

Dear parent or guardian,

This September marks a big step in your child's development. We are delighted to welcome you and your child to the PSN community. We hope that their time in PSN will be a positive experience. It is our aim to work with you and your child in a respectful and caring way over the next 6 years!

This letter contains some important information about the start of the school year and other information that will ensure your child's time in PSN will run as smoothly as possible.

**Return to school:** 1<sup>st</sup> years are expected to attend an Induction Day 1 on **Thursday the 25<sup>th</sup> of August from 10am-12midday**. They should:

- be in full uniform
- bring €20 with them on their first morning back. This is to cover the cost of the school journal, and 24/365 Accident Insurance.
- bring a little snack and water
- a pen

They will attend **Induction Day 2** on **Monday the 29<sup>th</sup> of August from 08:45am-10:50am** and will need their journal with them.

Their first full day in school will be on **Wednesday the 31<sup>st</sup> of August**. They do **not** need to bring their books in for the first week.

**Bus to school:** The bus will start on Wed 31<sup>st</sup> August, our first full day back. There is a link to the bus on psn.ie.

It makes life easier – for students, parents, and teachers – if there is clarity and understanding around what we expect from students in school. Please remember that all of our school rules are in place for very good reasons, and when students enrol in PSN, they, and their parents, agree to support them. The last thing we want is unnecessary arguments with students about clearly stated school rules. To ensure that we are all clear about school protocols this year **please read the following** carefully.

**Uniform:** All students should be in full uniform on return to school. The two items that cause issues are **shoes** - which can be runner-type but must be plain black – and the **jacket** – which must be the official school jacket. Non-uniform items will be confiscated. All items of uniform should be marked with the student's name, so that they can be returned to their rightful owner when 'stolen' – or left behind somewhere!

**The school day:** Students need to be in school by **8:45 am**, and classes begin at 8:50 am. Students who arrive in school after the first bell at 8:45 are **late**.

**Wednesday afternoon:** From this year on classes on Wednesdays will finish at **1:20 pm** – not at 1:00 pm as previously. All other days we will finish at **3:30 pm** as the 10 minute morning break is back.

**Lunchtime:** We are continuing with our shorter lunchtime and students will not be allowed to leave the school grounds. We will not have a school canteen but the Centra App, where students can order lunch to be delivered to school, will continue. We encourage all students to bring a packed lunch, and a snack for breaktime, but please remember that we are a nut-free school, due to students with serious nut allergies.

**Lockers:** Lockers will be available this year. Some of you have already received and returned locker forms, and lockers will be allocated during the first week back. (Forms will still be available from Year Heads when students return if your child has not booked a locker yet.)

**Phones:** Students are not allowed to use phones during school, except at lunchtime, unless requested to do so by their teacher. If phones are being used without permission, they may be confiscated.

**Absences:** All absences from school must be accounted for by a note of explanation from a parent. This can be done on the **VShare App**, and we would strongly encourage you all to become familiar with how to do it. It makes life easier for you – and for us!

**Unwell in school:** If your child is unwell at school they must inform their Year Head, who will send them to the office. We will then call you. Students should not phone you directly – we need to know immediately when a student is unwell so that we can make sure they are ok and looked after.

**Leaving school:** Students are forbidden to leave the school without informing the office. This is a Health and Safety issue - in case of fire, for example, we need to know who is, and who is not, in the building at all times. There will be a serious consequence for any student who is found to have left without permission.

**Make-up:** Junior students are not allowed to wear make-up. (However, we do appreciate that teenage skin can be troublesome and spot cover is not a problem.) False eyelashes and false nails are not acceptable in school, and we will be contacting you if your child comes to school wearing either.

Senior students have a little more leeway, but any make up worn needs to be discreet. Make up that is considered excessive will be discussed with the student. Again, false eyelashes and false nails are a no-no, and hair should be a natural colour.

Please do not put your child, and us, into a difficult position by allowing your child to come to school with heavy make-up, false eyelashes, acrylic nails, purple hair etc. The rules are clear!

All of the above was written in the spirit of prevention and is not intended to be negative. We want all of our students to be happy and comfortable in school, and to enjoy all the fun, friendship and learning that school has to offer. We look forward to seeing them all back, and to working with them and you this year.

Kind regards,

Pat McKenna, Principal.

Bríd Ní Annracháin & Karol Sadleir, Deputy Principals.