

Dear Parent/Guardians,

17th June 2024

It is difficult to believe another school year has come to a close so quickly. Our students have had a wonderful year with many exceptional achievements and experiences. You can read all about these activities in our latest edition of our annual publication 'Nuacht'. A digital copy will be available to download in the coming days from the "News" section of our school website www.presmilltown.ie.

Our school office is open until 4pm on Friday 21st June and will reopen after the summer break on Thursday 8th August.

Our student start-up dates for the 2024-25 school year are as follows,

- Monday 26th August – 1st Years & Transition Years
- Tuesday 27th August – 1st Years & Transition Years
- Wednesday 28th August – 3rd Years & 6th Years
- Thursday 29th August – 2nd Years
- Friday 30th August – 5th Years

End of Year Reports – 1st, 2nd, TY, & 5th Years

End of year reports for the above year groups are now available via VSware. You can access VSware via the link on our school website or the link in the school app. Passwords can be reset using the "Create or reset password" option. Please note that the school is charged for each password reset SMS message sent. Please contact office@presmilltown.ie if you are having difficulties accessing reports.

State Examinations

As the Leaving Certificate & Junior Certificate 2024 draws to a close, we would like to remind our 3rd & 6th Year students of how proud we are of their dedication and hard work over the past few years. In particular we would like to wish all of our 6th Year students the very best for the future. We commend the adaptability, determination, and resilience they have shown during their time at Presentation Milltown and we thank them for leaving us with so many fond memories of the Class of 2024. We know that the future is both safe and bright in their hands.

Communication

Parents/guardians are reminded that **all communication** with the school **must be via the school office** at office@presmilltown.ie or 066 97 95455. Your message/email will be forwarded to the relevant member of staff, teacher, or year head who will respond to your query/concern. Communications relating to school business should not be sent directly to staff/teacher emails or through any other means. This procedure ensures that all information is kept secure and only viewed by the relevant and appropriate staff member(s). Furthermore, this procedure enables us to ensure that we are able to account fully for all correspondence/information sent to the school as required by GDPR legislation. We thank you for your support in relation to this.

Teacher Requests

As the new school year approaches, we ask parents to refrain from sending requests for their son/daughter to be in particular teachers' classes. Our weekly school timetable is extremely complex, requiring the scheduling of over 1057 class periods. Considering these complexities and in the interest of equity and transparency, such requests cannot be considered.

Code of Behaviour

As you are aware our Code of Behaviour is a vital policy to ensure the smooth operation of each school day. It allows the creation of a learning environment which is safe, caring, equitable, and consistent. The full policy can be found on our website, and we encourage you to discuss this with your son/daughter in advance of them returning to school in August. We wish to draw your attention to a number of specific points in relation to uniform and smart devices before purchases and decisions are made over the summer.

P.T.O. →



Principal – Kerry Harkin

Deputy Principal – Sean Costelloe



Uniform

Students are aware of the need for the uniform to be worn properly and in its entirety. Our uniform identifies students as members of our school community. We require it to be worn properly to promote equality, unity, and a shared identity within our student body.

Wearing the uniform **unaltered prevents trends** and fashion statements becoming prevalent. Students tell us that such trends put **unnecessary** stress on them to conform to peer pressure.

As the summer is often the time that new uniform items are bought, we request your support in ensuring students' uniforms are **unaltered** and **worn correctly** as per our Code of Behaviour.

In particular we would like to remind those wearing **school trousers** that these must not be altered in anyway. The current trend is that the legs of the trousers are narrowed and shortened to above the ankle. Uniform trousers must be regular, unaltered school trousers which fall below the ankle in length. We also want to remind girls that the **kilt** should be worn below the knee and not turned-up at the waistband.

Piercings are another area that students often consider during the summer holidays. Please note that students are permitted to wear **one small stud earring in each ear**. As per page 5 of our Code of Behaviour, **other visible piercings**, including nose piercings, are **not permitted**. Students will be required to **remove** any **additional piercings** before attending class.

Mobile Phones/Smart Devices

Use of mobile phones and smart devices is always challenging for schools. Our students tell us that they value the time and sense of calm created by not being allowed to use their phones during school. They tell us it reduces the pressures and stress caused by social media and the demands of being online.

We encourage students to not bring mobile phones to school. However, if parents feel it is necessary the phone must be **placed in the student's locker** as soon as they arrive in school. The phone must then remain in the locker until the end of the school day.

Our Code of Behaviour states that students are not permitted to use their phones/smart devices (including smart watches) at any time during the school day and/or on the school premises (including break, lunch, before and after school). In the interest of health and safety we request your assistance in ensuring **students** who need to **contact parents/guardians** during the school day do so **through the school office** and not via their own phones. Likewise, we request that **parents/guardians** who need to **contact students** during the school day do so **through the school office** and not directly through the student's mobile phone.

Student Supports

Please let us know if you feel we can further support your son/daughter during their time at school. We have a range of measures we can implement for students who find school particularly challenging or overwhelming. If we can help support your son/daughter from a financial perspective in relation to school trips/books etc, please also feel free to pick up the phone and speak with us.

We hope that 2023-24 has been a productive and enjoyable year for your sons/daughters. We thank them for their positivity, creativity, and diligence, but most of all for their kindness and understanding towards each other. We thank you for entrusting your young person into our care and for your continued support and cooperation in our work.

Wishing you and your family a safe and enjoyable summer.

Yours sincerely,



Kerry Harkin
Principal



Sean Costelloe
Deputy Principal

