

Mary, Mother of Hope Senior National School



Many Cultures, One Community

Information Booklet for Parents

2024/2025 School Year

Contents of Information Booklet

Welcome from the Principal	Page 3
School Vision and Ethos	Page 4
The School at a Glance	Page 5
The School Uniform and Crest	Page 6
Board of Management and Parents Association	Page 10
The Primary School Curriculum In the Senior School	Page 11
Extra-Curricular Activities	Page 12
Homework Policy	Page 13
Promoting Good Attendance	Page 15
Healthy Eating	Page 16
Code of Behaviour	Page 18
Promoting Positive Behaviour <i>Anti-Bullying Information</i>	Page 25
School Complaints Procedure	Page 28
Acceptable Internet Usage	Page 29
Mobile Phone Policy	Page 32
School Based Activities	Page 33
What the Children say	Page 34



Welcome note from the Principal

Dear parents,

I would like to take this opportunity to thank you for enrolling your child with us in Mary, Mother of Hope Senior National School. I hope that this marks the beginning of a long and happy relationship between your child, your family and your school!

For some of you, it will be the first time you have enrolled children in the Senior building, while for others, your child is following brothers and sisters who have already enrolled here. For all of you, I hope that we can continue to build on our commitment of developing Mary, Mother of Hope National Schools as a centre of excellence for all the children in our care, from their arrival in Junior Infants until they leave us in Sixth Class.

As you may already know, Mary, Mother of Hope National School was established in 2001. In 2008, the school split into Junior and Senior schools. In the current year, we have 432 pupils on roll. Next September we will have seventeen classes in all; four Third Classes, four Fourth Classes, four Fifth Classes and four Sixth Classes along with our new Autism Class. We are particularly pleased that, a number of years ago, our school campus was enhanced by the addition of an All-Weather pitch, a new library and four support rooms, which were provided in the Gannon Tower.

Mary, Mother of Hope Senior National school provides an environment where all of our children are cherished and respected and can reach their full potential in a safe and caring atmosphere. In a constantly changing society it is vital that children's personal development, health and wellbeing are nurtured. The school values and promotes a harmonious environment which nurtures the potential of each child to become a productive member of the school community. The school also promotes co-operation between staff-members, B.O.M., the Parents Association, parents and pupils.

We have assembled this information booklet to familiarise parents with the policies and practices of the Senior school. We hope that in doing this we can help you as parents- the primary educators of your children- to support us in the important task of educating your children. We do not take for granted that you have chosen to send your child to our school, and we hope that, together, we can work in partnership to ensure that each child gains the maximum benefit of their time in our school.

As our community in Littlepace/Castaheany continues to grow, I hope that our school can provide a focus around which the community can also continue to develop. I urge all parents to take an active part in their children's education and to work with us in building Mary, Mother of Hope Senior National School as a centre of excellence for our children.

Once again, welcome to our school!

Áine Fitzpatrick
Principal

17th June 2024

School Vision

Mary Mother of Hope Senior National School is a Catholic school under the patronage of the Catholic Archbishop of Dublin. The policies, practices and attitudes of the school are grounded in Christian values. A spirit of mutual respect and tolerance for difference is promoted within the school community. The school aims at promoting the full and harmonious development, health and wellbeing of each child. We are proud to be an intercultural school, and abide by our motto 'Many Cultures, One Community!'

School Ethos

Mary, Mother of Hope Senior National School is a Catholic school under the patronage of the Catholic Archbishop of Dublin.

The policies, practices and attitudes of the school are grounded in Christian values.

A spirit of mutual respect and tolerance for difference is promoted within the school community. The school seeks to foster an appreciation of, respect for and celebration of the different religious and cultural backgrounds represented in the school.

The school aims at fostering a sense of community between Management, Teachers, Parents, Pupils and the wider community.

The school aims at promoting the full and harmonious development of all aspects of the child, including his/her relationship with God, with other people and with the environment.

The school staff aims at making the school a centre of excellence in which high professional standards are maintained and where pupils learn in a safe and happy environment

Teachers are encouraged to develop their personal and professional talents.

Ancillary staff in the school, are highly valued and respected. It is recognised that their work makes a valued contribution to the process of education.

The school recognises and celebrates the dignity and value of each individual child. Teachers are sensitive to the needs and particular circumstances of the pupils in their care.

Close contact is central to the positive experience of the child in school. We aim for parents and teachers to value, respect and support one another. We seek to collaborate as partners, in leading the young people in whose education we play such a crucial role.

The school's code of discipline reflects Christian values promoted in the school, with an emphasis on forgiveness, reconciliation, new beginnings and hope.

Religious education is provided for the pupils in accordance with the doctrine and tradition of the Catholic Church.

Prayer is a feature of the school day. Children are prepared for the reception of the sacraments in co-operation between home, school and parish. Children are given the opportunity to participate in liturgical celebrations arranged by the school.

The school seeks to identify itself closely with the parish and the wider community and children are encouraged to participate in parish and community activities.

Mary, Mother of Hope Senior National School At A Glance

Staff in the School

In September, 2024, the school will have the following staff:

- Principal: **Ms. Áine Fitzpatrick**
- Deputy Principal: **Ms. Éidín Macnamara**
- Sixteen Class-based Teachers
- **Eight Special Education Needs (SEN) Teachers**
- **Nine Special Needs Assistants (SNAs)**
- One Caretaker: **Mr. Séanna O'Moore**
- One Secretary: **Ms. Marie Clarke**

Contact Details:

Main School Telephone Number: 01 812 8693
School Fax Number: 01 826 0003
Email address: school@hopens.ie
School Website: www.hopens.ie

The School Day: School begins: 8:50 a.m. School closes: 2.30 p.m.

Meeting with Teachers – All questions / queries re school should be directed initially to the class teacher. Our teachers will do everything possible to meet parents at a time that is mutually convenient. Please understand that during the school day, class-based teachers have teaching duties which take absolute priority. Parents wishing to meet a teacher should, in the first instance, contact the secretary to make an appointment.

Parent/Teacher meetings – These take place every year in November and provide a forum to discuss any matters pertaining to your child's progress at school.

School Reports – Reports are sent home at the end of the school year. The purpose is to inform parents of their child's progress. Please be discreet with your child when discussing school reports so that you do not negatively impact on his/her self-esteem.

Readiness for school

We ask parents to help encourage their children to become responsible and independent as they enter the senior end of primary school.

Children should come to school in their full uniform *each day* and should present in a neat and tidy fashion. They should have all the books and equipment they need to complete their work in class, including a fully equipped pencil case. Details of these requirements are set out in the book lists.

As they get older, your children should be encouraged to take responsibility for getting themselves ready for school. This includes packing their own school bags, making their own lunch and getting their uniform ready the night before school. While this may prove difficult initially, perseverance pays off in the end!!



Mary Mother of Hope Senior National School

School Uniform

In the interest of continuity and to preserve a single identity for the campus, the uniform for Mary, Mother of Hope Senior school is the same as that for the Junior School.

Following a review of the school uniform policy in Mary, Mother of Hope Junior and Senior National Schools in 2023, it was decided that the school uniform will consist of **the school tracksuit only**.

Suppliers: There are two suppliers of the school tracksuits. These are:

Grants Uniforms, Unit 121 Coolmine Industrial Estate (Eircode D15 HWOX)

Leddys Uniforms, St. Brigid's Shopping Centre, Main St. Blanchardstown (Eircode D15 XH92)

*Uniform for All Pupils
In Mary, Mother of Hope Senior National school*

- School tracksuit with light blue polo shirt
- White socks
- Suitable runners

The School Crest



The detail on the school crest contains the following symbols:

- **The ring, as a sign of unity**
- **The book, as a sign of knowledge and learning, containing the Greek letters $\Lambda \Omega$, (alpha and omega)**
- **The lily is the symbol of Mary, Mother of Hope, the patron of the school.**
- **The name of the school appears in Irish on the outline of the crest.**
- **The inscription in Latin reads ‘Per Scientiam Ad Unitatem’, meaning *through knowledge to unity and understanding***

Uniform Policy of Mary, Mother of Hope Senior N.S.

Rationale

Following a collaborative process between the staff, the Board of Management and the Parents' Association of the school, this uniform policy is set out in order to:

- reaffirm the Board's commitment to the safety, protection and welfare of every child in our school.
- formally outline the reasons for a school uniform and confirm its importance.
- provide clear direction and guidance to parents and staff so that breaches can be addressed in a fair and consistent manner.
- create a clear and separate uniform policy, by updating the information contained within the school's Code of Behaviour.
- Following a review of the school uniform policy in Mary, Mother of Hope Junior and Senior National Schools in 2023, it was decided that the school uniform would consist of **the school tracksuit only**.

Aims and Objectives

- It is the policy of the school that all pupils wear a uniform during school activities. This includes the entirety of the school day and on special school-organised events outside of school hours.
- The wearing of a uniform helps to promote a positive image for the school.
- It contributes to the development of a sense of pride in the school.
- The wearing of a uniform prevents competition among pupils in the matter of dress and therefore reduces costs for parents/guardians.
- The wearing of a uniform contributes to health and safety by ensuring all uniform items will not cause harm or injury.
- It makes pupils recognisable as members of the school and ensures that pupils are easily identified outside the school on school trips and at sporting or other events.

Uniform Details

The school uniform for boys and girls in the school is as follows:

The uniform consists of:

- School tracksuit
- Light blue polo shirt
- White socks

Suitable runners, with adequate grips, must be worn at all times.

Wearing of School Shorts in warm weather.

In the months of September, May and June, the boys and girls coming to school may choose to wear knee-length hemmed shorts to school, with the school tracksuit. These are available to buy from our uniform suppliers.

School shorts, altered from the school tracksuit *and hemmed*, are also acceptable.

Footwear

Children should wear **suitable runners, with adequate grips**.

Pupils will not be allowed to participate in P.E. activities without such runners.

A list has been drawn up, in conjunction with the Parents' Association, of types of footwear that is deemed as unsuitable for school and which **may not be worn**. These are:

Converse Runners/ vans/ pumps

Girls pumps: shoes with no grips

Knee length Boots

Flip flops /open backed shoes

High Heels

High Tops

Wedge Runners

Jewellery

The only jewellery allowed is a watch, one bracelet and/or stud earrings. No other jewellery, such as rings or necklaces, are allowed in accordance with Health and Safety best practice.

Hair and Grooming

Make-up is not to be worn at any time at school or at school-organised events. The wearing of nail varnish, nail polish or false nails is also forbidden, unless at designated times. Pupils coming to school wearing make-up will be asked to remove it at the earliest opportunity.

We encourage hairstyles to be kept neat and conventional. It is expected that hair be kept a natural colour. Extreme contrasts are not acceptable.

It is expected that all students keep their hair clean and neat every day.

Notes

- The wearing of a uniform is compulsory in school and at school related activities unless otherwise specified.
- Uniform should be clean and neat at all times.
- All items of school uniform should be clearly labelled to ensure that they are not lost or mislaid.
- In the event of a dispute regarding the acceptability of a pupil's uniform, the school authority is the arbiter, subject to the Board of Management.
- Coats, jackets, caps and other non-uniform items may not be worn in class, at class-related activities or in the school building.
- **Breaches of the Uniform Policy will be dealt with under the Code of Behaviour.**

Monitoring & Review

The implementation of this policy will be monitored by the Board on an on-going basis. It will be reviewed by the Board annually in order to maintain an integrated and inclusive approach, taking into account school resources, changes in legislation, DES regulations, the needs of pupils and the changing profile of our community.

This policy will be circulated to all school staff, members of the Board and volunteers and will be readily accessible to parents/guardians.

Mary, Mother of Hope Senior National School

Members of the Board of Management

Patron Nominee Ms. Anita Diggin, Chairperson

Patron Nominee Mr. Michael Shea

Principal Teacher Ms. Áine Fitzpatrick

Teachers' Nominee Ms. Marina Horan

Parent Nominee Mr. David Shakeshaft

Parent Nominee Ms. Adele Campbell

Community Nominee Mr. John Kinsella

Community Nominee Ms. Regina Hendrick

Mary, Mother of Hope National School

Members of the Parents' Association

The Parent's Association plays a valuable role in the running of our schools. They provide a necessary link between the work we do as teachers in the school, and the important work of parents in the home. They support the school Boards of Management in the development of school policies and play an invaluable role in raising funds for additional materials and resources for the schools.

In the course of the school year, the Parents' Association organises a number of activities, in and out of school. These include Funky-Hair day, Sponsored walks, coffee mornings, refreshments for Graduation day and other school meetings, Christmas activities to name a few! This was a huge undertaking and highlights the strengths and benefits of partnership between home and school.

A joint Parent Association operates across the Junior and Senior schools. The current executive officers of the P.A. are:

Chairperson: Lorraine Shakeshaft

Treasurer: Jean Murdiffe

Secretary : To be confirmed

The AGM of the P.A. takes place during the First term. Parents are reminded that all parents are automatically members of the Parents' Association. We appreciate your on-going help and support!

The Primary School Curriculum in Mary, Mother of Hope Senior National School

Mary, Mother of Hope Senior National School fully embraces the primary curriculum, which is based around the core principles of child-centered learning. We identify with the three main aims of primary education:

- to enable the child to live a full life as a child and to realise his or her potential as a unique individual
- to enable the child to develop as a social being through living and co-operating with others and so contribute to the good of society
- to prepare the child for further education and lifelong learning.

The policies, practices and attitudes of the school are grounded in Christian values. The school aims at promoting the full and harmonious development of all aspects of the child, including his/her relationship with God, with other people and with the environment. Religious education is provided for the pupils in accordance with the doctrine and tradition of the Catholic Church. Prayer is a feature of the school day. Children are prepared for the reception of the sacraments in co-operation between home, school and parish. Children are given the opportunity to participate in liturgical celebrations arranged by the school. The school seeks to identify itself closely with the parish and the wider community and children are encouraged to participate in parish and community activities.

We fully endorse the vision of the Primary school curriculum. We celebrate the uniqueness of our children, as expressed in each child's personality, intelligence and potential for development. We nurture the child in all aspects of their development, including spiritual, moral, cognitive, emotional, imaginative, aesthetic, social and physical.

The curriculum in our school is learner-centered. It emphasises the importance of literacy, numeracy, and language, while at the same time responding to changing needs in science and technology, social personal and health education, and citizenship. The curriculum is presented in 6 subject areas comprising 11 subjects:

Primary School Curriculum	
Areas	Subjects
Language	English, Gaeilge
Mathematics	Mathematics
Social Environmental and Scientific Education (SESE)	History, Geography, Science
Arts Education	Visual Arts, Drama, Music
Physical Education	Physical Education
Social, Personal and Health Education (SPHE)	Social, Personal and Health Education (SPHE)

Mary, Mother of Hope Senior National School

Extra-Curricular Activities

The holistic development of the children in our care is a central aim of Mary, Mother of Hope Senior National School. Children are offered a variety of experiences in school which are designed to support this aim. The school is also anxious to provide opportunities for children to develop skills, interests and hobbies together with a healthy attitude to leisure *outside* of the formal school day.

To this end, the Boards of Management wishes to encourage and facilitate the development of quality after-school activities in the school- both free of charge and paid activities. The board has developed a policy and a set of guidelines for after-school activities. This aims to ensure that after-school activities are provided in a safe and secure environment. It should also assist parents in making decisions in relation to such activities.

A number of voluntary after-school activities are provided free of charge by school staff, in conjunction with the school. These include:

- The school choir
- Gaelic Football
- Hurling
- Camogie
- Basketball
- Athletics

The school has had tremendous success in developing Gaelic Games in conjunction with our local club, Erin Go Bragh. This has included reaching the finals of the Cumann na mBunscoil Junior and Senior hurling finals in Croke Park and Parnell Park on many occasions in recent years.

We are anxious to continue this tradition and we encourage all of our children, boys and girls, to take part in Gaelic Games in school and after school.

A number of paid after-school activities are also provided after school. At the beginning of each school-year, we draw up a menu of the after-school activities which are proposed in that school year. An application form is also provided. Parents who wish to enroll their children on any of these activities are then given the opportunity to do so at a registration day in September. To date these activities have included Guitar, Homework Club, Smart Art, Tin Whistle, Maths Club, Board Games club and Sports and Fitness.

Mary, Mother of Hope Senior National School

Homework Policy

Rationale:

This policy was drawn up in order to have a consistent approach to homework amongst the teachers in the school and as a way of effectively communicating the school's approach to homework to parents

Aims

The aims of the policy are:

- To enhance pupil learning by consolidating the work done in school.
- To encourage consistency throughout the school.
- To promote a similar approach to homework across all class levels.
- To encourage positive home-school links.
- To enhance children's study and concentration skills.

1) Why give homework?

- Homework reinforces what the child has learned during the day and is, therefore an essential part of the learning process.
- Homework is differentiated where necessary.
- Homework provides a link between teacher and parent and helps develop a child's concentration skills and develop a work ethic
- Homework is meant to be achievable by a child, i.e. it provides an opportunity to practice work already done. It is normally prepared by the teacher in class. However, sometimes with senior classes, some homework is designed to challenge children's ability and provide opportunities for creativity.
- Children are expected to do their homework to the best of their individual ability – no more, no less- and all homework assigned should be attempted.

2) How often is homework given?

- Homework is given on Mondays, Tuesdays, Wednesdays and Thursdays but not on Fridays. There are two exceptions:
 - if homework has been neglected during the week
 - in senior classes some project work may be undertaken at weekends
- Sometimes, at the discretion of the class teacher or the principal, children are given "homework off" as an acknowledgment of some special occasion. In addition, homework passes are given to children who have not missed a day in any month, in accordance with the school's attendance policy.
- Please note extra homework may sometimes be given during the week if a child has not done homework, made a suitable effort or presented untidy work.

3) What is the content of homework?

- Homework will contain a balance between reading tasks, learning tasks, digital tasks using Seesaw and written tasks. It should be noted that homework time devoted to reading and learning is as important as written work and should therefore be completed with equal care.
- Homework will regularly contain reading, spellings, tables, written work, pieces to be "learned by heart", drawing/colouring, digital homework, Religious work, collecting information/items and finishing work started in class.
- Children often feel that reading and "learning by heart" is not real homework. Parents have an important role in listening to reading and listening to items to be learned to help ensure that this work is done well.

4) How much time should a child spend on homework?

The following are guidelines for time spent at homework. Different children will complete the same homework in different lengths of time. Time spent will vary from day to day and also from the beginning to the end of the school year. It is important to remember that it is the quality and not the quantity of homework that matters. The following are general guidelines only:

3 rd class	Up to 30 minutes
4 th class	Up to 40 minutes
5 th class	Up to 50 minutes
6 th class	Up to 1 hour

Homework is given from Monday to Thursday. Normally there is no homework at weekends or on a school day just before a public holiday. However, children in middle and senior classes may sometimes be required to work independently on projects at weekends.

5) How much help should parents give?

Parents should try to help their children with homework by:

- Providing them with a suitable place and time to do their homework
- Preventing interruptions from other children or distractions, such as t.v.
- Children should do written homework themselves and parents should only help when the child has difficulty.
- If a child has difficulty with homework, the parents should help the child to overcome the difficulty with further explanation or examples, but not by actually doing the homework for the child. In this case the parent should write a note to the teacher explaining the problem.

6) The Homework Journal

- Each child has a homework journal. The journal offers parents and teachers an invaluable way of communicating between home and school. As with all books and copies, the Homework Journal should be kept neatly and free of any scribbles/drawings or other such marks.
- If parents wish to communicate with their child's teacher, the Homework Journal should be used. (additional pages are available at the end of the journal for this purpose)
- Parents are asked to check the journal each day for notes from the teacher.
- School notes and other letters to parents are folded and placed in the current day of the homework journal. Please check your child's journal for such notes on a regular basis
- It is a requirement of Mary, Mother of Hope Senior National School that parents will be asked to inspect the homework that their child has completed and to sign the child's homework journal on **a daily basis**. Teachers will check homework journals on a daily basis. If parents do not sign the journal, teachers will make contact with the parents, to address the matter.
- Parents should check that children record their homework neatly in the correct page and tick each item of homework when completed.
- Parents should also make sure that their children get into the good habit of putting their books away at the end of their homework and checking their bag to ensure that they have all the equipment and books they need for the next day in school.

7) How often do teachers monitor homework?

- Ideally teachers like to check homework on a daily basis. However, with large class numbers it is not always possible to check each child's homework journal every day.
- As children get older and learn to work independently, some items of homework are checked less often e.g. every second day or once per week.
- Some items of homework (and class-work) may be checked by children themselves under the direction of the teacher. This can be a useful part of the learning process for children.

8) Differentiated homework.

- Homework may be differentiated at the discretion of the class teacher and the SET team for various children. The child will be closely monitored in this regard.

9) When should parents communicate with the teachers about homework?

- When your child cannot do homework due to family circumstances. Parents are discouraged from writing notes excusing their children from homework because of after school or other leisure activities.
- When your child cannot do homework because she/he cannot understand some aspect.
- If the time being spent at homework is often longer than the recommended amount of time.

10) When should homework be done?

- Each family situation is different - both parents working, child minders, etc. Ideally, homework should be done soon after school, before any television is watched, while your child is still fresh. However, some children need a break before starting homework.
- Homework should never be left until morning time before school

11) Failure to complete homework

Failure to complete homework assigned will be regarded as a breach of the school's Code of Behaviour and will be treated in accordance with that code.

Remember

If homework is a stressful experience between parent and child, something is wrong! This leads to poor learning and defeats the whole purpose. Should this happen on a regular basis, please contact the class teacher.

This policy will be reviewed on a regular basis.

Mary, Mother of Hope Senior National School

Promoting Good Attendance

In Mary, Mother of Hope National School, we seek to encourage every child to get the most out of their time in school. This means creating a positive and child-friendly environment where all children are cherished and encouraged to reach their full potential.

Central to this is the need for each child to come to school every day that school is in session. Research has shown that where children have poor attendance in their first years in school, this pattern is very difficult to break, and often gets worse as the child progresses through the school.

As part of our campaign to encourage good attendance, we conduct a regular review of the attendance patterns of the children in school. We appreciate that some children miss school through illness, bereavement or necessary travel. However, many absences are unexplained and avoidable.

Parents are reminded that the school is obliged to forward details of children who miss more than 20 days to the Educational Welfare Board. The school also sends reminder letters to parents when their children have missed 15 days in the course of the school year. Therefore, we would ask you to co-operate with us in helping to ensure that your child maintains an excellent attendance record in the school.

You are reminded that all absences from school ***must be accounted for on Aladdin***, or alternatively in the child's homework journal.

The school aims to encourage full attendance by the following activities:

- Homework passes for children who have not missed a day in the previous month
- End of year plaques for children who have not missed a day in the year
- End of year certificates for children who have missed less than five days

Promoting Punctuality in our school

Punctuality is promoted in the school, with the children being reminded regularly of the rule '*at ten to nine be in your line*'. Parents are asked to ensure that children come to school on time every day, to establish good life-long habits.

Parents who wish to collect a child from school before the end of the school day should report to the office. Parents should send a note to the class teacher explaining the absence, preferably with at least one day's notice. The school secretary will ask parents to complete the sign-out book. She will then collect the child from the class.

Mary Mother of Hope Senior National School

Healthy Eating Guidelines

1. Mary Mother of Hope Senior National School, through these guidelines, aims to help all those involved in our school community; children, staff and parents, in developing positive and responsible attitudes to eating and to appreciate the contribution that good food makes to health.
2. (a) Nutrition is known to be one of the key factors influencing the health of school children and adults. Food is often a feature of school celebrations. The taught curriculum provides an opportunity to teach about food and healthy lifestyles.

(b) A healthy lunchbox includes a piece of food from the first four shelves of the food pyramid i.e.
First shelf: Vegetables, salad and fruit
Second shelf: Wholemeal cereals, breads, potatoes, pasta and rice
Third shelf: Milk, cheese and yoghurt.
Fourth shelf: Meat, poultry, fish, eggs, beans and nuts.

(c) Children may have one or two treats on special days e.g. end of term, the day of Christmas holidays, summer holidays etc. On these days children will be allowed to include some food from the top shelf of the food pyramid. Occasionally, teachers may give a sweet or a lollipop as a reward.

(d) Following discussions with Staff and Parent Association members it was agreed that parents should not send cakes or sweets to school on the day of children's birthdays. We are happy to acknowledge birthdays in class and to sing "Happy Birthday" but school staff will not distribute sweets, cakes or "Goodie Bags" sent to school.

(e) Cans of fizzy minerals and glasses are not permitted for health, safety and litter reasons. Healthier choices of drink include water, milk and unsweetened juice. Furthermore, crisps, sweets, chewing gum are not permitted in school.

(f) Some of the healthy snacks that we encourage for the small break include fruit, yoghurt, fromage frais, crackers, carrot/celery sticks, raisins and cheese strings.
3. Children are required to bring all uneaten foods, wrappers and any other packaging home in their lunch boxes to be disposed of properly in the child's own home so as to reduce litter and protect our school environment.
4. All classes will receive a minimum of 2 lessons on healthy eating.
5. Teachers will provide positive modelling and supportive attitudes to encourage healthy eating.
6. Children will be reminded of the school's healthy eating policy at assemblies.
7. Eating Times for Children
10.40-10.55am Fruit Break: Small portable snack taken to yard for eating under supervision
12:20-12.30 pm Foods not suitable for outdoor eating can be eaten in the classroom.
8. Parents of new children enrolling at Mary Mother of Hope S.N.S. will receive healthy eating literature and guidelines.

Healthy Eating: Good Food for our Lunch Boxes

Foods allowed	Foods <i>Not</i> allowed
<p style="text-align: center;">Fruit</p> <p><i>At least one portion of fruit daily</i> Apple, orange, banana, strawberries, blackberries, raspberries, blueberries, satsuma, manadarin, grapes, plum, peach, pear, pineapple chunks, mango, dried fruit-raisins sultanas, etc.</p> <p style="text-align: center;">Vegetables (raw/salad)</p> <p><i>At least one portion of vegetable daily</i> Carrots, peppers, broccoli, celery, lettuce, tomatoes, cucumber etc.</p> <p style="text-align: center;">Types of Bread</p> <p>White, brown, wholemeal, soda, pittas, wraps, bagels, tortillas, bread rolls, scones etc.</p> <p style="text-align: center;">Crispbreads</p> <p>Breadsticks, plain, savoury or wholewheat crackers, crispbreads, water biscuits, crackers, plain ricecakes etc.</p> <p style="text-align: center;">Yogurts</p> <p>Fruit yoghurts and yogurt drinks</p> <p style="text-align: center;">Cheese</p> <p>Hard/soft cheese: grated, slices, triangles, cheese strings, cheese tubs with breadsticks etc.</p> <p style="text-align: center;">Sandwich fillings</p> <p>Salad with ham, chicken, turkey, corn beef, tuna, salmon, cheese, egg, jam, hummus, etc.</p> <p style="text-align: center;">Cold Cooked dishes</p> <p>Rice/ pasta/ couscous/ chickpeas with/without meat & veg.</p> <p style="text-align: center;">Fluids</p> <p>Water, milk, diluted drinks, smoothies, yoghurt drinks, soups in thermos flask</p>	<p><i>The following foods are not allowed in school. Children will be asked to put them back into their lunch boxes and a note sent home explaining the school policy.</i></p> <ul style="list-style-type: none"> • All Sweets • Biscuits and cakes • Fizzy drinks • All types of crisps and popcorn • Chewing gum • Fruit winders • Chocolate bars and chocolate biscuits • Chocolate yoghurts • Isotonic drinks <p style="text-align: center;">Unhealthy lunches which we recommend against</p> <p>There are a number of lunches that children bring to school which we would recommend against. These include commercial products which are marketed as 'health snacks' such as RiceKrispie Squares, but which are in fact very high in sugar and are of little nutritional value.</p> <ul style="list-style-type: none"> • Chocolate spread on sandwiches • Croissants, buns, sweet bread and cakes • Custard, rice puddings, dessert yoghurts • Ricecakes with chocolate/yoghurt toppings • Cold cooked foods such as sausage rolls and burgers

Mary, Mother of Hope Senior National School

Code of Behaviour

Foreword

At Mary, Mother of Hope our Code of Behaviour is reflective of the overall ethos of our school which promotes respect, forgiveness and new beginnings in a positive, safe and happy environment where excellence is strived for at all times.

Discipline in schools is an essential element of the socialisation of children, of the formation of their characters and of the process of education. This requires the use of certain controls. These do not threaten the children's independence, self-esteem and self-confidence, but enable them to appraise their behaviour rationally in terms of what is right and what is wrong, appropriate and inappropriate. Furthermore, they allow the children to develop an awareness of the impact that their behaviour has on others.

The school, and every teacher, will ensure that, in applying any sanction, the duty of care to the student is maintained. The teacher's duty of care is a professional duty of care, reflecting the teacher's training, skill and knowledge.

The standards and rules contained in the code of behaviour apply to any situation where the student, although outside school, is still the responsibility of the school. Examples include school tours, games and extracurricular activities.

The school has an active Positive Behaviour Committee which regularly examines and updates procedures while promoting and rewarding positive behaviour on an ongoing basis.

Aim of the Code of Behaviour

This code was developed in order to foster a positive and supportive learning environment in the school, where our children feel respected, secure and happy.

This requires the co-operation of all the school community, including the children, parents, teachers, staff and Board of Management.

Principles underlying the Code of Behaviour

- (a) The underlying principles of our Code of Behaviour are reflective of the overall ethos of our school, which recognises the uniqueness of each child, with different needs, cultural backgrounds, experiences, abilities and capacities.
- (b) We seek to support children in all aspects of their development, including their behaviour.

- (c) It is by providing our children with an environment that promotes, develops and maintains supportive and respectful relationships that the aim of this code can be achieved.
- (d) We aim to nurture children's personal development, sense of responsibility and awareness of the needs of others so as to enable them to become active and responsible citizens.
- (e) We recognise the right of all children in our care to an educational experience in an ordered and relatively disruptive free environment.
- (f) Our school places greater emphasis on rewards than on sanctions in the belief that this will yield the most effective results.

Statement of Positive Behaviours

These have been drawn up in school with children and staff. They are couched in positive terms, and each statement is a definite behaviour which the children can understand and relate to-

- ✓ **We are kind and thoughtful.**
- ✓ **We are responsible for our actions.**
- ✓ **We show respect for ourselves and others.**
- ✓ **We take pride in our school and community.**
- ✓ **We always work to the best of our ability.**

We are kind is based on the expectation that children will think of how their behaviour affects others and treat all members of the school community – pupils, staff, parents, visitors – in a thoughtful and caring way.

We are responsible is based on the expectation that children are responsible for their own actions and the impact those actions have on others. It is also expected that children take responsibility for their work and that is always completed to the highest standards appropriate to the child concerned. They are also expected to show responsibility by coming to school on time and fully prepared for the day which includes wearing the appropriate uniform, with homework fully completed and with everything they need for the school day including a healthy lunch.

We keep our classroom happy and safe is based on the expectation that children behave in a manner which is appropriate to the classroom by following teachers instructions without delay, being polite and mannerly, treating their classmates and teacher well, working hard and moving about the room in a safe and orderly way.

We show respect is based on the expectation that children treat their schoolmates in the way in which they themselves would like to be treated, that they do not destroy or interfere in anyway with people's property and that they speak and act politely and mannerly in the presence of staff.

We take pride in our school is based on the expectation that children keep their school and classroom clean and tidy, that they wear their uniforms, that they behave in an exemplary manner when representing the school on trips and that they show support for all members of the school community.

Bullying

In discussing the issue of bullying with our children, we will reinforce the following message:

- Bullying is always wrong.
- I should never bully others.
- I should always tell my parents or teacher if it happens to me.
- Mary, Mother of Hope National School is a 'bully- free' zone.

This information is developed further in the school's policy on bullying.

Encouraging Positive Behaviour

Encouraging Positive behaviour is best achieved by fostering a positive atmosphere in class and throughout the school. Praise may be given in any of the following ways:

- A quiet word or gesture to show approval
- A comment in pupils journal or notebook
- A visit to another member of staff or to the Principal for commendation.
- A word of praise in front of a group or class.
- Stamps, stickers, stars, certificates etc.
- Delegating some special responsibility or privilege.
- An acknowledgement to parent, either written or verbal.
- Star Pupil Award
- Positive comments from another teacher
- Special announcement on P.A system or at assembly
- Golden Time
- Homework Pass
- Class based system of merit
- Positive Behaviour Card Report
- Records of positive/improved behaviour in Behaviour Book
- Special Awards for good behaviour from the principal.

Mary, Mother of Hope Senior National School Code of Discipline

Essential Consideration:

At all times teachers are aware of their professional duty in "loco parentis" as they consider the needs of all children in their care. Teachers will take particular care in helping students who have special educational needs to understand clearly the purpose of the sanction and the reason why their behaviour is unacceptable. The school

and classroom practices aim to support good learning behaviour which is valid for all students , including those with identified special educational needs.

There are many strategies, which are open to the teacher and school in showing disapproval of unacceptable behaviour. The nature of the behaviour will determine the strategy pursued.

The degree of misbehaviour i.e. minor, serious or gross, will be judged by the teachers and/or Principal based on a common sense approach with regard to the gravity/frequency of such misdemeanours. This list is not exhaustive but illustrates some of the behaviours which falls into each category.

Minor Misdemeanours

Examples of minor misdemeanours:

Arriving late

Not wearing full uniform

Homework not completed and/or signed

Needlessly interrupting class work

Not following teachers' instructions

Behaving inappropriately in line

Interfering with others work or property

Running in school building

Rough play

Leaving litter around school

Discourtesy to others

Examples of steps to be taken by teachers when dealing with minor misdemeanours:

- Supporting the child in reaching the desired level of behaviour in the school, in a positive way
- Reasoning with pupils by discussing the behaviour, talking through what has happened and exploring possible solutions
- Verbal reprimand, including advice on how to improve
- Note of misbehaviour recorded by the teacher in the teacher's behaviour book
- Parents may be informed in writing, through the child's homework journal or by a separate note if the teacher deems it appropriate.

Serious Misdemeanours

Examples of serious misdemeanours:

Continuous occurrence of minor misdemeanours

Deliberately hurting a fellow pupil

Refusing to work

Putting safety of self or fellow pupils at risk in the school, in the yard or at break time

Stealing or damaging property

Leaving school without permission

Use of unacceptable language
Telling lies, Being disrespectful

Examples of steps to be taken when dealing with serious misdemeanours

In class

- Supporting the child in reaching the desired level of behaviour, in a positive way
- Reasoning with pupils by discussing the behaviour, talking through what has happened and exploring possible solutions
- Verbal reprimand, including advice on how to improve
- Note of misbehaviour recorded by the teacher in the teacher's behaviour book
- Negative report on Behaviour Card
- Communication with Parents – verbal or written.
- Temporary separation from peers
- Loss of privilege
- Extra work
- Writing of explanation or apology
- Pupil asked to speak with Principal or Deputy Principal
- Use of behaviour contracts
- Detention during playtime
- Explore possible benefits of shortened day

Communication with the home

Central to the success of this policy will be the support given by parents to the school in implementing the policy. Maintaining good communication between home and school is an important part of this process. This can be done by:

- Verbal communication with Parents
- A written note in the child's homework journal which the parent must sign
- A separate written note to the home explaining the misbehaviour. This may include a request for parents to meet with the class teacher and/or the Principal or Deputy-Principal.
- Improvements in behaviour should also be noted and rewarded by communicating with parents

Gross Misdemeanours

In cases of gross misdemeanours, the school reserves the right accorded to schools under Rule 130 (6) of the Rules for National Schools, as amended by circular 7/88, namely suspension and or expulsion.

Examples of Gross Misdemeanours

Ongoing and frequent incidences of serious misbehaviour
Aggressive, threatening or violent behaviour towards a teacher/pupil
Setting fire to school property
Deliberately leaving taps/fire hose turned on

Abuse of mobile phones as outlined in the policy
Not adhering to the anti-bullying policy.

Steps to be taken when dealing with gross misdemeanours

Suspension

1. Child may be removed from peer group and brought to the office
2. Chairperson of Board of Management will be informed and parents will be requested to meet with the Principal, Chairperson and class teacher if appropriate. Chairperson may delegate this responsibility to the Principal on occasion.
3. Chairperson/Principal will sanction immediate suspension pending discussion with parents for a maximum initial period of three days
4. All communications to parents regarding the suspension of a pupil or the possibility of suspension will be in writing and copies of all correspondence will be retained
5. A written statement of the terms and date of the termination of a suspension will be given to parents
6. When a period of suspension ends, the school principal will meet with the pupil in the company of his/her parent(s) in order to formally re-admit the pupil to school or where a satisfactory resolution of a problem is achieved, a pupil may be re-admitted to school within a suspension period at the discretion of the chairperson of the Board and the Principal.
7. If another period of suspension is required the BOM will be asked to make a special decision to authorise a further period of suspension up to a maximum of 10 days. In exceptional cases the BOM may authorise a further period of suspension in order for the matter to be reviewed.

Expulsion

Expulsion will be considered only in an extreme case in accordance with Rule 130 -(6) of the Rules for National Schools, as amended by Circular 7/88 i.e. “ *No pupil can be struck off the rolls for breaches of discipline without prior consent of patron and until alternative arrangements are made for enrolment of pupil at another suitable school in the locality*”.

All guidelines laid down in Section 24 of the Education (Welfare Act 2000) in relation to expulsion will also be strictly adhered to.

24. (1) *Where the board of management of a recognised school or a person acting on its behalf is of the opinion that a student should be expelled from that school it shall, before so expelling the student, notify the educational welfare officer to whom functions under this Act have been assigned, in writing, of its opinion and the reasons therefore.*

(2) *The educational welfare officer concerned shall, as soon as may be after receiving a notification under subsection (1), make all reasonable efforts to ensure that provision is made for the continued education of the student to whom the notification relates.*

(3) *For the purposes of subsection (2), the educational welfare officer concerned shall, as soon as may be after receiving the said notification:*

make all reasonable efforts to consult with the principal of the school concerned or a person nominated by him or her, the student concerned and his or her parents, and such other persons as the educational welfare officer considers appropriate, and convene a meeting attended by him or her of such of those persons as agree to attend such meeting.

(4) A student shall not be expelled from a school before the passing of 20 school days following the receipt of a notification under this section by an educational welfare officer.

(5) Subsection (4) is without prejudice to the right of a board of management to take such other reasonable measures as it considers appropriate to ensure that good order and discipline are maintained in the school concerned and that the safety of students is secured

Parents will also be informed of their right of appeal under Section 29 of the same Act.

Parents are required to sign a statement declaring their support of the school's Code of Behaviour and the procedures contained therein upon admission to Mary Mother of Hope Senior National School.

Promoting Positive Relations

In Mary Mother of Hope Senior National School

Anti-Bullying information for Parents

This information document was produced by a group of parents and teachers working together, in conjunction with the development of the school's anti-bullying policy.

Rationale

Mary Mother of Hope Senior National school seeks to provide an environment where all of our children are cherished and respected and can reach their full potential in a safe and caring atmosphere. In a constantly changing society it is vital that children's personal development, health and well-being are nurtured. They are encouraged to maintain supportive relationships to become active and responsible citizens in society. The school values and promotes a harmonious environment which nurtures the potential of each child to become a productive member of the school community and later on this citizenship will promote harmonious and productive relationships at home and at work. The school also promotes co-operation between staff-members, B.O.M., parents and pupils.

Aims of the school's Anti-Bullying policy

- To promote the personal development and well-being of the child.
- To enhance the self-esteem and independence of the child.
- To foster in the child a sense of care and respect for her/himself and others and an appreciation of the dignity of every human being.
- To develop the skills needed to form meaningful relationships with peers, family and the wider community.
- To develop in the child a sense of social responsibility, a commitment to active and participative citizenship and appreciation of the democratic way of life.
- To raise awareness of bullying as a form of unacceptable behaviour with school management, teaching and non-teaching staff, pupils and parents/guardians.
- To create a school ethos which encourages children to disclose and discuss incidents of bullying behaviour.
- To develop procedures for investigating and dealing with incidents of bullying behaviour.
- To take the lessons learned to their own families and workplaces in the future.

What is bullying?

- Bullying is aggression of any kind-verbal, physical and psychological that is repeated, systematic and persistent.
- It can be carried out by an individual or a group against others.
- It is deliberately hurtful behaviour and is done on purpose.
- It is difficult for those being bullied to defend themselves.

Types of Bullying.

Physical: hitting, kicking, taking/damaging belongings, pushing, shoving, pinching, tripping etc..

Verbal: name-calling, threatening, sarcasm, insulting, spreading rumours, teasing/taunting etc..

Emotional: gossiping about, embarrassing someone, ignoring, abusive texting, e-mailing or phone calls, ridiculing, humiliating, making fun of someone etc.

Gesture: stare or look.

Exclusion: isolates a child, often done by former friends.

Extortion: demands for money, lunch and belongings.

Racist: using racist taunts, gestures or graffiti.

Tell Tale Signs and Effects of bullying.

- Unexplained bruising, cuts or damaged clothing.
- Visible signs of anxiety or distress:
 - refusal to say what is wrong.
 - problems with sleeping, bed wetting, nightmares.
 - headache, stomach or bowel disorders.
 - lack of appetite or comfort eating.
 - development of nervous ticks or stammering.
 - indications of alcohol, drug or substance abuse.
- Unexplained changes in mood or behaviour toward others:
 - becoming withdrawn or unhappy.
 - clinging.
 - attention seeking.
 - aggressive behaviour toward others.
 - temper tantrums.
 - feeling isolated, betrayed or hopeless.
- Out of character behaviour in school:
 - poor attention span.
 - loss of concentration, interest and enthusiasm in school.
 - poor attendance and not wanting to go to school.
 - staying behind in school after class is over.
 - asking parents to bring them to and from school.
 - reluctance and/or refusal to say what is troubling him/her.
- Increased demands for pocket money/stealing.
- Loss of or damage to personal belongings.

School policy on the prevention of bullying.

- Children will be made aware of, with constant reminders as to the general policy of Discipline within the school—the do's and don'ts of behaviour. The emphasis, as always should be of the positive benefits to all pupils in obeying these simple rules.
- Children must understand that if they bully, they will be reported and all reports will be followed up. This in turn will underpin the message that bullying will not be tolerated in our school.
- All reports of bullying even those which appear trivial will be acknowledged, investigated and dealt with by the class teacher so that pupils will gain confidence in telling.
- Serious cases will be referred to the Deputy Principal and/or to the Principal.
- Parents will be informed by either the class teacher, the deputy principal or the principal earlier rather than later.
- Teachers/parents will impress on children that reporting incidents of bullying is acting responsibly and not telling tales. Children should be praised for telling.
- Teachers will record incidents and take appropriate measures in accordance with the school's code of discipline.

How can Parents help?

- Tell the child they do not deserve to be bullied.
- Find out the facts about a bullying incident.
- Don't agree to keep the bullying a secret.

- Talk to the teacher or principal if it is happening in school or on the way to or from school.
- Help your child practise walking with confidence, shouting “no” and running away.
- Collect your child from school.
- If you feel it would help your child’s confidence ask around about clubs that he/she could join.
- Check that your child is not inviting bullying by some unacceptable habit such as spitting, kicking etc.
- Invite children to your home to help your child make friends.
- Encourage your child to work at friendships.

In our school, Teachers help prevent bullying when:

- We listen to and encourage children to tell about bullying.
- We are fair.
- Differences between individuals are celebrated.
- We raise children’s self-esteem.
- We are assertive, not aggressive, role models.
- Anti – bullying policies and procedures are devised and implemented.
- We act immediately to stop and condemn bullying, fighting or cruelty.
- We make it clear to pupils that there will be consequences for bullying.
- We keep records of incidents.
- We do not blame victims for being bullied.
- We encourage and reward good behaviour.

Mary Mother of Hope Senior National School Complaints Procedure

This procedure has been drawn up by the education partners; CPSMA, NPC, INTO and Dept. Of Education and Science, and has been adopted by Mary, Mother of Hope Senior National School as the official School Complaints Procedure.

1. A parent / guardian who wishes to make a class related complaint should approach the class teacher with a view to resolving the complaint / issue.
2. Where the parent / guardian is unable to resolve the complaint with the class teacher she/he should approach the principal teacher with a view to resolving it.
3. If the complaint is still unresolved the parent/guardian should raise the matter with the chairperson of the Board of Management with a view to resolving it.
4. If the complaint is still unresolved and the parent / guardian wishes to pursue the matter further she / he should lodge the complaint in writing with the chairperson of the board of management.
5. The chairperson will bring the precise nature of the written complaint to the notice of the teacher and seek to resolve the matter between the parties within 5 days of receipt of the written complaint.
6. If the complaint is not resolved informally, the chairperson will, subject to the general authorisation of the Board and except in those cases where the chairperson deems the particular authorisation of the Board to be required:
 - a) supply the teacher with a copy of the written complaint;
 - and
 - b) arrange a meeting within ten days of receipt of the written complaint with the principal and the teacher with a view to solving the complaint.
7. If the complaint cannot be resolved at this meeting, the chairperson will make a formal report to the Board within ten days of the meeting referred to in 6(b)
8. If the Board considers that the complaint is not substantiated, it will inform the teacher and the complainant within three days of the Board meeting.
9. If the Board considers that the complaint is valid or that it warrants further investigation, it will:
 - a) Inform the teacher that the investigation is proceeding to the next stage.
 - b) supply the teacher with any written evidence in support of the complaint
 - c) request that the teacher supply a written response to the complaint.
 - d) afford the teacher an opportunity to present his/ her case and inform the teacher that he/ she is entitled to have an associate attend the meeting to assist with this presentation.
 - e) arrange for the Board to meet with the complainant if it considers that this is necessary and inform him/her that he/ she is entitled to have an associate attend the meeting.
 - f) arrange to hold this/these meetings within 10 days of the meeting referred to in 6(b)
10. When the Board has completed its investigation, the chairperson will convey the decision in writing to the teacher and to the complainant within 5 days of the Board reaching its decision.
11. The decision of the Board is final.

Note: 'days' means school days.

Please note that if the complaint refers to whole school policies or procedures the first approach in such instances is to the school principal (step two of the above.)

The school and/or the Board of Management may not be in a position to respond to complaints unless these procedures are followed.

Mary Mother of Hope Senior National School

Acceptable Internet Usage Policy

The aim of this Acceptable Use Policy is to ensure that students will benefit from learning opportunities offered by the school's Internet resources in a safe and effective manner.

Internet use and access is considered a school resource and privilege. Therefore, if the school AUP is not adhered to, this privilege will be withdrawn and appropriate sanctions as outlined in the AUP will be imposed. It is envisaged that school and parent representatives will revise the AUP regularly.

This AUP policy was last revised in October, 2017. The most recent review took place in February, 2019.

School's Strategy

The school employs a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

General

- ✓ The *WebWise* programme will be taught as part of the SPHE programme. It will be introduced in 3rd class and elements will be revisited yearly in 4th, 5th and 6th classes.
- ✓ Internet sessions will always be supervised by a teacher
- ✓ Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material. Student searches on the internet will be mediated by the PDST service, which contains higher levels of content filtering.
- ✓ The school will regularly monitor students' internet usage
- ✓ Students and teachers will be provided with training in the area of Internet safety
- ✓ Uploading and downloading of non-approved software will not be permitted
- ✓ Virus protection software will be used and updated on a regular basis
- ✓ The use of personal memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission
- ✓ Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute

World Wide Web

- ✓ Students will not intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials
- ✓ Students will report accidental accessing of inappropriate materials in accordance with school procedures
- ✓ Students will use the Internet for educational purposes only
- ✓ Students will never disclose or publicise personal information
- ✓ Downloading by students of materials or images not relevant to their studies is in direct breach of the school's acceptable use policy
- ✓ Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons

Email

- ✓ Students will use approved class email accounts under supervision by or permission from a teacher
- ✓ Students will not send or receive any material that is illegal, obscene, defamatory or that is intended to annoy or intimidate another person
- ✓ Students will not reveal their own or other people's personal details, such as addresses or telephone numbers or pictures
- ✓ Students will never arrange a face-to-face meeting with someone they only know through emails or the internet
- ✓ Students will note that sending and receiving email attachments is subject to permission from their teacher

School Website

- ✓ Students will be given the opportunity to publish projects, artwork or school work on the World Wide Web in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website

- ✓ The website will be regularly checked to ensure that there is no content that compromises the safety of students or staff
- ✓ Website using facilities such as comments and user-generated content will be checked frequently to ensure that they do not contain personal details
- ✓ The publication of student work will be co-ordinated by a teacher
- ✓ The school will endeavor to use digital photographs, audio or video clips focusing on group activities.
- ✓ Personal student information including home address and contact details will be omitted from school web pages
- ✓ The school website will avoid publishing the first name and last name of individuals in a photograph
- ✓ The school will ensure that the image files are appropriately named and will not use pupils' full names in image file names or ALT tags if published on the web
- ✓ Students will continue to own the copyright on any work published

Personal Devices and using the internet in the home for school purposes

- ✓ As indicated in the school's mobile phone policy, mobile phones are prohibited on the campus.
- ✓ Pupils using other devices (such as tablets) in school and who are sending nuisance text messages, or who are taking unauthorized images with a camera, still or moving, are in direct breach of the school's acceptable use policy.
- ✓ Where homework is assigned using ICT, pupils are expected to follow all of the rules outlined in this AUP. They are expected to behave online in accordance with the school's Code of Behaviour. Any breaches will be dealt with under the school's Code of Behaviour.

Images

- ✓ As part of the school's AUP, parental consent for the use of digital images in accordance with the AUP policy will be requested when the child enrolls in the school
- ✓ Staff are permitted to take digital/video images to support educational aims, but must follow school policies concerning the distribution of those images
- ✓ When taking digital/video images ensure that students are appropriately dressed and are not participating in activities that might bring the individuals or the school into disrepute
- ✓ Students must not take, use, share, or publish images of others captured during school time without consent
- ✓ Pictures to be published on the school's website, or elsewhere, which include pupils will be selected carefully and will comply with good practice guidance on image use
- ✓ Pupils' full names will not be used on a website or blog in association with photographs.

Legislation

Internet users have been made aware of legislation relating to use of the Internet. Links have been provided on the "Favourites" menu, of each computer connected to the Internet, to the following:
Data Protection (Amendment) Act 2003.

<http://justice.ie/80256E010039E882/vWeb/pcJUSQ5YUHTP-en>

- Child Trafficking and Pornography Act 1998 - <http://www.irishstatutebook.ie/ZZA22Y1998.html>
- Interception Act 1993 - <http://www.acts.ie/zza10y1993.1.html>
- Video Recordings Act 1989 - <http://www.irishstatutebook.ie/ZZA22Y1989.html>
- The Data Protection Act 1988 - <http://www.irishstatutebook.ie/ZZA25Y1988.html>

Support Structures

Websites offering support and advice in the area of Internet Safety have been listed on the "Favourites" menu of each computer connected to the Internet. The following is a selection:

- NCTE - <http://www.ncte.ie/InternetSafety/>
- Webwise - <http://www.webwise.ie/>

- Make IT Secure - <http://makeitsecure.ie>
- Safe Internet - <http://www.saferinternet.org/ww/en/pub/insafe/>

The following guides/manuals are available in school:

- ✓ Be Wise on the Net ...Information and Advice for Schools NCTE
- ✓ Webwise teacher's handbook (NCTE)

Sanctions

Misuse of the Internet may result in disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.

Mary, Mother of Hope Senior National School Policy regulating the use of Mobile Phones

Modification of the school's mobile phone policy.

In the course of the school year and following a full review of the policy in conjunction with staff, parents and the Board of Management, the Board took the decision to withdraw consent for the possession of mobile phones by pupils of the school anywhere on the campus.

In developing this policy the Board of Management took account of the fact that there are many benefits to this technology. However, the Board is also aware of the dangers which unchecked access to this technology can present. Mobile Phones and the Internet also have the potential to be increasingly abused, especially by young people who may not always be aware of the consequences of their actions. There is strong evidence at primary and post-primary level of a new phenomenon of cyber-bullying, whereby young people use this new technology to victimize others. This can take many forms- the abuse of texting services, the use of camera or video camera facilities on mobile phones or the inappropriate use of the internet. It is clear to us that children of primary school age have not developed the emotional or social maturity to deal with and think through the consequences of mis-use of phones.

The Staff in the school and the Board of Management have given very careful consideration to the matter. We have come to the view that, while there may be a certain advantage to children having a mobile phone with them in school, the potential for mis-use and damage is much greater.

Given that the Board of Management has overall responsibility for the welfare, the well-being and safety of all of the children in our care, the Board has taken the decision to **withdraw consent** for the possession of mobile phones in the school.

Children in Mary, Mother of Hope Senior National School are **not** permitted to bring a mobile phone to school. Any child found with a mobile phone in their possession will be treated as having broken the school's code of behaviour and will be disciplined accordingly. The phone will be confiscated and will only be released to the child's parent by the school principal.

While members of the Board of Management do not make this decision lightly, we hope that parents will understand that the greater good is paramount in this matter. The Board urges all parents to give this matter their fullest co-operation.

The Board will keep this policy under ongoing review.

Sample of School-Based Activities in Recent Years

Seachtain na Gaeilge	Green Schools Committee
Yard Buddies	Friends for Life
Whole-school Mindfulness Mornings	Erin Go Bragh Gaelic Coaching
Wellbeing day	Cricket Ireland
Friendship and Anti-Bullying Week	Cheerios Childline Breakfast
Fingal Fitness	Active Schools Week
Trips to Glasnevin Cemetery	FAI Spar Soccer Tournament
Dancing with Yas	Playground Orchestra
Confirmation	Story Teller
Intercultural Week	School Cake Sale for Carlingford
Cycling Safety (5 th Class)	Shoebboxes for St. Vincent De Paul
Outdoor Caroling	Swimming Lessons at National Aquatic Centre
Marathon Kids	Dublin 15 Credit Union Quiz European Direct Quiz
Ipad Hub Initiatives	Buddy System with classis in the Junior School
Class Bloggers	Genius Hour Projects
Drumming Workshop	Carol Service
World Book Day	Sponsored Walk
Paired Reading with the Junior School	Lenten Trócaire Boxes
Sports Day	6 th Class Transition to Post Primary Workshops
Science Week and IBM Science Fair	6 th Class Graduation
Gaelic Football (Boys & Girls)	St. Patrick's Festival- <i>Green Day!</i>
Camogie, Hurling, Athletics	National Spring Clean- Neighbourhood Clean-Up
Handwriting Competition	Scoil Setanta Student Mentor Visits
Halloween Fancy Dress	Catholic Schools Week
Halloween Cinema	Art Competition in Memory of Aaron Osasere
Halloween safety and cyber bullying talks	Tree Planting in Memory of Kerri Behan
Lego Club, Chess Club	Creative Writing Competition in Memory of Mr. Gannon
Book Fair	School Tours: Crystal Maze, Navan Adventure Centre, Clara Lara, Carlingford Adventure Centre, Dalgan and the Hill of Tara
Funky Hair Day, Odd Shoe Day	Boys and Girls Basketball Teams
Food Dudes	Action Team Partnership Group
Maths Week, Maths Trails and Fun Day	Exploration Dome
Visits from Accord	Draíocht / Blanchardstown Library Partnership
Reindeer Food Sale in aid of St. Vincent De Paul	School talent Show
Horse Riding	
Show Your Colours to the World	

Mary, Mother of Hope Senior National School

What the children say about the school.....

Mary, Mother of Hope Senior National School is a welcoming, bright and colourful school with lovely, smart teachers and joyful, happy children.

In my school, I always feel safe.

I think Mary, Mother of Hope is a special school where people from many countries become a community.

This school is a great place for learning because the teachers have a great way of teaching.

We do really fun things and have lovely teachers. It is the best school ever.

What makes our school great is our slogan "Many Cultures One Community"

We are positively encouraged to do our best in all areas. Excellent support is also provided for children experiencing difficulty.

Many interactions between Students, Parents, Teachers. This promotes our school - it's like one big happy family

The children in our school are kind and friendly. I love learning about other cultures too.

Mary, Mother of Hope Senior National School is a friendly, healthy and fair school where we celebrate many cultures and we are looked after very well by the caring principal and teachers.

I love the way my school is so colourful

Our school makes learning fun.

In the senior school, we are more responsible and independent.

We work enthusiastically on more challenging topics.

We go to church and pray together.

Everybody in my school is so kind to me. I really love being here.

Mary, Mother of Hope Senior National School is a school where we are all different, yet the same.

We have a colourful school run by a good principal.

Mary, Mother of Hope Senior National School is full of nice teachers and fun, wrapped in one!

Notes:

Notes:



Mary, Mother of Hope Senior National School

Littlepace, Dublin 15.
Phone: 01 – 812 8693

Email: school@hopens.ie

Visit us at www.hopens.ie