

SCOIL NAISIUNTA NAOMH MUIRE
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INFORMATION BOOKLET
FOR PARENTS

2016/2017

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Aims and Vision Statement
St. Mary's N.S.
Virginia National School

Aims of St. Mary's N.S.

- To ensure a sound Christian formation
- To help our pupils realise their potential and be confident of their own ability
- To help them make decisions and develop a sense of discipline
- To encourage the uniqueness of each child and help them develop worthwhile relationships with others around them

St. Mary's N.S. Vision Statement

The staff at St. Mary's has evolved the following vision statement to secure the implementation of our stated aim.

We will work to sustain responsible educational success as a Primary School.

We will conduct our teaching ethically and demonstrate leadership in satisfying our responsibility to the community of Virginia. Our work environment will be safe and productive and characterised by fair treatment, open communication, teamwork, personal accountability and opportunity for growth and development for all.

We will strive to have a school that our students, parents and teachers are proud of, committed to, and where all have an opportunity to contribute, fairly treated, listened to and involved. Above all, we want satisfaction from accomplishments, friendships, balanced personal and professional lives, and to have fun in our endeavours.

PARTICULARS OF STAFF AND MANAGEMENT

September 2016

St. Mary's National School is a twenty one teacher school.

Staff

Mr Peadar Quealy	Principal Teacher
Mrs. Rita Traynor	Deputy Principal (Learning Support Teacher)
Mrs. Claire Power	6 th / 5 th Class Teacher
Ms. Shauna Gillick	6 th Class Teacher
Ms. Louise Maguire	5 th Class Teacher
Mrs Claire Leddy	4 th Class Teacher
Ms. Jacinta Jordan	4 th Class Teacher
Ms Aine O'Reilly	3 rd Class Teacher
Mrs. Jane Sheridan	3 rd Class Teacher
Mrs. Alison Smith	2 nd Class Teacher
Mrs. Concepta O'Reilly	2 nd Class Teacher
Mrs. Jennifer Oates	1 st Class Teacher
Mrs Carol Boylan	1 st Class Teacher
Ms. Una Sheridan	Senior Infants
Mrs. Margie Quealy	Senior Infants
Mrs. Karen Brennan	Junior Infants
Ms. Melissa Gilcreest	Junior Infants
Mrs. Ann O'Reilly	Learning Support Teacher
Ms. Rosena Jordan	Resource Teacher
Ms. Colette Lyons	Learning Support
Mrs. Mary Clerkin	Resource Teacher

We currently have 5 Special Needs Assistants

Mrs. Carmel Callaghan
Mrs. Caroline Gaynor
Mrs. Maria D'Arcy
Mrs. Lorna Faraday
Mrs. Eithne Barry

Mrs. Marie Gillick is our secretary

Board of Management

The Board of Management consists of eight members, as follows:

Patrons' Nominees:

Rev. Fr. Dermot Prior
Mr. Maurice Kelly

Elected Parents:

Mr. Donal Brady
Mrs. Aileen Smith

Teachers Representatives:

Mr. Peadar Quealy
Mrs. Rita Traynor

Representatives of the wider Community

Mr. James Bradley
Mrs. Ann Dolan

Fr. Prior is the chairperson of the Board and also the Correspondent. Only he can act on behalf of the Board between meetings.

Mr. Peadar Quealy is the recording secretary.

Mrs. Aileen Smith is the treasurer.

The present B.O.M. will finish its 4 year term of office on November 30th 2015 and the new B.O.M. will run until October 2019.

To serve the needs of Parents, there is an active Parents' Association. The secretary of the yParents' Association is Mrs. Colette Blee, Mrs. Lisa Mulvey is chairperson and Mr. Brian McKenna is treasurer.

Enrolment

1. Children must have reached the age of four before they can be enrolled in school. Enrolment for Infants takes place in April/May.
2. Enrolment forms are available from the school secretary.
3. The school has always advised parents not to send children to school at too early an age. It has been the school's experience that children who are nearer to five than four when they first come to school are generally better able to cope as they progress through the classes and are more mature when going on to post-primary school.
4. Parents wishing to discuss with the relevant teacher, specific aspects of their child's early months in school, may do so by contacting the school secretary to make an appointment.

SCHOOL ORGANISATION

Promotion and Retention of Pupils

Promotion of pupils from class to class is automatic. If however, parents want a child to spend a second year in a particular class, this can be discussed with the relevant teacher. If the child is to spend an extra year at school, we would always recommend that this year be spent in a junior class. If parents wish to have their child repeat a year in a higher class, this can be discussed with the principal and the pupil's teacher.

The school Day

1. The school day begins at 9.20am. and ends at 3pm. (2pm. for Infants). The Board of Management of the school is responsible for the safety of the pupils during those hours only.
2. Lunch time is from 12.50pm. to 1.15pm. Lunch is eaten in the classroom, supervised by the class teacher. Children may eat fruit before small break (11am-11.15). All rubbish must be left in the classroom.
3. The school promotes a Healthy Eating Programme.

School Attire

1. According to a rule introduced by the Board of Management, it is recommended that children attending the school wear our school uniform. The uniform takes the form of grey trousers with a grey jumper (crest), red tie and white shirt – or grey pinafore, grey cardigan (crest) white shirt and red tie – grey skirt, grey cardigan or jumper, red tie. The school track suit is grey and is worn with a red t-shirt (all available from Vera Brady's, Main Street). A school jacket (optional) is also available.

2. Children must stay inside on wet days. If heavy rain falls while they are out at play, the bell will ring telling them to line up.

Home/School Contacts

1. Parent/Teacher meetings are held once a year, in the first term. Apart from those meetings, parents may meet teachers whenever they feel the need to discuss their child/children's welfare – such meetings should be arranged through the school secretary. **A circular from The Department of Education and Science to the Board of Management in 1997 stated that impromptu parent/teacher meetings at the classroom door were not acceptable – neither should parents arrive unannounced at school opening time in the morning to discuss matters with a teacher. It should not be difficult however to find a time suitable to parent and teacher.**
2. Children receive written progress at the end of the school year.
3. The Board of Management and the Parents' Association have among their main objectives the promotion of good home/school relations.
4. Due to the Education (Welfare) Act of 2000, a covering note is required when a pupil is absent.

Childrens' Safety

1. Because of the danger to children by doing so, parents are asked not to drop children off, collect them, or park their cars in the area immediately in front of the school. They are asked to use the church car-park.
2. When parents have reason to call to the school during the day they are asked to come into the office. If they wish to collect their children early, they **must** sign their son/daughter out before collecting them.

School Insurance

The Board of Management of the school is insured. The Insurers are Allianz. There is, however, personal insurance available to parents through the school at very low cost. Details are sent home in September.

Code of Behaviour

The Code of Behaviour was drawn up by the Staff, members of the Parent's Association and approved by the Board Management.

Preface

The chief aim of the code is to enable each child to develop physically, emotionally and spiritually in a happy, work – conscious environment and to develop respect for himself/herself, fellow pupils and a regard for the environment.

The key to the implementation of the Code of Behaviour in school is the support of the parents

Rules of Courtesy and Manners

1. Pupils must **walk** while inside all parts of the school building except while in the gymnasium engaged in P.E. Running to and from classrooms is forbidden.
2. Pupils must display courtesy towards adults. They will stand aside for their elders when they meet them in doorways, gateways and along paths.

Respect for Yourself and Others

1. Pupils must show respect for themselves by their use of language, their sense of hygiene, eating habits and general cleanliness. Older children have a particular responsibility in their conduct towards younger pupils.
2. Pupils must have respect for their fellow pupils, their property and school property.
3. **Bullying – either physical or verbal – will not be tolerated.** When a problem of bullying in any form arises, the school staff will endeavour to deal with the matter, if this attempt fails, then the parents of the pupil/s involved will be informed and their help sought. If the problem still persists, then the Board of Management will be asked to deal with the matter. Pupils are expected to adhere to the school's Anti Bullying Policy.

Respect for Superiors

1. Pupils may not leave school grounds during school hours unless **written permission** from parents is obtained.
2. Pupils must show respect to their Teachers and all others placed over them – e.g. Priests, Garda, Bus Drivers, Sport Coaches, Music Instructors and Computer Technician.

Rules directly pertaining to School Work.

Teachers have a right to teach, pupils have a right to learn. Due allowance having been made for different personalities, learning problems and personal problems.

Rules pertaining to Playtime

Children should have a positive attitude towards the use of their leisure – time at school and will not be allowed to disrupt other children's games, as this is a form of bullying.

Respect for School Property

1. Where school property is wilfully or negligently damaged by pupils, the Board may seek to recover losses from the pupil's parents.
2. Pupils must be careful in using the school building, furnishings and grounds. Littering is forbidden.
3. Children may not bring crisps, chewing gum, correction fluid or glass bottles to school.

Non Compliance with Code

Forms of sanction to be applied where Code of Behaviour is not complied with:

- Verbal reproach by teacher
- Isolation – to another desk – or for short spells to another classroom
- Detention during break – time
- Extra written work – during school or at home
- Loss or Privilege: e.g. barred from P.E. class, Music class or swimming etc.
- Referral to principal
- Request for discussion with parents
- Involvement of Board of Management
- Suspension
- Expulsion

Code of Behaviour is available in the school office.

Other Information

There are currently 417 pupils enrolled in St. Mary's N.S.

Extra curricular activities play an important part in the holistic education of our pupils.

Football, Soccer, Handball, Tennis, Basketball, Camogie Athletics and Swimming are extensively played with many county, five inter provisional and one national title to our credit.

We constructed our own one wall handball court in May 2013 in our school hall.

Senior Pupils complete 10 weeks of French lessons in Term 1.

Our school choir sing at our Communion and Confirmation ceremonies every year

Computer lessons are available all year long.

We have just received our 4th Green Flag for travel.

Guided reading is in practice from 1st through to 6th Class.

Our Student Council meets every month to discuss ways of making our school better. The Student Council members are 6th class pupils:

Jack Lynch, Andrew Lynch, James Kelly, Josh Little, Nicola Byrne, Alyssa Masas and Claire Connell.

Our pupils complete their own theatrical production every second year in Ramor Theatre

School day is as follows:

- 9.20-3pm for 1st to 6th Classes
- 9.20-2pm for Junior & Senior Infant classes

Please visit our school web site for more news at www.virginians.ie