Welcome to

Scoil Naomh Pádraig

Information Booklet for
Parents and Guardians of New Pupils

Our school motto is:
Respect Myself. Respect Others. Respect our School.

Phone: (01) 4946566 **Email: info@snp.ie** **Website: www.snp.ie** **Roll No: 19114T**

April 2026

Dear Parents/Guardians,

On behalf of the Board of Management of Scoil Naomh Pádraig, we are very pleased to welcome you to our school and thank you for entrusting your child to us for their primary education.

We hope this booklet serves as an introduction to our school and answers many of your questions. We look forward to happy years of working with you and your daughter/son.

Yours sincerely,

Anna Jennings

Principal,

Scoil Naomh Pádraig

ABOUT SCOIL NAOMH PÁDRAIG

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Mission Statement

We strive, in co-operation with parents to provide a holistic education, in a Christian, caring and secure environment where each child is encouraged to achieve according to the best of her/his ability.

Ethos

The Ethos of Scoil Naomh Pádraig is Catholic in its essence. We welcome children from other denominations or those who are non-denominational. Inclusivity is a hallmark of our school.

The History of the School

Scoil Naomh Pádraig was opened in 1966 under the care of the Mercy Order.

While the Mercy Order are no longer trustees, the ethos of the Mercy Order is still imbued in the aims of the school. The management and the staff strive to maintain this ethos.

Present Day

The school is situated on 1.21 hectares of lovely grounds off Ballyroan Crescent. We are a community of pupils, parents, staff and school leaders who are striving to do the best for the children in our care. We are very proud of the great reputation of Scoil Naomh Pádraig and of our welcoming, caring atmosphere and spirit. We are proud that we are a Mercy school and take pride in all our pupils and past pupils.

Philosophy

Our Philosophy is that of a Mercy School - a Christian Catholic community of parents, students, teachers, special needs assistants, school leaders and other staff working together. We strive to:

- Ensure that each pupil reaches her/his full educational potential
- Attain high education standards
- Ensure an inclusive environment for children with additional education needs
- Ensure that we welcome and embrace diversity
- Support our pupils to make them self-reliant and capable of valuing their own worth

- Show a compassionate concern for the poor
- Share a concern for justice in society
- Encourage awareness of preserving our environment
- Develop tolerant and caring members of society

Admission (Enrolment) Structure

Scoil Naomh Pádraig enrols boys and girls for Junior Infants and Senior Infants. At the end of Senior Infants, boys graduate and can apply to be enrolled in Ballyroan Boys' National School while girls only are enrolled in Scoil Naomh Pádraig from 1st to 6th Class.

Management Structure

The Management of Scoil Naomh Pádraig is as follows:

The Board of Management is made up of eight members who hold office for four years:

- Two nominees of the Patron, one of whom is the Chairperson
- Two parent/guardian nominees elected by the parents/guardians
- The Principal
- One teacher nominee elected by the teaching staff
- Two representatives of the local community unanimously nominated by the six above

The Board of Management is appointed by the Patron (The Archbishop of Dublin). The Board is responsible for the overall running of the school, for the appointment of teachers and the management of finance. Day-to-day management is entrusted to the Principal.

The school operates under the Rules for National Schools as specified by the Department of Education and Skills. The Department Inspectorate monitor the implementation of the Primary School Curriculum within the school.

The Patron of Scoil Naomh Pádraig is the Archbishop of Dublin.

In-school Leadership Team

The In-school Leadership Team consists of the Principal, Deputy Principal, Assistant Principals (I) and Assistant Principals (II). They work together to provide leadership in learning and management in the school. In collaboration with the staff, they generate policies and plans, which are then discussed by the Board of Management before approval. Their role is to create and sustain an environment that underpins high quality pupil care, learning and teaching.

Student Council

The aim of our Student Council is to provide students with greater involvement in the decision-making procedures of their school and to help them learn about how democracy works. Currently pupils from 5th and 6th Class are on the council, having been democratically elected in Term 1.

The Student Council meets regularly, with meetings being facilitated by teachers. Ideas and suggestions which are gathered from the school ideas box are on the agenda. Suggestions are then discussed, prioritised and are brought to the attention of the school principal and to staff meetings. Our Student Council's vision is **"Ideas in 2 action, a voice 4 all".**

Parents' Association

The school has an excellent Parents' Association which takes an active part in providing amenities and organising activities for the children in the school. The AGM which all parents/guardians are encouraged to attend is held at the end of September or beginning of October each year. A committee is formed, and it meets on approximately seven occasions in the school year. Further information regarding the Parents' Association is available on the school's website – www.snp.ie.

Funding

The Department of Education gives a capitation grant for each pupil. The amount is fixed by the Department. This grant however does not cover all the many running costs in the school. The balance must be raised annually by the school itself. This is done with the valuable co-operation of the Parents' Association .

The main fundraising events for the school are:

- Voluntary contributions (€100 per child, €140 per family)
- Lotto
- Events e.g. cake sales, quiz, non-uniform day
- Sponsored walk or other event
- Raffles

We are very grateful to parents/guardians for supporting these events in the school. All monies collected go towards maintaining a high standard of facilities, equipment, heating and cleaning so that the children and teachers can work together in a comfortable atmosphere.

Curricular & Extra- curricular Matters

- **Curriculum**
- **School Plan**
- **Assessment**
- **Special Needs Education**
- **SPHE**
- **Sacraments**
- **Swimming**
- **School Events**
- **Extra-Curricular Activities**

Curriculum

The Curriculum taught by the teachers of the school is that laid down by the Department of Education and Skills. See the NCCA website (www.ncca.ie) for details of the curriculum taught in all subjects in primary school. You can also find out more in the 'Learning' section on our website.

School Plan

We have an overall School Plan. This means that we have a plan of progression in each area of the curriculum to take the child from Junior Infants to 6th Class. The aim of the plan is to capture whole-school decisions regarding teaching and learning in all subject areas, based on strong knowledge of the curriculum, pedagogy, the needs of the children in our classes and evidence-backed approaches. This enables us to be both aware of, and adaptable to, the needs of the children at any given time. We aim for continuous improvement and the In-school Leadership Team develops a School Improvement Plan annually. The various areas are discussed with staff and are monitored and evaluated carefully each year.

Assessment and Reporting

Assessment is the process of gathering, recording, interpreting and reporting information about a child's progress and achievement in developing knowledge, skills and attitudes. Assessment is about building a picture over time of a child's progress and/or achievement in learning across the Primary School Curriculum. The Scoil Naomh Pádraig Assessment Policy focuses on two principal approaches to assessment: Assessment for Learning (AfL) and Assessment of Learning (AoL). These interrelated and complementary approaches emphasise two aspects of assessment that are central to the work of teachers in our school. Teachers use evidence on an ongoing basis to inform teaching and learning (AfL). Teachers periodically record children's progress and achievement for the purpose of reporting to parents/guardians, teachers and other relevant personnel (AoL).

In Scoil Naomh Pádraig we use both types of assessment and we report children's progress and achievement in learning to parents/guardians twice a year. In November parents/guardians meet with the Class Teacher for a formal Parent-Teacher meeting. All children receive an end-of-year report in June which will be sent via Aladdin to parents/guardians. For children from 1st to 6th Classes this written report will also contain the results the child received in the Standardised Tests administered in those

classes in May. The school also submits the results of those standardised tests for 2nd, 4th and 6th classes every year to the Board of Management of the school and the Department of Education and Skills. It is very important that your child is present for standardised testing and so we would ask that you please always ensure that your child attends school, most especially during the month of May.

Special Needs Education

Special Education Teachers support pupils who speak English as an Additional Language (EAL), they support literacy and numeracy and also pupils with additional education needs. Children are assigned to these teachers on the basis of ongoing assessments in the school, combined in some cases with assessments from educational psychologists and other professionals/outside agencies. Support for the children can take place in class, in group or individual settings. It is very important that on acceptance of a place in the school, that a parent/guardian inform us of any additional needs that their child may have. It is especially important that parents/guardians, on enrolling your child in the school, inform us as early as possible if their child has been referred to any outside agency (speech therapist, psychologist, occupational therapist, early childhood services etc.) This enables the school, in collaboration with parents/guardians and within available resources, to meet your child's needs and to support their transition.

If a parent/guardian feels that their child is experiencing difficulty in any area in school, they should discuss their concerns with the Class Teacher in the first instance. Following such discussions, the matter may be discussed with the teacher(s) in the Special Education Team and when necessary the Principal. Any decision to allocate extra resources or to commission extra reports will be made in consultation with the parents, the Class Teacher and members of the Special Education Team.

We also have an Autism Special Class which supports autistic children. (Note that children must have a psychologist's diagnosis of ASD DSM-V/ICD-10 and a recommendation from a psychologist to be enrolled in an autism class. See our Admission Policy for more information.)

Social and Personal Health Education

As part of the Social, Personal & Health Education curriculum we include the Weaving Well-being Programme, Relationship and Sexuality Education and the Stay Safe Programme in our school plan.
The content of the RSE programme in the school is taught as set out in the Department of Education and Skills' SPHE curriculum. Parents/Guardians may request a copy of the school's RSE policy. Parents are asked to sign a consent form at the beginning of their child's education in SNP so that their child can take part in the programme. The *Stay Safe Programme* is also part of the SPHE curriculum. The programme develops children's ability to recognise and report risk situations or abusive encounters by teaching children:

- To identify for themselves unsafe or upsetting situations
- Simple rules to help them avoid abuse
- To respect and value the rights of others
- The language and skills they require to seek help

Essentially the programme teaches children to tell a trusted adult about any problems they may have. Parents/guardians are asked to sign a consent form at the beginning of

their child's education in SNP so that their child can take part in the programme. Parents/guardians will be advised by the school of when the programme is to begin. The programme is an important part of the DES *Child Protection Procedures for Primary and Post-Primary Schools 2025* and it is obligatory for all schools to implement the programme.

We in Scoil Naomh Pádraig are continuing to develop these programmes in accordance with the guidelines available to us and in consultation with the Board of Management, the Parents' Association and parents. The school's **Child Safeguarding Statement and Risk Assessment** is available on our website www.snp.ie. The Designated Liaison Person (DLP) is Anna Jennings, Principal and the Deputy Designated Liaison Person (DDLP) is Sinéad Treacy, Deputy Principal.

Religion and Reception of the Sacraments

Preparation for the reception of the Sacraments is as follows:

First Confession	- 2nd Class
First Holy Communion	- 2nd Class
Confirmation	- 6th Class

It is part of the overall and ongoing plan of Religious Education in Scoil Naomh Pádraig. *The Grow in Love* Programme is used from Infants to 6th Class.

Swimming

Aquatics is part of the P.E. curriculum. Swimming classes are given to children from 3rd to 6th class in a block of eight weeks in a local pool (Templeogue Swimming Pool). All children must attend the classes. A fee is charged to the parents for the hire of the pool, the qualified instructors and transport. If any parent feels they have difficulty paying the fee, please contact the Principal. All such matters will be treated in confidence. Online payment is requested via the Aladdin Connect App.

Events

A Christmas carol service, Junior and Senior Infant Christmas performances, plays for 1st, 3rd and 5th classes and school sports' day (weather permitting) are held each year. An art Exhibition is held every second year, as is the participation of our school choir in the National Children's Choir. Class teachers run events with their individual class too and participate in initiatives that are age-appropriate for their class (e.g. Write-a-Book, The Big Sing and Junior Entrepreneur). The Parents' Association holds school-based and non-school-based events.

Extra-Curricular Activities

A range of extra-curricular activities is on offer including Short-Tennis, Drama Club, Creative Writing Club, Keyboards, Irish Dancing, Basketball, Chess and Art Zone after school hours. Children enrol at the beginning of term for these extra-curricular activities and pay their fees per term directly to the organiser. These are held from 1.30 to 3.30pm Monday to Friday. Details are communicated with parents/guardians early in the school year via Nuacht Litir (newsletter) and a list of extra-curricular activities can be found in the school journal (1st-6th Class) and on the school website, www.snp.ie.

Sports

Here in SNP we place a lot of emphasis on keeping active and we are delighted to have been awarded the Active School Flag.

Scoil Naomh Pádraig participates in Cumann na mBunscol football league, camogie league and athletics. Football, camogie and athletics training is provided to many classes by volunteer coaches and teachers. Older classes have also been offered soccer and basketball training (in the morning) by volunteer teachers.

Scoil Naomh Pádraig & Ballyboden St. Enda's GAA Club

Ballyboden St. Enda's GAA Club (www.bodengaa.ie) provides in-school coaching at various times during the school year for both camogie and football. They work over a period of weeks with some classes. Many of our pupils are also members of Ballyboden St. Enda's and benefit from training there. Past pupils have gone on to play at Ballyboden St. Enda's at Senior Level. We are very proud of the strong relationship between the club and our school and we are very grateful for the dedication and commitment of the coaches.

Health & Safety Matters

- **Emergency Contacts**
- **Road & Traffic Safety**
- **Fire Safety**
- **Health & Hygiene**
- **Code of Behaviour**
- **Personal Accident Insurance**
- **Healthy Eating**

Emergency Contacts

It is imperative that we are able to contact a parent/guardian or person nominated by you to care for your child at all times. Please ensure that you have provided us with up-to-date phone numbers. If you are away or will be uncontactable for any reason we need adequate replacement contact details for your child. This is most important, especially in the event of an emergency. Note that in case of an emergency, medical assistance will be sought.

Road & Traffic Safety

The safety of the children in the school grounds is of paramount importance. In order to ensure total safety for children, **the Board of Management asks parents/guardians not to drive into the school grounds at peak times (between 8.30am – 9.30am and 1.15pm – 2.45pm)** to drop or pick up children. To make it easier to drop off all children in time for school, we use **a one-way system on Ballyroan Crescent, coming in by the Ballyboden Rd/Hillside end of the Crescent and exiting by Elkwood and back on to Ballyroan Rd at the Blue Haven/Templeogue Bridge end.** Please **do not** turn into the school avenue and park there as it causes congestion and creates a hazard for the children. Under no circumstance should children be allowed out of cars into the oncoming traffic – please make sure they get out onto the **footpath** side. Please ensure your child/children **never**, even when accompanied by an adult, go through the car park.
Upon enrolling your child in the school, you were asked to agree to abide by our policy of walking with your child(ren) up and down the avenue and not drive into the school grounds. On accepting a place, you have signed that you agree to this.

Fire Safety

The school is well-equipped with fire extinguishers which are serviced annually. Smoke alarms are located at recommended positions around the school. Fire/evacuation drills are carried out regularly.

Health & Hygiene

Your child will be sharing a room daily with a large number of children. Close contact with other children is unavoidable, so particular attention has to be paid to health and hygiene. Please do not send your child to school if they are ill.

If your child has any serious or recurring health problems such as asthma, epilepsy, diabetes, allergies etc., you should advise the school. When a child has contracted a specific illness, e.g., measles, scarlet fever, chicken pox, impetigo etc. the school should be informed and your child should be kept at home until the condition has cleared up/is no longer contagious.

During the years your child will be in the school, personnel from the Schools Section of the HSE/Tusla will check their vision and hearing. The Booster Immunisation Programme will also be administered by the Health Service Executive.

Please check your child's hair regularly for head-lice. If your child has head-lice you should treat the hair immediately and inform the school. The school will send out a notice to all the parents in the class informing them of the outbreak.

Emergency Medication

If your child has a condition or illness such as epilepsy or anaphylaxis or any condition that may require medication to be administered in an urgent situation, please contact the school to make an appointment with the Principal to discuss this.

Code of Behaviour

Our Code of Behaviour applies to all pupils enrolled in our school and to their parents/guardians. It states the standards of behaviour we expect from the children at all times while they are at school in Scoil Naomh Pádraig. It states our school rules and it provides practical guidance for teachers, parents, pupils and other relevant persons on how we ensure a respectful, orderly and happy atmosphere in our school. The Code of Behaviour is based on the theme of Respect as stated in our three basic school rules: "Respect Myself, Respect Others, Respect our School". A copy of the code is available on our website. Parents/guardians must sign a form prior to their child enrolling in the school agreeing that their child will abide by the Code of Behaviour and agreeing to support their child and the school in the implementation of the code. Parents/guardians also are expected to abide by the Code of Behaviour in their dealings with all members of the school community and they also must sign a form agreeing that they will abide by the code in all their communications with members of the school community.

Anti-Bullying Policy

SNP's Anti-Bullying Policy lies within the framework of the school's Code of Behaviour. The Board of Management of SNP in cooperation with parents, staff and children of the school has revised its Anti-Bullying Policy in line with the requirements of the *Bí Cineálta: Anti-Bullying Procedures for Primary and Post Primary Schools* which were published by the Department of Education and Skills in 2024. Our Anti-Bullying Policy (known as 'Bí Cineálta'-'Be Kind') is available to view on our school website www.snp.ie. Our policy should be read in conjunction with the Department of Education's Bi Cineálta Procedures.

Personal Accident Insurance for Pupils

Scoil Naomh Pádraig holds a comprehensive insurance cover. Additional individual pupil insurance (for 24-hour cover) is available to insure pupils for the year and is paid annually when paying for other school costs. All parents/guardians are required to take this cover.

Healthy Eating

A good diet and plenty of sleep, fresh air and exercise are essential to the growing child. Allow plenty of time in the morning for your child to eat a healthy breakfast. The school implements a **Healthy Lunch Policy.** The aim of this is to ensure children eat a healthy, well-balanced lunch.

Free Hot Lunches

Our school avails of free Hot Meals Programme funded by the Department of Social Protection. In SNP **Nourish + Green** provides nutritious, chef-prepared hot lunches to the school every day. Using a simple, app-based system, parents/guardians can activate their accounts with a unique code (which will be sent by the school) to pre-order meals at least two days in advance. Each meal is prepared in a state-of-the-art Dublin kitchen using real, natural ingredients—free from artificial additives—and includes "hidden veggies" to boost nutritional value. Meals are delivered chilled in insulated, **100% compostable packaging**, heated onsite by a staff member, and delivered directly to the classroom for students to enjoy. New parents/guardians will be sent more information and guidance on setting up the app closer to the start of the new school year.

Healthy Eating in SNP

You will need to send in a small snack for 'little break'. This often consists of chopped up fruit & vegetables, crackers or cheese etc. In SNP we have a healthy eating policy and we would ask you all to comply with this. It can be helpful to have fruit and vegetables cut into manageable bite-size pieces.

Children should bring water to drink throughout the day. Friday can be a treat day, so if you wish you can give your child **one small treat** on this day only. A guide that a treat would be the size of the child's hand (e.g. biscuit, fun-size bar etc).

The following are **not allowed in SNP at any time: nuts, popcorn/crisps, lollipops and fizzy drinks.**

N.B. A number of children are presenting to the school with serious, and in some cases, life threatening allergies to particular foods e.g. nuts, kiwi fruit, eggs, sesame seeds. It is the policy of the school to request that all the children in the child's class, or in some cases in the whole school, refrain from bringing the food or food containing the allergic food to school at all times. **Therefore the children in this school may not bring peanuts or any nuts or products containing traces of nuts to school at any time. We earnestly request that all children and parents/guardians respect this policy.**

As Scoil Naomh Pádraig participates in the 'Green School' scheme, we ask parents/guardians to help and support us and to encourage the children to be 'green' at school and home. We ask that children use reusable lunchboxes and bottles and that they bring any waste home with them.

Online Safety

Parents/guardians are not permitted to take photos/videos of other children. If you wish to do so, you must be given consent by other parents. **Photos/videos may not be taken at school events such as concerts/performances, sports day etc., as not all parents will have given consent for you to so do.** Please refrain from taking photos of staff members if you haven't asked permission. We ask that photos/videos would not be shared on social media.

Online Safety Charter

The importance of online safety is emphasised and taught to children at all class levels. A parent survey carried out by the Parents' Association highlighted that this is an area in which the majority of parents/guardians would like support and advice. Based on expert advice in this area, a sub-committee of the PA of SNP and Ballyroan Boys' NS designed an Online Safety Charter which is intended to be used as a document to support parents/guardians and their children in discussing responsible, healthy and safe use of digital devices. This is an excellent document which will be shared with parents/guardians at the start of each year. It is also available in the school journal.

Day-to-Day Matters

- **School Day**
- **Infant Classes**
- **Communication / Contact details**
- **School Closures**
- **Contact Details**
- **Absences**
- **Uniform**
- **Books**
- **Fees Online**
- **Homework**
- **Enrolment**
- **Green Schools**
- **Financial Circumstances**
- **Useful Websites**

The School Day

The school day begins every morning at 8.50am when the gates are opened. Only children in Infant classes are **accompanied** to the drop-off areas. They will be met by their teacher in the yard and will be brought by the teacher to the classroom.

The school closes for children in Junior and Senior Infants at 1.30pm and for children from First to Sixth classes at 2.30pm.

Please ensure that your child is at school on time every day and please collect your child from school on time also. If your child is late, he/she MUST be brought to the school office and he/she will then be brought to their classroom. We ask that parents/guardians do not go straight to the classroom with their child.

Please note that the Board of Management, the Principal and staff bear no responsibility for children on the premises outside of these times.

Infant Classes

Please bring your child to school on time and please collect children punctually. No child may be left in the classroom after school hours, as it is not possible for them to be supervised.

Children's names should be clearly marked on coats, hats etc. Plastic bottles with a pull-up straw inside and lunch boxes with names should be used. Please do not send in Air-up bottles. Ensure that the bottle is tightly closed when leaving home. Your child should be able to open and close their lunchbox and bottle independently.

The school will need to have at least 3 contact numbers in the event of parents/guardians needing to be contacted urgently.

Communication & Contact Details

Information to the parent body of the school will be communicated mostly through electronic means, i.e. the school website www.snp.ie, by email to the email address supplied by you, and by text to the mobile number supplied by you. Occasionally we will send a letter/note/form home in your child's schoolbag. Every Monday you will receive a Nuacht Litir (newsletter) from the Principal, which you are asked to read. You can also keep an eye on our school X page: @snpballyroan and Instagram page: snpballyroan.

It is imperative that we have **up-to-date contact details** for parents/guardians/minders and anyone else nominated by you to care for your child. We require home address, phone number. ***Please remember that if you (or other emergency contacts) change address or phone number, you need to inform the office so that we can update our records.***
The Parents' Association of the school may also contact you using the methods above.

You will receive Aladdin Connect App instructions when it comes time to set up the app.

Birthday Invitations: It is school policy that birthday party invitations and other such invitations are not distributed on the school premises. This is in the best interests of all children in the school.

School Website, Instagram and X

Our school website, X and Instagram accounts are regularly updated. On occasion, we display photographs/videos of children in the school at various activities and events. All photos and videos will be of groups of children and they will not be named. No photos/videos of individual children will be put on the site. Parents will be asked to sign a form giving their consent or not for their child's photo to be put up on the site during their child's years in SNP.

School Closures

School closures will be posted on the school website, www.snp.ie. A calendar of important dates is available to download and/or print as a pdf file on the website.
Should an irregular situation arise, e.g. heating breakdown, interruption to water supply, severe weather conditions etc. and it becomes necessary to close the school, you will be contacted via text or email.

Should the school be closed for In-service/Continuous Professional Development for staff, parents/guardians will be informed in advance of the dates.

School Absences

In accordance with the Education Welfare Act 2000, the school is obliged to notify absences of 20 days and over to Tusla. The Education Welfare officer follows up on these reports. If your child cannot attend school on a particular day, or has been absent from school for any reason **you must notify the class teacher in writing stating for how long she/he has been absent and the reason for the absence. This can be done using the Aladdin Connect App too.**

If you need to withdraw your child from school before the end of the school day:

- please confirm this through the Aladdin app/in writing/email to the class teacher/office beforehand
- indicate on the note who will be collecting the child
- on arrival at the school, first report to the office before they are collected from the classroom
- you will be escorted or directed to your child's classroom

Please note that if your child is not physically present in the school when the roll is being called (by 10.00am) they will be marked absent. If your child arrives after this time, they will be marked present but 'late'.

N.B. Please do not take your child out of school on holidays outside of the normal school holidays.

School Uniform

The school uniform ultimately cultivates a sense of belonging to the school community which is Scoil Naomh Pádraig. The uniform is an important image of the school and it strengthens a child's association with the school. A neat and tidy uniform helps our pupils to understand the importance of presentation and personal appearance. The uniform was reviewed in the last few years and is as follows:

Girls and Boys in Junior and Senior Infants Classes: Tracksuit only - Royal blue crested school tracksuit (half zip sweatshirt and tracksuit bottoms or shorts) with pale blue crested polo shirt (short/long-sleeved). Runners with Velcro fasteners should be worn in the infant classes. Long hair should be tied back daily.

Girls in 1st – 4th Class:
Uniform – Royal blue round-neck crested jumper, royal blue "Hunter" pinafore **or** royal blue "Hunter" skirt (3rd – 6th class) **or** navy "Hunter" trousers and crested polo shirt (short/long-sleeved). Black shoes or fully-back runners (no logos/other colours) are to be worn with the uniform.
Tracksuit: Royal blue crested school tracksuit (half zip sweatshirt and tracksuit bottoms or shorts) with pale blue crested polo shirt (short/long-sleeved). Runners are worn with the tracksuit.

Girls in 5th & 6th Class:
Uniform – Royal blue v-neck crested jumper, royal blue "Hunter" skirt **or** navy "Hunter" trousers, sky-blue revere blouse (short/long-sleeved). Black shoes or fully-back runners (no logos/other colours) are to be worn with the uniform.
Tracksuit: Royal blue crested school tracksuit (half zip sweatshirt and tracksuit bottoms or shorts) with pale blue crested polo shirt (short/long-sleeved). Runners are worn with the tracksuit.

All girls wear white/black socks or black tights. Stud earrings, watches and one discreet ring are the only items of jewellery permitted. Make-up is not to be worn, nor is nail polish, gel/acrylic nails/fake tan. In the interest of hygiene, long hair must be tied back at all times. Hair dye is not permitted.

Girls in 1st-6th Class are to wear the school tracksuit and runners on PE days or on days when your child has a Scoil Naomh Pádraig-related activity (tennis, basketball football, camogie etc.) directly before or after school. Only tracksuits in the school colours with the school crest are allowed.

It is understandable that, from time-to-time, your child may come to school without the correct uniform due to unforeseen circumstances. In this case, you should send a note to school explaining the reason for not having the correct uniform.

Uniforms and tracksuits are available from:
The Schoolware House, Unit 7, Ballymount Cross Industrial Estate, Dublin 12. Phone: 012921540 www.schoolwarehouse.ie email sales@schoolwarehouse.ie

The Parents' Association often runs a 'Uniform Swap Shop' at the end of June each year. Full details will be communicated with you by the PA. This is a great opportunity to save some money whilst re-using uniform items that are still in very good condition – thus encouraging sustainability.

Please ensure that your child's runners provide sufficient protection and support i.e. they are a proper running shoe, (no Vans, Converse etc.). Please make sure your child's name is clearly visible on all items of their uniform/tracksuit, gloves, coats, scarves, hats etc.

Schoolbooks and Copybooks

There is a Department of Education **Free Primary Schoolbook Scheme** which means that parents/guardians are not requested to make any contribution towards the cost of schoolbooks, workbooks, and copybooks. The school is responsible for running this scheme and ensures that the children have all the books and copies that they will need each year. Note that parents/guardians will still be required to buy stationery for their children. An email with a list of items needed will be sent near the end of Term 3, along with other school costs (see below).

Online Payments

Our school uses the Aladdin software service for administrative purposes and the ePayment system will give you access on your device to make secure payments to the school using your credit or debit card. Aladdin uses state-of-the-art security to safeguard information entered by you and the school and data is stored and processed in strict compliance with Irish data protection laws.

When money is due for any school activity that is relevant to your children, you will receive **a text/email message** containing your **payment access link as well as a notification in the app.** This will bring you to a parent payment page which will contain all payments requested for all siblings in a family. There is only one link per family, ensuring you have the option to pay all amounts due for all your children in one transaction. Once you have completed your payment, you will be issued with a reference number. You will also receive an email receipt which will contain details of the transaction and reference number. Please quote this reference number in any queries you may have as regards this payment with the school.

Homework

Objectives for giving homework:

- To reinforce what was learned at school
- To establish good work practices
- To develop a child's concentration skills
- To develop in the child a sense of responsibility as children are expected to do their homework to the best of their ability
- To keep parents/guardians in touch with what the child is doing in school.

How often homework is given:

- Homework will be given from Monday to Thursday
- Homework will only be assigned on Fridays if homework has been neglected during the week and/or if project work for more senior classes needs to be completed
- Occasionally a class or all classes in the school may be given a "homework pass" for an evening to mark a special event or occasion.

Suggested Times for Homework (approx.):

Junior Infants:	Up to 15 minutes
Senior Infants:	Up to 15 minutes
1st Class:	Up to 20 minutes
2nd Class:	Up to 25 minutes
3rd Class:	Up to 30 minutes
4th Class:	Up to 35 minutes
5th Class:	Up to 45 minutes
6th Class:	Up to 60 minutes

Sometimes the amount of time spent on homework can vary depending on the time of year.

Remember
If doing homework is a stressful experience for your child and is taking too long etc. on a regular basis, please contact the teacher.

Home-School Links

We recognise the vital role of parents/guardians in the education of their children and we try to maintain a close link between home and school.

Regular communication takes place between the school and the home by means of newsletters, information on the school website and Twitter, keeping parents/guardians informed of events and happenings in the school or on matters of mutual concern. Teachers meet parents/guardians on a formal basis for a Parent-Teacher meeting in November. We also send home a written report on every child at the end of the school year. Parents/guardians are always welcome to meet with the teacher - we ask that you make an appointment to do so.

Admission (Enrolment)

Our Admission policy (enrolment) is available on the school website www.snp.ie. Enrolment of children into Junior Infants for the following academic year takes place in October and November each year for the following school year (see the Admission Notice for the timeline for admission). An online **Pre-enrolment Form** must be filled out. This is available on the school website: www.snp.ie. The completed pre-enrolment form should be submitted to the school via the link on the website only. The exact closing date for applications and other dates pertaining to enrolment each year will be on the school's **Annual Admission Notice**, which is available to view on the school's website, school's newsletter and noticeboard and in the Ballyroan Parish Newsletter.

This notice will appear at least one week before the commencement of the admission process for the school year concerned. Parents/guardians will be contacted regarding applications within three working weeks of the closing date for applications. Please see the Admissions policy (enrolment) of the school on www.snp.ie for further details.

Children must have reached their fourth birthday before 1st September of enrolment year. However, we would encourage parents to consider carefully whether their child at four years is ready or not for formal school and recommend that a child be closer to five years than four years on the 1st of September of the enrolment year in primary school.

Green Schools

Scoil Naomh Pádraig is part of An Taisce Green Schools' Project. This means that we promote energy conservation and environmental awareness. As part of this scheme all children are asked to take home any lunch waste, to reuse and recycle paper, to be mindful of the amount of water and electricity we use and to travel to school in an environmentally-friendly manner. We have attained six green flags under the programme to date.

Financial Circumstances

If at any time during your child's years in Scoil Naomh Pádraig your financial circumstances present you with difficulty in paying charges or fees to the school, please do not hesitate to contact the Principal. Please be assured that all conversations, enquiries etc. will be treated in the strictest of confidence.

Useful Websites

www.helpmykidlearn.ie
www.ncca.ie
www.education.ie
www.curriculumonline.ie

And finally…

Thank you for entrusting your child's primary education to our school.

Tips for starting school

Before Your Child Starts:

It would help greatly if your child is able to:

- Button and unbutton a coat and hang it up
- Use the toilet without help and manage underwear and tracksuit bottoms
- Know how to flush the toilet and wash hands with soap, without having to be told
- Use a tissue when necessary and put it in the bin
- Share toys and playthings with others and 'take turns'
- Tidy up and put away playthings
- Manage their own shoes. Velcro runners please.
- Open and close his/her own lunchbox and lunch items (e.g. bananas). No Frubes allowed.
- Undress and change themselves in the unlikely event of a toileting accident.

Please ensure that all items of school uniform, lunch boxes and bottles **are labelled**. The children will need a schoolbag big enough to fit an A4 folder, lunch box and bottle. The children will be provided with pencils and crayons in school so they do not need a pencil case. Toys and trading cards are not to be brought to school.

Social skills are very important. Our goal is to foster the development of good interpersonal and mixing skills. We place a high value on good manners and expect all children to be mannerly when in school.

Getting Ready for Learning:

Language Development

It is through speech that children communicate their thoughts and feelings, needs and desires, curiosity and wonder.

How you can help your child's language development

- Talk to your child naturally and casually about things of interest that you may be doing at home, in the shop, in the car etc. Remember that children are constantly absorbing the language they hear around them. It takes them a while to make it their own and use it to express their needs
- Try to make time to listen when your child wants to tell you something that is important to him/her
- Introduce a child to Why? How? When? Where? If? etc. Asking questions demands more advanced language structures.

First Steps in Reading

Ability to read is the foundation for all future learning. However, learning to read is a gradual process and much preparatory work must be completed before a child is introduced to a first reader.

How you can help to prepare your child for reading:

- Have attractive colourful books in the home
- Join Ballyroan Library - we are very lucky to have such an excellent library in our locality
- Read a variety of stories from time-to-time. Children will begin to associate these wonderful tales with books and reading
- Children often have their own favourite stories that they never tire of hearing. Repeat them over and over again and gradually get your child to tell you the story
- It is important that books are treated as precious things. They should be minded, handled carefully and put away safely
- Look at the pictures and talk about what they see
- Read nursery rhymes
- Sing the alphabet song with your child, so that he/she has at least heard of the letters.
- Try not to compare other children's progress. Focus on <u>your</u> child's progress.
- Do not use the child's school reader as their story-time book.

Understanding Maths

How you can help your child's mathematical development

- Learn the basic colours and point them out in the environment
- Match and sort objects (e.g. by size, colour etc.)
- Identify patterns (e.g. zig-zag, waves etc.)
- Odd One Out – difference in size/colour etc.
- Use suitable opportunities to casually introduce the maths vocabulary referred to above, e.g. How many cakes? The glass is full/empty. We turn left at the lights, etc.
- Children associate certain numbers with particular things – two hands, four wheels, five fingers etc.
- Counting
- Prepositions (words that convey position)
- Drawing attention to shapes in the home and the environment
- The child's understanding of Maths is best developed by handling, investigating and using real objects.

Getting Ready for Writing

Making letters on paper is not easy for small children. They must learn to hold the pencil correctly. Their hand and finger muscles are only gradually developing at this stage. They must develop the ability to get hand and eye working together (hand-eye coordination). This is very important.

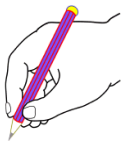
How you can help your child develop writing skills:

Encourage your child to manipulate toys like:

- Jigsaws, Lego, beads to thread etc.
- Playdoh/Plasticine (Márla) to make his/her own shapes
- A colouring book and thick crayons (e.g. Chublets)

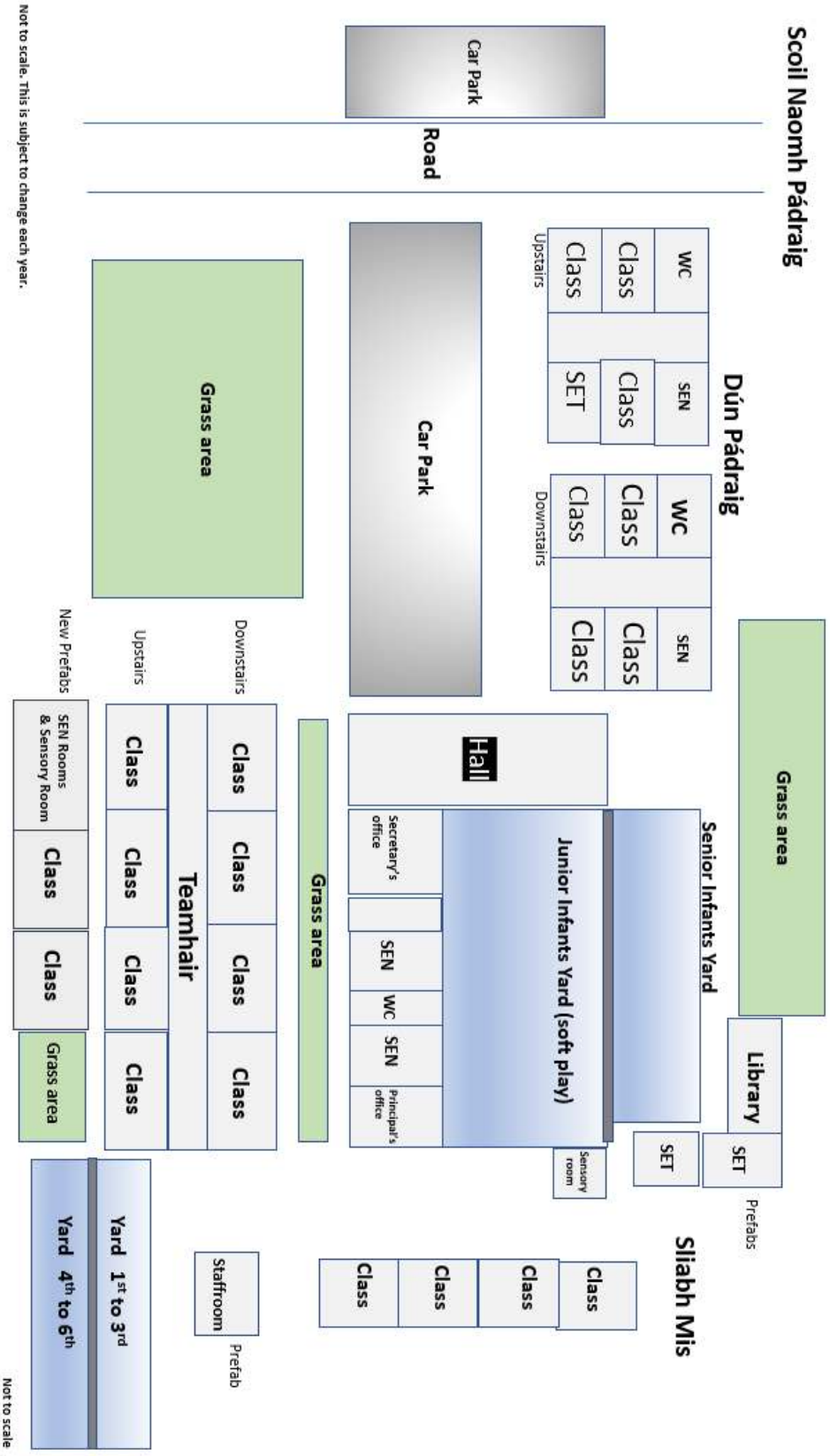
- Sheets of paper that he/she can cut up with a child scissors.

The Correct Pencil Grip (known as the 'Tripod Grip'). Triangular pencils are recommended:



1. Put your thumb and forefinger on the coloured part of the pencil.
2. Let the pencil rest between your thumb and forefinger.
3. Then put your other three fingers underneath for support.

When your child begins to use a pencil make sure that he/she holds it correctly from the beginning. It is difficult to change bad habits. Pencils are provided in school for school use.

You will also find a helpful document in the Parent Zone on our website called *Transitioning to Primary School: Occupational Therapy Tips and Strategies.*

Current Outline of School Buildings (subject to change)