



Dear Parents/Guardians/Students,

I would like each parent/guardian/student to read the information below carefully. The school will close on March 16th until March 22nd. I would ask that all parents/guardians to read this letter carefully with your son/daughter before they return to school on March 22nd as we wish to make some changes and also refer back to policies already in place now that restrictions have eased.

**On March 22nd, as Covid restrictions have eased we will be following all school policies strictly.**

**We will be focusing on 4 areas in particular;**

1. Uniform.
2. Mobile phone usage.
3. Attendance in classes.
4. Behaviour.

#### **Mobile Phones.**

Mobile phones are not to be used in the school. As of **March 22nd 2022, we will be very strict on this.** This is to protect students from any anti-social behaviour taking place in school and it also ensures students engage more positively with their peers.

**Mobile phones are not allowed and are not to be used in the school. This includes in class, outside of class and break-times.** If a phone is confiscated by a teacher, the phone will be given by the teacher to the deputy principal or principal for the duration of the school day. The student can collect the phone at 3.55 from the deputy principal/principal. The student may also be issued a detention for a mobile phone breach. Students will be given a form to be signed by parent /Guardian to return to the school.

If a student refuses to hand over a phone to a teacher when asked, this is defiance according to the school code of conduct and can result in a suspension.

Uploading of pictures, videos, Snapchat, TikToc,WhatsApp, Instagram,videos etc of other students and/or staff is strictly not permitted.

Please be aware that a mobile phone breach is a breach of the school code of conduct and potentially child protection guidelines. Everyone has a right to privacy and everyone has a right to

not feel violated on social media. For this reason we will be adopting a strict policy towards mobile phone usage in school from March 22nd.

#### **Students signing in/out.**

Students signing in and signing out during the school day must do so with a deputy principal/principal so it can be monitored. A note in the diary is preferable to the school app for known absences.

Note: We will be making randomly selected inspection calls home to parents/guardians to ensure that notes received explaining a student's absence are validated and approved by the parent/guardian.

#### **School Uniform.**

Students not presenting in full uniform will be sent to the deputy principal/ principal at/before the 9am class. Students should be in full uniform at all times.

#### **Corridors**

Please follow the one way system.

#### **Toilets.**

Students are advised to use toilets between classes or during break times. Teachers have been recording students leaving class and documenting the time the student left and returned to class. This will continue. Contact will be made with parents/guardians of students repeatedly leaving class and a profile of the dates and times will be presented to the parent/guardian.

#### **Smoking/Vaping.**

Smoking/ Vaping is not permitted on the school grounds.  
Vaping devices are not permitted on school grounds.  
Students found Vaping will be issued with a Suspension.

Kind regards,  
Michael O'Sullivan  
Principal