

Castleplunkett N.S.



Castleplunkett NS

Castleplunkett,
Castlerea,
Co. Roscommon.
F45YA40

Ph: 094 9651260
Email: castleplunkettns1@gmail.com

Dear Parents,

Tá fáilte romhaibh chuig Castleplunkett NS. We welcome you warmly and hope your child enjoys the fun and creative environment which will become part of their daily life in our school.

School Information

School Times:

09.00am: School opens

09.10am: School begins

10.50am-11.05am: Break time

12.20pm-12.50pm: Lunch time

13.50pm: Junior & Senior Infants home time

14.50pm: School ends for all pupils

After School Service: Available 1:50-5:30pm

Absences Under the Education Welfare Act 2000:

We are legally bound to report absences over 20 days to the Education Welfare Office on a standard form stating child's name, address, date of birth, P.P.S. number, Parents/Guardians' names.

All absences should be explained and by keeping the school informed, genuine cases of over twenty days can be explained. Each absence explanation must contain the date of the absence and the reason for the absence. The Aladdin Connect app, which you will download at the start of the school year is the most efficient way of keeping a record of absences. A text will be automatically generated once the roll is taken and you update your child's attendance/absence explanation via the app.

Explanation is also required, if your child has to leave the school during school hours and or if someone other than the parent or guardian is collecting a child from school. We have to insist on the above rules. The app can be used for the same, and explanations can be sent in advance.

Please encourage your child to come to school every day. Children must not leave the school grounds during the school day for any reason unless written request is received from a parent. Children leaving school early for any reason must be collected at the main school door.

General School Communications with Parents:

Information on school, community and sporting events, holidays etc. is communicated to parents regularly by text message, school letters or notices. When such communication takes place the eldest child in each family receives the letter in order to avoid duplication. We use the Aladdin communication and management system and all notification, texts and emails are sent via the system. Letters and documents will be communicated via Aladdin also, to reduce paper waste but anything requiring signatures or of a particularly serious nature will be sent in hard copy when necessary, including the school newsletter. It is important if you change your phone number or email address to notify the school at your earliest convenience.

Class teachers communicate with parents by Aladdin, phone, or email/letter when necessary, informing parents of relevant matters. Parents are welcome to use the notice board feature of the Aladdin app to contact teachers, phone to arrange an appointment or email the school address at any time. Every effort is made to keep on top of voice messages but often an email or Aladdin notice will be seen quicker as email communications are easily monitored during the teaching day.

Medication

As a general rule teachers will not be involved in the administration of medication to pupils. In exceptional circumstances where a teacher agrees to become involved in the administration of medication, the parent in question will write to the Board of Management requesting the

Board to authorise a teacher to administer the medication. If the Board, having considered the matter, authorises a teacher to administer medication, they will then seek an indemnity from the parents in respect of any liability that may arise regarding the administration of the medication. Parents are welcome to come to the school and administer medication themselves.

Hair Care

When a case of head lice is reported to the school, all parents are informed and asked to check their children's hair. Please check your child's hair regularly and inform the school if there is a problem.. We urge all parents to take this matter seriously and treat the whole household accordingly.

Books/Bags/Homework folders

Please check books and schoolbags regularly and ensure they are kept neat, clean and tidy at all times.. Please check for notes, newsletters etc. on a regular basis. Children in the Junior room will use a plastic folder for their homework. Please keep all books and copies in this folder. We ask that Reading records and homework sheets/journals are signed nightly by the adult completing homework with the children.

Name Tags

In order to avoid unnecessary distress to pupils, all personal possessions MUST be labelled with the child's name; coats, shirts, jumpers, ties, lunch boxes, pencils, pens, rulers, rubbers, colouring pencils, etc should be labelled clearly. Please do this at the beginning of the school year and check regularly throughout the year. The school cannot accept responsibility for lost items.

The S.P.H.E. (Social, Personal, Health Education) Programme

Motivated and supported by our Catholic Ethos, Castleplunkett NS strives to serve the children of the community in their education. Child-centred in its approach, the school wishes to promote and deepen the core values of honesty, respect, welcome, co-operation and tolerance of differences. Central to achieving this is the valuing of each one's uniqueness within the group context. In the S.P.H.E. programme we teach the children how to take care of their bodies by the adoption of a healthy lifestyle. Along with the S.P.H.E. programme, we complete the R.S.E. programme. This deals specifically with relationships and sexuality education. Our School's Healthy Eating Policy encourages a balanced diet and taking exercise. We also encourage children to avoid smoking, alcohol, illegal drugs, to have a no tolerance policy to bullying, to respect each other and to be discerning of all advertising in the media.

Lunches

We encourage children to bring good healthy lunches to school. **We do not allow crisps or chewing gum, lollipops, sweets or nuts in any class in the school.** There are two breaks for food, small break at 10.50 a.m. and lunch at 12.20p.m. Children are given sufficient time to eat their lunch. If your child has a particular eating disorder or allergies please let us know. We encourage healthy lunches, trying to avoid junk food. Children are not allowed to bring their drinks in GLASS BOTTLES – this is strictly a safety rule. All lunch leftovers must be brought home.

Sport & Leisure

We encourage active participation for all pupils on a non-competitive basis. A central element in School Policy is the promotion of the 'Sport for All' philosophy: "There is more to sport than medals, competitions and championships, and we must continue to foster and promote its social and recreational aspects. In particular, as far as children are concerned, the emphasis should be on active participation by all, rather than competitive performance by a few. Above all the participants should enjoy their experience"; ("Sport for All", Department of Education & Science). Each class has one hour per week of physical education. We endeavour to allow children to experience sports and leisure activity as an enjoyable and healthy part of life. To quote the Department of Education & Science 'Curriculum for Physical Education in Primary Schools 2001': "Physical education is built on the principles of variety and diversity, not of specialisation". The school has a well-stocked sports equipment area, and all teachers avail of this for a variety of P.E. activities externally on the basketball court and grassed areas. We have an array of board and leisure games in the school for use by children on wet days. The school has fostered links with local sporting organisations with a view to encouraging children to get involved in sporting activities in their communities. We facilitate external coaching in Gaelic Games, football, camogie and soccer. We provide swimming lessons and dance classes, and display information on local clubs, summer camps etc. School tracksuit must be worn for all PE activities.

Kind regards,



Kathrina Grogan

Principal