



Powerscourt National School

Induction Booklet

Academic Year: 2024-2025

Cookstown Road

Enniskerry

Co Wicklow

A98 K7X6

Phone 01-2863862

email: office@powerscourtns.ie

Website: www.powerscourtns.ie

Roll Number 09760V

Principal: Ms. Catherine Creed

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Ethos Statement

Parish of Powerscourt with Kilbride

Powerscourt National School is a co-educational primary school which welcomes pupils of all religious denominations, preference being given to members of the Church of Ireland and other Protestant Churches and first preference being given to Church of Ireland children within the parish boundaries of Powerscourt and Kilbride.

Powerscourt National School is a Church of Ireland parish school which seeks to provide a climate in which students find encouragement to develop spiritual and moral values, personal and social skills, and the highest standards of excellence of which they are capable in all aspects of their school activities.

The school recognises the complementary role of parents and teachers in education. In pursuing the common aim of educating the children according to Christian principles, parents are asked to consider this statement of ethos carefully before enrolling their child in the school. Enrolment implies acceptance of the aims and ethos of the school and a willingness to co-operate with staff and management in all matters relating to their child.

A to Z of Powerscourt National School

Accessibility

- All parts of the school are wheelchair accessible. Each classroom accesses wheelchair-accessible toilets.

Aladdin Connect

- Aladdin Connect is used by Irish primary schools to securely communicate and share information with parents/guardians. As well as messages from the school, you can view details that the school shares about your child's attendance, test result and report cards. You can also enter reasons for your child's absences from the Aladdin Connect app.
- Aladdin Connect is accessed via a secure login. You sign in securely to Aladdin Connect from your computer, laptop or smartphone. Once your school is using Aladdin Connect, they will send you an access code so you can register with Aladdin Connect. Then you can download the Aladdin Schools Connect app to receive instant notifications from the school and to have convenient and secure access to your child's information from your mobile device.
- E-Payments through Aladdin Connect:
 - o Powerscourt National School operates an e-payments system for all money that is required to be collected by the school from families. Once a collection is open for payment it can be viewed on the Aladdin connect e-payment icon and a credit or debit card can be used for secure payment.

Board of Management

- The Board of Management has responsibility for the running of the school. It is responsible for the ratification of school policies and

overall management in accordance with Rules for National Schools. It ensures the implementation of the school’s safety statement, maintenance of the school building and provision of satisfactory heating and cleaning in the school. The BOM is made up of the following members:

Rev. Cathy Hallissey	Chairperson and Patron’s Nominee
Ms. Catherine Creed	Principal and BOM Secretary
Ms. Jane Honner	Deputy Principal and Teachers’ Nominee
Ms. Claire Lowe	Treasurer and Parents’ Nominee
Mr. Andrew Ramsey	Parents’ Nominee
Mr. Gordon Lennox	Patron’s Nominee
Mrs. Jenny Bolger	Community Nominee
Mrs. Gillian Gleasure	Community Nominee

Booklists

From September 2023, schoolbooks, workbooks and copybooks for Children in recognised primary schools, including special schools will be provided to every child free by their school. There is no charge to parents/guardians for this, as schools receive funding from Government to cover these costs.

Bullying

‘Sometimes people use the word ‘bullying’ to refer to all kinds of bad and unacceptable behaviour. It important that we understand that when we talk about bullying we are talking about behaviour that is hurtful, repeated and deliberate. (DE Stay Safe Programme)

Children and/or parents/guardians of children who feel they are being bullied are encouraged to tell the teacher / principal immediately. A copy of the full Anti—Bullying Policy is available on the school’s website.

Bus

We are fortunate to have the services of a school bus. All details can be found on www.buseireann.ie.

Calendar

The school calendar is published on the school website. The B.O.M. awards prizes to pupils who achieve full attendance at the end of each school year.

Child Protection

All activities within our school, whether educational or social, are conducted within the solid framework of our school's Ethos and Mission Statement. Foremost in our minds is our duty of care towards our pupils. To this end we have compiled a very comprehensive Child Protection Policy, based on The Children First Procedures and relevant DES Circulars, which set out the responsibilities of all adults within our school community with regard to child protection and welfare. A crucial aspect of this policy involves the appointment of a Designated Liaison Person (DLP) and a Deputy Designated Liaison Person (DDL P) for Child Welfare. By law we are required to apply for Garda clearances for all employees engaged by the Board of Management (BOM).

DLP: Ms. Catherine Creed

DDL P: Ms. Jane Honner

Classrooms

There are four classrooms in Powerscourt National School.

Room 1: Junior and Senior Infants

Room 2: First and Second Class

Room 3: Third and Fourth Class

Room 4: Fifth and Sixth Class

Code of Behaviour

All pupils are expected to always treat others and school property with respect and courtesy.

The Code of Behaviour is available to view on the school website alongside all other school policies.

Communication

Please see our Communication Policy which is available to view on the school website.

Newsletters are emailed weekly to families. They include updates on school, B.O.M. & P.T.T. news and notice of forthcoming events.

Parent-Teacher meetings are typically held in November each year. End-of-Year reports are issued in June.

Complaints Procedure

It is in the interest of pupils, parents, and teachers that good relations should exist between home and school. The teachers are willing to discuss issues that may arise from time to time.

- A parent who wishes to make a complaint should meet with the teacher with a view to resolving the complaint.
- If the matter is not resolved the parent should meet with the principal.
- If the complaint is still not resolved parents should meet with the chairperson of the B.O.M.

A copy of the full Complaints Procedure is on the school website.

Consent Forms

Consent forms are uploaded to Aladdin at the start of each school year and permissions must be granted or declined within the first 2 weeks of term. Consent is requested for Field trips, Films, Relationship and Sexuality Education, Photographs and Videos, Special Education Access and Walking permission to the Church car park.

Continuous Professional Development

Powerscourt National School, is committed to supporting the staff's continuing professional development through:

- Supporting teacher attendance at seminars and courses on areas relating to pupil learning and support.
- Providing teachers with opportunities to teach at different class levels and within different teaching contexts in the school.
- Facilitating professional collaboration to enable staff members to share expertise.

Curriculum

The NCCA Primary Curriculum consists of seven areas that are being implemented in our school;

- Language (English, Gaeilge)
- Mathematics
- Social Environmental and Scientific Education (History, Geography, Science)
- Arts Education (Visual Arts, Drama, Music)
- Social Personal and Health Education
- Physical Education
 - o All pupils need runners for P.E. ..
 - o Swimming is facilitated in Powerscourt National School on Monday afternoons as part of the P.E. curriculum.
- Religious Education

- Powerscourt N.S. is a Church of Ireland Parish School. We use the 'Follow Me' curriculum and Bible Times Worksheets.

Parents can support the primary curriculum by;

- Fostering a love of learning.
- Reading with and to your child.
- Gaeilge a úsáid.
- Exploring practical applications of concepts.

Emergency Contact Details

It is essential that we have up-to-date emergency contact details for your child in case of accident / emergency. Please advise us of any changes to these details, immediately. If your child is seriously unwell or has had an accident and you are not contactable, we will arrange for your child to be brought to a local doctor or hospital.

Emergency School Closures

In the event of an emergency closing the principal/chairperson of the Board of Management will send a text message / Aladdin Connect message to all parents as soon as possible to inform them of the closure.

Equality and Inclusion

Pupils and staff shall not be discriminated against in relation to gender, marital status, family status, sexual orientation, religion, age, disability, or race.

- Pupils with Additional Needs

- Powerscourt National School welcomes pupils with additional needs into our school. We endeavour to nurture each individual pupil within a committed, caring and mutually supportive community of pupils, teachers, parents / guardians and

management. We promote a positive attitude to enable our children to recognise their gifts and achieve their full potential. Based on pupils needs, we aim to employ methodologies and programmes which can enhance pupil learning, e.g. SNIP, Toe-by-Toe, Hornet, Plus One, Power of Two, Social Skills, Motor Skills and Early Intervention.

- ***Special Education Teaching***

- Extra support for children's learning is available in our school. The NCSE (National Council for Special Education) gives the school an allocation for this additional support. The support is then distributed where there is the greatest need. Our Special Education Teacher provides pupils with extra support.
 - Individually
 - Within the classroom
 - Or in small groups.
- Supports to pupils are allocated by the principal following consultation with the teaching staff.
- Our Special Education Teaching allocation for 2024-2025 is 20 hours per week. This means we only have access to our Special Education Teacher four days per week.

- ***Sensory Resources***

- Sensory resources are used in all classrooms in our school. These may include resources such as fidget toys, Theraputty, ear defenders, timers, sensory/wobble cushions, yoga balls etc. These resources are available to use by all children.

- ***Cushions***

- All children may bring in a small cushion to sit on as the school furniture is wooden.

Events

We host many whole-school events for the whole school community to attend each year which may include;

- School Panto

- Sports Day
- Grandparents Day
- Powerscourt's Got Talent
- Bake Sales etc

Extra-Curricular Activities

Information will be passed on to parents regarding these activities at the beginning of each term.

Financial Support

Regrettably, over the past few years, school funding from the Department of Education has been reduced. However, the financial demands and expectations on the school have remained at a high and ever-increasing level. We therefore experience a significant shortfall in the funding of our school: this necessitates us asking parents to contribute to our school maintenance fund.

At present we have set our parents' contribution at

- 1 Child - €160
- 2 Children - €320
- 3 Children - €450
- 4 Children - €560

In our case state funding only meets the cost of heat, electricity and insurance. Other expenses, for example cleaning costs, school supplies, photocopying, buildings and grounds' maintenance plus the cost of some substitute teachers must be met from our own funds.

Our E-payment system is set up for Voluntary Family contributions that will allow you to pay a variable amount.

- ***Tax Refund Scheme***

- Through the Office of the Revenue Commissioners scheme of Tax Relief for Donations to Eligible Charities and Approved Bodies, our school can claim a tax re-fund on behalf of parents/guardians. This is achieved easily by parents/guardians filling in a simple form once in a five-year cycle. CHY2 forms are available on request from the school office. We then forward information from collected forms to the Revenue Commissioners and Powerscourt National School duly receives a large tax refund on behalf of parents/guardians.
- Please be assured that the school cannot and does not wish to have any access to or knowledge of your tax affairs and confidentiality in all financial matters is assured.

First Aid

School staff are in loco parentis and deal with minor injuries e.g. cuts, bumps and bruises. Parents/guardians will be contacted in the case of serious injuries e.g., head injuries or injuries which give staff cause for concern.

Funding for training of school staff in basic First Aid is provided from the Voluntary Contribution as there is no Department of Education funding for this.

GDPR

Powerscourt National School complies with EU GDPR. Our GDPR Policy is available to view on our website.

Hair

All pupils with long hair must have it tied back in school to prevent headlice.

Homework

Homework is assigned on a weekly basis. Homework activities may vary from week to week. Generally, homework will include activities such as reading, spellings, tables, and / or reinforcement tasks / projects / additional tasks as appropriate.

Homework is to be completed in homework copies and all homework materials kept in homework folders / schoolbags.

Parents / Guardians are expected to provide a written explanation for incomplete homework.

Suggested maximum times:

- Junior and Senior Infants 20 minutes
- First and Second Class 30 minutes
- Third and Fourth Class 40 minutes
- Fifth and Sixth Class 50 – 60 minutes

See our Homework Plan on our website for further details.

Indoor Shoes

To protect our flooring and reduce levels of cleaning we will be re-introducing indoor shoes for the Academic year 2024/2025. Children will be required to change into Indoor shoes before class each morning and these shoes will be stored in the school in the cubby holes outside the classrooms. These shoes will be used for Drama and P.E. so, it will be necessary for the shoes to have white or pale soles and be suitable for running in. No tied laces unless the child can tie their own shoes.

Library

Each classroom is allocated slots to access the school library on a regular basis.

Lost Property

It is essential that personal belongings such as coat, school bag, lunchbox, drinks containers, pencils, etc. are clearly marked with your child's name for easy identification. Valuable personal property should not be brought to school. The school does not accept responsibility for personal belongings lost or damaged.

A lost property box is situated in the school foyer. Please check lost property on a regular basis. Unclaimed lost property will be periodically donated to charity or disposed of.

Lunch:

Pupils should bring lunches in a lunch box and drink container. Uneaten lunches and lunch litter must be brought home. Children are encouraged to bring healthy lunches every day. Our Healthy Eating Plan says that children can bring a treat to school each Friday. This must be a nut free option as we are a nut free zone at all times. Glass bottles, chewing gum, and cans are not allowed. Please ensure your child can open and close their lunch box and drink container independently and without assistance.

Our Healthy Eating Plan is available to view on the school website.

Medication

Short-Term

Parents have sole responsibility for the administration of short-term medication. Short-term medication prescribed and non-prescribed (e.g. cough sweets) may not be brought to school.

Long-Term

A parent who wishes to have medicine (e.g., inhaler) given to their child must submit the request in writing to the Board of Management.

Office Hours

Our shared school and parish secretary, Mandy Berkeley, works in the school office. The office is open Monday to Friday between 08:15 and 12:15.

Telephone: 01 286 3862

Email: office@powerscourtns.ie

Parent – Teacher Team (P.T.T.)

There is an active P.T.T. affiliated to The National Parents Council, which gives valuable assistance and support to the school. All parents are welcome to participate. The PTT arrange fundraisers and fun activities for the school such as Pancake Tuesday, Easter egg hunts etc.

Mission Statement

To support, enthuse, create, and provide for Powerscourt National School.

Core Values

- First responsibility to the students
- Second responsibility to the staff
- Third responsibility to the parents & community
- Honesty, integrity and fairness harmony, friendship & enjoyment

Aims

1. To provide an official forum for parents and teachers to exchange ideas in support of the school.
2. To represent the views of the parents.
3. To encourage co-operation between teachers, parents, management and the community.
4. To fundraise as appropriate for essential needs and special projects.

5. To assist in extra-curricular and leisure/sporting activities for pupils.
6. To help with the provision of extra equipment and teaching aids.
7. To inform the parents of developments in education and in the school.
8. To provide education for parents as required.

Parish of Powerscourt with Kilbride

The school and parish work closely together and have a shared secretary, Mandy Berkeley. During the year there are several church services where the children take an active part. We always appreciate the assistance and cooperation of families at these services. Parents are given several weeks' notice of these church events.

Parking

The parking circle at the school is for stop and drop only. Parents who wish to park and come into the school should park in the church grounds and come across via the pedestrian crossing. We request for children's safety that you reverse park into spaces. The parking spots in the school are reserved for staff and visitors. Please be patient and vigilant in the car park.

Patron

The patron of Powerscourt N.S. is the Archbishop of Dublin & Glendalough the Most Revd. Dr. Michael Jackson.

Pencil Cases

All children from First to Sixth Class should have a pencil case with them every day. Pencil cases should include:

- 3 pencils
- 1 eraser
- 1 ruler
- 1 red biro

- 1 scissors
- 1 glue stick
- Set of colours (colouring pencils, Twistables etc)

Phones

Mobile phones should not be brought into school as they may be damaged, lost or used inappropriately. In exceptional circumstances pupils may bring a phone into school if they are walking to or from school unaccompanied by an adult.

If it is necessary for pupils to have a phone in school, it is essential that:

1. Written permission must be given by a parent / guardian.
2. The phone is switched off and kept in schoolbags during school hours.
3. Never be taken to the swimming pool.
4. Pupils may use the school phone in an emergency, with adult supervision. Permission from a teacher must be sought.

Any breach of these rules will result in the confiscation of phones. Once confiscated, phones must be collected from the school office by parents/guardians.

Policies

All primary schools are required to have the following policies in place:

1. Anti-Bullying
2. Child Protection
3. Code of Behaviour
4. Enrolment
5. Health and Safety Statement
6. Protected Disclosures
7. Substance Use

Additional policies / whole-school plans e.g. Healthy Eating, Communication, Homework etc are available on our website.

www.powerscourtns.ie.

Reporting Absences

Any absence from school must be registered on the Aladdin Connect app on the Attendance Notes icon, in line with the Educational Welfare Act Part 3 Section 21 2(b). The note must explain why the pupil was absent. It is not sufficient to say the pupil was absent with the parents' permission, the school is obliged to notify Tusla of any child accruing 20 or more absences during a school year. Pupils who are not in school by 10:30 are marked absent on the register.

Schoolbags

For health and safety reasons pupils must have a school bag with two shoulder straps (to hang on back of chair) and large enough to fit an A3 folder. Please ensure your child can open and close their school bag independently.

Sickness and Infestation

Sick children should not attend school. We will always help a genuine complaint and will send a child home when deemed necessary. If head lice or any contagious illness is diagnosed, the principal must be informed immediately so that notification can be circulated to all parents. Please follow HSE guidelines e.g., children should not return to school until 48 hours after vomiting etc.

Staff Meetings

Our staff meet formally fortnightly and informally regularly to address important issues relating to pupil learning and general well-being. Issues such as curriculum development, school organisation and planning, child protection and health and safety are discussed. Where possible, these

meetings take place outside of school hours. Sometimes the staff must attend in-service training. Parents / guardians are notified in advance of these training days.

Stationery and Insurance Invoice

Each year in June we send out a bill to cover the cost of Stationery, Photocopying, Art Materials, Insurance Cover and towards testing Materials. The insurance cover is 24-hour cover for each child during the full year.

The cost of the above invoice with Insurance is €80 per child.

Insurance and Stationery costs are not optional.

Times

08:30	School opens
08:50	Teaching begins
10:30	Playtime (Little Break)
12:30	Playtime (Big Break)
13:15	Hometime for Junior and Senior Infants
14:10	Hometime for First to Sixth Class

Punctuality is essential for all pupils to maintain an efficient school routine. Children are welcomed by their teachers from 08:30 at the external classroom doors. Children are not supervised before they enter the classrooms. Please ensure all pupils are in their classroom before departing. Parents are responsible for the punctual collection of their children at 13:15 / 14:10.

Trips

Outings of educational merit are regularly organised by the school. We are grateful to the parents who help supervise and provide transport for such outings and to the PTT for their financial support.