

*St. Mark's*  
*Senior National School,*  
Springfield, Tallaght,  
Dublin, 24.  
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28th August 2012

Dear Parents / Guardians,

I would like to welcome your child to sixth class in St. Mark's Senior School.

The school reopens on Monday 2nd September at 8.50 am. for all 6th Class children.

Children are to go to the Senior School Class yard and line up at 8.50 a.m.. They will then be collected from the yard by their teacher and brought to their classroom.

The school will be open for a full day and the children will go home at 2.30 p.m.

We are starting a new School Year and in order to ensure the smooth running of the school I would like to bring the following points to your attention.

### **1. School Opening**

School Doors open at 8.50 a.m. and classes begin at 9.00 a.m., please ensure your child is in school by 9.00 a.m.

### **2. Collecting children early.**

We appreciate that children do have to leave school early for Dental Appointments, Doctor's Appointments etc. but we would ask that these be kept to a minimum. If you do have to collect your child early, please send a note to your child's teacher.

### **3. Absences**

If a child is absent from school for any reason, you must send a note to the class teacher explaining the reason for the absence. There is no need to telephone the school.

### **4. Book Rental & Materials Money**

Many thanks to all of you who have paid the Book Rental and Materials Money. If you have not yet paid, please do so at your earliest convenience.

### **5. School Books**

You have received your child's book list, please ensure your child has all their books when they return to school in September. If you have misplaced the book list they are available on the School web site.

## **6. School Uniform**

All children are required to wear the full school uniform to school each day except on P.E. day when they are requested to wear their St Mark's School Tracksuit.

## **7. Tin Whistle**

Your child will be learning the Tin Whistle this year. Tin Whistles will be available in the School Copy Shop which will open each day from 12. noon to 9.10 a.m.

## **8. Swimming**

Swimming is part of the P.E. Programme in the school. The children will walk to Tallaght Leisure Centre. You will be asked to pay for this late September.

## **9. Insurance**

Brennan Insurance operate an insurance scheme for children. You will receive information and a form for this in early September. Should you wish to join the scheme the closing date will be 30th September 2013.

## **10. School Calendar for 2013/2014**

The list of days off for the coming year will be on our school web site shortly.

## **11. School Journal**

Each child is required to have a School Journal. They will be available to purchase in the school at a cost of €4.

## **12. Returning to School**

If your child is not returning to school on the 2nd September please notify the school either by email or you may leave a message on the school phone.

I look forward to meeting you all on Monday 2nd September. With every good wish.

Your sincerely,

**Richard Walsh**

Principal