



OUR MISSION

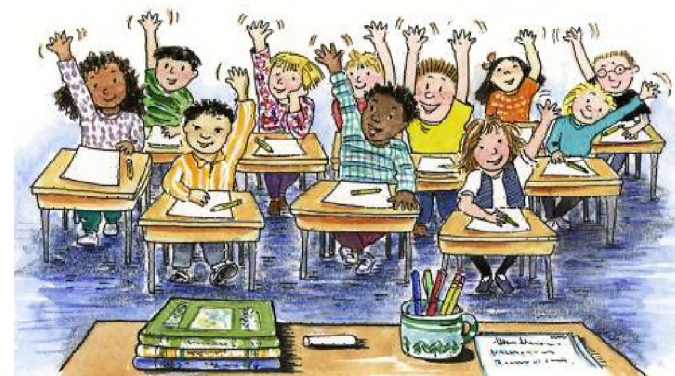
Our school working with home and community, aims towards a positive and happy place of learning for everyone where each child can reach their full potential. While working together as a school community, we endeavour to ensure that the individual needs of our pupils are met.

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St. Mary's S.N.S. Rowlagh



Parent's Booklet 2023-2024

*St. Mary's welcomes you and your child to our school.
We hope that your time here will be a happy one.*

Background

St. Mary's S.N.S is a co-educational Catholic school run under the patronage of the Archbishop of Dublin. This school was established in 1979 and aims to maintain and develop it's Catholic ethos while affording recognition and respect to all religions and to those with no religion. We are a senior school with classes from 3rd up to 6th class. We currently have one MGLD class and one ASD Class.

School Board of Management

The school is managed by our Board of Management, which has eight members.

Chairperson:	Mr. Colum Geraghty
Principal:	Annette Doherty
Patron's Representative:	Paddy Mills
Community Representatives:	William Hanley
	Jimmy McKeever
Parent's Representatives:	Estelle McDermott
	Adrian O'Sullivan
Teacher's Representative:	Orla Larkin

School Staff

At present there is a staff of 27:

Principal: Annette Doherty	Deputy Principal: Maura Forde
19 Teachers	7 Special Needs Assistants
1 Secretary	5 Ancillary Staff

School Hours

The school day is from 9:00 a.m. to 2:40 p.m.

- Small Break 11:00 - 11:15
- Lunch Break 12:50 - 1:15

Aladdin Connect App

Our school uses 'Aladdin Schools' software for administrative purposes.

With the Aladdin Connect App, parents/guardians will be able to:

- Communicate securely with the school
- Enter absence reasons
- Pay for school books, swimming, tours etc by using our online e-payments
- Access your child's attendance, reports, test results etc.
- Receive school and classroom news
- View the school calendar
- Check homework/assignments given
- Keep contact information up to date

Setting Up Your Aladdin App:

- 1) Download the app from the App Store/ Google Play.
- 2) Device Settings - select a security setting.
- 3) Sign in using your username and password given by the school.
- 4) Verify your mobile—follow the steps outlined.
- 5) Enter the code which you are sent.
- 6) Set-up Complete.

Meeting with the Principal or Class Teacher:

The principal or class teacher will be available to meet with you by prior appointment **only**. Please contact the school office to arrange an appointment time.

After School Activities

There is also a range of after school activities from Homework Clubs, and Campus clubs (Funded by the School Completion Programme) to sporting activities - Soccer.

School Policies

St. Mary's S.N.S. has a comprehensive list of policies in place. (E.g. Child Protection, Anti-Bullying etc..) These policies are available via the school website, or a hard copy can be requested from the school office.

School Website/Instagram - Log on at: stmarysrowlagh.ie

Here, you will find the school calendar and can find out what is happening around the school. You can also access school policies. Our new Instagram: [st.maryssns](https://www.instagram.com/stmaryssns) also shares upcoming events and news.

Home/School/Community Links.

It is important that we, the school, and you the parents/guardians work closely together to ensure your child gains the maximum benefit from their time in school. Our Home/School/ Community co-ordinator Anne Bower is available at all times for parents to discuss issues or difficulties that arise.

Contact: 01-6267269 or 085-8834643

Our HSCL co-ordinator also organises:

- | | |
|------------------------------------|---------------------------|
| - Courses for parents | - Good Grub Scheme |
| - Parent's Activities e.g. walking | - Parent/ child workshops |

Keeping You informed

We like to ensure that you are kept up to date with what is happening in the school and how your child is progressing.

Below are some of the ways we communicate with you during the year.

- Annual Parent / Teacher meetings
- School newsletters
- A school journal where teacher and parents can regularly communicate with each other
- Texts and notes sent home re: Aladdin App
- Aladdin Connect
- School website / Instagram Account

Morning Supervision:

Children are supervised when entering the school grounds from 8.50am to 9am

On grounds of Health & Safety, no pupil should be on the school grounds before 8.50am as they are not supervised.

Attendance:

It is extremely important that your child attends school every day to ensure their educational development and progression. Please try to ensure that your child is in school and on time, every day. If your child has missed school, for any reason, please write a note to the class teacher in their school journal or send a message via Aladdin Connect (see page 7) explaining the reason for their absence.

Pupil Absences:

For unexplained absences an automatic text is sent home each day. In line with current Tusla guidelines, a text is sent home when your child has missed 5 days and 10 days. A letter is sent when your child has missed 20 days respectively. We have a mandatory obligation to report continuous serious absences to the Education Welfare Officer.

Curriculum

As part of our primary school curriculum all subjects are taught. In our DEIS plan we put a strong emphasis on the teaching of literacy and numeracy.

Reading: We use Guided Reading to teach reading, giving your child the opportunity to read in a small group with other pupils at their level. Pupils are also given a book to read weekly for homework.

Mathematics: As part of the Maths Recovery Programme, the children spend 10 minutes every day doing various tasks to develop their proficiency and skills in number. We also focus on the development of their problem solving skills. You can help by doing the same at home (Use their homework sheets as a guide) .

Homework

The children have homework four nights a week Monday to Thursday.

3rd & 4th - Homework should take no longer than **40 minutes**.

5th & 6th - Homework should take no longer than **60 minutes**.

Please ensure that your child completes their homework and that you sign the homework journal every night.

School Fees

The amount we ask for includes:

- The cost of pupil personal insurance (covers school activities)
- The cost of photocopying extra material
- The cost of art and craft materials.

We have introduced an online payments system. You will receive a text/email containing your payment access link.

Code of Discipline - Discipline for Learning (D.F.L.)

In keeping with the ethos of the school, St. Mary's takes a positive approach to supporting pupils in the management of their behaviour. The school discipline code, Discipline for Learning, is commonly referred to as D.F.L.

- The school rules were drawn up by the staff in collaboration with parents and pupils and ratified by the Board of Management
- The children are taught all aspects of the code and know the rewards / consequences of their behaviour.
- Children who choose to keep the rules are recognised and rewarded.
- Children who choose to break the rules are sanctioned.
- Details of DFL are outlined in the Parent's DFL Handbook.

Please check your child's journal to see how many bonus stamps they have received. This is a good indication of your child's behaviour in school.

Pastoral Care

St. Mary's has a strong commitment to ensure the educational, social, spiritual and emotional needs of all our pupils are being met. Our school Care Team meet every week to implement the necessary interventions for pupils who may require them

Anti- Bullying

We have an Anti-Bullying Policy drawn up between staff, pupils, Board of Management and parents. **All** reports of possible bullying are treated seriously. Bullying is repeated and deliberate intimidation of an individual or a group by another. The best way to stop bullying behaviour in our school is through the development of friendship, respect and tolerance among our children.

It is important to immediately report any incidences of bullying to the school so that the necessary actions can be taken.

Healthy Eating

St. Mary's has a healthy eating policy. Children are provided with healthy lunches every day. We ask you to encourage your child / children to eat the school lunches which are **FREE**. As part of our Green School's Policy, children will bring any leftovers from their lunch home for recycling.

Resources/ Activities

There are interactive whiteboards in 10 classrooms & children have access to computers and iPADS in their classroom.

The school also tries to make sure that all children will experience other activities such as cookery, theatre and educational trips i.e. trips to museums, art galleries, seashore, parks etc. We also invite music, theatre and art groups into the school to work with the children.

School Uniform

The school uniform is a white polo shirt, a navy tracksuit bottom and a navy top with the school crest.

All children are expected to wear their uniform every day and we ask for your support in this matter. If your child is not wearing the uniform for any reason please write a note in your child's school journal.

**The school uniform can be purchased from:
School-Wear-House, Ballymount Cross.
Ph: 01 4604371**