



**ST. JOSEPH'S BOYS' NATIONAL  
SCHOOL  
TERENURE**

***School Principal: Ms. Rachel Harte - acting  
Chairperson, Board of Management:***

***Very Rev Philip Bradley Adm.***

***School Tel.No. 4906905/089 251 0954***

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We are delighted to welcome your son to St. Joseph's School and we hope that his years with us will be enjoyable and rewarding. Starting school or entering a new school is an exciting experience for a child and yet can be a daunting one. The following guidelines have been prepared to help you and your son adapt to his new situation.

### **Characteristic Spirit and General Objectives**

St. Joseph's BNS is a Catholic all boys' primary school with a Catholic ethos under the patronage of the Archbishop of Dublin. "Catholic Ethos" in the context of a Catholic primary school means the ethos and characteristic spirit of the Roman Catholic Church, which aims at promoting:

- a) The full and harmonious development of all aspects of the person of the pupil, including the intellectual physical cultural, moral and spiritual aspects; and
- b) A living relationship with God and with other people and
- c) A philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus and
- d) the formation of the pupils in the Catholic faith.

St. Joseph's BNS provides religious education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church, and/or such ethos and/or characteristic spirit as may be determined or interpreted from time to time by the Irish Episcopal Conference. We are an inclusive school and have pupils from other faiths and religions, attending the school. Our lessons are inclusive and considerate of this at all times. Please note, registration for the Sacraments of First Holy Communion and Confirmation will take place in the Parish you live in from now on.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of St. Joseph's shall uphold, and be accountable to the patron for so upholding, the characteristic spirit of the school as determined by the cultural, educational, moral, religious, social, linguistic and spiritual values and traditions which inform and are characteristic of the objectives and conduct of the school.

Our school subscribes to the general principles of the Primary School Curriculum which are:

- (a) to enable the child to live a full life as a child and to realise his potential as a unique individual
- (b) to enable the child to develop as a social being through living and cooperating with others and so contribute to the good of society
- (c) to prepare the child for further education and lifelong learning.

To this end, we try:

- (a) to promote the spiritual welfare of our children and to ensure a sound social, moral and religious education for them
- (b) to encourage children to achieve high standards of work and behaviour and to develop self-responsibility
- (c) to encourage them to be self-confident, tolerant co-operative and self-disciplined
- (d) to help them learn the importance of punctuality, honesty, loyalty and consideration for others
- (e) to value each as an individual and to develop their self-esteem and so prepare them to avail of further appropriate education.

We at St. Joseph's BNS believe that the children in our school are our highest priority. We promote a cooperative partnership among students, parents, staff and the community

Our mission is to build a strong foundation for lifelong learning by nurturing guiding and challenging all of our students to achieve their maximum potential.

We believe all children are entitled to develop to their fullest potential - academically, socially, emotionally, physically, morally, spiritually and aesthetically - enabling each child to grow in confidence to participate in the wider community.

We provide a happy, caring and stimulating environment promoting self-esteem and confidence and growth in learning, knowledge and discipline.

We believe that our staff; teachers, special needs assistants, and ancillary staff, are the best resource we have in order to deliver the best possible education to our students and we encourage a caring and collegiate approach where every staff member is cared for and is treated as an equal.

We work in partnership with parents and the community in an atmosphere of mutual trust. We encourage parents to be partners with us in the life of the school. We provide a welcoming atmosphere to parents and to the wider community.

## School Organisation and Management

St. Joseph's BNS is a Catholic all boys primary school. The school is managed in accordance with the "Rules for National Schools", the Education Act 1998 and the Education Welfare Act 2000.

The Department of Education and Skills provides a percentage of funding for the running of the school whilst also determining the teaching staff allowed. The Board of Management is obliged at all



times to have regard to the resources and funding made available to it by the Department of Education and Skills.

The Board of Management is comprised of nominees of the patron, parents, teachers and community and holds office for a period of four years. Elections to the Board of Management are organised in accordance with the "Constitution of Boards of Management and Rules of Procedure".

The School Board of Management is constituted as follows:

***Patron Nominees***

Two people directly nominated by the Patron.

***Parents Nominees***

Two parents - one father/one mother elected by the parent body.

***Community Nominees:***

Two members of the wider community are nominated for appointment by the Board of Management.

***Teacher Nominee:***

One elected member of the teaching staff.

***The School Principal:***

Ms. Anne McCabe

***The Patron of the school is the Catholic Archbishop of Dublin.***

***School Registration For Junior Infants***

The school plans to open on **September 1<sup>st</sup> 2022.**

**The normal school day starts for infants at 8.50 am and ends at 1.30 pm.**

**For their first day, infants will be starting after 9.30 am to allow the other pupils to get into class and to ensure staff are available to meet and greet and help your little boy to settle in.**

**Boys in Junior Infant classes go home at 12.00 mid-day up to and including Friday 16<sup>th</sup> September and at 1.30 pm thereafter**

## ***School Insurance and Pupil Accident Insurance***

As per our school insurance, parents/guardians should note that children are not insured outside school official opening hours unless they are participating in school activities under the supervision of school teachers.



We also have a personal accident insurance scheme which is organised with Allianz Insurance. The cost of this cover has already been included in the junior infant expenses for this year and for subsequent years is put on the book-list of all classes on an annual basis.

### ***Appearance and Dress:***

The school uniform is an essential part of the school Code of Behaviour. In the interest of the overall appearance of the boys, individually and collectively, we request your co-operation.

The school uniform is provided by:

***The Schoolwear House (phone 01 460 4371)***

***Unit D7 Ballymount Cross Ind. Estate, Ballymount, D24***

On line ordering is available at [www.schoolwearhouse.ie](http://www.schoolwearhouse.ie). You may also click and collect or visit the premises with an appointment.

The uniform consists of:

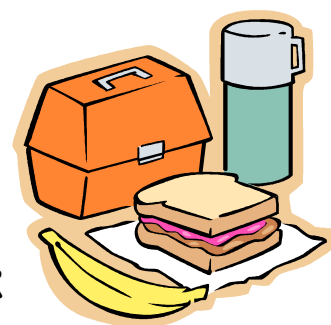
- (a) Grey Trousers
- (b) Grey Shirt
- (c) School Tie (green and black)
- (d) Grey V-neck jumper with green and black trim.
- (e) The school tracksuit and white t-shirt.

The school uniform should be worn at all school functions. Boys are allowed to wear school track-suits to school on PE days and when they have games.

*We recommend that name labels be put on all coats, pullovers, ties, tracksuit tops in particular and sports gear.*

### **Lunch Breaks:**

The children have two breaks during the course of the day - a short 10 minute break and a longer 20 minute break. Dublin City Council supplies milk free of charge. In providing lunch for their children parents are urged to consider its nutritional value. The development of good food habits in a child will help to eliminate weight and health problems in later life. It is requested that you do not include sweets, biscuits, chocolate, crisps or fizzy drinks in their lunch packs. **CHEWING GUM IS PROHIBITED IN THE SCHOOL.**





## Absences from School

Should your son be absent from school, you are required to provide a written note on his return to school. If it is a long-term absence a note should be sent to the school pending his return. The boys are also required to submit a note from their parents/guardians if they have to leave school before normal closing time. Parents/guardians must sign their child out of school at the time. These arrangements are in accordance with the Education Welfare Act 2000. The School Principal is obliged to inform the Education Welfare Officer when a child's absence reaches 20 school days.

## Health/Hygiene

St. Joseph's is committed to providing a safe and healthy environment for all our pupils and staff. Your child will be sharing a room daily with 25+ children. Close contact will be unavoidable at times, so particular attention should be paid to health and hygiene.

### **General advice to prevent the spread of a virus**

Staff, pupils and visitors should at all times adhere to up to date advice and instructions of the public health authorities in relation to protecting oneself against the risk posed by a virus e.g. Covid 19. Updated advice is available from the HSE on its website <https://www2.hse.ie/coronavirus/>

***Children who are sick should not be sent to school.*** It is important to consider the other children in the class.

If your child has a particular health problem you should advise the school and you should consult current public health guidelines where high risk groups have been identified.

If your child needs medication on a regular basis you must make special arrangements for this with the school. ***It is most important to provide the school with a telephone number where you can be contacted in an emergency.***

### **General advice to prevent the spread of head lice**

You should check ***your child's hair*** regularly for head lice. If your child has contracted lice you should inform the school and treat his hair immediately. The school will issue a message to all parents of the class requesting them to check their children.

The Health Service Executive (HSE) gives booster immunisation against childhood illnesses i.e. 4 in 1 to children in infant classes. They also recommend that children have all their primary immunisation prior to school entry, to protect against highly infectious diseases. The public health nurse at your local clinic will advise you on this matter. Parents are contacted by the HSE prior to visits and children will not be immunised without parental consent.

## School Bags:

The school is aware of concern among parents in relation to the weight of their children's school bags. In an effort to alleviate this problem:

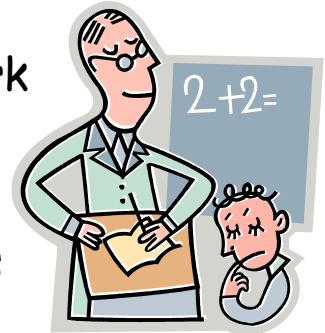
- (a) Infants' textbooks which will not be needed until later in the school year are stored in school.
- (b) Timetables are issued to the senior pupils to obviate the necessity of bringing all books every day.



***School bags with zips are easier to open for the younger child. A child's bag should be able to hold an A4 book.***

## Homework

Parents are requested to ensure that homework is completed and signed each night. If a child has not completed his homework, a written explanation should be provided to the class teacher.



## Home/School Liaison

For general information the school usually issue emails. Newsletters and information are also provided through our website <http://www.stjosephsterenure.ie/> Text messages will also be used when necessary.

**It is important to keep the school provided with an up to date phone number and email address at all times.**

Notices are posted at the entrances to the school building.

We encourage you to keep in contact with your child's class teacher through their email address. Should problems arise at any time, you are recommended to contact the class teacher immediately via email. If a consultation is required it is important to make an appointment.

School reports are issued once a year at the end of June. Parent/teacher meetings are organised in December of the school year.

### ***General School Rules and Regulations***

The school will be depending on you to help and encourage your child to be friendly, co-operative, to show good manners and behaviour, to be aware of the importance of personal hygiene and to behave well going to and from school. We would welcome your support in implementing the following rules:

- (i) Children are expected to be on time for school.
- (ii) Children are expected to be courteous, well behaved at school and on their way to and from school.
- (iii) Pupils are not allowed to visit classrooms before the official opening time.

- (iv) Pupils are not allowed to remain in classrooms during lunch breaks unless a written request is received from their parents. Such permission is granted when there is due reason.
- (v) Children are not allowed to leave the school premises during school time without permission from their parent and the permission of the Principal/Class Teacher.

### ***Confidential Information***

In addition to its legal obligations under the broad remit of education legislation, the school has a legal responsibility to comply with the Data Protection Acts 1988 to 2018 and to the GDPR. For further information please see our Data protection Policy on our website.

Upon admission the school gathers and processes your child's personal data for the purposes of administering the education of your child. To facilitate this we will input your child's data into the school's Management Information System, Aladdin. Aladdin is a secure software service application which is owned and run by Cloudware Ltd. (T/A Aladdin Schools), from where the data is only processed for the above purpose.

The school is also required to forward information to the Department of Education and Skills who operate a Primary Online Database (POD) which involves schools maintaining and returning data on pupils to the DES at individual pupil level. This information is used to evaluate progress and outcomes of

pupils at primary level, to validate school enrolment returns for grant payment and teacher allocation purposes, to follow up on pupils who do not make the transfer from primary to post primary level and for statistical reporting. The database will hold data on all primary school pupils.

Information regarding your child's name, date of birth, address and phone contact number is also forwarded to the HSE on request, for the school medical and dental schemes.

**It is the policy of the school not to release telephone numbers to other people unless prior consent is given.**

### ***Making Life Manageable for Junior Infants:***

Children should be able to put on and take off coats and hang them up, to use the toilet and flush it properly, to wash their hands and dry them properly, to tidy up their crayons and colouring books. Help them to practice putting things in and out of the school bags.

Teach them to use a tissue, to share toys, and to take turns in the playground. Encourage confidence by having them dress themselves. Allow time for this in the morning. Don't worry if things are not exactly to your liking i.e. buttons not perfect or tie slightly crooked. Praise their efforts at every opportunity. Velcro fasteners and zips may be easier than buttons.



All of the above can help your child feel capable of dealing with classroom routine. More information on getting your child ready for Primary school can be found on <https://www.gov.ie/en/campaigns/1e8a3-lets-get-ready/?referrer=http://www.gov.ie/letsgetready/>

## **Social Personal and Health Education**

The SPHE programme is a social, personal, and health education section of the Primary School curriculum. As a school we use the Stay Safe Programme, the Walk Tall Programme and the SPHE guidance from the DES. Part of the SPHE programme is the Growing and Changing Strand and Taking Care of my Body strand. Both strands are taught to all classes at an appropriate level.

The school has a Relationship and Sexuality Education Policy (RSE) as part of SPHE. Parents have enthusiastically endorsed this programme. The policy allows parents the right to exclude their child/children from parts of RSE programme. However, recent child protection procedures require all schools to teach the Stay Safe Programme.

The school has in place robust Child Protection Procedures and Anti Bullying Procedures. Through our SPHE programme every effort is made to prevent bullying in our school community. If bullying behaviours present at any stage, our Anti-Bullying Policy outlines how this is dealt with effectively. These policies and procedures can be found on our school website.

## ***Children Requiring Special Educational Provision and/or with additional care needs***

The Department of Education and Skills makes special provision for pupils who have been identified as requiring special educational support. This provision may be by way of equipment, extra resource teaching hours, transport or access to a Special Needs Assistant. It is imperative that you contact the School Principal immediately if you are aware of your child needing such support.

### **Learning Support**

Our school currently has the services of three learning support teachers and three resource teachers. In order to identify children with specific educational needs, all pupils are tested in senior infants.

Pupils who require learning support are tutored through team teaching in class, in small groups, or on a one-to-one basis, during school hours. For this purpose learning support teachers and resource teachers are employed in accordance with regulations of the Department of Education and Skills. The class teacher will contact parents when extra help is recommended. We strongly advise that pupils who require this support avail of it until they attain reading, writing and numerical abilities to keep up with daily classroom activities.