



# Information Pack for All Year Groups 2025/2026



# Holy Family Community School

Pobalscoil an Teaghlaigh Naofa

Principal: Ingrid Fallon

Deputy Principals: Denise O' Keeffe, Liam Ferguson, Derek Maher

Kilteel Road, Rathcoole, Co. Dublin.

Tel: 01 4580766 / 01 4580031

Email: [info@hfcs.ie](mailto:info@hfcs.ie) / [www.hfcs.ie](http://www.hfcs.ie)

Dear Parents/Guardians,

The whole school community welcomes your child/children to our school for the new academic year. As always, we look forward to working with all parents/guardians over the coming year.

Students will return to school on a phased basis. Below is an overview of the dates and times that each group will return to school:

|   |  |   |
|---|--|---|
| <b>Friday 22<sup>nd</sup> of August 2025</b>    | <b>TY students:</b><br>9.00am – 10.30am  | <b>5<sup>th</sup> Year, LCA1, 6<sup>th</sup> Year, &amp; LCA2 students:</b><br>9.00am – 10.30am |
| <b>Monday 25<sup>th</sup> of August 2025</b>    | <b>1<sup>st</sup> Year students &amp; 6<sup>th</sup> Year Mentors:</b><br>9.00am – 12.00pm | <b>2<sup>nd</sup> &amp; 3<sup>rd</sup> Year students:</b><br>10.00am – 11.00am                  |
| <b>Tuesday 26<sup>th</sup> of August 2025</b>   | <b>All students</b> follow their normal school timetable from <b>8.45am - 12.00 p.m.</b>   |   |
| <b>Wednesday 27<sup>th</sup> of August 2025</b> | The normal timetable applies to <b>all students 8.45am-1.00pm</b>                          |   |

Your child must have their **fully charged iPad** with them as they will receive training from staff. Students must be in full school uniform, including plain black footwear and plain black jacket.

In this pack you will find a range of information that will assist you and your child as they start the new academic year.

The school will communicate with Parents/Guardians on updates regarding the phased move into part of the new school building in the new academic year.

Yours sincerely,

Ingrid Fallon

Principal

|   |   |
|---|---|
| <b>Code of Behaviour and School Policies</b>  | <p>Parents/Guardians, as partners with teachers and the Board of Management, must accept the Code of Behaviour as a precondition to their son's/daughter's enrolment in the school.</p> <p>The Code of Behaviour and all school policies are available on the school website: <a href="https://www.hfcs.ie/our-policies-and-useful-information/">https://www.hfcs.ie/our-policies-and-useful-information/</a>.</p> <p>Parents/guardians and students are expected to read these policies, and students must abide by all school policies.</p>   |
| <b>Free School Book Scheme &amp; Stationery</b>   | <p>All books/eBooks will be provided at no cost to families at the start of the new academic year. Examination Past Papers will be provided in relevant subjects to 3<sup>rd</sup> and 6<sup>th</sup> year students.</p> <p>All students will continue to have access to the StudyClix platform. Please encourage your child to use this application to support their learning.</p> <p>Core stationery will also be provided at no additional cost. Parents/Guardians need to provide a fully stocked pencil case.</p> <p>All books/eBooks and stationery remain the property of the school. Students who lose or damage any of the above items will be expected to replace them.</p> |
| <b>iPad information for students progressing to Transition Year or 5<sup>th</sup> Year.</b> | <p>Important information for students starting in Transition Year or 5<sup>th</sup> Year in relation to the license with Wriggle for their iPad is at the end of this pack.</p>   |
| <b>Dialann:</b>   | <p>All students must have a Dialann (school journal) in school at all times. All students will receive one Dialann as part of the new Free Book Scheme.</p> <p>Lost or damaged Dialanns must be replaced by the parent/guardian.</p> <p>Parents/Guardians must ensure that their contact details are entered inside the Dialann in the appropriate section.</p>   |
| <b>VShare, photocopying, postage &amp; ICT Costs:</b>                                       | <p>Parents/Guardians must pay €50 per student towards VShare, photocopying, postage, and ICT costs.</p> <p>This fee can be paid by using the Payzone system.</p>  |
| <b>VShare:</b>  | <p>VShare is the management and communication system used by the school.</p> <p>Parents/Guardians can look at their child's timetable, attendance, examination results, and behaviour record on VShare. It is also the system used to communicate messages to Parents/Guardians.</p> <p>To receive messages, Parents/Guardians <b>MUST</b> download the VShare app on a mobile device and allow notifications. Instructions on how to download the VShare app can be found here: <a href="https://support.vshare.ie/en/parent-app-overview">https://support.vshare.ie/en/parent-app-overview</a></p>  |

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|  | <p><b>It is the responsibility of the parent/guardian to engage with VSware, to ensure that the phone number and other contact details on file are correct. All correspondence, including messages, is sent through VSware.</b></p> <p><b>Students must not have access to VSware.</b></p>   |
| <b>Timetable:</b>                            | <p>Student timetables will be available on VSware from late August.</p> <p>Students will also receive a physical copy of their timetable on the day that they return to school.</p>  |
| <b>Student Insurance</b>                     | <p>All students must take out this insurance which gives 24-hour cover, 365 days a year (including during school holidays).</p> <p>The cover includes school activities, social, domestic and leisure activities inside and outside of school hours. The Insurance cover costs €13 per student and must be purchased through Payzone on the school website <a href="http://www.hfcs.ie">www.hfcs.ie</a>.</p> <p><b>Only those who purchase the insurance at the start of the school year will be insured. Insurance cannot be purchased retrospectively in the event of an accident/injury/claim.</b></p>                                    |
| <b>Taking holidays during term:</b>          | <p>Parents/guardians should not take students out of school to go on holidays during the school term. This practice is unfair to your son/daughter, fellow students, and teachers.</p> <p>Holidays should be in line with school holidays/school closures.</p> <p>The school is legally obliged to report students who are absent for 20 or more days to the Educational Welfare Officer, TUSLA.</p>   |
| <b>School calendar / Notice of meetings:</b> | <p>The School Calendar for 2025/2026 is attached to the end of this pack.</p> <p>It is also available on the school website.</p>   |
| <b>Additional Needs:</b>                     | <p>Please ensure that you inform the school if your child has medical or learning needs.</p> <p>This enables the school to provide appropriate support for your child.</p> <p>Please email <a href="mailto:info@hfcs.ie">info@hfcs.ie</a> for the attention of Mr. M. Savage, AN coordinator.</p>  |
| <b>Lunch break:</b>                          | <p>First, Second- and Third-Year students must remain on the school grounds during lunch break.</p> <p>First, Second- and Third-Year students <b>who live in Rathcoole only</b> may go home for their lunch if they have a lunch pass and their parent is at home. Lunch passes will only be issued by Year Heads to students who have the written permission of their parents/guardians recorded in their Dialann.</p> <p>Sanctions will be imposed on students who break this rule. Senior students may leave school during lunch break. This is a privilege which may be revoked if a student breaks school rules during lunch break.</p> |

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|-------------------------------|--|
| <b>Voluntary Contribution</b> | <p>Parents are asked to contribute €75 for 1 child, €100 for 2 children, and €125 for 3 children.</p> <p>The Payzone facility is the preferred payment option. All contributions are very much needed and gratefully appreciated. Money contributed by parents/guardians is used to supplement areas not adequately funded by the Department of Education. In the past the Voluntary Contribution helped provide a fully equipped computer room and an additional science laboratory.</p>  |
| <b>Supervised Study</b>       | <p>The school operates a supervised study programme for all students. Students are encouraged to do supervised study. Details of Supervised Study will be sent to parents/guardians in early September.</p> <p>There is a cost attached to attending this programme. Supervised study runs on Monday, Tuesday, Thursday, and Friday from 4pm – 6pm. Supervised study does not take place on school closure dates, or on days of staff meetings and parent-teacher meetings. Dates of supervised study sessions will be provided to parents/guardians and students.</p> |
| <b>RSE</b>                    | <p>RSE (Relationships and Sexuality Education) is a mandatory component of the curriculum in Irish secondary schools.</p> <p>It is integrated into Social Personal and Health Education (SPHE), delivered by trained staff and is age appropriate. The RSE Policy is available on the school website: <a href="http://www.hfcs.ie">www.hfcs.ie</a>.</p>  |

## School uniform

The school uniform (including the PE uniform) should be purchased from the official school supplier, Schoolwear House, Unit D7, Ballymount Cross Industrial Estate, Ballymount, Dublin 24; Telephone: 01-4604371 or email: [info@schoolwearhouse.ie](mailto:info@schoolwearhouse.ie). Please see the photos below and the list of uniform necessities for both the uniform and PE uniform. Sew-on crests are available from the school. Please note that the jumper must be of the same quality as the official school uniform.

All students must wear their school uniform in school or when representing the school. Students who fail to wear their uniform will be sanctioned. We take great pride in our school uniform. Students are permitted to wear trainers/runners, but they **must be plain black with no coloured soles or markings**. Uniforms will be checked at the start of the school year and students must replace incorrect uniform items. Sanctions will apply as per the agreed Code of Behaviour.

The PE uniform should be worn all day on the assigned PE class day. The PE uniform cannot be worn instead of the official uniform on other days. Only the full official PE uniform is acceptable. **Other tracksuits/leggings/hoodies or shorts are not school uniform and should never be worn.**

All students must wear a **plain black school jacket**. **Hoodies are NOT acceptable.**

### Junior Uniform



#### School Uniform for Junior Students

- **Girls** – White shirt, Wine jumper with official school crest, School skirt or grey trousers, Knee high black or grey socks/tights with skirt and fully black shoes.
- **Boys** – Grey shirt, wine tie, wine jumper with official school crest, grey trousers and fully black shoes.

### Senior Uniform



- **Girls** – White shirt, Black jumper with official school crest, School skirt or grey trousers, Knee high black or grey socks / tights with skirt and black shoes.
- **Boys** – Grey shirt, black tie, black jumper with official school crest, grey trousers and fully black shoes.

## PE Uniform (2<sup>nd</sup> – 6<sup>th</sup> Years)



Students must wear the correct school PE uniform.

Plain navy tracksuit bottoms with no logos or stripes.

The school polo shirt and/or the school PE sweatshirt must be worn.

Comfortable sports runners/trainers to be worn.

Converse or similar are not to be worn.  
No leggings or shorts allowed.

## New PE Uniform introduced in 2025-26 for 1<sup>st</sup> Year Students:



**The new PE uniform for 2025-2026 is compulsory for students entering 1<sup>st</sup> year in August 2025.**

It is being introduced on a phased basis. **The older uniform of the navy polo top and grey sweater is no longer available.** Students in other year groups are not expected to purchase the new PE uniform but can purchase the new PE uniform if they choose to.

**The new PE uniform consists of the official t-shirt, official half-zip and official training bottoms. No alternatives to the official PE uniform (pictured) are permitted.**

**As with the older PE uniform, shorts or leggings must never be worn. Students must wear appropriate trainers for sports. Converse (or similar) are not permitted.**

**The new PE uniform must be purchased from the official school supplier, Schoolwear House, Unit D7, Ballymount Cross Industrial Estate, Ballymount, Dublin 24, Telephone: 01- 4604371 or email: [info@schoolwearhouse.ie](mailto:info@schoolwearhouse.ie)**

# School Calendar 2025/2026 for Parents, Guardians & Students

| Important Dates Term One   | Important Dates Term Two   | Important Dates Term Three   |
|--|--|--|
| <b>22<sup>nd</sup> August:</b> Tuition Term 1 Starts.<br><br><b>TY students:</b> (9.00am - 10.30am)<br><br><b>5<sup>th</sup> &amp; 6<sup>th</sup> Year students:</b> 9.00am – 10.30am                        | <b>5<sup>th</sup> January:</b> Tuition Term 2 Starts   | <b>13<sup>th</sup> April:</b> Tuition Terms 3 Starts   |
| <b>25<sup>th</sup> August:</b> 1 <sup>st</sup> Year students & <b>6<sup>th</sup> Year Mentors only:</b> 9.00am - 12.00pm<br><br><b>2<sup>nd</sup> &amp; 3<sup>rd</sup> Year students</b> (10.00am – 11.00am) | <b>8<sup>th</sup> January:</b> PTSM TY, 5 <sup>th</sup> year and LCA1 (4.15pm – 6.45pm) & Incoming 1st Year Information Session 7pm – 8pm.                       | <b>4<sup>th</sup> May:</b> Public Holiday – School Closed  |
| <b>26<sup>th</sup> August:</b><br><br>All students follow their normal school timetable from 8.40am until 12:00 p.m.   | <b>15<sup>th</sup> January:</b> PTSM 1 <sup>st</sup> Year (4.15pm – 6.45pm), Senior Cycle Information Night 7pm - 8pm, & 6 <sup>th</sup> Year CAO Talk 6pm - 7pm | <b>6<sup>th</sup> May:</b> Sports Day  |
| <b>18<sup>th</sup> September:</b> HFCS Open Evening (4.30pm – 6.30pm)  | <b>19<sup>th</sup> – 24<sup>th</sup> January:</b> TY Ski Trip  | <b>11<sup>th</sup> – 15<sup>th</sup> May:</b> Summer Exams (1st, 2 <sup>nd</sup> & 5 <sup>th</sup> year) |
| <b>26<sup>th</sup> September:</b> School Closed  | <b>26<sup>th</sup> January – 6<sup>th</sup> February:</b> 3 <sup>rd</sup> and 6 <sup>th</sup> Year Mock Examinations   | <b>29<sup>th</sup> May:</b> Tuition Terms 3 Ends   |
| <b>7<sup>th</sup> October:</b> Parents Council AGM 6.30pm in the School  | <b>26<sup>th</sup> January – 6<sup>th</sup> February:</b> TY Work Experience Block Two   |  |
| <b>14<sup>th</sup> October:</b> PTSM 3 <sup>rd</sup> Year (4.15pm – 6.45pm)  | <b>2<sup>nd</sup> February:</b> Public Holiday – School Closed   |  |
| <b>20<sup>th</sup> October – 24<sup>th</sup> October:</b> 6 <sup>th</sup> Year House Examinations  | <b>16<sup>th</sup> February – 20<sup>th</sup> February:</b> Midterm Break  |  |
| <b>23<sup>rd</sup> October:</b> Staff Training – School Closed   | <b>23<sup>rd</sup> February – 27<sup>th</sup> February:</b> School Musical   |  |
| <b>27<sup>th</sup> October – 31<sup>st</sup> October:</b> Midterm Break  | <b>17<sup>th</sup> March:</b> Public Holiday – School Closed   |  |
| <b>6<sup>th</sup> November:</b> PTSM 2 <sup>nd</sup> Year (4.15pm – 6.45pm)  | <b>20<sup>th</sup> March:</b> Staff Training – School Closed   |  |
| <b>18<sup>th</sup> November:</b> PTSM 6 <sup>th</sup> Year/LCA2 (4.15pm – 6.45pm)  | <b>27<sup>th</sup> March:</b> Tuition Terms 2 Ends   |  |
| <b>25<sup>th</sup> November:</b> Staff/Pastoral (4.00pm – 6.00pm)  |  |  |
| <b>28<sup>th</sup> November:</b> School Closed   |  |  |
| <b>1<sup>st</sup> December – 12<sup>th</sup> December:</b> TY Work Experience Block One  |  |  |
| <b>8<sup>th</sup> December – 12<sup>th</sup> December:</b> Winter Exams (1 <sup>st</sup> , 2 <sup>nd</sup> , & 5 <sup>th</sup> year students)  |  |  |
| <b>15<sup>th</sup> December:</b> Staff Training – School Closed  |  |  |
| <b>19<sup>th</sup> December:</b> Term One Ends   |  |  |

**No Supervised Study on the following dates, due to staff meetings after school hours:**

**7<sup>th</sup> October, 25<sup>th</sup> November, 12<sup>th</sup> March, 30<sup>th</sup> April, and 26<sup>th</sup> May**

**Additionally, there will be no supervised study on evenings of Parent Teacher Meetings or school closures (dates above).**

*Please note: Contingency arrangements, as set out by the Department of Education, may occur during the February Midterm Break (up to and including 18<sup>th</sup> February 2026) and during the Easter Break, up to and including Wednesday 1<sup>st</sup> April 2026).*

*Please be aware that changes to the calendar may occur due information evenings for each year group, information night for incoming first year parents, CAO information evening, Senior Cycle Information Evening, Parent Council and Board of Management Meetings, State Examinations, International Tour Meetings, and other events*

## Contacting Relevant School Personnel

To assist you in reaching the relevant school staff member for your query, please see details below.

In the first instance, please email or phone the school. For general enquiries regarding opening hours, admissions, uniform, change of address, change of phone number and other personal data, please email [info@hfcs.ie](mailto:info@hfcs.ie) or call 01-4580766. Reception will deal with your query and/or send it to the relevant person.

General information pertaining to your child can be sent to [info@hfcs.ie](mailto:info@hfcs.ie) and the email will be forwarded to the relevant person.

Year Heads can be contacted in relation to matters pertaining to their year group that are urgent/sensitive. Please note that Year Heads teach throughout the day and will respond, as necessary, when available.

Year Heads for 2025-2026 are as follows:

|                 |                   |  |
|-----------------|-------------------|--|
| First Year      | Ms. T. O'Brien    | <a href="mailto:t.obrien@hfcs.ie">t.obrien@hfcs.ie</a>         |
| Second Year     | Mr. M. Fiorentini | <a href="mailto:m.fiorentini@hfcs.ie">m.fiorentini@hfcs.ie</a> |
| Third Year      | Mr. J. Shannon    | <a href="mailto:j.shannon@hfcs.ie">j.shannon@hfcs.ie</a>       |
| Transition Year | Ms. M. Morrin     | <a href="mailto:m.morrin@hfcs.ie">m.morrin@hfcs.ie</a>         |
| Fifth Year      | Ms. C. Phillips   | <a href="mailto:c.phillips@hfcs.ie">c.phillips@hfcs.ie</a>     |
| Sixth Year      | Ms. B. Redmond    | <a href="mailto:b.redmond@hfcs.ie">b.redmond@hfcs.ie</a>       |

If you wish to reach the Additional Needs department, please email Mr. M. Savage at [m.savage@hfcs.ie](mailto:m.savage@hfcs.ie)

Questions around state examinations at Junior Cycle, Leaving Certificate and LCA should be sent to Mr. M. Munds at [m.munds@hfcs.ie](mailto:m.munds@hfcs.ie)

Questions concerning career guidance/CAO/college and job opportunities should be sent to Ms. C. Perris at [c.perris@hfcs.ie](mailto:c.perris@hfcs.ie), Ms. K. O'Connell at [k.oconnell@hfcs.ie](mailto:k.oconnell@hfcs.ie), or Ms. U. McDonnell at [u.mcdonnell@hfcs.ie](mailto:u.mcdonnell@hfcs.ie).

The school Principal and Deputy Principals can be contacted via email to [info@hfcs.ie](mailto:info@hfcs.ie) and the email will be forwarded to the relevant member of the senior management team.

### Transition Year iPads:

All iPads purchased at the beginning of 1st year came with a 3-year management and support licence through Wriggle for the duration of Junior Cycle. This licence now needs to be renewed to continue the use of student iPads in Teaching and Learning for Transition Year and on to Senior Cycle in our school.

The breakdown of the cost involved is as follows:

Total cost of the 4th year bundle - €60.00 broken down as follows:

- Wriggle Support And Training Services
- Jamf Mobile Device Management Licence – Perpetual €21.00
- Wriggle – 3 year iOS Digital Technology Training Support €39.00

Renewal of this licence is done through the online store at

<https://store.wriggle.ie/OnlineStoreLogin> where you use 98087574 as the store code.

Select “Wriggle – 3YR iOS Digital Technology Training Support” under ‘Services & Support’ to process the purchase of this licence for the remaining 3 years of your child’s second level education. Please ensure that you have placed your order by August 29<sup>th</sup>, 2025.

Further information about this licence and support offered from Wriggle as well as a guide to using the online store can be found at this link: <https://www.hfcs.ie/wp-content/uploads/2025/06/HFCS-Senior-Cycle-Parent-Pack-2025.pdf>

### 5<sup>th</sup> Year iPads Information:

All iPads purchased at the beginning of 1st year came with a 3-year management and support licence through Wriggle for the duration of Junior Cycle. This licence now needs to be renewed to continue the use of student iPads in Teaching and Learning for Senior Cycle in our school. **Students who have completed TY in 2024/25 and have already purchased this licence as a 3-year bundle need not purchase it again.**

The breakdown of the cost involved is as follows:

Total cost of the 5th year bundle - €40.00 broken down as follows:

- Wriggle Support And Training Services
- Mobile Device Management Licence - 2 Year Licence €14.00
- Wriggle – 2 year iOS Digital Technology Training Support €26.00

Renewal of this licence is done through the online store at

<https://store.wriggle.ie/OnlineStoreLogin> where you use 98087574 as the store code.

Select “Wriggle – 2YR iOS Digital Technology Training Support” under ‘Services & Support’ to process the purchase of this licence for the remaining 2 years of your child’s second level education. Please ensure that you have placed your order by August 29<sup>th</sup>, 2025.

Further information about this licence and support offered from Wriggle as well as a guide to using the online store can be found at this link: <https://www.hfcs.ie/wp-content/uploads/2025/06/HFCS-Senior-Cycle-Parent-Pack-2025.pdf>