

2024 - 2025

School Administration Charge

The **School Administration Charge** for all students **€100 p.a. (Sisters - €70 each)**. This charge covers locker, telephone, postage, photocopying, attendance and monitoring system, computer software, house examinations. This may be paid in instalments with the prior agreement of the school office. Payment is due by **Tuesday 27th August**.

Each locker comes with a lock. Lock rental is €5 p.a. + €15. Lock deposit returnable when the student leaves the school.

Mock Exam Fees €100 for 3rd and 6th year students will be due in December 2024.

Fee structure outlined below.

Year	School Administration	Book Rental	Locker Lock Rental	Mock Fees	Voluntary Contribution (Optional Payment)
1 st	€100	Free	€5 + €15 Deposit	-	€30
2 nd	€100	Free	€5	-	€30
3 rd	€100	Free	€5	€100	€30
TY	€200	-	€5	-	€30
5 th	€100	€200	€5	-	€30
6 th	€100	-	€5	€100	€30
LCA	€100	-	€5	-	€30

School Hours

The school is open at approximately **7.45 a.m.** each morning. Pupils must be in school before **8.30 a.m.** Classes begin at **8.40 a.m.** If students are late or absent, notes must be signed by parents or guardians. Please note that on **Fridays** – classes end at **12.55 p.m.** Please ring the school office if you wish to make an appointment to see the Year Head, Deputy Principal or Principal.

Lunch

All students remain in school for lunch. Free breakfast and hot lunch provided for all students in our school.

Pupil Absences

Our shared goal is to have every student in every day. We ask Parents/Guardians to avoid taking students from school unless absolutely necessary. I wish to draw your attention to the regulations relating to pupil absences. The Education Welfare Act 2000 has put structures and regulations in place regarding pupil absences. The school is now legally obliged, under The Education Welfare Act 2000, to notify the Education Welfare Officer of any student absences from school for **20** days or more. Explanations for absences should be written on the appropriate form at the back of the **Student's Journal**, alternatively submitted via our **School App**. The note should accompany the student on their return to school.

Mobile Phones

Mobile Phones may not be used on school property without the consent of teaching staff. If a student is found using a phone or if the phone rings or beeps it will be confiscated by school staff. The student will receive – 6 points on VS Ware & 20 minutes in the reflection room after school that day. Their phone will be returned by the teacher supervising the reflection room. Camera Phones may not be used to take photographs/video on the school premises without the authorisation of staff.

School Office Hours

The school office is open Monday to Friday, during school hours. The school office will reopen **Monday, 12th August 2024** and will close, on **Wednesday 25th June 2025**.

2024 - 2025

Return to school schedule

Wednesday 21 st August	9.00 a.m. - 9.45 a.m.	1 st Year
Wednesday 21 st August	10.00 a.m. - 10.30 a.m.	2 nd Year
Thursday 22 nd August	9.00 a.m. - 9.30 a.m.	3 rd Year
Thursday 22 nd August	10.00 a.m. - 10.30 a.m.	Transition Year (TY)
Thursday 22 nd August	11.00 a.m. - 11.30 a.m.	5 th Year and LCA
Thursday 22 nd August	12.00 p.m. - 12.30 p.m.	6 th Year
Friday 23 rd August	8.40 a.m. - 10.40 a.m.	1 st Year Entrance Exam Group 1
Friday 23 rd August	10.55 a.m. - 12.55 a.m.	1 st Year Entrance Exam Group 2
Monday 26th August	STAFF TRAINING DAY	NO SCHOOL
Tuesday 27 th August	8.30 a.m. - 3.40 p.m.	Full classes for <u>ALL</u> Students

School Term 1:	August 21st 2024 – December 20th 2024 Inclusive
School Holiday:	Monday 30 th September 2024
Staff Training Day:	Tuesday 22 nd October 2024
Mid-Term Break:	Monday 28 th October 2024 -Friday 1 st November 2024 Inclusive
School Holiday:	Monday 2 nd December 2024
Christmas Holidays:	Monday 23 rd December 2024 - Friday 3 rd January 2025 Inclusive

School Term 2:	January 6th 2025 – April 11th 2025 Inclusive
Public Holiday:	Monday 3 rd February 2025
Mid Term Break:	Monday 17 th February 2025 -Friday 21 st February 2025 Inclusive
Public Holiday:	Monday 17 th March 2025
School Holiday:	Tuesday 18 th March 2025
Easter Holidays:	Monday 14 th April 2025 – Friday 25 th April 2025 Inclusive

School Term 3:	April 28th 2025 – May 30th 2025 Inclusive
Staff Training Day	Monday 28 th April 2025
Public Holiday:	Monday 5 th May 2025
School Closes on:	Friday 30 th May 2025

PARENT-TEACHER MEETINGS

1 st / 3 rd / 6 th	Thursday, 14 th November 2024
1 st / 2 nd / 5 th / LCA	Thursday, 23 rd January 2025
3 rd / TY/ 6 th	Thursday, 20 th March 2025

EXAMS

House Exams for 1 st , 2 nd , 4 th & 5 th Years	December 2024 and May 2025
Junior/Leaving Cert Mock Exams	February 4 th 2025 – February 14 th 2025
Junior & Leaving Certificate Exams	Wednesday 4 th June - Wednesday 25 th June