outlines very clearly to students on several occasions during first term what appropriate and inappropriate use of a phone looks like. Unfortunately, and in spite of this the misuse of this personal technology still occurs. We are asking you for your support in ensuring your child is very closely monitored and informed as to how this technology can be used in a positive manner in their school life and personal life.

The school's SPHE program and Digital Wellbeing class along with several other interventions throughout the year ensures that all first-year students will be engaged in activities around the positive use of technology and we believe that this needs to be strongly reinforced in the home environment also.

## **Webwise.ie**

Webwise.ie is the Irish Internet Safety Awareness Centre which is co-funded by the Department of Education and Skills and is co-financed by the European Union's Connecting Europe Facility.

<https://www.webwise.ie/>

Webwise.ie is a fantastic resource for schools **and parents** in researching best practice and what to look out for when it comes to teenagers and technology.

Please refer to the points on the next page and ensure your child is best prepared to start and continue secondary school in a positive technology environment.

## **The School Mobile Phone Policy**

The school mobile phone policy can be found on the school website on the following link.

<https://www.stflannanscollege.ie/wp-content/uploads/2019/04/Mobile-Phone-Policy.pdf>

**St. Flannan's College – 1<sup>st</sup> Yr. Book List, September 2021-22**

Note Optional Subject – Books marked with \* should not be purchased until students receive subject option. Students will be allocated option when school re-opens. They will not be available before then. Teachers will inform students of copies etc. to be purchased. Students do not require books on first day of school – please bring biro and note book. Books will be required from the second of school onwards.

SUBJECT	BOOK	AUTHOR	PUBLISHER	PRICE - APPROX
IRISH	Ta Gaeilge Agam 1 1 Hardback A4 Copy 1 Ordinary A4 Copy	R O'Baille	CJ Fallon	€22.50 €2.50 €1.35
ENGLISH	Novel & Text Book – to be decided			
MATHS	Texts and Tests 1 (New Edition) Casio FX-83GT Calculator Maths Log Book Geometry Set 1 Project Maths Copy		CJ Fallon	€20.70 €18.99 €4.00 €3.95 €1.35
SCIENCE	The Nature of Science Textbook + Student Investigation Journal A4 60 page display folder (Plastic pockets in a book format)	Tim Gill	Mentor	€30.95 €3.50
FRENCH*	Bienvenue en France 1, 4th Edition	Joseph Dunne	Folens	€27.95
GERMAN*	Alles Klar	Declan Webb	Educate.ie	€29.95
HISTORY	Artefact Textbook & Research Portfolio/Sources and Skills Book	Gregg O'Neill & Eimear Jenkinson	Educate.ie	€24.95
GEOGRAPHY	Cyclone Complete Junior Cycle Geography Pack (Textbook and Skills book)		Gill Education	€30.95
BUSINESS	It's Time for Business – New Edition		Ed. Co.	€32.50
WOOD* TECHNOLOGY	Wood Technology Book and Work Book New Edition 2019	Michael Cross	Ed Co	€29.95
TECHNICAL GRAPHICS*	Graphics Solutions		DCG solutions	€29.95
ART*	Art Odyssey A4 Sketch Book 2B & 4B Pencils	G McKeever N McDonagh Cunningham C Kavanagh	Gill	€13.50 €2.50 €0.55
CLASSICAL STUDIES*	To be decided in September			
HOME * ECONOMICS	@Home Junior Cycle Home Economics + Activities/Key Terms Book and Practical Book	Eilish Flood	Educate.ie	€27.95 for bundle
C.S.P.E.	Make a difference + workbook 5 <sup>th</sup> Ed.	Harrison & Wilson	Folens	€29.80
S.P.H.E.	Health and Wellbeing 1	A Potts/ N O'Grady	Ed. Co.	€13.95
RELIGION	A Question of Faith and accompanying Activity Book	Whelan/McDerm ott	Ed. Co.	€29.95 Includes activity book
MUSIC*	Junior Cycle Music – Maestro & Composition Portfolio (Bundle)	Nathan Barrett	Educate.ie	€34.95

## ST. FLANNAN'S COLLEGE – SCHOOL CALENDAR 2021 – 2022

Please note that all dates are provisional and may be subject to change

Please Note: This is a three page document RETURN TO SCHOOL DATES AFTER SUMMER HOLIDAYS

Date	Student Group	Times
Monday 30th August  <b>You will receive a text before opening date informing you which class group you are in</b>	<b>1<sup>st</sup> Year Induction</b> Classes 1A, 1B, 1C & 1D Classes 1E, 1F, 1G, 1H & 1I	9am 11am
Tuesday 31 <sup>st</sup> August	All 1 <sup>st</sup> Year groups to attend their timetabled classes 1A-1I	9am
Wednesday 1 <sup>st</sup> September	<b>6<sup>th</sup> Year return to school &amp; Covid induction</b> 6A, 6B, 6C, 6D & 6E 6F, 6G, 6H, 6I & 6J	9am 11am
Thursday 2nd September	<b>3<sup>rd</sup> Year return to school &amp; Covid induction</b> 3A, 3B, 3C & 3D 3E, 3F, 3G & 3H	9am 11am
Friday 3 <sup>rd</sup> September	<b>5<sup>th</sup> Year return to school &amp; Covid induction</b> 5A, 5B, 5C, 5D & 5E 5F, 5G, 5H, 5I & 5J	9am 11am
Monday 6th September	<b>2nd Year return to school &amp; Covid induction</b> 2A, 2B, 2C & 2D 2E, 2F, 2G & 2H	9am 11am
Tuesday 7 <sup>th</sup> September	<b>Transition Year return to school &amp; Covid induction TY1, TY2, TY3 &amp; TY4</b>	9am

The school will send a reminder by text the week before reopening with the student's class included

**PARENT/TEACHER MEETINGS** – Parent(s)/Guardian(s) should ask their child to provide a list of their teachers 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 19<sup>th</sup> October (Tuesday) 2021**  
**1<sup>st</sup> Yr 2<sup>nd</sup> November (Tuesday) 2021**  
**6<sup>th</sup> Yr 7<sup>th</sup> December (Tuesday) 2021**  
**2<sup>nd</sup> Yr 10<sup>th</sup> January (Monday) 2022**  
**5<sup>th</sup> Yr 24<sup>th</sup> January (Monday) 2022**  
**T.Y. 24<sup>th</sup> January (Monday) 2022**

### HOLIDAY BREAKS – 2021 - 2022

**October Mid Term** Mon. 25<sup>th</sup> October to Friday 29<sup>th</sup> October 2021 inclusive. School resumes Monday 1<sup>st</sup> Nov. at 9.00a.m.  
**Christmas** Thursday 23<sup>rd</sup> December to Wednesday 5<sup>th</sup> January inclusive. There will be school on Wednesday 22 December 2021 and first day of school after Christmas will be Thursday 6<sup>th</sup> January 2022  
**February Mid-Term** Monday 21<sup>st</sup> February to Friday 25<sup>th</sup> February inclusive. School resumes on Monday 28<sup>th</sup> February 2022.  
**St. Patrick's Day** Thursday 17<sup>th</sup> March 2021 and Friday 18<sup>th</sup> March. School resumes Monday 21<sup>st</sup> March at 9.00a.m.



**EXAMS 2021/2022 - Reminder Provisional Dates (Due to Covid Restrictions)**

## Christmas Exams

3<sup>rd</sup> Year – 22<sup>nd</sup> – 26<sup>th</sup> November

6<sup>th</sup> Year – 29<sup>th</sup> – 3<sup>rd</sup> December

## Trial Exams

3<sup>rd</sup> Year - 7<sup>th</sup> - 11 February

6<sup>th</sup> Year - 14<sup>th</sup> – 18<sup>th</sup> February

## SCHOOL YEAR ENDS

Friday 3<sup>rd</sup> June 2022

**STATE EXAMS** Leaving Cert & Junior Cert. 2022 – Wednesday 8<sup>th</sup> June 2022

### TRANSITION YEAR WORK EXPERIENCE

Week 1 - 15<sup>th</sup> to 19<sup>th</sup> November 2021 inclusive

Week 2 - 21<sup>st</sup> to 25<sup>th</sup> March 2022 inclusive

please note:- It is the responsibility of parent/guardian to secure work experience for their son/daughter.

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

## February Mid Term Break

21<sup>st</sup> to 25<sup>th</sup> February 2022 inclusive

Please note:- It is the responsibility of parent/guardian

to secure work experience for their son/daughter.

## DATES FOR YOUR DIARY

Christmas Carol Service

### Leaving Certificate Graduation Mass

Student Awards Night

### Transition Year Awards

Wednesday 15<sup>th</sup> December 2021

Thursday 19<sup>th</sup> May 2022

Thursday 26<sup>th</sup> May 2022

Monday 30<sup>th</sup> May 2022

**GUIDANCE COUNSELLING/CAREERS – Parent(s)/Guardian(s) welcome – All Meetings in the Assembly Hall**

Leaving Cert Progression Information Night (C.A.O. and Further Education) Tuesday 16th November 7.30p.m.

Subject Choice for 3<sup>rd</sup> Yr.and CURRENT T.Y. for next academic year Tuesday 10<sup>th</sup> February 2022 at 7.00p.m.

Transition Year Information night for 3<sup>rd</sup> yrs. 2021/2022 Tuesday 10<sup>th</sup> February 2022 at 8.00p.m.,

2021/2022 T.Y. Information Night – Thursday 9<sup>th</sup>. September at 8.00p.m.

**PARENTS ASSOCIATION MEETING** — all welcome to attend

Location: Room 2 beside the main office

Time: 8.00p.m.

Dates: Monday October 4<sup>th</sup> 2021

Monday January 17<sup>th</sup> 2022

Monday April 4<sup>th</sup> 2022

**Reminder again that these are provisional dates. It is important that parent/guardian mobile numbers are up to date at all times as this will be our main method of contacting you. Please note changes will NOT be take over the phones. Please drop a note to the office or e-mail [info@stflannanscollege.ie](mailto:info@stflannanscollege.ie).**

The following is the structure of the school day for the coming year. Please note there is just ONE small break at 11.00a.m. for 20 minutes.

There is a split lunch.

First lunch is at 12.40 p.m. to 1.20p.m.

Second lunch is 1.20p.m. to 2.00p.m.

This year individual year groups will have their lunch at the same time e.g. all 2<sup>nd</sup> years will be off at the same time.

Small Break at 11:00 with lunch at 12:40

Start Time	3 Classes			Small Break	2 Classes		Lunch	4 classes Mon & Tues 3 classes Wed-Fri			Mon-Tue Only
9am	9:00 – 9:40	9:40 – 10:20	10:20-11:00	11:00-11:20	11:20-12:00	12:00-12:40	12:40-1:20	1:20-2:00	2:00-2:40	2:40:3:20	3:20-4:00

Small Break at 11:00 with lunch at 1:20

Start Time	3 Classes			Small Break	3 Classes			Lunch	3 classes Mon & Tues 2 classes Wed-Fri		Mon-Tue Only
9am	9:00 – 9:40	9:40 – 10:20	10:20-11:00	11:00-11:20	11:20-12:00	12:00-12:40	12:40-1:20	1:20-2:00	2:00-2:40	2:40:3:20	3:20-4:00