Dear Parent / Guardian,

We would like to take this opportunity to welcome everyone back after the Christmas break.

STAFF MEETING

In order to facilitate a staff meeting, children will finish and leave school at **1.30pm** on **Wednesday 27**th **February.** The usual school bus provision will operate at this time.

CONFIRMATION – FIFTH/SIXTH CLASSES

The Tracton Parish Confirmation Ceremony will be held on **Wednesday 3rd April** at **10.30am** in **St. Patrick's Church, Nohoval**. We wish to remind parents/guardians of Confirmation pupils that they have been invited by Canon Murphy to a meeting **tomorrow evening, Tuesday 15th January** at **6.30pm** in **Scoil Naomh Fionán (Rennies NS) in Nohoval.** We request that parents/guardians attend this meeting, if possible.

SCHOOL MASS -CATHOLIC SHOOLS WEEK

This year *Catholic Schools Week* takes place from 27th January to 2nd February. To mark this important event in our school's calendar, pupils will attend **Mass** on **Monday 28th January** in the **Sacred Heart Church, Minane Bridge** at **10.00am**. We request that pupils wear their main school uniform, including school tie, on this day. Parents/guardians and families are welcome to attend.

RECORDER CLASSES – (First to Sixth Classes)

The February – May (inclusive) fee for Recorder Classes is $\notin 10$ per child. This activity is being subsidised by the Parents' Association. The school is facilitating e-payment in respect of this collection. You will receive a text tomorrow with related payment advice details. Alternatively, there is also the option, if you wish, of forwarding the money to your eldest child's class teacher. Friday, 25^{th} January is designated date for final collection of money.

SWIMMING - THIRD TO SIXTH CLASSES / WATER SAFETY

Pupils from **Third to Sixth Classes** will commence swimming this **Friday**, **18**th **January**. Teachers will cover the subject of *Water Safety* with all classes over the next couple of weeks and this is of particular relevance for those pupils who go swimming with the school. Among the topics discussed will be safety and vigilance inside and near the swimming pool, and appropriate behaviour on the bus and in the dressing rooms. The school will not be in a position to take any pupil swimming who fails to comply with the essential rules of water safety or whose behaviour compromises safety in any way. We would ask that parents also speak to their children on these matters and emphasize the necessity for good behaviour and the importance of observing water safety guidelines, not only in the swimming pool but also whenever they are in the vicinity of water.

ADMINISTRATION OF MEDICINE

Should your child have a medical condition which requires the administration of medication during the course of the school day, please contact the school office and request a copy of the *Administration of Medicine Policy*. Medication in this policy refers to medicines, tablets, adrenaline, inhalers and sprays by mouth or by injection.

The Board of Management requests parents to ensure that staff members are made aware in writing of any medical condition suffered by their child. This information should be provided at enrolment or at the development of any medical conditions at a later date.

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SOCIAL PERSONAL & HEALTH EDUCATION (S.P.H.E.) – GOOD HYGIENE PRACTICE

As part of the school's *S.P.H.E. Programme*, teachers will be speaking to pupils once again on the importance of hand washing and hygiene etiquette in order to prevent the spread of infection, e.g. vomiting bug, etc. Children will be reminded that hands should be always be washed thoroughly after going to the bathroom and that good hand washing habits will protect against infection. We request that parents/guardians encourage this practice at home as good hand washing breaks the chain of spread and is the single most effective tool in decreasing the spread of infections.

BT YOUNG SCIENTIST EXHIBITION

We would like to take this opportunity to congratulate three past-pupils, Rachel Cotter, Roisin Duffy and Olivia Gavin who participated in the recent BT Young Scientist exhibition. These pupils are students at Colaiste Muire, Crosshaven. A special mention to Rachel Cotter whose group project came second in its category and also received a Special Overall Award. Rachel's Group will now go on to represent Ireland in Denmark in the coming months. Well done to all involved!

COMMUNICATION FOLDERS

We would like to take this opportunity to thank parents/guardians for their on-going co-operation ensuring that communication folders are checked and returned to the school the day after receiving any home school communication.

GENERAL SCHOOL INFORMATION

Further to previous Home/School communication, we wish to draw the attention of parents/guardians to the following:-

- Good school attendance and punctuality benefits your child's progress and establishes good work patterns for later life. Traditionally, school attendance and punctuality are strong in Knocknamanagh N.S. and we hope to maintain this throughout the entire school year. Classes commence at **9.20am** and all pupils should be present in school at this time.
- Absences must be explained in a written note, as these notes must be kept by the teacher. Reminder:- we are required to record all absences and their reasons. If a child reaches 20 days absent, we are required to inform TUSLA, (National Child & Welfare Agency), who then contacts the child's parents.
- Please do not send your child to school if he/she is sick. Also, if your child is not well enough to wrap up and go outside at break times, he/she probably shouldn't be at school.
- If you wish to meet with the class teacher, please contact the school office to arrange a mutually convenient time, in order to avoid disruption to the class.
- It is very important that children are in bed at an appropriate time in order to get a good night's sleep, as tiredness affects concentration at school.
- We would like to remind all parents of the school's Healthy Lunch Policy. Please do <u>not</u> send any **crisps, fizzy drinks, sweets or lollipops** in your child's lunch. Friday is 'treat day' and children may bring <u>one</u> treat to school e.g. a small bar, bun, biscuit etc.
- Pupils may not have mobile phones at school.
- Please check regularly for head lice and advise class teacher if there is a case of it. In order to prevent the spread of head lice, long hair should be tied back.

We look forward to your continued support and co-operation during 2019 and would like to wish everyone a Happy New Year!

Yours faithfully,

Con O'Callaghan School Principal