

Fifth Year Information Night

Year Head - Mr James Shannon



Partnership

Ms. Ingrid Fallon - Principal

Ms. Denise O Keeffe - Deputy Principal

Mr. Liam Ferguson - Deputy Principal

Dr. Derek Maher - Deputy Principal

Mr James Shannon - Year head

Year Head

Has overall responsibility for:

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



Communication

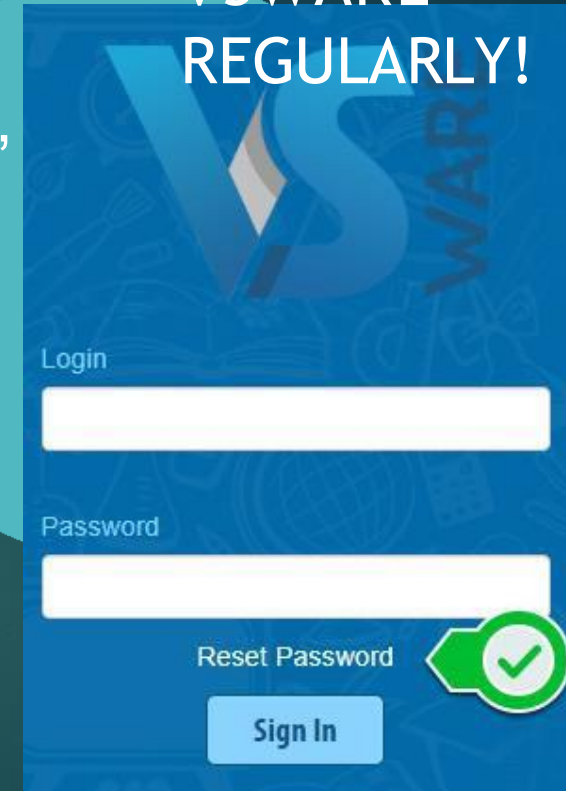
Parent/Guardian to School

- ▶ *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

- ▶ VShare 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 VShare.
- ▶ VShare is also the system used to communicate messages to parents/guardians.
- ▶ In order to receive messages, please ensure that you download the VShare app on your mobile device and allow notifications.
- ▶ Instructions on how to download the VShare app can be found here: <https://support.vshare.ie/en/parent-app-overview>

CHECK
VSHARE
REGULARLY!

A screenshot of the VShare login interface. It features a blue background with a large, stylized 'VS' logo and the word 'SHARE' partially visible. Below the logo, there are two white input fields for 'Login' and 'Password'. To the right of the password field is a green circular icon with a white checkmark. Below the input fields, there is a 'Reset Password' link and a 'Sign In' button.

Login

Password

Reset Password

Sign In

Other forms of communication

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



PASTORAL CARE TEAM

- ▶ Guidance Counsellors – Ms. C. Perris, Ms. U. McDonnell
- ▶ Chaplain – Mr. N. Mc Connell
- ▶ AEN Coordinator – Mr. Michael Savage
- ▶ Year Head and Senior Management team.
- ▶ Tutors and subject teachers



STUDENT SUPPORT TEAM

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

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

Student referrals are from staff, parents and students

Class groups and Tutors

Rang 51

Ms. N.
Callanan

Ms. E. Rynne

Rang 52

Ms S.
Connaughton

Ms S. Leavy

Rang 53

Ms A. Keating
Mr M. Munds

Rang 54

Ms. L. Hogan

Ms A. O Connor

Rang 55

Ms.J. Browne

Mr L OSullivan

Rang 56

Ms. Z
Robinson

LCA 1

Mr. E. Hipwell

Ms M. Bates

Date for Diary

5th Year and LCA1 Parent/Teacher Meeting

Thursday, 7th January 2027 (4.15pm - 6.45pm)

Cardiac Screening: Last day for resistration is the 7th September



Supervised Study

- 4pm to 6pm - Monday, Tuesday, Thursday , Friday
- 65 euro per session
- Payment online
- 1st session begins Monday, 14th September
- Details sent on VShare mail



AAC Information: 7 Key Points

- AACs are projects or coursework completed in 5th and 6th year and are worth 40% of the Leaving Certificate grade; the remaining 60% comes from the final written exam.
- Students are responsible for understanding the AAC brief, following SEC rules, managing their workload, and meeting all deadlines.
- All submitted work must be the student's own. Assistance from family members, tutors, essay mills, or others is considered cheating.
- Teachers must be able to authenticate the work. Students must maintain an investigative log and complete regular check-ins.
- Teachers can provide general guidance only and cannot edit, correct, or substantially direct project reports.
- Students must reference all sources using Harvard style and avoid plagiarism. Science practical experiments must be completed in school under supervision.
- AI-generated coursework content is not permitted. Misuse of AI can result in serious consequences.

iPads

- ▶ Students progressing from 3rd year and TY will continue to use their iPads purchased at the beginning of 1st year.

Uniform & Class Equipment

Uniform

- Students must wear full school uniform
- Students must have a note if not wearing the uniform.
- A note covers one day **only** and this should rarely happen.

Check

- Please check your son's/daughter's VShare regularly

Ensure

- Please ensure your child's name is on everything

PE Uniform

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

Make

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

Dates for Diary

5th Year and LCA1

Wellbeing/Retreat/Bonding day in
Glendalough, Co. Wicklow.

Tuesday, 29th September, 2026

Bus costs - TBC

Payment online from Fri. 12/09/2025

Fill in online permission slip.

Thursday, 7th January, 2026

(4.15pm - 6.45pm) Parent/Teacher Meeting



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 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.

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 should not phone students during the school day

Please read www.cybersafeireland.org and www.webwise.ie

Health and Safety

15

01

Always have an appointment

02

Entry on to school grounds must be 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

17

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 last class in the afternoon

Morning break is from 10.45am - 11.00am Lunch break 1.00pm - 1.40pm
Wednesdays: morning break is from 10.55 to 11.10am.

5th Year student are allowed to go to the village during lunch break. Students who wish to stay in school must remain in the school yard from 1pm - 1.20pm and go to their base rooms from 1.20 to 1.40pm.

A seating plan and cleaning roster is posted on each base room wall which students must adhere to.



Attendance & Punctuality

- ▶ Regular attendance is extremely important.
- ▶ Absence notes must be sent via VSware.
- ▶ Please avoid family holidays during term time
- ▶ The school is required by law to report to Tusla, students who have reached 20 days' absence.
- ▶ Classes start at 8.45a.m. Students must be in school by 8.40a.m.
- ▶ Detention may be given to regular latecomers.



General Sickness Procedures and leaving school early

- ▶ Please Do Not Send A Sick Child To School
- ▶ Students Must Not Use Their 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

- ▶ Wednesdays from 1.15p.m. to 2.15 p.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 VSware. It is important to praise your son/daughter if he/she receives a merit .

Extra-curricular activities

22

Athletics

Basketball

Choir

Debating

Gaelic
Football

Gymnastics

Hurling /
Camogie

Public
Speaking

Soccer

Extra-curricular activities

23

- ▶ 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 help to fund extra-curricular activities.
- School tour in Easter Barcelona Approximatley Total price 700 euro
- Non refundable deposit of 300 euro in late October.

Please get involved in the HFCS Parents Council

Follow us
on
Instagram



@hfcs_parents council

To join the
Parents Council
email



parents council@hfcs.ie





Fundraiser Weekly Draw

JACKPOT UP TO €3,000



Please contribute to the Holy Family Community School Fundraiser -
Run by the Parents Council.

1 line €2.50 | 2 lines €4 | 3 lines €5

Jackpot increases weekly (up to €3,000!)

Guaranteed €20 prize every week!

Your contribution will make a big difference for our students.

Easy to Enter!

Scan the QR code or visit
ourfundraiser.ie/org/hfcs



Terms & Conditions: Must be over 18 years of age to participate. Maximum of 3 recurring lines per supporter.

See website for more T&Cs. Powered by: Our Fundraiser | info@ourfundraiser.ie





Thank You