



KILDALKEY
NATIONAL
SCHOOL

PARENTS' BOOKLET



A booklet for parents of new children attending St. Dymphna's N.S., Kildalkey

Contact Details:

Kildalkey National School,

Kildalkey,

Co. Meath

Phone: 046 9435286

Email: Kildalkeyns@live.ie

www.kildalkeyns.com



Notes for Parents

This booklet contains information about Kildalkey N.S. It sets out the general aims of our school and indicates our approach towards those aims during the coming year.

The organisation and the everyday working of the school are continually being reviewed and constructive suggestions from parents are always welcome.

At St. Dymphna's, we are very proud of our caring, inclusive ethos where we set high standards and expectations for our students to achieve and behave at their very best.

Our School motto 'Tré Neart le Chéile' is at the heart of our holistic approach to education. We aim to develop the full potential of each child and to celebrate their uniqueness and individuality and we recognise that the importance of working with the home and the community is paramount in doing so. Parents and guardians are a vital part of the School Community and we look forward to working with you and your child over the coming year.

Should you have any query or concerns at any time, please feel free to come and talk to us.

Yours sincerely,

Nodlag O'Neill-Forde
Principal Kildalkey N.S.

General Aims of the School

We believe in the education of the whole child: intellectual, moral, aesthetic, social and spiritual. As teachers, we see education not just as providing students with knowledge and skills but also as providing for the all round development of the individual.

Our aim is to provide a learning environment in which each pupil is encouraged to develop his/her capabilities to the fullest possible extent. The pupils in our school are expected to do their best and to achieve high standards of behaviour. We believe that a child who is happy in school makes the best progress.

Our Mission Statement

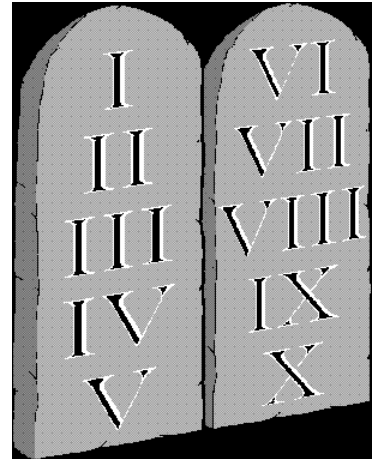


To create a Christian caring community of learning in which each child:

- Is encouraged to recognise and develop his/her talents and abilities to the full
- Is respected as a unique being and
- Enjoys a sense of confidence and belonging

School Expectations

1. Homework to be checked, signed and timed.
School begins at 9.20am and finishes at 2pm for infants and 3pm for 1st to 6th class.
Children are expected to be punctual.
2. Children line up immediately when whistle is blown at lunchtime.
3. School promotes a 'Healthy Lunch' campaign.
4. Chewing gum is forbidden in the school.
5. Please inform the school if your child is absent via Aladdin Connect.
6. Parents must sign the 'Early Leaving Book' before leaving the school early, with a parent, for any reason. Children who leave early must be collected by a parent, guardian or designated adult from the office.
7. Children walk in corridors, P.E. halls and coming in and out of school.
Cycling is not permitted in school grounds.
8. The school uniform is to be worn every day.
9. Mobile phones are not permitted in school.
10. Our Code of Behaviour is to be observed at all times.
11. No loose jewellery is permitted.



Our Golden Rules

Do

- Be Gentle
- Be Kind
- Listen Well
- Work Hard
- Look After Property
- Be Honest





Aladdin Connect

Kildalkey National School uses Aladdin Connect to communicate and share information with parents. This app can be used to communicate with class teachers and to enter reasons for your child's absences throughout the year. You will be sent a code to access the app when your child starts in the school. Please ensure you have your notification switched on, if not you may miss important updates and information such as school closures etc.



Home School Links

The main form of daily communication between parents and teachers should be via email or Aladdin Connect. Teacher's email details are available on our website. Please note that teachers are happy to correspond via school email during the hours 9.00 to 4.00. Teachers will endeavour to answer emails at their earliest convenience.

Parent Teacher meetings are held annually, usually in November. Parents are invited to come in and discuss their child's progress with the class teacher at this stage. Parents will also receive an end of year report in June.

Under extenuating circumstances, meetings between parents and the class teacher will be facilitated during the year at a time that is mutually convenient.

The School Day

Classes commence each day at 9.20 a.m. Classes end each day at 2pm for infants and 3p.m for 1st to 6th class. No responsibility can be accepted for children arriving on school grounds before the commencement of school. Parents who wish to have their children escorted home should make arrangements to have them met at the school gate. The school cannot accept responsibility for caring for children after the finish of school.

Breaks are from 11.00 to 11.10 and 12.30 to 1.00.

We request that the pupils in Junior and Senior Infants be collected at the Infant doors at 2.00 p.m. Children in all classes must be collected by an adult if they are leaving early.



School Uniform

The school uniform must be worn at all times. It comprises of a jumper, t-shirt, shirt, trousers, tracksuit bottoms or skirt. All items of clothing need to be clearly labelled. In order to keep costs to a minimum, there are no crests etc., parents may source the uniform wherever they wish.

*All pupil property must be clearly labelled e.g. jackets, jumpers, tracksuit bottoms, t-shirts, lunchboxes, books, pencil cases etc. Our lost property pile grows enormously each year, as a result of unmarked clothes. Because they do not carry name tags, we have no way of knowing to whom the articles belong. All school jumpers look alike and teachers have no way of distinguishing one from another.

Lunches

Please choose a lunch box and beaker that can be easily opened and closed. Please label both. As part of our Health Education Programme, we have a Healthy Eating Policy. We encourage children to bring a healthy lunch i.e. sandwich, cheese, fruit, yogurt, milk or fruit juice. Nourishing foods are encouraged. Crisps, fizzy drinks, junk food and chewing gum are PROHIBITED.



No nuts or nut products are permitted!

For safety reasons, glass bottles are also prohibited. Pupils are discouraged from ever sharing a lunch due to pupils with food intolerance.

Please see the following link for more ideas and tips

<https://assets.hse.ie/media/documents/healthy-lunchboxes.pdf>

Note: In order that you know what your child has eaten, each child brings home the remains of their lunch in their lunch box.

Health

If a parent suspects that a child is feeling unwell in the morning, they should not send them to school. Should a child become ill during school hours we normally ring home, or a contact number, requesting the parent to come in and collect the child. Only in emergency cases is a child taken directly to a doctor or casualty.



It is the policy of the school not to administer any medications to children. The school will be happy to facilitate Parents/Guardians needing to give medication to their child. First aid rendered to children at school following cuts or bruises is of a temporary nature, and should be treated as such by parents.

- ✓ HSE North East: Vision and hearing screening is carried out in Junior Infants. Immunisation / boosters are also carried out in Junior Infants.

Regular Attendance

School begins daily at 9.20a.m. Children are expected to arrive punctually. Please send your child to school every day unless there is a good reason for keeping them at home. The Welfare Board closely monitors those who miss in excess of twenty days. You will be notified when your child misses 15 and 20 days. Catching up on missed schoolwork is difficult for a child, and if a child is absent, we recommend continuing to learn the oral work each night if possible. Latecomers will be signed in, in the secretary's office.

Personal Accident Insurance

- ❖ The school operates a Personal Accident Insurance scheme, which covers pupils
 - a) Twenty four hours
 - b) During School time

The scheme is covered by Allianz Insurance. Details and registration are offered through the school in September.



Our New School Building opened in September 2018.

Supervision

Children are not allowed to leave the school grounds at any time during school hours unless the class teacher has received notification via Aladdin connect from the parent requesting permission. Pupils must also then be collected by a parent/designated adult and the Early Leaving book must be signed in the secretary's office. Should any problem arise during break time there are always staff members on playground supervision.

Child Protection/Safeguarding

Our school has child safeguarding procedures in place in line with the Child Protection/Safeguarding good practice. Copies of this policy are available from the office and the school website.

School Designated Liaison Person: Mr. Nodlag O'Neill Forde

School Deputy Designated Liaison Person: Mrs Aoife Kelly



First Holy Communion/Confirmation

Children's early spiritual development is of the utmost importance. Beliefs and values picked up during childhood tend to become the foundation upon which a person's faith is built. Because of this, the school accords great importance to the preparation of children for the sacraments of Holy Communion and Confirmation. We recognise that this is a three way task involving school, church and home and for this reason during Second and Sixth Class, you will be requested to assist with your child's preparation for the Sacraments.

Board of Management

The Board is charged with the direct governance of the school.

The board is made up of eight people:

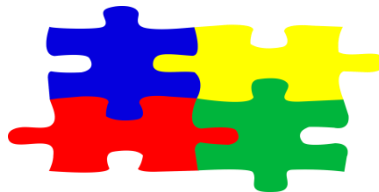
- Two parents representatives
- Two community representatives
- Two members of the teaching staff (one of whom is the principal)
- Two Patrons/Diocesan nominees

The Board of Management has a four year term. The parents' representatives are chosen and voted in by the parent body.

Code of Behaviour

Our system is built on the notion of positive rather than negative discipline. Teachers try to 'catch the children being good' and praise good behaviour rather than reprimand negative.

We believe that the best way to encourage good standards of behaviour in our school is a clear code of conduct backed by a balanced combination of rewards and punishments within a positive community atmosphere. We need, and expect, the fulsome support of parents to implement this system. Cases of indiscipline, should they arise, are dealt with according to the age group of the child. The policy will be made available to all parents upon request and is available on our website.



An Inclusive School

Kildalkey National School is proud to be an inclusive school with two ASD classes. In each class the children are supported in an environment of a maximum of a 6:1 ratio of pupils to teacher and they are further supported through the allocation of two SNAs per class. Each member of staff is trained and experienced in using a variety of methodologies, approaches and techniques that allow us to support our children even further. Our aim is to help each child develop and reach their full potential in a holistic manner.

We also strive to create the highest possible levels of inclusion and promote understanding, acceptance and appreciation of all children. Opportunities for inclusion are availed of when and wherever possible. This inclusion happens formally and informally, both in the playground and in the classroom environment providing many opportunities for each child to develop academically, socially and emotionally.

Homework

Diaries to be checked and signed nightly. Amount of time spent to be included. Approximate times (approved by the Department of Education)

- Junior Infants – 10 minutes
- Senior Infants – 20 minutes
- 1st and 2nd class – 30 minutes
- 3rd class – 40 minutes
- 4th class – 45 minutes
- 5th and 6th class – 1 hour



These are the approximate times for homework from Monday to Thursday. Should you find that the amount of time being spent by your child at homework falls far short of or greatly exceeds the set parameters, please contact the class teacher.

The amount of time spent by a child on homework depends to some extent on the level of the child's concentration. For this reason, it is imperative that your child have somewhere quiet to study away from noise and distraction. A busy kitchen or a room near a television are not suitable. Please encourage your child to take pride in being neat and tidy and in keeping their books etc. in good condition.

*Spellings are to be learned daily. Tests are to be corrected and signed weekly.

From First Class onwards

The children each afternoon before bedtime, the children write down that day's homework. Parents are asked to check to see that all work has been done and then check, sign and time the homework. By the time they reach the middle classes, children should be able to do their homework unaided. Parents' involvement should be to check the completed work. If a child has to be continually helped by parents, it could be possible that

- a. he/she needs extra support in this area
- b. he/she has not been paying sufficient attention in class
- c. he/she is using her parents as an unnecessary crutch to avoid all the work themselves.



*Remember the homework is for the children, not the parents!

The Parents Association

Kildalkey National School are lucky to have an active and supportive Parents Association. The school and the Parents Association work closely throughout the school year. Every year an A.G.M. is held at which committee members are elected.

The Parents' Association welcomes volunteers to help out at the many events organised by the school and the association. Please contact the school for further details on how to get involved.

Bullying

Bullying is defined as repeated aggression, whether verbal, psychological or physical, conducted by an individual or group towards others. Examples of bullying include physical aggression, damage to property, intimidation, isolation, name-calling, taunting or 'slagging'. Child to child bullying, teacher to child, intra staff bullying, parent to staff and parent to child bullying (including a child other than their own) are examples of the areas where bullying might occur.



Aggressive behaviour towards other children, whether verbal or physical, will not be tolerated in this school and will, in recurring instances, lead to contact being made with parents. Through fear however, children are sometimes



reluctant to report incidences to teachers. Should you, as a parent, become aware of any bullying (i.e. if your child is being bullied or indeed, is behaving as a bully) please contact the class teacher, or Principal in confidence. Steps will then be taken to deal with the matter immediately.

School Booklists

School booklists are issued in June with the school reports. Master copies are left into the Post Office in Trim and Antonia's Bookshop and the lists are published on the school website.

Mobile Phones



Pupils are strictly forbidden to use mobile phones in the school. Pupils who infringe upon this rule will have their phones confiscated, to be collected by a parent the next day.

Litter

We encourage the children to take responsibility for their environment and to be litter conscious. This is a great help in keeping their school tidy. We work towards heightening in them a sense of respect towards the environment.



Head Lice



Head lice are regular visitors in all schools. So please check your child's hair regularly (i.e. at least once a week) for head lice. Please report any head lice outbreak to the class teacher so that we can alert others. Lotions and shampoos are readily available from your local pharmacy.

Traffic



Parents/Guardians are urged to drive on from the school when they have seen their child safely inside. They are also asked to refrain from parking on the road leading into the school. This helps to avoid traffic congestion. Parents are asked to use the 'Set-down' areas to stop and drop. We ask that parents refrain from parking in the areas reserved for school buses.

Emergency Closing

The safety of the children is of primary importance at all times. Should an emergency closing be appropriate (e.g. in the event of no heat, snow, etc.), the decision to close the school will be taken by the Board of Management at the earliest possible time so as to maximise notice to Parents/Guardians.

Communication with the School

We therefore ask that you ensure the school always has an up to date and immediate contact number for you via Aladdin Connect.

Teachers are always happy to have discussions with parents if they have genuine concerns.

Important points to note:

- Please bear in mind that children have vivid imaginations and often tell stories as they wish you to hear them. If your child brings home a story that causes concern, please come in to talk it over with the Class Teacher or Principal.
- If you are arranging family holidays, we would ask you to work as far as possible within the school holiday arrangements, so as not to disrupt your child's school progress.
- If there is an upset at home which you think may affect your child's progress/mood/behaviour in school, please inform your child's teacher or the Principal. This is really helpful for us in understanding your child's individual needs. This information will be treated with respect and in confidence.
- Further information and details on all relevant school policies are available from the school.



Our Annual Shoebox Appeal

Sport

Kildalkey N.S. is fortunate to have a strong tradition in sport and has an abundance of sporting activities in the school. We believe that there is a sport for everyone. As well as participating in a varied PE curriculum, children take part in many coaching sessions, competitions and blitzes throughout the year. These include:

- GAA, basketball and dance coaching for all ages, including Infants.
- Participating in competitions including Cumann na mBunscol, Father Murphy's Athletics Competition and Basketball competitions.
- Active Schools' week including a fun sports day.



Cumann na mBunscol Div 2 Champions 2022

Student Council

The Student Council was formed to enable students to become involved in the affairs of the school, working in partnership with school management, staff and parents for the benefit of the school and its students. The Student Council is made up of boys and girls from 3rd, 4th, 5th and 6th classes.



Meet our Student Council 2022/2023

Intel Mini Scientist Competition

Each year the children in 4th, 5th and 6th class participate in the Intel Mini Scientist Competition. Taking part in the Intel Mini Scientist involves creating a science and / or technology project which can be based on the Primary Science Curriculum covering topics such as Living Things, Energy and Forces, Materials and Environmental Awareness and Care, or any area which is of interest to the participating students. Our school has strong tradition and track record in this area; we participate in Science STEAM and Maths Week each year.



Mini Scientist Runners Up 2022

Music and Drama

Every year the children in 3rd and 5th class join forces with Mullingar Arts Centre to put on a spectacular musical. The children have performed in musicals such as Peter Pan, Aladdin and The Jungle Book! It's a fun and imaginative way for the children to learn new drama skills and develop their confidence.

In addition to our musical the children from Junior Infants to 2nd class have lots of fun with their drama teacher every year while the children from 3rd and 4th class enjoy learning to play guitar with their guitar teacher.



Aladdin 2020



Peter Pan 2022

We look forward to working with and your child in their time in Kildalkey N.S. Should you have any further questions or queries, please contact the school for further information.