



SCOIL NA MAIGHDINE MHUIRE

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**INFORMATION BOOKLET FOR PARENTS OF NEW ENTRANTS
2008 / 2009**



Dear Parents / Guardians,

A very warm welcome to Scoil na Maighdine Mhuire. We hope that your child will be very happy here.

Our school is a happy and safe place where every child matters. Without your support we cannot succeed so we look forward to working in partnership with you in the interest of your child's all round learning and personal development.

This booklet provides information for the parents of children enrolling in our school for the first time. While the largest enrolment will of course be in our Junior Infant Class, we welcome new pupils to older classes whose families have moved to our village.

We have a wonderful staff and you can be assured of our full co-operation and commitment at all times.

Should you have any query or concerns at any time please feel free to make an appointment to talk to us.

Le gach dea ghuí,

Ann McMahon
School Principal.

WELCOME TO SCOIL NA MAIGHDINE MHUIRE



BACKGROUND

Scoil Naisiúnta na Maighdine Mhuire was founded in 1959.

It is a co-educational Catholic School catering for children from Junior Infants to Sixth Class.

At present there are 179 pupils, 10 full time teachers, 1 part time and 3 Special Needs Assistants.

The staff is made up of:

Ann McMahon

Principal

Mary Rockett

Deputy Principal

Martin McNerney

Assistant Principal

Anne Liddy

In School Management Team

Denise O' Connell

In School Management Team

Tony Sweeney

Deirdre Kearney

Annmarie Arthur

Moira McMahon

Elaine Ryan

Geraldine Greene

Valerie Duvivier

French Teacher

Sabine Bremehr

German Teacher

Una Malone

English (as a second language) teacher.

Jacinta Cullen

Special Needs Assistant

Pauline O' Neill

Special Needs Assistant

Anne Gavin

Special Needs Assistant.

Ancillary Staff:

Sarah Glenny

Secretary

Gerry Ryan / Ann Slattery

Caretakers

SCHOOL ETHOS

OUR VISION is that of a caring, loving Catholic School where all children, whatever their ability, race or creed are cherished for their uniqueness.

Our school seeks to give **equal opportunity** to all children to reach their full potential - academically, spiritually, physically, socially and emotionally.

We endeavour to achieve this goal in a climate of positive co-operation, supported by the entire school community of pupils, teachers, support staff, parents/guardians, Board of Management and Parish. The motto of our school is ***"Each one working for the good of all"*** and we encourage all members of our School Community to embrace this ideal.



First Class just before their Christmas Play performance

BOARD OF MANAGEMENT

The school is run by the Board of Management.

The Board is made up of 8 people:

2 Parents Representatives.

2 Community Representatives.

2 members of the Teaching Staff (one of whom is the School Principal) &

2 Patron's / Diocesan nominees.

The names of current Board are available from the school office. The Board of Management has a four-year term, which began on December 1st 2007.



Working hard at Rainbows

PARENTS' COUNCIL

As a parent / guardian you are an automatic member of our Parents Council. The Parents Council is run by an executive. Their names are available from the school office.

Your ideas and support will be crucial in helping to make the Parents Council a success. From time to time during the year the Parents Council run meetings, talks, events and fund raisers. These contribute greatly to the social life of the school. They are also a means of getting to know new people while at the same time making a real contribution to your child's education.

THE SCHOOL DAY

Junior Infants Class & Senior Infants Class

9.00 am – 1.40 p.m.

1st Class to 6th Class

9.00 am – 2.40 p.m.

PUNCTUALITY AND ATTENDANCE

The children are expected to be punctual and to attend school everyday. Good school attendance is crucial to your child's progress.

It should be note that **your child should not enter the school grounds before 8.50 am, lest any accident or mishap occur. Please note that supervision is provided for the children during school hours only.**

We ask that you are on time picking up your child daily. Infant Teachers have other duties to perform and small children may worry if they think they are forgotten.

LINING UP EACH MORNING

Children enter the school gates and go to the appropriate yard where they line up for collection by their teacher at 8.55 a.m. Children are asked to line up as they arrive, joining the back of the line and not pushing their way among others. **Lining up is encouraged in the interest of safety and discipline.**

TRAFFIC

Parents / Guardians are urged to park opposite the school. Children may then cross safely with the Lollipop Man. Parents are asked **NOT** to park at the school gate, this is a pedestrian exit. Cars, other than those of the school staff are not allowed in the school grounds between 8.45 am and 3.00 p.m.

EARLY GOING HOME

A signed written consent is necessary if a child has to leave the school during the day. Parents / Guardians are asked to sign the release book on departure (and if applicable, return) of the child.

Children will not be released into the care of another juvenile.

OFFICE OPENING HOURS

The school office is open from 9.00 a.m. – 3.00 p.m. and closed for lunch from 1.15 p.m. – 1.45 p.m.

Access to school after 9.00 a.m. is through Reception only.

SCHOOL UNIFORM

Navy jumper with School Crest.

Navy trousers/ skirt.

Red polo shirt with School Crest.

Navy, white or red socks / tights.

Navy, brown or black shoes. **No platforms, high heels or heeleys allowed.**

Navy jacket with school crest (optional)

The school uniform can be purchased in Commane's Shop, in the village.

To reduce competition and increase pride in their school uniform we expect children to wear their **COMPLETE** uniform **everyday**.

Please label all items of clothing.

In the interest of safety body piercing is not permitted except for one stud earring in the earlobe.

MOBILE PHONES

Pupils are strictly forbidden to use mobile phones in the school. Pupils who infringe this rule will have their phones confiscated.

LITTER

We encourage the children to take responsibility for their environment and to be **litter conscious**. This is a great help in keeping their school tidy. We work towards heightening in them a sense of respect towards the environment.

This year we hope to achieve "Green School" status. Our Green Code is: **"WE WILL SEPARATE OUR RUBBISH AND REDUCE OUR WASTE"**.



Junior
Infants
working
hard in
our
Computer
Centre

HEALTH AND HYGIENE

Lunches: Choose a lunch box and beaker that can be easily opened. Please label both. As part of our **Health Education Programme** we have a **Healthy Eating Policy**. We encourage children to bring a healthy lunch i.e. sandwich, cheese, fruit, yogurt, milk or fruit juice. Nourishing foods are encouraged. **Crisps, fizzy drinks, and chewing gum ARE NOT ALLOWED.** For safety reasons glass bottles are forbidden.

Small break is at 10.55 a.m. Lunch break is at 12.45 p.m.

Friday is treat day. Children may bring one item of chocolate, sweets or biscuits etc.

IMMUNISATION AND SCREENING

The HSE provides medical and dental screening for school going children. It also provides booster immunisations for childhood diseases to Junior Infant Classes.

The local clinic is based in Shannon and the phone no is 061 362491

MEDICATION

Children may not self medicate in school. Please request an Administration of Medication Form from the office if your child needs medication at school. It is the policy of the school not to administer any medications to children. The school will be happy to facilitate Parents/Guardians needing to give medication to their child.

DISABILITIES

If a child has any physical or health problems the Principal should be informed when the child is enrolled. Should a problem develop the Principal should be told immediately. In this way appropriate provisions can be put in place.

The above information will be treated with respect and confidence.

HEAD LICE

Head lice are regular visitors in all schools. So check your child's hair regularly (i.e. at least once a week) for head lice. Please report it to the school so that we can alert others. Lotions and shampoos are readily available from your local pharmacy. The school cannot administer treatments.

CHILDREN UNWELL IN SCHOOL

When the Principal feels that a child is not well enough for school either as a result of becoming sick or an accident the Parents / Guardians will be contacted immediately.

This highlights the importance of filling out the contact form.

In the event of a serious illness / accident an ambulance will be called and the child will be brought to hospital. Again you will need to have signed the permission form for this.

If your address or phone number changes please notify the school so we can amend our records.

ABSENCE AND SICKNESS

As we have already stated, regular attendance is crucial to your child's progress. However, children do, from time to time, get sick.

In accordance with the **Educational Welfare Act** the school has a duty to report any child who has missed **20 days or more** in one academic year.

The Principal has no discretion in this.

Parents / Guardians are now obliged by law to provide a written explanation on their child's absence to the school.

If your child has a particular health problem e.g. eyesight, hearing, toilet related problem, asthma etc. please inform the school.

DO NOT SENT A SICK CHILD TO SCHOOL

If your child is too sick to go outside at break times she/he is too sick to come to school. Exceptions are made in the case of ongoing or chronic illness and limb injuries. Otherwise all children are expected to go outside at break times as it is a vital part of social interaction.

CURRICULAR SUBJECTS

In 1999 a new revised Curriculum was introduced into Irish Primary Schools.

The Primary School Curriculum consists of 6 Curriculum areas and there are further divided into 11 subjects.

Your child will be learning in the following areas and subjects :

1. **Language:** Gaelge & English.
2. **Mathematics:** Mathematics.
3. **Social, Environmental & Scientific Education (S.E.S.E.):**
History, Geography & Science
4. **Arts Education:** Music, Visual Arts & Drama
5. **Physical Education:(P.E.)** Physical Education
6. **Social, Personal & Health Education (S.P.H.E.)**
Social, Personal & Health Education.

HOMEWORK POLICY

It is the policy of the school to assign homework on a regular basis. Parents are strongly advised to take an active interest in their child's homework and to sign their Homework Journal each night (ensuring that it is done).

ADMINISTRATION FEE

Each year parents are asked to pay an Administration Fee. This fee covers:

Insurance for each child

Photocopying of class worksheets

Purchase of materials for Visual Arts Curriculum (Paints, clay, paper etc)

Purchase of Micra T & Drumcondra Tests.

Purchase of medals for sports events.

Transport to some school events (e.g. matches)

Purchase of Computer Software

Photocopying of circulars.

CODE OF BEHAVIOUR

When you enroll your child at Scoil na Maighdine Mhuire you will be asked to sign a Code of Discipline for the school. A copy of the full Discipline Policy is available from the school office.

HELPFUL HANDOUTS / POLICIES

Apart from this booklet we have helpful handouts on things like Paired Reading suggested reading lists, homework etc. These are available on request from the office.

We have a great deal of Policies with Pastoral, Administrative and Curricular Areas and again just ask and we can make a copy for you.

EDUCATIONAL ASSESSMENT

An Educational Psychologist is available annually to carry out **Educational Assessments** on children who we believe are not making reasonable progress. Parents are consulted and permission is always sought before this is done.

SPECIAL EDUCATION NEEDS

Should your child have Special Education Needs she/he may qualify for daily withdrawal from mainstream class for extra help with our Special Needs Resource Teachers.

Currently we have one full time **Special Needs Resource Teacher**.

Some children for care reasons require extra support in school. We are fortunate to have 3 Special Needs Assistants who help support the teacher in catering for the needs of these children.

LEARNING SUPPORT

The school has the services of a fully qualified Learning Support Teacher. Early identification of learning difficulties is crucial in their remediation. All children from Junior Infants to Sixth Class are regularly screened through administration of standardised and observational tests. Parental consultation and support is a vital aspect of our learning support programme.

We hope your child's years spent in Scoil na Maighdine Mhuire will be extremely happy and will help her/him to grow in all that is positive and good.

EMERGENCY CLOSING

The safety of the children is of primary importance at all times.

Should an emergency closing be appropriate (e.g. in the event of no heat, snow etc.) the decision to close the school will be taken by the Board of Management at the earliest possible time so as to maximise notice to Parents / Guardians.

WE ASK THAT YOU ENSURE THE SCHOOL ALWAYS HAS AN UP-TO-DATE AND IMMEDIATE CONTACT NUMBER FOR YOU.

Children walking to school alone should always be aware of the person whom they should contact in the event that Parents / Guardians may be gone to work.

If an emergency closing arises early in the morning, before school starts. Parents/ Guardians will be informed of this at the gates.

We would ask therefore that you never drop your child without first satisfying yourself that the school is open.



Junior Infants in dress rehearsal for their Christmas Play

THE FIRST DAY

Start with a good breakfast. Come to the class on time on the day. Give a hug, say good-bye, give an assurance that you will collect her/him at the proper time.

Then leave!

Almost all children are busy and happy within minutes of their parents leaving.

For the first few weeks your child will have a short day so five a small healthy lunch.

New infants are usually very tired when they start school first, so please help them by making sure they go to bed early.

Towards the end of September the children will be in school for the full infant day 9.00 a.m. – 1.40 p.m.

At 1.40 p.m. the teachers will bring the children out the gate.

Please ensure that you are on time. Your child's ability to separate from you will be enhanced if they know you will be there on time.

Please wait for your child's turn to come out.



First Class taking advantage of the sunny weather for reading time

THE FIRST YEAR

Starting school is a milestone in the life of your child.

You can help to make this transaction easier for your child by providing safe opportunities for her/him to spend away from you and with other children in order to learn how to share and take turns.

Your child will have an opportunity to visit the classroom/school in June and will thus be familiar with the school setting.

All children are different.

In school we encourage each child to do her/his best through individual, group and whole class activities. **All children learn at their own pace.** Just as children walk and talk at different stages, they also read and write when they are ready.

Formal reading is not undertaken until year 2 i.e. Senior Infants.

HELP YOUR CHILD TO BE INDEPENDENT by training her/him:

1. To use the toilet, wash and dry hands without help.
2. To put on and take off her/his coat and do and undo buttons and zips.
3. To open and close schoolbags, lunch boxes and drink containers.
4. To use a tissue /handkerchief when needed.
5. To recognise her/ his own belongings.



Second and Third Class during their recent visit to the fire station

WAYS TO HELP YOUR CHILD TO GROW:

- Give your child time, spend time together.
- Talk to your child and encourage her/him.
- Listen attentively to your child.
- Read and enjoy stories together. Talk about the story.
- Repeat Nursery Rhymes.
- Identify colours and shapes.
- Provide paper, crayons and paints for colouring and scribbling.
- Provide jigsaws, lego, play dough etc.
- Help her/him to cut out using safe scissors.
- Allow sand and water play
- Have fun together.
- Praise her/his efforts at every opportunity.
- Don't criticise.
- Please do not use the threat of "teacher" as a form of punishment.

If children feel you have confidence in them they will feel they can achieve. In short do as little to or for your child and as much with your child as possible.

Education is a life long journey. We want your child's first steps to be as positive as possible. Join us as we walk the path of learning together.

CHILDREN LEARN WHAT THEY LIVE

If a child lives with criticism, he learns to condemn.

If a child lives with hostility, he learns to fight.

If a child lives with shame, he learns to feel guilty.

If a child lives with tolerance, he learns to be patient.

If a child lives with praise, he learns to appreciate.

If a child lives with fairness, he learns justice.

If a child lives with security, he learns to have faith.

If a child lives with acceptance and friendship,

He learns to find love in the world.

INTERNATIONAL CHILDREN

We welcome the enrolment of international children. Extra English tuition is provided for both students and their parents.

FOREIGN LANGUAGE PROJECT

As well as the Curriculum Subjects being taught in the school, Scoil na Maighdine Mhuire offers French & German as part of The Modern Language in Primary Schools Initiative. This initiative is run in conjunction with the Department of Education & Science. Pupils in 5th and 6th Classes get tuition twice weekly in French and German.

COMPUTER CLASSES

All students are allocated times for Computer Studies in our Computer Centre.

HURLING, CAMOGIE, TAG RUGBY & ATHLETICS

Coaching is provided by staff members in sports and the children take part in inter school competitions on a regular basis.

EXTRA CURRICULAR ACITIVITIES

The children attending the school can also avail of Gymnastic, Ballet, Hip Hop, Irish Dancing and Irish Music classes which are held in the school after school hours.



Members of Third Class with their recycling Projects



The School hurling team that participated in the recent indoor league.

Beni Oberu from Trocaire speaking to the children in the school hall.



The school camogie team at the recent indoor camogie league

Members of Fifth Class with their recycling projects





Fourth Class planting their tree for National Tree Week

Sixth Class showing off their tree for National Tree week



School Garden areas - each class has a separate area

Third Class getting the hole ready for the planting of their tree for National Tree Week

