



**Le Cheile Secondary School**  
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Principal: Ms Leona Harrington



Le Chéile Secondary School

14<sup>th</sup> October 2020

Dear Parent/Guardian,

As we approach the mid term break I am writing to thank you for your support in these opening weeks as we implement our safety protocols and practices to ensure a safe environment for all.

We are encouraged by the way in which the significant majority of our students have engaged with the protocols and do not underestimate your support as parents in messaging their importance to your son/daughter. Our greatest challenge thus far has been with regard to student punctuality and uniform so I would like to take this opportunity to remind you of our expectations with regard to both and the rationale which underpin these expectations.

### **Punctuality to School**

School begins at 8.35am every day apart from Monday when school begins at 9.05am. We ask that students arrive to school 10 minutes before tutor/lesson time. Whilst being punctual to school has always been important to us in Le Chéile it has become even more so in our current context. As you are aware we have had to create overflow spaces for classes where we cannot accommodate 30 students. At the beginning of the lesson the teacher decides who goes to overflow. If students are absent the need for overflow is minimised. If your child then arrives to school late it has the following impact:

- The teacher has to stop their teaching to send students to overflow and give them the details of the work to be completed.
- The student arriving late needs to sanitise their hands and the desks that they will be sitting at
- The teacher needs to recap on the work that has already been started before the latecomer arrives.

All of the above impacts on teaching and learning and is unfair on both the teacher and the students who were in school on time. To minimise disruption to class students who arrive late have been sent directly to overflow. If your child is a regular late comer they are missing first period on a regular basis. This then impacts on their learning. We understand that there may be times when students are late for valid and unavoidable reasons, if this is the case we ask that you give your child a note or phone the school. Waking up late or going to the shop to buy lunch are the most regular reasons that our students give for poor punctuality so we ask that you ensure your child is up early for school and has their lunch prepared the night before.

### **Uniform**

To maximise social distancing and to keep students safe we have closed our changing rooms and are allowing students to wear **School PE kit** on their PE days. No variations are acceptable, students should not be in coloured hoodies or non uniform tracksuit bottoms. We understand that there was an

issue with PE uniform supply from School Wearhouse earlier in the term. This should now be resolved and students should be in full PE uniform on their return after mid term.

**Student must wear a school jacket to school – no other jacket is allowed.** The full school uniform for Junior Cycle students is a white long sleeved shirt, purple crested jumper, school trousers or skirt, school tie, **black socks and all black shoes.** Senior Cycle students wear a white long sleeve shirt with senior tie, or a revere collar blouse for girls, black crested school jumper, school trousers or skirt, **black socks and all black shoes.** If your daughter decides to wear a white shirt rather than the revere blouse they **must** wear the senior tie. **All school uniform must be purchased from the Schoolwear House.**

**Students are not allowed to wear any make up to school.** Student can wear small stud earrings (one in each ear) and a watch. No other jewellery is allowed. Students may not have any other facial piercings and no visible tattoos. **Students are not allowed to wear nail varnish.** For Health and Safety reasons **acrylic nails and nail extensions are not allowed in school.**

Hair should be a natural colour and hair accessories must be discreet and match the school uniform. No hair shaving designs are allowed.

In junior cycle a purple uniform hijab is available through the school office at a cost of €4. This is part of the school uniform. No other hijab is allowed. In senior Cycle the uniform hijab is black.

Any student arriving to school who is not in full uniform will be withdrawn from class.

#### **Admin Fee**

As outlined in previous letters all students must pay an administration fee for attendance at Le Chéile Secondary School of €100 for one child, €150 for two children & €200 for three or more children. This will contribute towards the cost of the journal, student insurance cover, schoology, text messaging system to parents, vsware access, parents evening booking system, photocopying, postage & printing of school reports, the co-curricular and extra curricular programme.


We have distributed the journals and sent out the Vsware codes. We will be renewing the Student Insurance Policy at the end of next week. **We will only be in a position to insure students for whom we have received the Admin fee/TY Fee (1<sup>st</sup> instalment).**

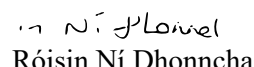
We recognise that this is a challenging time for families and are happy to set up a payment plan should any parent wish to spread their payments across the year. We would ask however that in the immediacy you would pay €30 towards the cost for the journal, Vsware code and student insurance. This will ensure your child is included on the Insurance Policy.

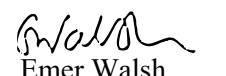
Payments can be made through the EASYPAY tab on the school website or sent into school with your child.

Thank you for your continued support.

With every good wish,

  
Leona Harrington  
Principal

  
Róisín Ní Dhonncha  
Deputy Principal

  
Emer Walsh  
Deputy Principal

