



St. Mary's High School 2018-2019

Key Information for Parents/Guardians/Carers

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School Calendar 2018-2019

School Re-Opening	August 24 th 2018
Mid-Term Break	October 29 th 2017 to November 2 nd 2018 inclusive
Christmas	December 24 th 2018 to January 4 th 2019 inclusive
Mid-Term Break	February 18 th 2019 to February 22 nd 2019 inclusive
Easter	April 15 th 2019 to April 26 th 2019 inclusive
School Closed	September 28 th 2018, October 1 st 2018, December 7 th 2018, March 18 th 2019, May 6 th 2019
End of School Year	May 31 st 2019
State Examinations	June 5 th 2019 to June 21 st 2019

Calendar Events

The current school calendar of events is viewable at www.stmarysmidleton.com/calendar

Who to Contact

We endeavour to give each class a class tutor who is the first point of contact. These tutors or timetable dependent are allocated to your daughter's class in early September. The relevant people in each year group are as follows:

Year	Staff	Year	Staff
First	Ms. Margaret Byrne	Guidance Counsellor	Ms. Niamh Daly
Second	Mr. John Hurley	Guidance Counsellor	Ms. Leona Hennessy
Third	Ms. Anne Leahy-Rooney	Transition Year Co-ordinator	Ms. Elizabeth Nagle
Fifth	Ms. Margaret McGarry	Deputy Principal	Ms. Mary B. Walsh
Sixth	Mr. John Gallagher	Principal	Mr. Donnchadh Ó Briain
Programme Co-ordinator	Ms. Patricia Daly	Special Education Needs Co-ordinator	Ms. Anne Leahy-Rooney

We ask that if a concern or query arises that you as parents/guardians/carers would contact the appropriate person as soon as possible. If the need arises to meet the appropriate person then please make an appointment via the main school office. As all staff are fully engaged in school activities throughout the day it may not be possible to meet with parents/guardians/carers without an appointment.

Visiting the School

In the interest of child protection and safeguarding all visitors must use the main school entrance and report to the main school office on arrival.

Communication

Key information regarding school events is normally posted on the school Twitter account @StMarysMidleton. This Twitter feed is also carried on the school web site. In the case of severe weather events or issues that might affect school opening parents/guardians are advised to check the school Twitter feed and the school web site.

Contacting Parents/Guardians/Carers

We use a texting service to make parents/guardians/carers aware of key events in the school. This is only as effective as the information that we received upon registration. Should your contact details change during your child's time with us we would appreciate if you would let the main office know immediately.

Parent Teacher Meetings & Open Night

YEAR GROUP	DATE
Open Night	September 27 th 2018 4.30 – 6.45pm
3 rd Year	November 22 nd 2018 4.15 – 6.45pm
6 th Year	November 27 th 2018 4.15 – 6.45pm
1 st Year	December 11 th 2018 4.15 – 6.45pm
2 nd Year	January 24 th 2019 4.15 – 6.45pm
5 th Year	February 26 th 2019 4.15 – 6.45pm
Transition Year	March 7 th 2019 4.15 – 6.45pm

Accessing pupil reports/information - VSware

We provide an online system for you to access your child's details, reports and timetable. This system is accessed through www.stmarysmiddleton.com. A username and password per family is sent to parents/guardians via text in term one of first year. If you have any issues at all in using this system please email vsware@stmarysmiddleton.com. We do not post/print annual reports unless you request us to do so in writing. Please go to www.stmarysmiddleton.com under your relevant year group information for parent guide on *How to access my child's report, attendance and options using VSware*.

Voluntary Contribution

Each year we receive a Capitation Grant from the Department of Education & Skills to help us meet our day to day expenses. This money is used among other things to cover the cost of heating, lighting, maintenance, Public Liability Insurance etc., but it does not cover our entire costs for the year.

Parental contributions are necessary to supplement the Capitation Grant and they are also used to pay for

- Personal Accident Insurance – School Activities only.
- Photocopying
- Exam Answer booklets
- School Retreats
- P.E.
- Postage / School Admin Software
- School Lockers
- Homework Journal.

In essence, parental contributions are vital to our aim of providing the best quality education possible for your daughter.

We respectfully request payment of **€90 per pupil, €110 per family of two & €130 per family of three or more**, whichever amount is applicable to you. Payment to be handed into the Secretary's Office, in an envelope clearly marked with student's **name and year on day of return to school.**

If such payments place too heavy a burden on families please contact the principal in writing by Friday, 24th August 2018.

School Uniform

Available at

- Hyde's Childrens Fashions, 6 Main Street, Middleton
- Coakley's Menswear 61/62 Main Street, Middleton

PANTS: Navy Trevira "Thomas" Pants Style 5005 **or** Virginian Girls Navy slacks.

SKIRT: Scottish national tartan skirt. **LENGTH 29/32ins**

JUMPER: Navy V-necked sweater with a drop-sleeve with school crest.

BLOUSE: Two plain white shirt/blouse.

TIGHTS: **Navy** Opaque tights or plain **navy** socks.

JACKET: Plain Navy. **Compulsory for all students**

SHOES: Plain Navy or Black **only**. **NO** other colour. Navy Deck shoes may be worn.

EXCLUSIONS: **No Trainers** (regardless of colour).
No Vans.
No Canvas Shoes.
No Boots.
No Runners.
No Clogs.
No Platforms.
No Converse.
No UGGS.

Please note that the school has a "no-make-up" policy for students.

We strongly recommend that each student has one school skirt and one school pants.

The school skirt may be worn only if it is the required length as outlined above i.e. calf length.

P.E. UNIFORM:

- Runners.
- Sports Socks.
- **Plain** navy T-shirt.
- **Plain** navy tailored Tracksuit pants.
- Grey School sweatshirt with crest.

Return to School 2018/19

We welcome students back to school as follows

Monday, 27th August	1 st Year (8.50 a.m. – 3.45 p.m.)	No School Transport ****
Tuesday, 28th August	6 th Year & 5 th Year	School Transport
Wednesday, 29th August	3 rd Year & 2 nd Year	School Transport
Thursday, 30th August	Transition Year	School Transport

Healthy Eating

As part of the Government's Healthy Eating Campaign can we take this opportunity to urge you to give due consideration to school lunches next year and try to maintain a healthy nutritional balance with same.

Thank You

We thank you for taking the time to read this information, celebrate the year just passed and look forward to working with you in maximising your child's potential.

Donnchadh Ó Briain, Principal