

Cloonakilla National School

Information Leaflet

School Details

Address: Cloonakilla National School
Bealnamulla
Athlone
Co Roscommon

Telephone: 090 64 92569

Email: cloonakillaschool@gmail.com

Website: <http://www.cloonakillans.com>

Staff

Mrs Mary O'Rourke (Principal)
Siobhan McCabe (Deputy Principal)
Heather McCullagh
Patricia Cunniffe
Margot Shanagher
Eimear McDonagh
Catherine O'Donnell
Michelle Gately
Laura Kiely
Davina Donnelly
Ciara Fallon
Roisin Galvin
Breda Kennelly
Caroline Sexton
Darragh Connolly

Breege Murray (Special Needs Assistant)

Mission Statement

Growth:

Cloonakilla National School is dedicated to the spiritual, emotional and intellectual development of each child.

Openness

In our School we aim to provide a positive, inclusive atmosphere and environment based on the mutual co-operation of all involved in its activities.

Special

We recognise that each person is created in the image of God.

Prayer

Prayer forms a part of our everyday school life.

Encouragement

We encourage the children to grow within the Catholic faith.

Learning

We provide support for all children to learn.

Valued

Each pupil and member of staff is valued for the contribution they make to school life.

Acceptance

We accept and respect the religious beliefs of others.

Love

We aim to live according to Jesus' command " Love one another as I have loved you."

Experience

We encourage the children to grow within the Catholic faith.

Unique

We recognise that each pupil has individual needs and abilities and that each develops at a different rate.

Parish

We are open to our responsibilities and links within our parish.

Society

Our aspiration is to educate our pupils so that they will be fully integrated members of society.

Religious Formation

The Chairman of the Board of Management, Rev. Fr John Cullen, P.P. Kiltoom & Cam, visits the school on a regular basis. The children receive the Sacraments of First Penance and First Holy Communion when they are in second class. They receive the Sacrament of Confirmation in sixth class.

Parents are asked to support their child's religious programme (Alive O) and to help with religion homework which may be assigned. While observing the Catholic ethos of the school at all times we will not discriminate in any way against those who do not share our beliefs. If you do not wish your child to partake in religious activities you must indicate so on the enrolment form. Such children will be present in class during religious instruction but will be given alternative work. The school choir sings at 10.30am Mass on the last Sunday of each month in S.S. Peter's and Paul's Church in Athlone.

A school Mass is held in June in the school for 6 Class pupils who are graduating.

Information for Parents

Routine and General Information

Time

1. School begins at 9.30a.m. and ends at 3.10p.m. (2.10 for infants). The Board of Management does not accept responsibility for children outside of these times.
2. The Principal and/or Deputy Principal will supervise the playground from 9.20 – 9.30 and again from 3.10 – 3.20. This is to allow parents to drop Children promptly and to move on, this allowing others to do likewise. Congregating in the carpark leads to congestion for others. Please DO NOT park/stop in the school gateway as this is designated for the bus only.
3. Children are not allowed to enter the school building prior to 9.30a.m.
4. There is a short break at 11.00a.m. Lunch break is from 12.30p.m. to 1.00p.m. No glass bottles or cans please. Pupils must adhere to healthy eating policy.
5. Junior and Senior Infants are dismissed at 2.10p.m. Infants are not allowed to go home on their own. If there is a change in pick up arrangements the teacher should be notified in writing.
6. Pupils who bring bicycles to school are asked to alight at the gates of the school.
7. The Board of Management does not accept responsibility for children's property.
8. At 3.10p.m. children are expected to leave the school grounds in an orderly fashion and report home promptly.

General Notes

1. When it is necessary for a child to leave school early, a note must be sent to the class teacher. Parents/guardians are asked to call personally to the classroom to collect the child. Any person collecting the child on behalf of a parent/guardian should present written authorisation with a telephone contact number.
2. Children should have their names on their coats and other personal belongings such as school books, copies, lunch boxes, etc.
3. As the need arises, parents will receive notices with regard to school matters and events. Encourage your child to deliver notes immediately or check each evening at homework time to see if there is a note from school. Parents will also receive school information via text.

Nourishing Lunches

Surveys have shown that children's lunches are often very unhealthy and are not nutritionally adequate because they tend to be low in fibre and high in sugar. Please do not give your child sweets, chocolate, fizzy drinks, bars including cereal bars, Winders or crisps for lunch. Lunch should provide one third of your child's food requirements for the day. The most effective

way to plan a healthy lunch is to include one food from each of the food groups – one piece of fruit, yogurt, two slices of bread and meat/poultry/cheese, salads, pastas etc..

Chewing gum is not allowed in the school

Details of Cloonakilla School Uniform

Girls: Grey Skirt / Pinafore / Trousers (optional)
White Polo Shirt
Royal Blue Jumper

Boys: Grey Trousers
White Polo Shirt
Royal Blue Jumper

P.E.; Navtracksuit bottoms, School Tracksuit top (This can be purchased in school)

Dress Code

The school uniform is worn on all school days except P.E. days when the P.E. tracksuit must be worn. Pupils are not allowed to wear studs, earrings and jewellery on P.E. days.

Health and 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 outbreak of head lice in a class, all parents of that class are informed by note and asked to take immediate action to treat infestation.

Accident Procedures

- Accidents occur despite supervision. Minor accidents are treated in school. Slight cuts and grazes are normally treated by cleaning with cold water and applying a plaster to the wound. When a plaster has been put on a wound, parents are asked to inspect the wound when the child comes from school.
- In the event of an accident/child becoming ill, every possible effort will be made to contact the pupil's parents or the people delegated to take responsibility for the pupil.
- Please complete the form giving details of home/work phone numbers. The school should be notified immediately of changes of address etc.
- Non co-operation in this matter could result in a delay in having your child attended to medically, should the need arise.
- Please ensure that alternative contact consent has been received and that that person lives locally.
- The school will not accept responsibility for any medical expenses incurred.

Attendance

In accordance with the Education Welfare Act 2000, the school has a legal duty to report absences of 20 days or more in a school year to the Education Welfare Officer. On missing 20 days, the school informs the parents that it is communicating with the Welfare Officer that

the named child has missed more than 20 days. In the event of a child being absent, the parents must communicate to the class teacher, in writing, the reason for the child's non attendance. These are kept by the class teacher. Please do not ring school to explain absence.

Home/school Communication

Frequent communication is of vital importance in developing and nurturing co-operation between school and home. In our school, communication between parents and teachers may take one of the following forms:

1. Individual consultation: This occurs where a parent has asked for an interview with a teacher or has been invited to visit the school to exchange information or to discuss matters of concern. A note to the class teacher requesting such an appointment is always essential. It is also necessary to state the purpose of the visit so that the teacher may undertake whatever preparation is necessary with regard to information and records.
2. Parent/teacher meetings are generally held during the first term – usually during the month of November.
3. Details of school holidays and early closures are always communicated.

Invitations

To avoid unnecessary hurt to children who may be excluded from parties, we would ask parents that such invitations not be given out to children either in the school itself or outside the school gate in the view of other children.

Code of Discipline

Aims

- (a) In devising the code, consideration has been given to the particular needs and circumstances of this school. The aim is to create an orderly environment in which pupils can, through developing self-discipline, feel secure and make progress in all aspects of their development.
- (b) Every effort will be made by all members of staff to develop a positive approach to the question of behaviour in the school.

School Rules

- I should never leave the school grounds without the permission of the principal.
- I should respect myself and my property, always keeping my schoolbag, books and copies in order.
- I should show respect for my school and be proud to wear a complete school uniform every day.
- I should always be aware of my personal cleanliness.
- I should always bring a sensible, nutritious lunch to school. Chewing gum is not permitted.
- I should always do my best in school by listening carefully, working as hard as I can and by completing my homework.
- Mobile Phones are not permitted in school. Urgent messages will be conveyed to the pupils.

- I should always play in my designated play area and obey the playground rules.
- Nuisance items such as toys, should not be brought to school.

Caring for Others

- I should be kind and respectful to teachers and fellow pupils by being mannerly and polite and by taking turns.
- I should behave well in class so that my fellow pupils and I can learn.
- I should show respect for the property of my fellow pupils, the school building and grounds.
- I should be truthful and honest at all times.

Procedures For Dealing With Unacceptable Behaviour

- Reasoning with pupils
- Reprimand (includes advice on how to improve)
- Prescribed extra work
- Communication with parents
- Temporary separation from peers and/or loss of privileges
- Referral to Principal
- Note to parents
- Take note of
- Write out

Suspension/expulsion (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88)

The degree of misdemeanours will be judged by the teachers and/or Principal based on a commonsense approach with regard to the gravity/frequency of such misdemeanours.

School Policy On Bullying

Bullying is repeated aggression – verbal, psychological or physical – conducted by an individual or group against another. Any unkind actions, comments, oppression or harassment will be called bullying, if it is of a repeated nature.

Indications of Bullying

- Anxiety about travelling to or from school
- Unwillingness to go to school
- Deterioration in educational performance
- Pattern of illness
- Unexplained changes in either mood and/or behaviour
- Visible signs of anxiety/stress
- Possessions missing
- Increased requests for money
- Unexplained bruising
- Reluctance/refusal to say what is troubling him/her

Please note that there may be other explanations for the above in a child besides the fact that he/she may be being bullied. These are indicators that all is not well.

Procedures for Noting and Reporting Incidences

- All reports of bullying will be noted, investigated and dealt with by the class teacher so that pupils will gain confidence in telling. A special incident file will be kept in the office for this purpose only.
- Serious cases should be referred immediately to the principal.
- Parents will be informed by the principal earlier rather than later.
- Parents will be informed of the appropriate person to whom they can make their inquiries regarding bullying.
- Pupils must understand that reporting is not “telling tales”.
- Individual teachers will record and take appropriate measures in accordance with policy.

Procedures for Investigating and Dealing with Bullying

- Calm, unemotional problem-solving approach.
- Incidents best investigated outside the classroom situation.
- Teachers will speak separately to the pupils involved.
- Answers will be sought to questions of What, Where, When Who and Why.
- Members of a gang will be met individually and as a group.
- Meet parents of parties involved.
- Parents and pupils (if old enough) will be asked to complete a report form.

The emphasis is on prevention of bullying. To this end we employ constant educational and developmental methods to maintain our school as a safe, happy place for both pupils and staff.

Cloonakilla School prides itself in its handling of alleged bullying.

Ours is a “telling” school

Bullying is too serious and important not to be reported

For access to school policies please consult the website. Other policies are available in the office and may accessed by appointment.

Child Protection

The Board of Management is obliged to report any concerns in relation to child abuse to the Health Board, in accordance with the guidelines and procedures issued to all schools by the D.E.S. . The Health Board will assess the case and put measures in place to provide the necessary supports for the child concerned. Abuse is defined as - neglect, physical abuse, emotional abuse and sexual abuse.