

## BOARD OF MANAGEMENT 2015-2019

CHAIRPERSON:	Rev. Judi McGaffin
COMMUNITY	Ms. I. Nicholl
NOMINEES:	Mr. J McCarter
PATRON'S NOMINEES:	Rev. Judith McGaffin
	Mrs. R. Ferguson
PARENT NOMINEES:	Mr. P. Van Dessel
	Ms. S. Webster
PRINCIPAL / SECRETARY to the BOM:	Ms. Rosemary Dunne
TEACHER NOMINEE :	Mrs. Kelly Gallagher
TREASURER:	Mrs. R. Ferguson

### TEACHING STAFF

Rosemary Dunne - Principal and Special Education Teacher  
Kelly Gallagher - Senior classroom teacher  
Louise McGlynn - Junior cassroom teacher

### ANCILLARY STAFF

Marie McCallion - Special Needs Assistant  
Monica McEleney- Secretary  
Patrick Doherty- Cleaner

## MISSION STATEMENT

St. Mura's is about the education of the whole person. The unique environment that is associated with our school seeks to challenge each student to develop their potential, to be socially aware, constructively critical and questioning. The family atmosphere that prevails in the school ensures the building of warm, personal relationships, where there is trust and respect, encouragement and forgiveness.

Our Aims are:-

- To promote intellectual development
- To encourage artistic expression and appreciation.
- To help personal development - both physical and emotional, in encouraging a sense of self-esteem and a healthy lifestyle.
- To foster spiritual growth by helping pupils develop moral and Christian values and a respect for the beliefs and traditions of others.
- To increase global awareness and social responsibility towards the environment in which we live.
- To encourage parental involvement and to foster links with other schools and the wider community.

The school's ethos relies upon, and is committed to, the Christian Faith, through which is established a spiritual framework that seeks to nurture a sense of moral right and the development of a strong values system. We aim to provide our children with a broad general education which facilitates the nurturing of each pupil's full educational potential.

## SCHOOL TIMETABLE

The school opens at 9.00a.m.

Formal lessons begin at 9.10 a.m.

A 10 minute mid-morning break

Lunch Break is from 12.30p.m.to 1.00p.m.

Junior Infants and Senior Infants finish at 1.50p.m.

School ends at 2.50p.m.

**The school does not accept responsibility for children who are on the premises before 9.00a.m. or after 3.00p.m.**

## SCHOOL UNIFORM

At St. Mura's we expect our pupils to take pride in our school's appearance by wearing our school uniform. The positive attitude of parents and pupils to the wearing of our school uniform reflects their pride in identifying with the school.

### BOYS

Trousers/Tracksuit bottoms - grey

Jumper/Sweatshirt - wine

Shirt/polo shirt - white or grey

### GIRLS

Skirt/Pinafore/Trousers - grey

Jumper/Sweatshirt - wine

Shirt/polo shirt - white or grey

Tracksuits may be worn on Swimming days or for Sports days.

Swimsuit/trunks and verucca socks should also be provided.

Training shoes will be required for sports.

**Hoop earrings or any other jewellery apart from a watch may not be worn in the interests of safety.**

## DISCIPLINE

In St. Mura's we adopt a positive approach to discipline, which is based on respect for yourself, others and property. *BULLYING IS NOT TOLERATED.*

### Strategies used to show disapproval of unacceptable behaviour:

- a) Reasoning with the pupil
- b) Reprimand (including advice on how to behave).
- c) Temporary separation from peers, friend and others.
- d) Note in homework journal to parents.
- e) Loss of privileges.
- f) Detention during a break.
- g) Prescribing additional work.
- h) Pupils who misbehave frequently may not be allowed to participate in school outings for their own safety and that of other pupils.
- i) Communication with parents.
- j) Temporary Suspension - the maximum period is three school days.

## CODE OF DISCIPLINE

Rules are not invented to make life miserable, they are there to safeguard. Therefore, we expect each child to follow these rules:

- 1) That you come to school every day and arrive on time.
  - If you miss school or are unavoidably late, you bring in a note.
- 2) That you do your best in class and at your homework.
  - That you do your homework each night, written or oral, as it is a back-up to the work done in class.
  - That you take down the homework in your diary and get it signed by your parents nightly. (Diaries are provided from 1<sup>st</sup> - 6<sup>th</sup> Class).
  - That you have proper pens, pencils, books and copies, as it only wastes time if you haven't got them.
- 3) That you have respect and consideration for other pupils.
  - By being helpful and treating others with good manners and respect.
  - By not picking on or bullying others.
  - By not fighting as it can cause injury.
  - Do not punch, kick, hit or spit at anyone.
  - Do not join in any name-calling.
  - Do not exclude others from your discussion/activities.
  - Do not damage or steal or threaten to damage other people's property.

*If you think you are being bullied, talk to your class teacher or the principal teacher, as silence is the bully's greatest weapon.*

4) That you respect your teachers.

- When your teacher talks to the whole class you must be quiet and pay attention.
- Put up your hand to answer questions, do not call out.
- Do not eat, chew or drink during a lesson.
- Go to the toilet during breaks rather than during a lesson
- Only 'pack away' when the teacher tells you.
- Make sure that you leave your classroom clean and tidy before you leave.

5) That you respect school property.

- Do not break or damage school property.
- Keep school books tidy.
- Look after school equipment.
- Take pride in the appearance of the school and avoid dropping litter.
- Chewing gum is not allowed.
- Walk quietly in line before entering the classrooms.

### GENERAL NOTES

1. If a parent wishes their child to go home for lunch, a consent form is required. These forms may be obtained from the Principal. Pupils are not permitted to leave the school premises during school hours unless accompanied by a parent/guardian.
2. If a child is absent through illness or for any other reason, the class teacher must be informed by note on the pupil's return to school. If it is necessary for a pupil to leave school early a note is required also. Parents/Guardians are asked to call personally to the classroom to collect the child. Any person collecting a child on behalf of the parent/guardian should present written authorisation.
3. Children should have their names on their coats, jumpers and other personal property.
4. Parents will receive notes regarding school matters on a regular basis. Please check your child's bag each evening to see if there is a note from school.

## HEALTHY LUNCH POLICY

St. Mura's operates a healthy lunch policy. Please do not give your child sweets, chocolates, fizzy drinks or crisps for lunch.

## HEALTH/SAFETY

1. Children who are ill should not be sent to school.
2. Parents are asked that teachers be made aware of any physical disability or allergies which their child may have.
3. Please check your child's hair regularly for outbreaks of head lice. If there is an incidence of head lice in a class, all parents are informed by note and asked to take immediate action to treat infestation.
4. Minor accidents are treated at school. Slight cuts and grazes are normally treated with cold water and by applying a plaster to the wound. When a dressing has been put on a wound, parents are requested to inspect the wound when the child comes home.
5. In the event of accident/child becoming ill, every effort will be made to contact the pupil's parents or persons delegated to take responsibility for the pupil. The school should be notified immediately of change of address, telephone number, etc.
6. The school will not accept responsibility for any medical expenses incurred.

## The Curriculum

### **Languages**

Gaeilge English

### **Mathematics**

### **Social, Environmental and Scientific Education**

History

Geography

Science

### **Arts Education**

Visual Arts

Music

Drama

### **Physical Education**

Gaelic Football

Swimming

Soccer

Basketball

Hurling

### **Social, Personal and Health Education**

### **Religious Education**

### **Extra Curricular Activities**

Theatre/Museum/Cinema visits

Arts and Crafts Competitions

Charity Support

Christmas Carol Service

Cross Border Projects

### **Computer Education**

At St. Mura's, we recognise that computer literacy is now an important part of the education process. Up-to-date computers have been purchased over the last few years. It is our aim that all students gain valuable computer skills during their school years with us.

## Special Needs/Learning Support

Pupils with learning difficulties are supported by our Special Education teacher. If the classroom teacher finds that a pupil is experiencing difficulties in literacy and/or numeracy he/she can be referred to the Special Education teacher for individual attention with the permission of the parent/s.

### Book Rental Scheme

We recognise the huge financial demands in buying school books. Therefore, we operate a book rental scheme. In September, when pupils receive their yearly book bill, a fixed amount is charged for the use of textbooks at school, thus reducing the cost of buying new books. It is expected that these books will be well-cared for over the course of the year. All books lost or damaged must be replaced.

### HOMework

**JUNIOR INFANTS:** As part of the reading programme, the pupil is given a word box. The words can be practised each night.

**SENIOR INFANTS:** Preparation of reading, a small amount of maths and maybe some writing.

**FIRST CLASS:** Reading, maths, spelling and some writing.

**SECOND TO SIXTH:** Reading/Spelling, Maths, Tables, Writing or revision of that day's work.

**READING:** It is in the home that the habit of reading is fostered. Encourage reading in free time and during holidays.

**SPELLING:** Spelling is taught from 1<sup>st</sup> Class onwards. Teach the children to:

LOOK at the word  
COVER the word  
WRITE the word  
CHECK the word.



## Assessment and Reporting to Parents

For schools to carry out their role properly, it is essential to have good home/school communication. Parents are the primary educators of their children and your support and co-operation is essential to the school.

Notices and newsletters are issued to parents through the children. These notes should be in the diaries. However, it is important that you check your child's schoolbag regularly.

Parent-teacher meetings are usually held at the end of the first term of the school year. It is important that you attend these to keep in touch with your child's progress. At the end of the school year, parents will receive a written report on their child's progress.

If your child is experiencing a particular problem, it is essential that you communicate this to the teacher. Parents who wish to consult with the Principal and/or staff, are most welcome to phone in advance, during school hours, to make an appointment.

## Attendance

Each child to whom the School Attendance Act applies (that is, those between the ages of 6 and 15) is obliged by law to attend school every day on which the school is in operation unless there is a reasonable excuse for not attending. The School Authorities are obliged to notify the Education and Welfare Board when a child is absent for more than 20 days in a school year or if a reasonable excuse has not been provided for an absence by the child's parents.

We are very appreciative of the support which parents and pupils give to the school fund raising activities.

**REMEMBER:**     *When you give time to the school, you help your child.  
When you give time to your child, you help the school.*

