
St. Cuana's N.S. Kilcoona, Headford, Co. Galway

Wednesday, August 28, 2019

Dear Parents/Guardians,

Welcome Back...

Céad míle fáilte ar ais ar scoil roimh gach aon duine. On behalf of the Board of Management, the teaching staff and myself, we would like to extend a warm welcome to all our pupils to St. Cuana's N.S., Kilcoona for another school year **beginning Thursday, 29th August**. We are looking forward to seeing everyone again and extend a very warm welcome to the children and families that have joined our school community this year.

Welcome back to all our staff and special welcome to new staff members; Mr. Joseph Kerin, Ms. Grace Metadger and Ms. Chloe Waldron who have joined our team for this school year. We also welcome Mr. Rónán Regan, Ms. Julie Popplewell and Ms. Anna Marie Coyle who have some hours in Kilcoona shared with other schools in the locality.

School Times

The school will open at 8.40a.m. Children arriving between 8.40a.m. and 8.50a.m. may wait in the foyer for the class teacher to collect them.

8.50a.m. - class teachers collect the children to go to their classrooms.

8.50a.m. – 9.00a.m. the teacher is collecting homework, listening to reading etc.

Formal teaching will commence each day at 9.00a.m. No pupil should arrive later than 8.55a.m.

School finishes at 1.30p.m. for the Infant classes and 2.30p.m. for 1st – 6th classes.

Attendance

Since the inception of the Education (Welfare) Act, 2000 schools are obliged to report on school attendance. If your child is unwell of course you keep them home from school and send in an explanation note. If your child has a dental appointment or other such medical appointment, please inform the school of this also using the Absence Note - available on our website in the download section or through the homework diary. Attendance is recorded daily on our Student Management System.

Nut Free

Kilcoona N.S. is a “**nut-free-zone**”. The reason for this decision is to protect children who have an allergy to nuts. Any exposure to peanuts/nuts may cause a life-threatening allergic reaction that requires emergency medical treatment. To reduce the chance of this occurring, we are asking that you **do not send any peanut or nut containing products to the school with your child that will be eaten here.** We appreciate your co-operation as we work to maintain our school as a safe environment for all children.

091-791542

info@kilcoonans.ie

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Contributions

Thank you for supporting our school with the annual school contribution. We are immensely grateful for your help with this, – the 24-hour insurance, homework diary, photocopying and art and craft are important items that need to be in place for our children. Banking Online is our preferred method to receive the contribution, you will find our banking details below.

We completely understand and are mindful that it is an expensive time of year for parents, any family that wishes to pay the contribution in stages is more than welcome to do so.

If we could ask **on the first morning, any contributions that are coming in by hand to the school, can you please put the amount into an envelope with your child's name on the front.** This envelope can be handed to the Class teacher and receipts will issue in due course.

Thursday will be a very busy day at the office so it will help if details and names are written on sealed envelopes and handed to the class teacher, thank you.

Appointments with teachers...

Parents, who wish to speak with individual teachers, may do so only by appointment. Teachers are more than willing to meet with parents before school starts at 8.50a.m. or after school finishes at 2.30p.m. Please respect the fact that teachers should not have to leave their classrooms and pupils unsupervised. You are most welcome to speak with staff members but please do so by arranging a time on (091) 791542 or info@kilcoonans.ie

On the first morning you can walk your child to their classroom – some rooms have changed around but staff will be there to guide you. After the initial morning, we ask parents to uphold our child protection measures by remaining in the foyer and making appointments where necessary.

Exceptions to this are the Infant children or children with SEN. This is to limit the amount of adults walking through our building in the morning.

If your child is upset, please contact the secretary or the teacher on foyer supervision and we can put a plan in place.

School Uniform

All children are obliged to wear their full school uniform each day to school - only exception being on PE days when the *school PE uniform* is worn. **Plain navy tracksuit bottoms (no leggings)** form part of the uniform for PE, **stripes, logos from branded sportswear are not part of our uniform and should not be worn to school.** Iron on crests, sourced from a new supplier are available from the office for €3.50.

Communication

If your email or mobile number has changed, please inform the school and we can ensure you are receiving up to date communication.

091-791542

info@kilcoonans.ie

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Headlice

With back to school and large volumes of children coming together we are asking parents to be vigilant and treat children where necessary. Tying up long hair is also recommended.

Birthday Invites

It is school policy that invitations to parties are not distributed at school out of respect for the non-receiver. You will receive a text regarding a birthday list for parents who wish their number to be shared amongst the parents in their child's class.

Traffic

Visibility is being improved on the Mausrevagh Road at present, please **reduce your speed** on this road as many children are walking, cycling and there are very narrow spots, which have led to accidents.

We ask for your patience and vigilance for all children when negotiating the car park at drop off and pick up. **Please use the IN gate (gate closest to the community centre) and the OUT gate appropriately.** People are continuously driving in the OUT gate. We ask that you adhere to the correct gates, don't block the gates and to park in the spaces in front of the Sports Hall while you are waiting. Please be vigilant for children who walk or cycle to school as they navigate through the schoolyard. If a child-minder or grandparent is collecting your child can you ensure they are aware of the traffic plan.

PLEASE DO NOT PARK YOUR CAR IN THE LANES AT THE FRONT OF THE SCHOOL, THIS IS A SET DOWN AREA ONLY.

We have parking spaces at the wall beside the out gate and in front of the Sports Hall.

Finally we wish to thank each and every one of you who continue to support our school in so many different ways. We appreciate the letters, cards and calls of appreciation received at the end of the last school year.

I want to express thanks to all of our staff who continue to work so diligently and give such commitment to the school and its pupils at all times.

We are looking forward to a safe, enjoyable and memorable school year. Works will commence on our **play area mid September**, exciting times ahead!

Yours sincerely,
Sabrina Melvin
Príomhoide

091-791542

info@kilcoonans.ie

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ONLINE BANKING DETAILS

BANK: BOI, Main Street, Headford

IBAN: IE95 BOFI 9038 7536 5800 35

BIC: BOFIE2D