

A Chairde,

I hope everyone had a happy Christmas and that we all have a happy and healthy new year.

**Enrolments**

We are processing enrolments for 2024/2025. At present we have only received 3 enrolment forms. If you know of anyone who intends to enrol their child for the 2024/2025 school year, could you ask them to contact the office please.

**Attendance**

At present school attendance levels are good and hopefully this will continue through the rest of the school year.

**Information Note Explaining Processes and Terminology**

The twice annual ‘School Attendance Returns’ are due, so I thought I’d take the chance to explain how attendance recording and reporting works in schools.

Attendance is recorded daily by the class teacher on our online roll book via Aladdin. If later than 10am the time is also recorded here (this is calculated by Aladdin into learning time missed at the end of the year)

There are two reporting mechanisms for attendance where attendance is reported to TUSLA, the child and family agency.

**School attendance Reports**

There are two reporting periods in the year, September to December and January to June. We submit the school attendance returns now for September to December and again in June.

On this form we are required to list any pupils, over the age of 6, who have missed 20 school days for any reason. You will be informed of your child is included in the report. If it is followed up the Education Welfare Officer will ask if the absences were explained. Explained absences, due to illness etc, are not a cause for concern and shouldn’t cause any worry at all. A large number of unexplained absences may lead to further involvement from the Education Welfare Officer. This is why it is always important to let the school know if your child is absent – sick, family circumstances etc so we can explain the absence on Aladdin.

The reports are not something to be concerned about and if you get a letter saying your child has been included in the report, please don’t be concerned. While attendance is hugely important and good attendance correlates strongly with improved outcomes, there are also very valid reasons for children to miss school and this is understood.

**Discretionary Referrals**

Discretionary referrals are made where a school is worried about the attendance of a pupil. This might be due to a lot of unexplained absences, a pattern of absence, significant ongoing issues with punctuality leading to a lot of missed learning time etc. A school will refer a child to the Education Welfare Officer where they have these concerns. The role of Education Welfare Officer is primarily to offer support to families to improve attendance.

The school will always contact parents before referring to the Education Welfare Officer and support where possible.

**Key things to Note**

The aim of attendance and punctuality procedures are to ensure the child gets the best experience of education and maximises learning time. We are available to support as needed.

There is no concern if you get a letter saying your child has been included on the attendance report. Explained absences are recorded as such.

Aim to have your child in school for 9.00 am each day. We understand this isn’t always possible, there may be extenuating circumstances.

**Finances**

School finances are still very stretched, so if you haven’t paid your school fees, we would ask that you do so as soon as possible. Notes will issue to anyone whose fees are still outstanding.

**Hot Meals Scheme**

We are in the process of organising suppliers so we can be included in the Hot Meals for Schools’ Scheme. This will not be rolled out until April so we will keep you updated.

**Sport**

We are currently organising swimming lessons for the final term as well as hurling coaching for March & April. 5th & 6th Class will also participate in a chess tournament after the mid term break.

**Visitors**

* Meath Local Enterprise will run a workshop with senior pupils on February 2nd.
* The Oide advisors will be working alongside staff to assist with our Wellbeing Policy and Primary Language implementation over a number of sessions between January – March.
* Maureen Fanning (Catechist) will also visit this month.

**Sacraments**

* Confirmation 7th March @ 3pm in Kilskyre. Kilskyre school have got in touch to ask our parent body for help serving/providing refreshments in the hall on that day.
* Photographer will visit on March 11th.
* 1st Confession Wed 17th April @ 11.30 (in-school)
* Communion Sat 18th May @ 11am.

We have provided a copy of the school calendar for the remainder of the school year for your convenience.

**Calendar for the Remainder of the School Year**

Monday 5th February: Bank holiday school closed

Monday 12th- Fri 16th February: mid-term break school closed

Monday 18th March: St Patricks Day bank holiday school closed

Monday 25th March – 5th April: Easter Holidays school closed

Monday & Tuesday 6th & 7th May: Bank Holiday and school closed

Wednesday 8th May: School closed Inservice Day

Monday 3rd June: Bank Holiday school closed.

Holidays Wednesday 26th June

There may be additional days e.g. elections or Inservice days. We will notify you as soon as we receive confirmation of any closures.