



Welcome to

Newtownmountkennedy Primary School

Thank you for enrolling your child in Newtownmountkennedy Primary School. The teachers and staff will make every effort to ensure that your child is happy at school and derives as much benefit as possible from his/her attendance.

Parents have a pivotal role in the success of the school. Teachers and parents must work closely together if the children are to receive the best possible education. Parents' attitudes towards the school should be positive and supportive. Such an approach by you will positively influence your child and thereby he/she will become aware, at an early age, of the importance of school and education in his/her development.

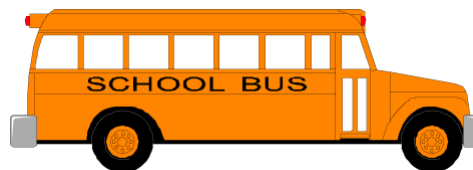
Regular and punctual attendance is important and in the best interest of your child.

In this booklet, we have included information regarding school rules and school policy. There is also some information on homework, school books and on discipline. These are areas where you, the parents, should play a major role in your child's education.

Education at Newtownmountkennedy Primary School is concerned with the all-round, total development of your child, which includes both social and academic elements. The role of the school is of course only part of your child's development. You, as parents, have the more important and influential role. It is essential that both school and parents work productively together, with mutual co-operation, if we are to do our best for your child

General Information:

1. School opens at 9.00 a.m.
Children assemble in class lines in school yard.
Parents are responsible for children who wait in the schoolyard before 9.00 a.m.
2. Infant classes finish at 1.40 p.m. each day and all other classes at 2.40 p.m. The Board of Management is not responsible for pupils on the premises after school hours. Staff meetings are held on the second Wednesday of every month. School closes at 1.40 p.m. for all classes.
3. A list of school holidays for the coming school year is available on our school website - www.newtownprimary.ie
4. When leaving your child to school or collecting him/her from school by car, please park in the **car park of the community centre** and accompany your child to the school gate.
5. If your child walks to school or travels by bus please make sure that he/she understands the **importance of road safety**.
6. Pupils living in Kilpedder are entitled to free transport to and from school. Children living in the Garden Village can avail of transport. There is a charge per Term.
7. For a small amount you can insure your child against accident or injury on the way to school.
8. At the beginning of each school year each parent is requested to inform the school of the person(s) to be contacted in the event of the school having to close at short notice or of their child being ill. Please notify the school immediately if this information changes.



Extra Curricular Activities.

Our school provides many different activities after school such as *GAA*, Art, Music, Maths Club, Lego Club, etc. These activities are provided free of charge and are run by teachers in our school.

School Uniform:

Navy pinafore (Junior and Senior)

Navy School Trousers

Plaid kilt for 1st- 6th classes.

White Shirt/Blouse

Royal Blue V Neck Jumper

School Crest

Royal Blue Coat (optional)

Navy/White Socks

Sensible School Shoes

P.E. Uniform for all classes:

Navy Sweatshirt

Navy Tracksuit Bottoms

White Polo shirt

Navy Shorts for P.E. lessons (summer term)

- Uniform is now available in schoolwear shop
- Crest will be available for purchase separately @ cost €6
- Uniform jumper, sweatshirt and polo shirt can be purchased to include crest
- Tracksuit, shirts, pinafores and school trousers can be purchased in Dunnes/ Pennys/Marks & Spencers.

School Attendance:

1. Please notify the class teacher in writing or via Aladdin if your child is absent from school. Unless a child is in school at time of roll call he/she will be marked absent for that day.
2. If your child has to leave school early he/she must be collected by the parent/guardian from the classroom with a written note to explain absence. You will also need to sign an Early Collection Book

3. You are asked to fill out a form giving details of a contact telephone number and name of a relative, friend or parent who could come to school to collect your child should an emergency arise. (illness, accident).
4. Supply the school with the names of people who collect your child from school (junior classes).
5. A record is kept of all school attendance. Long absences in any month will be investigated and continued absence of 20 days or more must be reported to the Education Welfare Officer. Please encourage your child to attend school punctually, regularly and so help to promote a spirit of responsibility and punctuality.
6. Parents whose children have an appointment with the doctor or dentist should notify the teacher in writing beforehand and state the time of appointment.



Health and Hygiene.

1. Long hair should be tied back and kept away from eyes.
2. Children should be encouraged to wash hands after using the toilet.
3. In the interest of safety no jewellery should be worn to school.

4. Any outbreak of headlice, impetigo or any infection likely to be contagious should be reported to your child's class teacher and the necessary steps taken to avoid spread of the infection.
5. Eastern Health Board medical staff visit the school regularly to vaccinate Junior Infants (Booster 3- in - 1). Medical checks including hearing, eyesight and hair care are carried out by the HSE. Class lists detailing names and addresses are supplied to the Health Board so that consent forms can be posted to children's parents.
6. School personnel are trained in First Aid and regularly attend courses to improve their competence. If a child falls in the yard and receives a cut the appropriate school response is just to clean the wound with water. In cases of continuous bleeding a small plaster may be applied. Parents will be notified that further care may be warranted.
7. Should a child wet or soil his/her underwear, parents will be requested to come to the school and change the child's clothing. In cases where parents cannot be contacted the child will be given a change of clothes and given privacy to change on his/her own. Should assistance be required, it will be given by the class teacher.
8. In all cases regarding Health and Safety matters, Newtownmountkennedy Primary School operates within the guidelines directed by the Department of Education, INTO, CPSMA and the HSE.



SCHOOL DISCIPLINE

Each child coming to school has a right to expect an atmosphere where he/she can learn, play and feel safe. A School Code of Behaviour and Discipline is available to all parents. Parents must sign up to this code of behaviour. Emphasis is placed on rewarding and reinforcing good conduct.

This Code of Behaviour and Discipline was drawn up by the Principal and teaching staff, approved by the general body of parents and Parents' Association and ratified by the Board of Management. **Discipline encompasses every aspect of school life.** Correct attitudes towards homework, punctuality, wearing of uniform, litter and respect for property is all important. Misbehaviour in the classroom or yard, bad manners, bad language or bullying will not be tolerated. In the classroom situation it is unacceptable that any pupil should disrupt the working of the class. A record will be kept of each child's behaviour. Parents are asked to monitor their child's progress and supervise his/her homework notebook for notes. Good behaviour is rewarded daily by children receiving stamps in their behaviour booklet and receiving a medal and certificate on completion of their booklet.



Rules of the School.

1. School begins at 9.00 a.m. and ends at 2.40 p.m.
2. Pupils must attend school regularly and must be on time for class.
3. Lateness or absences are to be explained by parents in writing.
4. No pupil will be permitted to leave school during school hours except
 - a) In the company of a teacher
 - b) In the company of a parent
 - c) In the company of a named adult with written permission.

If a child leaves the school premises without permission, the school will phone An Garda Síochána and the child's parents.

5. School uniform must be worn by all pupils. A uniform dress code only permits stud earrings in ear lobes for the girls. Necklaces, bracelets and nail varnish are not part of this dress code.
6. Healthy lunches are provided by Carambola. Junk food is discouraged. No chewing gum or glass bottles are allowed.
7. In the interest of school safety: no running in the school building, no standing on furniture.
8. Bullying in any form is strictly forbidden
Bad language is not tolerated.
If you cannot speak kindly of someone do not speak about him or her at all.

GOOD BEHAVIOUR IS ALWAYS REWARDED.



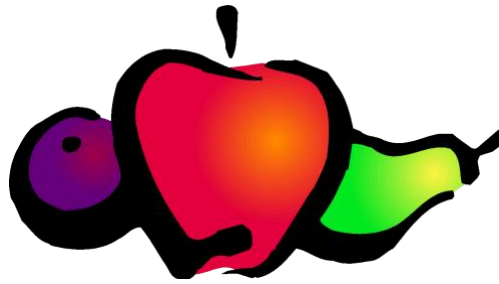
School Policy on Homework.

1. Pupils from first to sixth classes should have a homework notebook.
2. Each night's homework should be clearly and neatly written in the homework notebook.
3. Parents should check homework when it has been completed and should help with reading, spellings and learning work.
4. Parents should sign the homework notebook each night.

5. The homework notebook may be used as a method of communication between teachers and parents. Difficulty with homework, reason for absence etc. may be noted in the homework notebook.
6. Should a child fail to complete their homework regularly their parents will be invited to discuss the situation with the class teacher.

The purpose of homework is:

- To give your child further practice in work he/she has been doing.
- To let you see the work he/she has been doing.
- To give you an opportunity to work with your child.



School Lunch Break

1. Children should eat a healthy snack - fruit if possible for little break 11.00 a.m. - 11.10 a.m.
2. Children have their big break from 12.30 p.m. - 1.00 p.m. Healthy Lunches are provided by Carambola.
3. No glass bottles or cartons allowed - drink containers are provided by Carambola.
4. No crisps, no chewy, sticky bars in the interest of dental hygiene.
5. During lunch periods children are supervised by teachers and classroom assistants.

Parents' Association

Our Parents' Association will meet in the school on the Second Monday of every month at 8.00 p.m. The Association is affiliated to the National Parents Council and has two delegates on the Co. Wicklow Branch.

Aims:

1. To make parents aware of their role vis-a-vis the school.
2. To assist parents to acquire the skills, which their role demands through discussion, talks etc.
3. To develop an active partnership with the school authorities.

Functions:

1. To organise and assist with extra-curricular activities.
2. To help parents involved in developments in education through lectures, newsletters etc.
3. To develop an active partnership with the school authorities.

Fundraising:

Each year our P.A. help with fundraising, through our ten-week springtime draw, raffle of Christmas Hampers held at bingo, copper Fridays. The aim of fundraising is to purchase extra equipment both educational and sports for the children.

The essential requirements for a Parents' Association are your skills as a parent and your interest in the educational future of your child and your school. We always look forward to seeing new parents at the meetings!



