



# Holy Family Community School

- ▶ First Year Information Meeting
- ▶ Thursday 7th September 2023
- ▶ Welcome

# A message from Mr J. Shannon (Yearhead)

- ▶ I would like to welcome parents and guardians of First Year students to your first Information Night.
- ▶ During this presentation I hope to communicate to you relevant information. First year is very much a time of transition and change
  - - Changes in the school system
  - - Social Change
  - - Changes in schoolwork
  - - Different procedures and Code of conduct

For more information on this issue please see our website [www.hfcs.ie](http://www.hfcs.ie)

# INFORMATION ABOUT HOLY FAMILY COMMUNITY SCHOOL

**The school's trustees are:**

- The Spiritan Education Trust (SET)**
- CEIST**
- Dublin and Dún Laoghaire ETB**

- ▶ Our school is a community of students, staff, parents and the Board of Management
- ▶ Our school comprises students of every faith and none.
- ▶ We follow “A Christian value system encompassing respect, responsibility, co-operation, honesty, fairness and friendship.” (Vision Statement, [www.hfcs.ie](http://www.hfcs.ie))

# Communication

## Parent/Guardian to School

- ▶ *The School Secretary, Ms. Lorraine O'Connell, is the main channel to contact teachers, Tutor, Year Head, Deputy Principals and Principal*
- ▶ Phone calls (01-4580766)
- ▶ Emails to [info@hfcs.ie](mailto:info@hfcs.ie)
- ▶ Absence notes sent via VShare
- ▶ Notes in dialann for individual subject teachers or contact made through email/phone call
- ▶ All meetings between parents/guardians and staff members must be made by appointment.

# Communication between school and parents

- ▶ **VSware** is the management and communication system used by the school.
- ▶ Parents/guardians can look at their child's timetable, attendance, assessment results and behaviour record on VSware.
- ▶ **Absence notes must be communicated to the school through VSware.**
- ▶ Vsware is also the system used to communicate messages to parents/guardians.
- ▶ In order to receive messages, please ensure that you download the VSware app on your mobile device and allow notifications.
- ▶ Instructions on how to download the VSware app can be found here: <https://support.vsware.ie/en/parent-app-overview>

CHECK  
VSWARE  
REGULARLY!

The image shows a login screen for the VSware system. It has a blue background with a large, stylized 'VSWARE' logo. There are two input fields: one for 'Login' and one for 'Password'. Below the password field is a 'Reset Password' link and a green checkmark icon. At the bottom is a 'Sign In' button.

Login

Password

Reset Password

Sign In

# Other forms of communication

- ▶ Website [www.hfcs.ie](http://www.hfcs.ie)
- ▶ Twitter [@hfcsrathcoole](https://twitter.com/hfcsrathcoole)
- ▶ Email [info@hfcs.ie](mailto:info@hfcs.ie)
- ▶ School reports
- ▶ Parent/Teacher meeting
- ▶ Meetings for specific issues eg. AEN, behaviour issues etc.
- ▶ Information Meetings



# Partnership

---

Ms Ingrid Fallon – Principal

---

Ms Denise O Keeffe – Deputy Principal

---

Mr Liam Ferguson – Deputy Principal

---

Mr Derek Maher – Deputy Principal

---

Mr James Shannon – Yearhead

# Tutors of class groups

Avoca: Ms C  
Dollard and Ms  
E Rynne

Blackwater: Ms  
K Gifford and  
Ms S Leavy

Corrib: Ms A  
Murphy and  
Mr M. Munds

Nore: Ms J  
Browne and Mr  
E Hipwell

Fergus: Ms K.  
Gernon and  
Mr M ODowd.

Liffey: Ms Z  
Robinson and  
Mr J Murtagh

Erne: Mr P  
ONeill and Ms  
C. Kane



# PASTORAL CARE TEAM

- ▶ Guidance Counsellors – Ms. U McDonnell, Ms. K. O'Connell & Ms. C. Perris
- ▶ Chaplain – Mr. N. McConnell
- ▶ AN Co-ordinator – Mr M. Savage
- ▶ Yearhead and Senior Management Team.
- ▶ Tutors and subject teachers
- ▶ Mentors



# Year Head - Mr. J Shannon

10

Has overall responsibility for:

- ▶ Discipline
- ▶ Attendance / Punctuality
- ▶ Monitoring Academic Progress
- ▶ Coordinating Pastoral Care
- ▶ Liaising with Parents
- ▶ Liaising with tutors and subject teachers

# STUDENT SUPPORT TEAM

Team: Principal, Deputy Principals, Chaplain, Guidance Counsellors, SEN Coordinator

Core Purpose is to coordinate the support available for all students in the school

Student referrals are from staff, parents and students

# Uniform & Class Equipment

12

## Wear

Students must wear full school uniform

## Wear

Students must wear correct school P.E. uniform on P.E. day. Only the official school P.E. gear is allowed (no leggings).

## Have

Students must have a note if not wearing the uniform (note only covers one day and this should rarely happen)

## Make

Please make sure your son/daughter has all the books/ iPad etc. listed on their booklists

## Ensure

Please ensure your child's name is on everything

## Check

Check your son's/daughter's timetable (on VSware) at night to make sure he/she is properly prepared for the next day – some students will need help with this for a while.

## SCHOOL POLICIES



All HFCS policies and useful information are available on the school website



<https://www.hfcs.ie/our-policies-and-useful-information/>



The Code of Behaviour and Discipline should be read by students and parents and is available in the students' journals and on the website. It must be signed in the dialann.

# Health and Safety

14

01

Always have an appointment

02

Do not enter school grounds except by prior arrangement

03

Drop off and pick up students at the front of the school

04

Do not stop on the roundabout or in the school gateway or across the driveways of houses

# School Procedures

15

Classes begin at 8.45am and finish at 3.40pm (1pm on Wed.). Students must be in school 5 minutes before first class in the morning and first class in the afternoon

Morning break is from 10.45am - 11.00am  
Lunch break 1.00pm – 1.40pm

1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Year students must stay in school during lunch break

First Year students who live in Rathcoole only, are allowed home for lunch with the written permission of their parents/guardians. This note must be brought to the Year Head and a Lunch Pass will be issued.

All students are expected to take a turn at the lunch time cleaning roster



# Attendance & Punctuality

- ▶ Regular attendance is extremely important.
- ▶ Absence notes must be sent via VShare.
- ▶ Please avoid family holidays during term time
- ▶ Students who are absent for 20 days will be reported to TUSLA
- ▶ Remember that classes start at 8.45a.m. Students must be in school before 8.40a.m.
- ▶ Detention may be given to regular latecomers





# Personal Electronic Devices

PLEASE READ  
AUP POLICY  
ON SCHOOL  
WEBSITE

Must be off and out of sight at all times during school day

Students **must not** take photographs or recordings of any member of the school community.

Students must not use their personal electronic devices to abuse, threaten, harass or bully other students or staff or use these devices to invade the privacy of any member of the school community. Infringement of these rules is taken very seriously by the school.

Parents must not phone students during the school day

Please read [www.cybersafeireland.org](http://www.cybersafeireland.org) and [www.webwise.ie](http://www.webwise.ie)

# General Sickness Procedures and leaving school early

- ▶ Please do not send a sick child to school
- ▶ Student must not use mobile phone to contact parent/ guardian if they feel ill in school.
- ▶ The student must get the teacher's permission to go to Reception
- ▶ The school secretary then contacts the parent/ guardian
- ▶ PLEASE ENSURE THAT A CORRECT PHONE NUMBER IS ON VSWARE TO CONTACT YOU
- ▶ Student must be collected by parent/guardian and sign out at reception when collected
- ▶ Any student being collected by a parent during the school day must present a note to the Year Head or send a note via VSware and sign out at reception before leaving by the front door

# Detention

- ▶ Is on Wednesdays from 1.25p.m. to 2.25p.m.
- ▶ Parents/ Guardians will be informed by the school when detention is given and the reason for detention
- ▶ Parents must organise transport home for their son/daughter
- ▶ Failure to attend detention may result in suspension
- ▶ If a student is unable to attend detention, a note must be presented to the Behaviour Management Co-ordinator.





# Merit Comments

Merit comments are part of the student awards' system in the school.

- They are not given for academic achievement
- They reward consistent good effort; sustained improvement and positive contributions to the school
- It is an honour to be awarded a merit
- Merit comments are awarded by staff and recorded on VShare. . It is important to praise your son/daughter if he/she receives a merit .

# Extra-curricular activities

21

Athletics

Basketball

Choir

Debating

Gaelic  
Football

Gymnastics

Hurling /  
Camogie

Public  
Speaking

Soccer

# Extra-curricular activities

22

- ▶ Encourage your son/daughter to get involved in activities
- ▶ Students must remember that good behaviour will be expected during extra-curricular activities and when representing the school
- ▶ Students are expected to do assigned homework if they miss class due to participation in an extra-curricular activity.
- ▶ Voluntary Contributions fund extra-curricular activities
- ▶ Personal Accident Insurance Scheme - €10 per student. This gives 24/7 cover



# New Junior Cycle Framework

- ▶ This Framework is available to view at:  
<https://ncca.ie/en/junior-cycle/framework-for-junior-cycle>

The main points of the Framework are:

- 8 Principles
- 24 Statements of Learning describe what students should know, understand, value and be able to do at the end of junior cycle
- 8 Key skills include Literacy, Numeracy and 6 other skills
- ▶ Maths, English and Gaeilge are 240 hour courses
- ▶ Other subjects are 200 hour courses
- ▶ Short courses are 100 hours
- ▶ Priority Learning Units (PLUs) are for students with moderate general learning difficulties (GLD)



# New Junior Cycle Framework

24

Junior Cycle Profile of Achievement (JCPA) Certificate will include a report on Wellbeing and other areas of learning from First to Third year

Assessment of schoolwork - 2<sup>nd</sup> Year Classroom Based Assessment (CBA 1) - 3<sup>rd</sup> Year (CBA 2 & Assessment Task (AT)

Descriptors are used instead of grades.

Descriptors are awarded instead of marks. They are

- **Yet to meet expectations**
- **In line with expectations**
- **Above expectations**
- **Exceptional**

Terminal examination (June, 2025)

Grade Descriptors for the terminal exams are awarded by the State Exams Commission (SEC)

They are

- **Partially achieved (20 to 39%)**
- **Achieved (40 to 54 %)**
- **Merit (55 to 74 %)**
- **Higher Merit (75 to 89%)**
- **Distinction (90 to 100%)**

Further information :  
[www.ncca.ie](http://www.ncca.ie) or  
[www.juniorcycle.ie](http://www.juniorcycle.ie)



# Dates for Diary

- ▶ The Calendar for the School Year is available:
  - ▶ On the school website
- ▶ Parents' Council AGM – (new members always welcome)
- ▶ First Year Parent/Teacher Meeting –  
Monday 11th January 4.15pm to 6.15pm  
(format yet to be confirmed)



**CONNECTED**



**RESPECTED**



**AWARE**



**ACTIVE**



**RESILIENT**



**RESPONSIBLE**



**INDICATORS**

*Wellbeing at HFCS*



# What does wellbeing look like at our school?

- **Indicators of Wellbeing:** Wellbeing is identified using indicators designed by the NCCA in their Junior Cycle Wellbeing Guidelines in 2017.
- Students learn about wellbeing using these indicators. Our goal is to provide students with the resources, knowledge, skills and tools of well-being, so that as they journey through their lives, they have the strategies to cope with the struggles and daily stresses of life.
- Wellbeing is a programme at Junior Cycle. It accounts for 400 hours of learning over a range of subjects and learning experiences.
- SPHE, CSPE, PE, Digital Media Literacy, Wellbeing Tutor Time & Extra-Curricular
- Other learning experiences include themed weeks and events throughout the year such as our Positive Mental Health weeks organized by the Amber Flag Committee, our First Year Wellbeing Retreat day, subject themed weeks, and a range of guest speakers from organisations such as the charity Aware.

# Students

28

We want our students to be happy in HFCS

Bullying will not be tolerated and should be reported to the school

Students are expected to show manners and use "please" "thank you" "excuse me" etc.

Students are expected to show respect for each other and to watch out for one another

Students are asked to treat others as they would like to be treated

H

F



C

S

Thank you for your  
attendance tonight  
and we are delighted  
to have you all as part  
of our school  
community