



**OUR  
LADY'S  
SCHOOL**  
TERENURE



22nd August, 2022

Dear Parents/Guardians

I hope you and your families have had a safe and enjoyable summer break. We are delighted to welcome our students and staff back to the school for the new academic year. This summer was an extra special holiday as we have been able to avail of so many opportunities and freedoms now that most of the Covid 19 restrictions have been lifted. I look forward to meeting your daughter as we embrace the active teaching and learning world that we will inhabit again this year, a very welcome return to the normal world of school without curtailed activities. The warm OLS community spirit, focus on student wellbeing and reaching one's potential will as always be our priority for the upcoming academic year. Construction on our exciting world class sports dome is due to commence in early October and I will communicate with you nearer the time on the building management plan for this development. Needless to say costs on this project continue to increase in line with worldwide norms and we will be looking for parental support in the events that we will be planning to assist us with these finances.

We have placed the canteen out to tender and have appointed Get Fresh who will be up and running as soon as possible. We will also notify you when the canteen service starts.

### School Day

All year groups will be in school throughout lunch time **except for our 6th Years** who can leave to go home for lunch.

|                                | Monday, Tuesday, Thursday, Friday | Wednesday                      |
|--------------------------------|-----------------------------------|--------------------------------|
| Start time                     | 8.30am                            | 8.30am                         |
| Number of 58 min classes a day | 6                                 | 5                              |
| Break                          | 20 mins (after Period 2)          | 20 mins (after Period 3)       |
| Lunch                          | 50 mins (after Period 4)          | No lunch due to earlier finish |
| Finish time                    | 3.28pm                            | 1.40pm                         |

Details on the availability of after school study will follow.

Please see below the back to school schedule. These dates are staggered to ensure a full induction for all students.

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Dublin 6w, D6WKF44

T: 01 490 3241  
F: 01 492 2511

E: [principal@olschool.ie](mailto:principal@olschool.ie)  
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**Principal:**  
Marguerite Gorby

**Deputy Principals:**  
Stephen Rhatigan, Aoife Ronan



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### Back to School Schedule

| Date                  | Students   | Times                               |
|-----------------------|--|-------------------------------------|
| Wednesday 24th August | 6th Year Councillors' Leadership Training  | 8.30am.                             |
|                       | 1st Year Induction<br><b>What to bring</b><br>Small backpack.<br>Packed lunch and a bottle of water.<br>Pen and paper.<br>Sunscreen.<br>School jacket in case of rain.<br><b>Students should wear their full school tracksuit.</b> | 10am - 2.00pm                       |
| Friday 26th August    | 6th Year students  | 9.30am - 11.00am                    |
|                       | 5th Year students  | 9.00am - 10.30am                    |
|                       | 3rd Year students  | 9.00am -10.30am                     |
| Monday 29th August    | 1st Year students  | 8.30am - 11.00am                    |
|                       | 2nd Year students  | 9.00am - 10.30am                    |
|                       | 4th Year students  | 8.30am-11.00am                      |
| Tuesday 31st August   | All students full day<br><b>1st Years start later</b>  | 8.30am- 3.28pm<br><b>9am-3.28pm</b> |

### Uniform

Full school uniform will be worn to school each day. Your daughter will wear her PE school tracksuit and runners to school on the day that she has PE. She will also need to bring a spare OLS polo top to change into at the end of PE class. She will

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stay in her PE uniform all day on the days that she has PE otherwise school uniform is to be worn. There is to be **no mixing of PE uniform and school uniform**. **Leggings** are not allowed to be worn to school on PE days under any circumstances.

School trousers are now offered as an alternative to the school skirt.

Please note that **false eyelashes, false nails** and **facial studs** are not permitted in school. Parents and their students should also familiarise themselves with the rules around hair colour and jewellery in the code of positive behaviour. These rules will be strictly followed.

### **Code of Positive Behaviour**

All parents and students must sign the Code of Positive Behaviour. Please see the link to this important document below. Please also note the rules in the Code of Positive Behaviour relating to **school uniform and piercings**.

### **School APP**

It is imperative that all parents download the school App as information to parents will be conveyed through this platform. All letters will be posted solely on the App for all parents to access. If your daughter is absent for any reason notification must be given to the school. This notification must come by way of the school App (Our Lady's Terenure - downloadable at the iTunes and Android App stores). Simply click on the tab labelled "Absentee Form", fill out the information and send. This will notify the school immediately and an accurate record of attendance can be kept. Please also notify the school via the 'Permission to Leave' tab if your daughter needs to leave school early for an appointment. Please also use the App to let the school know if your daughter is late to school.

### **Contact Details**

Please ensure we have up to date contact details for you (home address, phone numbers, email address and emergency contact numbers). Please advise us if your daughter has a medical condition or any allergies if you have not already done so. If you have given medication to the school to store it is the parent's responsibility to ensure that this medication is in date for the full school year.

### **Arrival to School**

The first bell goes at 8.25am each morning. Students should arrive at school before 8.25am to socialise and to access their locker. Once this bell has gone students must go straight to their classroom and can no longer go to their lockers.

Latecomers must register in reception on arrival and reception will check that a reason has been submitted on the App. All students arriving late without an App submission must sign in at reception where they will be given a 'Late Stamp' in their journal following which, they must go straight to class without delay. We appreciate your cooperation in this regard as lateness has a serious negative impact on learning and teaching in the classroom.

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To promote a healthy lifestyle I would encourage as many students as possible to walk, cycle or use public transport to make their way to and from school. Please ensure that if cycling, your daughter wears a helmet and a high visibility jacket and has a good lock for her bike.

### **School Car Park**

**No cars other than staff cars will be allowed to enter the school car park from 8-8.45am and from 3-4pm.**

### **Important School Policies**

I would like to draw your attention to the following in the Our Lady's Journal and on the school website: Code of Positive Behaviour, Anti Bullying Procedures and the Acceptable Use Policy.

Please ensure that your daughter has all her uniform and books clearly marked with her name. Parents should communicate with the secretary's office if they wish to make urgent contact with their daughter during the school day as students are required to keep phones switched off and in their lockers or in their bag during class time. **Students are not permitted to use their phones on the school premises unless authorised by staff for educational purposes.**

**We will continue our zero tolerance policy around phones which students must have in their lockers/bags at all times.**

I wish to thank you for your continued support and cooperation.

We wish everyone a happy and healthy academic year.

Yours sincerely

Marguerite Gorby  
Principal

Link to Code of Positive Behaviour: [Code of Positive Behaviour](#)

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