

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

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, cooperation, honesty, fairness and friendship." (Vision Statement, www.hfcs.ie)

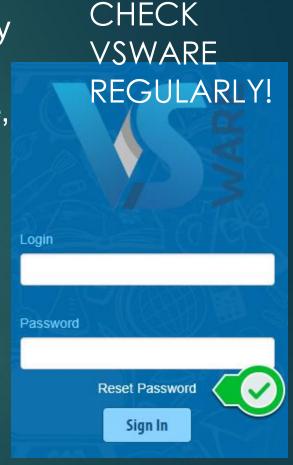
Communication Parent/Guardian to School

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
- Absence notes sent via VSware
- 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: <u>https://support.vsware.ie/en/parent-app-overview</u>



Other forms of communication

- Website <u>www.hfcs.ie</u>
- Twitter @hfcsrathcoole
- ► Email <u>info@hfcs.ie</u>
- 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

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

Wear	Wear	Have	Make	Ensure	Check
Students must wear full school uniform	Students must wear correct school P.E. uniform on P.E. day. Only the official school P.E. gear is allowed (no leggings).	Students must have a <u>note</u> if not wearing the uniform(note only cov ers one day and this should rarely happen)	Please make sure your son/daughter has all the books/ iPad etc. listed on their booklists	Please ensure your child's name is on ev erything	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.

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

SCHOOL POLICIES



https://www.hfcs.ie/our-policies-and-usefulinformation/



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



02

Always have an appointment

Do not enter school grounds except by prior arrangement



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



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

School Procedures

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

1st, 2nd and 3rd 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 VSware.
- 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



16

Personal Electronic Devices

PLEASE READ <u>AUP POLICY</u> ON SCHOOL WEBSITE Must be off and out of sight at all times during school day

Students **<u>must not</u>** 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 and 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 <u>must</u> be presented to the Behaviour Management Co-ordinator.







Holy Family Community School

Merit Comments

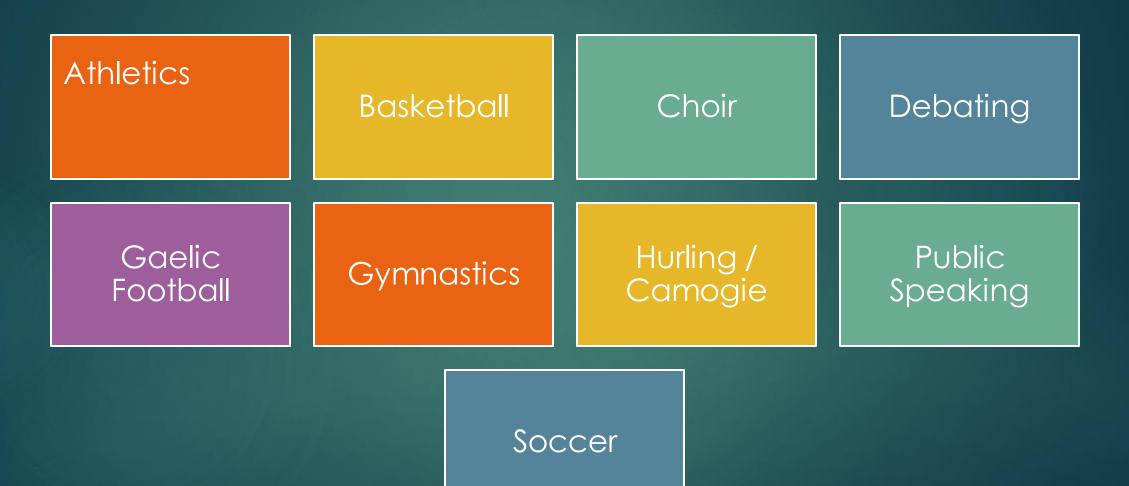
Merit comments are part of the student awards' system in the school.

- > 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 VSware. It is important to praise your son/daughter if he/she receives a merit.

Extra-curricular activities





Extra-curricular activites

Encourage your son/daughter to get involved in activities

- Students must remember that good behaviour will be expected during extracurricular 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: <u>https://ncca.ie/en/junior-cycle/framework-for-junior-cycle</u>

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

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

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

Descriptors are used instead of grades.

Descriptors are awarded instead of marks. They are

24

•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 or 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)





INDICATORS Wellbeing Bat HFCSP A



RESPONSIBLE



AWARE

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.



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



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