



Colaiste Lorcain

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12th September 2018

Dear Parent / Guardian,

As we begin a new and hopefully another successful school year, we wish to draw a number of issues to your attention.

Enrolment of Incoming 1st Years for September 2019:

In the coming weeks, visits will be made to 6th class students informing them about the subjects and facilities on offer in this school. They will be given information on subjects and an invitation to attend, with their parents / guardians, the Incoming *1st Years' Parents' Evening Presentation and the School Open Night on Wednesday 3rd October (6.00 – 9.00 p.m.)*.

All prospective students and their families are invited to attend and look at the facilities on offer, as well as speak to the teachers present. We look forward to meeting the 6th class pupils and their parents / guardians on the above dates.

Enrolment 2018 – 2019:

There are 415 students enrolled in this school year. This large number of students makes the need for cooperation, order and structure even more important. Students will continuously be made aware of their responsibilities and are expected to follow the instructions of all staff at all times.

Leaving Cert. Results:

We are delighted to report that, once again, our Leaving Cert. students did very well in their exams, with many of them surpassing their own expectations. Notably, the last three years have seen increases in the number of students achieving above 500 points and above 400 points; an increase in the average points achieved by our students and an increase in the number of students sitting

Higher Level papers and better results for the more academically challenged students. We would like to congratulate the students involved and wish them all the best in their future studies and careers. Also, we would like to thank all the teachers who worked hard with last year's Leaving Cert. classes. A very enjoyable and successful Debs. Ball was held on August 9th last in Swords.

Junior Cert. Results:

The Junior Certificate results were issued to the school earlier today, Wednesday 12th September. We would like to congratulate all the students involved in this year's Junior Cert. exams on their results and stress the importance of a committed and structured approach to their Leaving Cert. Again, we would like to thank all the teachers and staff who worked hard with last year's Junior Cert. classes.

School Uniform:

Since the recent school re-opening, the school uniform has been praised by students, staff, parents / guardians and visitors. It is great to see our students looking so well and take pride in their school uniform. Long may that continue!

There are a small number of students who are in the incorrect uniform. The two items of uniform causing the most concern are the logos / stripes on tracksuit bottoms and the wearing of leggings by some girls. Neither logos / stripes or leggings are acceptable.

The students involved have been advised by their Year Heads to purchase and wear the correct uniform. Your support in this matter would be appreciated.

Staffing 2018 – 2019:

There has been a number of new staff appointed to the school, to whom we extend a warm welcome.

November Assessments / Exams for 3rd and 6th Years:

As part of our work to prepare students for state examinations, teachers have been asked to assign revision work to 3rd and 6th year students during the last two weeks in October.

When 3rd Years return after the Halloween break, they will sit short exams (40 minutes) for the first three mornings – November 5th, 6th and 7th.

6th Years will be given assignments from mid October (October 15th – Nov. 7th) for completion in their own time.

The results of the above assessments / exams will be given to parents / guardians at the November Parent – Teacher meetings.

Student Wellbeing:

As well as preparing students for examinations, teachers try to support our pupils in giving appropriate information and advice about lifestyle issues. One of the key issues addressed with 1st Years is the need for proper rest and relaxation after a long school day. On school nights, we believe that they should be in bed no later than 10 p.m. and maybe earlier. Over time, other issues may arise with older students. Please note that we remain available to provide advice and support if requested to do so.

Supervision:

On behalf of the Board of Management / Kildare Wicklow E.T.B., we would like to advise all parents / guardians and students that, while the school buildings are opened at 08.00 approximately, supervision of students does not begin until 08.40 and lasts until 08.55. There is, also, supervision of students during breaktime (11.05 – 11.20) and during lunchtime (13.20 – 13.55).

Also, please note that, on the advice of the insurance industry, *all* school trips that depart from the school will return back to the school. In effect, this means that students will not be allowed to get off a bus (on its return journey from a match, theatre, etc.), at any point other than the school. While this may be inconvenient for some, it is best practice for the school and enables us to fulfil our “duty of care” obligations.

Breaktime / Lunchtime:

As in previous years, students are not allowed to leave the school during the morning break. A small number of Junior students and 4th Year students have written permission to go home (nowhere else) at lunchtime, returning no earlier than 1.45. As such, they are the responsibility of parents / guardians when they leave the school. With school and parental permission, senior students (i.e. 5th and 6th Years) are allowed leave the school at lunchtime. They are expected to go home or go to the local shop to purchase lunch. They are not permitted to loiter around the streets / outside local shops / businesses nor are they allowed to cause any disturbance that interrupts members of the public or business people.

It is important that students who leave the premises return on time and that they behave in a respectful manner on the way to and from the school. Any breaches of these arrangements may result in the withdrawal of this privilege for individual students and / or all year groups.

Smoking in Uniform:

Please note that the Student Code of Behaviour for 2018 – 2019 specifically states “Smoking on the school premises, grounds, in school uniform and / or in the vicinity of the school and on all school outings” is forbidden.

Sports Day:

The Annual Sports Day will take place on Friday, September 21st. All students are encouraged to participate fully in all the events and to develop a real sense of teamwork and community in the school.

Student Absenteeism:

Please note that **all** absences from school should be explained by writing a note to the Year Head / Deputy Principal / Principal.

Parents’ Council:

The A.G.M. of the school’s Parents’ Council will take place shortly. Parents / guardians who wish to join the Parents’ Council are welcome to do so. At this meeting, reports of the work carried out by the Parents’ Council over the last year will be given. In addition, the election for officers of the new Council for 2018 – 2019 will take place. The Parents’ Council are a great source of support in providing links between teachers, parents / guardians and pupils. We would encourage all parents / guardians, particularly new parents / guardians, to become involved and to attend this year’s A.G.M. and to become members of the Parents’ Council.

The next meeting will take place on Thursday, September 27th at 7.00 p.m.

Contacting the School Office:

The role of the office staff within the school is their involvement with the day to day running of the school. Given the number of students and teachers in our school, it is inevitable that this role spills over into other areas to include providing a link between the students and teachers and parents / guardians. *Given that our school office can be very busy, it may be helpful to email the school (info@colaistelorcain.com).*

Supervised Study:

Please note that “Supervised Study” began earlier this month. Students who wish to participate should get a form from the school office and return it to their Year Head or the school office.

Making the Most of School Life:

The attached document, “Guidelines for All Students”, should be read and the regulations / advice included noted by students and their parents / guardians.

Upcoming Events:

Friday September 21st:

Sports Day

Monday September 24th:

School Closed

Wednesday October 3rd:

**Open Night for Prospective
1st Years 2019 (18:00 –
21:00) Presentation at 7.00
p.m.**

Monday October 29th – Friday November 2nd:

Mid – term Break

Monday November 12th:

**6th Year Information Evening re:
Leaving Cert. 2019 & (Career)
Guidance Presentation 7.00 –
8.30 p.m.**

Tuesday November 13th:

*4.15 p.m. – 6.45 p.m. 6th Year
Parent Teacher Meeting*

Wednesday November 21st:

*4.15 p.m. – 6.45 p.m. 3rd Year
Parent Teacher Meeting*

Monday December 10th:

School Closed

The school has a busy year ahead and we look forward to your continued co-operation and support for the school and our staff.

Yours sincerely,

E. Gaughran,
Principal & Secretary, Board of Management.

A. Wafer,
Deputy Principal.