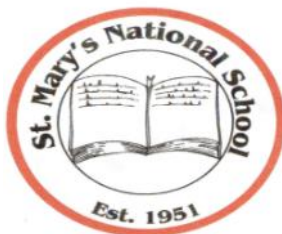


# **St. Mary's N.S.**

**Parnell Avenue, Enniscorthy**



## **Information Booklet for Parents**



**Tel/Fax: 053 9235728**

**Email: [principal1stmarys@gmail.com](mailto:principal1stmarys@gmail.com)**

**Website: [www.stmarysnsenniscorthy.ie](http://www.stmarysnsenniscorthy.ie)**

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Dear parents,

Welcome to St. Mary's N.S. ! In this school we seek to provide a welcoming, caring, considerate and tolerant environment in which to educate pupils. Our staff are committed to making sure your children are happy at school. We aim to do this through working in close partnership with you.

Please read through this booklet, and keep it for reference throughout the year.

Many thanks,

Ciara Yates

Principal

## **Mission Statement & Ethos**

St. Mary's N.S. is a co-educational primary school under Church of Ireland patronage. We have a staff of three mainstream teachers, two support teachers, two SNAs and a part time school secretary. In our school community, we aspire to promote a nurturing environment where each child is valued, encouraged and motivated academically, socially and spiritually to become a well-rounded, happy individual. This environment is created by fostering mutual respect and tolerance and by the attention given to each child in our school. St. Mary's endeavours to enhance the self-esteem of everyone in the school community, to instil in pupils respect for people and property, and to encourage responsibility.

St Mary's N.S. is proud of its family-like atmosphere, where all pupils and teachers know each other by name. We have a team of highly dedicated teachers who are experienced in catering to the individual needs of pupils. We have strong links with the community, and St. Mary's parish. Rev. Nicola Halford comes for assembly on Fridays and we often have services in St. Mary's Church. While we embrace the Church of Ireland ethos, we welcome children from all backgrounds and religions.

## **History of St. Mary's N.S.**

In 2001 the school celebrated 50 years located on the current site in Parnell Avenue, having replaced the Model School, which was located in Mill Park Rd. The school then consisted of two classrooms located in what is now the P.E. Hall. Major expansion took place in 1983 when three new classrooms were added. Since 2000 a great deal of refurbishment has taken place ~ painting of the interior and exterior of the school, new windows in the P.E. Hall, a new boundary fence on the basket ball court, conversion of

store rooms to create a Learning Support Room and major improvements to the grounds of the school. Funding was received from the Department of Education & Science towards creating a new school entrance and car parking facilities for staff and the Board of Management also decided to fell the evergreen trees to the side and rear of the school as well as creating a new playground for the Junior Classes.

A further extension was added to the school in 2008 with the addition of a new classroom, a Principal's Office & two Resource Rooms. A devolved grant was allocated to the school to cover the cost of one classroom & one resource room but the Board of Management decided to build further accommodation (an extra Resource Room, Principal's Office and toilet facilities for the disabled) to cater for the growing needs of the school.

### **Summary of Enrolment Policy**

St. Mary's N.S. aims to provide an education for all those wishing to send their child/children to the school. Our Enrolment and Admission Policy is set out in accordance with the provisions of the Education Act 1998, the Equal Status Act 2000, the Admissions Act 2018 and under the guidance of the School's Patron.

There are three stages involved in enrolling a pupil. Firstly a Notification of Intention to Apply form is completed. Following this, parents are provided with information about the school and key policies, as well as an Application Form. The registration process is initiated on receipt by the school of this Application Form. Once an enrolment is approved by the Board, applicants will be notified in writing of the outcome. The third and final stage involves completing a registration form in acceptance of the place. The full version of the enrolment policy is available on the school website.

**All decisions in relation to applications for enrolment are made by the Board of Management of the school.** All children enrolled in the school are expected to uphold all current and future school policies.

### **Anti-Bullying and Behaviour Policies**

The Anti-Bullying and Behaviour policies have been developed to positively encourage the high standard of good behaviour associated with St. Mary's N.S. These policies set out responsibilities for members of the school community to promote positive relations. Rewards, reprimands and sanctions are also outlined. Enrolment in St. Mary's N.S. signifies acceptance of the School's Code of Behaviour and Anti-bullying policies.

The school does not tolerate bullying of any form or at any level of the school community. The Board of Management is committed to ensuring that all members of the school community - pupils, staff, and parents are enabled to act effectively to deal with bullying.

Both of these policies are available on the school website.

## School Rules

- Always show respect for staff, fellow pupils and school property
- Always walk quietly in the school building, without shouting or screaming in the corridors
- Line up quietly and properly when going out of school
- Line up in the correct line when the bell rings at break time and wait for the teacher on duty to send you in
- Put your litter in the bins provided ~ Keep our school clean and tidy
- Stay in view of the teacher on playground duty ~ Do not go around the back of the school ~ No leaving school grounds without permission
- Pupils will be given time before 11.00a.m. break to eat their snack and before their 12.30p.m. break to eat their lunch ~ this is part of formal lesson time and will be used by the teacher for oral work, reading a story etc.
- If the teacher has to leave the classroom for any reason children must continue to work or read quietly ~ Always remain seated in your places
- If you are late, please excuse yourself to your teacher and go straight to your desk ~ Do not disrupt the class
- No chewing gum, fizzy drinks, lollipops or drumsticks in school
- Mobile phones must remain switched off in school and be handed up to the teacher at the beginning of the day.



***Be courteous, listen attentively, and show respect at all times.***

## School Holidays

All families are issued with details of school holidays for the following year in June. They can also be found on the school website and the back of this booklet. Details of additional closures (for staff training, etc.) are issued as soon as the information is available.

## School Day

9.00-9.20	11.00-11.10	12.30-1.00	1.40	2.40
Assembly Time	Break Time	Break Time	Infants Go home	School Day ends

Children arriving between 8.45 – 9.00 a.m. will be supervised in the hall. Children should not be dropped off at the school before 8.45 a.m. as they are not covered by school insurance and will not be supervised.

Assembly time is an important part of the school day. During this time pupils hand up and write down homework, as well as prepare themselves for the day. All pupils should aim to be in school at 9 a.m.

## Healthy Eating



St Mary's N.S. encourages healthy eating among all children. Parents are encouraged to provide their child / children with a healthy, nutritional lunch – a filled roll or sandwich, fruit, yoghurt and a drink. Fizzy drinks, lollipops and chewing gum are NOT allowed. Children are encouraged to bring a small treat on Fridays only.

Children are given time before each break to eat their lunch before they go outside. As part of the Social, Personal and Health



Education programme, St Mary's N.S. encourages children to become aware of the need for healthy food in their lunch box and the importance of a healthy balanced diet.

A positive attitude to food will be encouraged. Children should enjoy their food - all foods have a place in a balanced diet. Pupils are encouraged to make sensible choices about food and adopt a positive healthy eating habit for life. The importance of physical activity is also promoted.

### Homework

Homework is set four nights a week. Below are details of teachers' expectations with regard to homework.

Junior & Senior Infants	10-15 minutes	English Reading
1st & 2nd Class	20-30 minutes	Reading, Spellings, Tables, Mental Maths and Written Work
3rd & 4th Class	30-45 minutes	Reading, Spellings, Tables, Mental Maths and Written Work
5th & 6th Class	45 - 60 minutes	Reading, Spellings, Tables, Mental Maths and Written Work

Homework should always be neatly presented. If your child is experiencing any difficulty with his/her homework or cannot get it completed for any reason, please let the class teacher know by putting a note on the homework or in your child's homework journal. Homework journals should be signed each night by parents / guardians when homework has been completed.



## Communication

For schools to do what is best for your child it is very important to have good home-school communication. Please check your child's school bag regularly for notes. The school will also communicate via email, please ensure the school has the correct details for you to ensure you don't miss out on information.

The homework journal is a good vehicle for communication between parents and teachers.

Parent Teacher Meetings are held once a year and it is

important that you attend these to keep in touch with your child's progress. If you wish to speak to your child's teacher at any other stage during the year, please make an appointment with the teacher or through the school secretary. You can contact our secretary at [secretarystmarysenniscorthy@gmail.com](mailto:secretarystmarysenniscorthy@gmail.com). Our secretary works Monday, Wednesday & Friday from 8.45am to 1pm. If you call the office outside these times, you may need to leave a message.

For any concerns or queries you have about your child in school, the first point of contact is the class teacher. If you wish to speak with the Special Education teachers you can also make an appointment. As this is a small school, the principal is also a teacher; therefore, between 9 - 2.40 the children are her priority.



## **Attendance and Absences**

Children are expected to attend school each day it is open. Child Welfare places an onus on parents / guardians to ensure full attendance. Any absence must be accompanied by a written explanation stating the reason for the absence. The school provides 'Absence Notes' for you to complete if your child misses school. If you do not have one of these put a written note in the homework journal. If you know in advance that your child will be absent, please inform the class teacher(s). The school is obliged to report any pupil that has exceeded 19 days absence to TUSLA. The school will inform you when your child has missed 20 days. Poor attendance means your child will miss out - remember every day counts!

If your child arrives late, or needs to leave early, please communicate this in writing to the class teacher.



## **Medical Needs and Safety**

If your child has a particular health problem, such as an allergy, asthma, diabetes, etc., you should advise the school. If your child needs medication on a regular basis you may need to make special arrangements for this.

The school fully endorses the 'Children First' guidelines for the protection and wellbeing of children.

## Permission

Upon enrolling your child in St. Mary's we ask your permission for your child to participate in certain activities. In order to cut down on unnecessary paperwork and simplify record-keeping, we have decided to include as many permissions as possible on one sheet and that once this Parental Permission Form is completed, it will suffice for your child's remaining years in St. Mary's N.S. unless you advise the school otherwise.

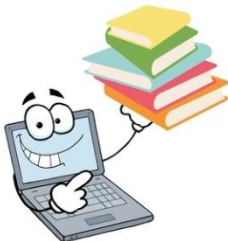


## Special Education Teaching

We currently have one full time and one part time special education teachers. These teachers work with the class teachers to support children with special educational needs. This can take the form of team teaching, in class support, withdrawal of groups, or individual withdrawal.

St. Mary's adopts the Continuum of Support as recommended by NEPS and the NCSE. If your child requires additional support, the class teacher will discuss this with you.

## Digital Learning



Each classroom is equipped with interactive whiteboards, sound systems and a visualiser. In addition the school has a bank of over 20 laptops available for pupils' use, as well as six tablets. The school is putting plans in place to increase pupils' access to digital technologies to support their learning.

## Extra-Curricular Activities



The school endeavours to provide as many educational and recreational opportunities as possible for the pupils. Activities include the following:

- **SWIMMING** ~ Swimming continues to be a very important part of the P.E. programme. Children from 2<sup>nd</sup> - 6<sup>th</sup> class have the opportunity to participate in swimming lessons. Many children participate in the Gala organised annually by the Waterfront Pool & Leisure Centre. Infants & 1<sup>st</sup> class participate in the PAWS Programme (Primary Aquatics Water Safety).
- **SOCCER** ~ Over the last number of years we have participated in the Ferns Diocesan Soccer Blitz. We greatly appreciate the support of the Parents' Association in organising this event. 5<sup>th</sup> & 6<sup>th</sup> classes have the opportunity to play in other tournaments throughout the year.

- **TENNIS** ~ Tennis has proved very popular with all classes. This year the PA funded a block of tennis lessons in the Hillbrook Lawn Tennis Club with Ashley Wynne.
- **CRICKET, HOCKEY, GAELIC FOOTBALL, HURLING, RUGBY, TAE KWON DOH, CYCLING, SOCCER, etc.** ~ Throughout the year, the children enjoy partaking in a variety of different sports such as these. Coaches and volunteers from local clubs and organisation come to the school to provide these sessions.
- **GYMNASTICS** ~ Gymstars Club coach the children for 6 sessions during the year.
- **MUSIC** ~ Music & Drama are a very important part of the curriculum and all are encouraged to participate. We stage a Nativity play annually and the children regularly sing and participate in church services. We are fortunate to have a vocalist and musician to give singing lessons to all pupils. The PA also funded Drama lessons for the junior classes this year.
- **OUTINGS** ~ School tours for all classes are organised in the summer term and other shorter trips are arranged during the year if feasible and relevant to areas of the curriculum being studied. Tours have included trips to the Young Scientist Exhibition, Raven Wood and an organic vegetable farm visit.
- **VISITORS** ~ From time to time experts visit the school to talk to and work with different classes. This year we had visits from the Heritage Council, Water Safety Wexford and Catherine Callaghan (who taught 2<sup>nd</sup> - 4<sup>th</sup> class about mindfulness).

As illustrated in the list above, a wide and varied list of activities is available to suit all needs and interests.

## **Board of Management**

The Board of Management has overall responsibility for the running of St. Mary's N.S. Management meet at least once a term. They manage the school on behalf of the Department of Education & Skills / the Patron. The members of the Board are available on the school website.

## **Parents' Association**

The school has a very active Parents' Association who meet regularly and raise funds and resources for our school. Over the last number of years they have purchased laptops, books for libraries and a mobile sound system. The PA has funded several trips and visits to the school from a bird expert, Reptile Zoo and a mobile science workshop. They have also funded mindfulness lessons for the pupils and subsidised our Summer school tours. The PA plays a key role in fundraising for the school, organising the annual Diocesan Soccer Blitz, and promoting parental involvement in the school.

The current committee comprises:

- |                                   |              |
|-----------------------------------|--------------|
| ➤ Katey Grogan & Caroline Ashmore | Chairpersons |
| ➤ Celine Allen                    | Treasurer    |
| ➤ Emma Dunne                      | Secretary    |

## **Our Staff**

Ciara Yates	Principal, 5th & 6th Class Teacher
Jennifer Walsh	Deputy Principal, JI - 1st Class Teacher
Gillian Wilson	Assistant Principal, Special Education Teacher
Rosaleen Duke	2nd, 3rd & 4th Class Teacher
Emma Fogarty	Special Education Teacher
SNAs	Connie Shanahan & Pamela McHugh
Secretary	Ella Hudson

## Staff Allocations 2019 - 2020

It is proposed to allocate the classes as follows for the School Year 2019 / 20

<b>Jennifer Walsh</b>	Junior and Senior Infants and 1 <sup>st</sup> Class
<b>Rosaleen Duke</b>	2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Class
<b>To be appointed</b>	5 <sup>th</sup> Class and 6 <sup>th</sup> Class
<b>Gillian Wilson</b>	Full-time Special Education Teacher
<b>Emma Fogarty</b>	Shared Special Education Teacher

## Holiday List 2019 - 2020

<b>Weds. 28<sup>th</sup> August, 2019</b>	School opens at 9.00am All children go home at <u>12.30pm</u> . on first day.
<b>Fri. 25<sup>th</sup> October, 2019</b>	School closes at 2.40pm for Mid-Term break
<b>Mon. 4<sup>th</sup> November, 2019</b>	School re-opens at 9.00am after Mid-Term break
<b>Fri. 20<sup>th</sup> December, 2019</b>	School closes for Christmas Holidays at <u>12.30pm</u>
<b>Mon. 6<sup>th</sup> January, 2020</b>	School re-opens after Christmas break at <b>9.00am</b>
<b>Fri. 14<sup>th</sup> February, 2020</b>	School closes at <b>2.40pm</b> for Mid-Term break
<b>Mon. 24<sup>th</sup> February, 2020</b>	School re-opens after mid-term break at <b>9.00am</b>
<b>Mon &amp; Tues. 16 &amp; 17<sup>th</sup> March, 2020</b>	School closed for St. Patrick's Day.
<b>Fri. 3<sup>rd</sup> April, 2020</b>	School closes for Easter Holidays at <u>12.30pm</u>
<b>Mon. 20<sup>th</sup> April, 2020</b>	School re-opens after Easter break at <b>9.00am</b>
<b>Mon. 4<sup>th</sup> May, 2020</b>	School closed for May Bank Holiday Weekend
<b>Mon. 1<sup>st</sup> June, 2020</b>	School closed for June Bank Holiday Weekend
<b>Thurs. 25<sup>th</sup> June, 2020</b>	School closes for Summer Holidays at <u>12.30pm</u>