



De La Salle College

Dundalk, Co. Louth A91 FC91



August, 2017.

Dear Parents / Guardians,

As the new school year approaches, I would like to take this opportunity to thank you for your support and co-operation during the past year. I would also like to thank our students for their positive contribution to the life of the school over the year. They helped to make it a very successful year for the entire school community. The involvement of many of our students in various activities has been most impressive. We are very proud of our students and their excellent contribution to their school.

Please note that while incoming third year form classes will remain unchanged, changes have been made to incoming second year classes and there may be movement between class groups for core subjects (English, Gaelige, Maths).

VOLUNTARY CONTRIBUTION:

We are very grateful for all contributions made by parents during the past year and encourage you where possible, to make a voluntary contribution of €100.00 again this year. In these difficult times, as Department of Education cutbacks have continued to reduce capitation grants, we must turn to parents for more help in order to maintain the high standards of support and service provided to our students. All contributions are greatly appreciated and can be made through Easy Payments Plus or to the school office.

DE LA SALLE ETHOS:

I would also like to take this opportunity to remind you once again of the core values at the heart of a De La Salle School:

De La Salle schools are Christian schools that share the mission of the Catholic Church and where people show care and respect for each other.

De La Salle schools offer a quality education to all students.

De La Salle schools are built around partnership, involving parents, students, staff and Management.

De La Salle schools are concerned with the needs of the disadvantaged at all levels.

In order to maintain our high standards and develop your son's full potential, we need your continued support and co-operation, especially in the following areas:

CODE OF BEHAVIOUR:

The College Code of Behaviour is based on mutual respect for all persons and its aim is to ensure that the school environment is a respectful, safe, secure and happy place for all members of the school community. The Code of Behaviour is designed so that the work of the College proceeds smoothly enabling us to realise our aims.

Upholding the good name of the school is an extremely important aspect of the Code of Behaviour. Unacceptable behaviour by a small number can reflect badly on every student in the school. I would ask you, therefore, to encourage your sons to behave well outside of school - at

lunchtime, going to and coming from school and when on school outings. It is especially important for our students to respect the property of those who live in the vicinity of the school and to treat the residents of the area with courtesy. Students are not allowed into any local housing estates at lunchtime. Full lunch facilities are available in the school and all junior students must remain in the school at lunchtime.

I would like to point out that our students have an excellent reputation in this regard. We frequently hear compliments about their behaviour on school outings, both at home and abroad - all the more reason that a small number should not blemish the good name of the majority.

MOBILE PHONES: Students are encouraged to leave mobile phones, i-pods and other recording devices at home. Students who bring such items to school do so at their own risk as the school will not be responsible for any loss or damage incurred. Any mobile phones or other recording devices brought to school must be switched off during the school day. I'm sure you are aware that there are many instances throughout the country where internet sites such as Youtube host photos and video recordings of students and teachers. Students who use their phones for such purposes are in serious breach of the Code of Behaviour. Such activity must be condemned for a variety of reasons:

It is a serious invasion of privacy for both students and teachers.

These recordings are used to bully others.

They are also used to ridicule and humiliate both staff and students.

Incidents, such as fights, are deliberately planned for the sole purpose of recording them so that they can be put on these internet sites.

Enormous damage can be done to the good name of a school.

For these reasons, the regulations regarding mobile phones will be strictly enforced.

Any student publicising recordings or photos in any manner will face severe sanctions up to and including expulsion from the College. A student using a phone will have the phone confiscated. The phone will only be returned to parents/guardians.

SOCIAL MEDIA SITES: Students should use social media sites e.g. Facebook and Twitter responsibly and with conscious respect of others. The following guidelines are recommended:

- Never make friends with people you are unsure of.
- Never reveal personally identifiable information i.e. where you live etc.
- Never complain about your colleagues, teachers or friends.
- Never discuss sensitive information.
- Never upload or 'Like' controversial pictures, videos or websites.

We should all be aware of the dangers of cyberbullying and ensure careful and considerate use of social media and the internet in general. Any student involved in cyberbullying will face severe sanctions up to and including expulsion from the College. I would appreciate your full co-operation and support in stamping out these unacceptable activities and recommend that you monitor your son's use of the internet.

ATTENDANCE: Absences should be kept to an absolute minimum and must be explained to meet with Túsla requirements. **The local Education Welfare Officer must be notified if a student misses**

20 days in the course of a school year or if erratic attendance is giving cause for concern. Notes must be provided and should be written into the appropriate section of the Student Journal. Frequent absences disrupt your son's progress. Text messages are sent daily to the parents of absent students. Please ensure that the school has your current contact details. Sanctions will be imposed for unauthorised absences.

PUNCTUALITY: We expect students to be on time for all classes -late arrivals disrupt the progress of a class. Morning classes begin at 8.50 a.m. while students are expected to report for afternoon classes at 1.50 p.m. Poor punctuality will result in sanctions being imposed.

HOMEWORK: All homework (both written and learning work) should be completed diligently and on time. We recommend the following homework/study time for students:

YEAR	HOMEWORK / STUDY
1	1.5 hours minimum
2	2 hours minimum
3	2.5-3 hours
TY	2 hours
5	3 hours
6	3-4 hours

Students are advised to work in blocks of 30-40 minutes with a short break between blocks to maximise concentration.

PART-TIME WORK: We strongly advise that students should not work during term time. From our experience, such employment has a negative impact on a student's overall performance.

The Student Journal should be used to record all homework assignments. Reading/ Learning/ Revision assignments are just as important as written work and should be treated as such. Parents are asked to check the journal on a regular basis and sign it at the end of each week.

UNIFORM: The uniform is a very important element in the overall culture of the school. It identifies our students and should be worn with pride. I ask you to bear in mind the following:

- The College jacket is a **compulsory** part of the uniform and the **only** outdoor jacket allowed. Other jackets will be confiscated and returned only to parents/guardians. New jacket available only from Michael Lynch Menswear.
- School shoes (preferably leather) must be **all black, without logos**. Runners are unacceptable.
- The school tie must be worn at all times.
- Where there is a genuine reason for not wearing any part of the uniform, this should be explained by a note in the Student Journal. Any problem with the uniform should be resolved as soon as possible.

All students are expected to comply with the regulations regarding uniform. Failure to comply is regarded as a breach of the Code of Behaviour and will incur sanctions.

LOCKERS: School lockers have been fitted with combination locks for the coming year. Students will not need to provide their own lock. Locker rental for the year will be €20.00, payable on the first day

of return and not on Easy Payments Plus. Students abusing lockers in any way will immediately forfeit the locker and fee. The school management reserves the right to inspect the contents of any locker.

P.E. UNIFORM: Compulsory for 1st, 2nd, 3rd and TY students. Optional for 5th and 6th Years. Fittings will take place on Tuesday, 22nd August for incoming 1st years. Times will be notified by text. Cost €75.00. Students from other years can order replacement items directly from a link on the school website.

PAYMENT OF EXPENSES: Students paying expenses are asked to fill in the accompanying form and bring it with them on Tuesday, 22nd August 2017, from 10.00 a.m. – 2.00 p.m., to facilitate staff. Alternatively, expenses can be paid through the EASY PAYMENTS PLUS link on the school website: www.delasalle.ie Payment for lockers (€20.00) will be taken on student's first day of return. It will not be possible to pay for lockers on Easy Payments Plus.

RE-OPENING DATES:

Thursday, 24th August, 2017: Transition Year Induction: 8.50 -12.25 p.m.

Friday, 25th August, 2017: First Years and Lasallian Leaders: 8.50 – 12.25 p.m.

Monday, 28th August, 2017: First, Third, Sixth Year and LCA2. 8.50 a.m. – 12.25 p.m.
(Third, Sixth and LCA2 students return on Wednesday until 12.25 p.m.)

Tuesday, 29th August, 2017: First, Second, Fifth Year, TY, LCA1. 8.50 a.m. – 12.25 p.m.
(Second, TY, LCA1 and Fifth Year students return on Wednesday until 12.25 p.m.)

Wednesday, 30th August, 2017: All students until 1.05. **Thursday, 31st August:** All students all day.

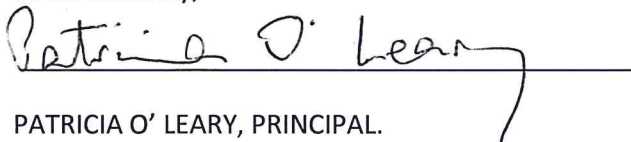
LUNCHTIME 2017/18 All Junior students MUST remain on the school grounds during lunchtime. There will be full canteen facilities available, selling a range of healthy foods at reasonable prices. Alternatively students may bring their own lunch. This is as a result of parental requests and the Health Promoting Schools initiative.

Please find also the schedule for the standardised school year 2017/2018 which gives details of holidays/mid-term breaks through the coming academic year. We would strongly discourage parents from taking students away on holidays during school term-time. It disrupts their learning and study routines and prevents progress. If examinations are missed, an accurate report of progress cannot be given.

Also enclosed are guidelines for paying various school charges for the coming year and guidelines for registering with Easy Payments Plus for parents of incoming first year students. All parents are asked to register with Easy Payments Plus

We look forward to working in partnership with you during the coming year to secure the best possible progress for your son.

Yours sincerely,


A handwritten signature in cursive script, reading 'Patricia O'Leary', is written over a horizontal line.

PATRICIA O' LEARY, PRINCIPAL.