



Coláiste Lorcáin

Principal: Mr. Eric Gaughran
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Diseart Diarmada
Castledermot
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28th August 2018

Re: Supervised Study (September – December 2018)

Dear Parent / Guardian,

We are offering "Supervised Study" again for the school year. Study for the first term will start on Monday September 3rd and will continue uninterrupted until the end of term.

It will begin at 4.15 p.m. and finish at 6.15 p.m., each school day – Monday to Thursday.

Supervised study can play a valuable role in the education of our students. It provides them with a safe, familiar, learning environment, where they can complete homework and/or prepare notes and revise key exam material. It is especially beneficial for motivated exam students, who can leave the school at 6.15 p.m., confident that they have completed a worthwhile day's academic work.

As supervised study is such an important element of your child's learning, we are determined to accept only the highest standards of behaviour. Accordingly, the following arrangements will apply:

- Students must obey all school rules, before, during and after study.
- Students will be assigned a fixed seat in the study hall / room, which they must remain in for the duration of study.

- Students will not be permitted to eat and / or drink during supervised study.
- Students can only leave the study hall / room with the permission of the supervising teacher.
- Incidents of misbehaviour and / or failure to co-operate with the instructions of the supervisor will be dealt with in accordance with normal school rules and sanctions.
- Furthermore, repeated misbehaviour and / or repeated failure to co-operate with the instructions of the supervisor may result in students being expelled from study, with no refund of the fee paid.
- Absence from study must always be explained by a note from a parent / guardian.
- If you wish your son / daughter to enrol in supervised study for the first term, please discuss this matter with your child(ren), fill in the relevant details on the sheet attached and return both the form and the fee involved to his / her Year Head or the school office on / before Friday September 7th.

Yours truly,

Mr. E. Gaughran,
Principal.

I / We hereby apply to have our child(ren) named below enrolled in supervised study.

<u>Student's Name</u>	<u>Year Group</u>	<u>Class</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

We accept that it is **our sole responsibility** to ensure that the aforementioned student(s) attend supervised study and that the school cannot be held liable for any consequence of truancy. Furthermore, we will explain any absence by letter the next day. We accept the procedures / rules and conditions set out above. We undertake to remove our child(ren) from study at the school's request, without refund.

Payment Options for Study 2018 – 2019

Please tick as appropriate

Supervised Study for the entire year
(Cost of €300 per student / €500 per family)
Payment in full at this time will guarantee a place in supervised study for the rest of the school year.

Supervised Study for the first term only
(Cost of €150 per student / €250 per family)

Although paying the above amount only at this time, I wish to enrol in supervised study for the full year and retain a guaranteed a place in supervised study for the rest of the school year.
(Please tick if required)

Signed: _____
(Parent / Guardian) (Student)

Date: _____