



*Scoil Íde Presentation Primary School,  
New Road, Clondalkin, Dublin 22.*

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School Website: [www.scoilidepps.com](http://www.scoilidepps.com)

Principal: Orla Ní Odhráin

September 19<sup>th</sup>, 2016

Dear Parents,

**1. School Walk**

Our annual School Walk takes place on **Wednesday, October 5<sup>th</sup>** (weather permitting). This is the school's most important fund raising event, therefore, we ask that parents allow children to collect sponsorship money and send it to the school. There will be no homework on **Tuesday, October 4<sup>th</sup>**, to allow children, with parental permission, to collect sponsorship. This money and what we collect from School Contribution helps to fund the school because, as you know, our grants have been reduced significantly by the Department of Education & Skills.

**2. School Doors**

The school doors are closed as *soon as all classes are safely inside the building with their teachers*. The gates are closed shortly after. This is for **Health & Safety reasons**, given the volume of children entering through the doors of the school. If you wish to speak with your child's teacher, please make an appointment through the Secretary. For non-urgent messages for the class teacher, please use the journal. After the doors have shut, children/parents should come to the front door to gain entry. We want to thank families, for your cooperation to date, we are happy that it is helping to make our school safer in the mornings.

**3. School Closure**

The school is closed for all pupils **Wednesday, November 9<sup>th</sup>** for a Primary Language Curriculum In-Service Day for teachers.

**4. Green Wristbands**

Green Wristbands: For **serious** head injuries we will continue to inform parents by phone immediately if a child is hurt. For less serious injuries we will place a wristband on a child's wrist to alert you that the child may have had a minor incident at school. Bands should be removed by parents, at home.

**5. Office Hours**

The Secretary's hours are 9:00am to 2:00pm, Monday to Friday. Outside these hours and during her lunch 11:45am to 12:15pm the office may be unattended.

**6. School Letters**

Our Data Protection Policy is on our website. The Board of Management has decided that from now on, **additional** copies of letters, school reports etc. will incur a €5 charge, per letter.

**7. Personal Belongings**

Please label **everything** your child brings to school!

**8. Texts & Emails:**

If you have a new mobile phone number please advise the school so we can update our records. It is vital that the school can contact parents in the event of an emergency. If you have not done so, please provide us with an email address. Future newsletters will be emailed & posted to our website, we will **not** be sending any further hard copies of newsletters.

**9. Collection of Children:**

In Junior Classes (Junior & Senior Infants) if you are not collecting your child yourself, please let us know. Also if a crèche is collecting your child on a regular basis, please let us know & supply contact details for the crèche. In the event of the child not being collected, we can then call the crèche & inform them. A phone call or email is all that's needed.

**10. Sacraments 2016/2017**

Scoil Íde First Holy Communion is **6<sup>th</sup> May, 2017** There is no date for Confirmation as of yet. We hope to have it by the end of September.

Yours Sincerely,

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O. Ní Odhráin