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BALLINTEER COMMUNITY SCHOOL



WELCOME GUIDE

For Students

Your adventure starts here.

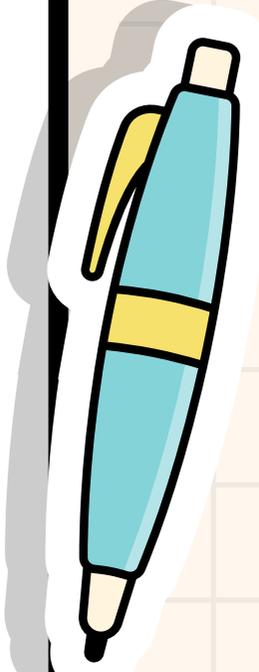
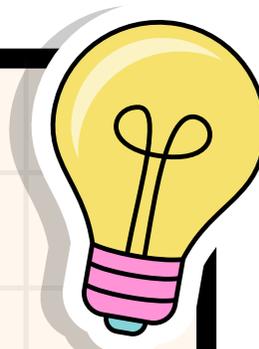


WELCOME

to Ballinteer Community School

CLASS of 2030

YOUR
ADVENTURE
STARTS
HERE!



GET READY...

for an amazing journey

This booklet is YOUR guide to everything Ballinteer Community School. We can't wait to welcome you to the BCS family!



MEET THE BCS TEAM

YOUR LEADERSHIP TEAM

We're all here to support you every step of the way!

Your Leadership Team:

- Ms Doherty - Principal (The boss! But also really approachable)
- Mr Doyle - Deputy Principal (Your go-to for big questions)
- Ms Garland - Year Head (She'll know your name by week 2!)

YOUR SUPPORT SQUAD

- Ms Mannion - Guidance Counsellor (Career chat? Worried about something? She's your person)
- Ms Garland - Chaplain (Spiritual support and a listening ear)
- Jane, Yvonne & Joe - School Completion Team (Making sure you thrive here!)

THE FRONT LINE

- Celine & Susan - Reception (The friendly faces you'll see every morning)
- Don, Yong & Victor - Facilities Team (Keeping our school running smoothly)

MS DOHERTY



MR DOYLE

MS GARLAND



MS MANNION

JANE & YVONNE



DON - CARETAKER

SUSAN & CELINE





THE GPA

The General purpose area. Think of this as BCS Central! This is where you'll eat your snack at morning break. The Principal will be at the main door to greet you in the morning and this is the first place you'll stop to see your friends.



THE LIBRARY

This is the hub of our school. You explore the school's selection of books and take some out on loan. This is where the Principal will deliver an assembly each term and where you'll meet some guest speakers organised by your teachers.

THE COURTYARD

This is the outdoor hangout spot! When the weather is warm you can sit at a picnic bench to eat your lunch with friends. You need to walk through the Courtyard to access the practical rooms. . Wood Tech, Home Ec., Engineering & our new AS Class.



YOUR SCHOOL

TOUR

HOMEROOM

Homeroom is our nurture space where Niamh is ready to help. It's a small space for you to have your morning break & lunch if you'd prefer a quiet spot. If you need to leaver early or to ring home, you'll go to Homeroom just get a note in your journal from your tutor or year head first!



THEATRE

The Theatre space is the perfect place for any budding performer. This is where Drama, Film & Theatre Studies happens, where guest speakers might entertain you and where you can watch a movie with friends as a special treat.



SPORT HALL

The Sport Hall is where your PE classes will take place. You'll get to wear your PE uniform on the days you have PE class so there's no need to get changed or carry an extra bag. Our hall is huge and will be your home for basketball, football, badminton and more!





HOME EC

If you choose Home Economics this is where you'll be cooking up a storm throughout the year.



WOOD TECH

If you choose Wood Tech then this is your space to craft with wood.



COMPUTERS

We have three computer rooms, you'll access this space when you're researching & prepping your presentations.

your SCHOOL

TOUR

ENGINEERING

If you choose Engineering this is the space where you'll have a chance to build amazing things.



MUSIC

If you love to sing or play an instrument you'll feel right at home in our music room.

ART

Drawing, painting, crafting, you name it, it's all happening in the Art room.



LOCKERS

Our lockers are located along the central corridor. Shortly after you arrive you'll be given your own locker and combination lock.





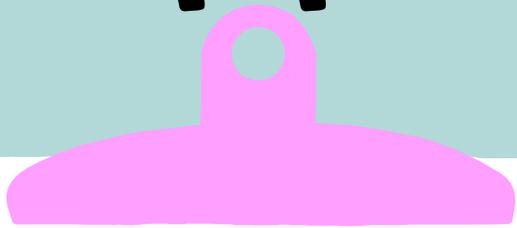
YOUR A TO Z GUIDE

FIVE MINUTE CHALLENGE

Here's your rapid-fire guide to secondary school

- A** is for attendance. Be here every day, ready & on time!
- B** is for bell. It will ring every hour at the end of class.
- C** is for classroom. You'll switch rooms every lesson.
- D** is for detention. This happens every Friday after school.
- E** is for extra-curricular. Join the clubs & sports!
- F** is for friends. You'll make new friends along the way.
- G** is for gates. They'll close at 8.45 so be in by 8.20.
- H** is for homework. Write your homework in your journal.
- I** is for independence. You're growing up. We'll help you to become more responsible.
- J** is for journal. You must have this with you in every class. You'll need it to record your homework & messages for home.
- K** is for keychain. Attach your locker keys so you don't lose them.
- L** is for lockers. You can use your locker before and after school and at the start and end of lunch.
- M** is for Miss or Sir. This is how you'll address your teachers.
- N** is for notes. Parents & teachers can write notes into your journal.
- O** is for organisation. Keep your locker tidy and use a folder for each subject.
- P** is for phones. Our school is a mobile free zone. You may not use a mobile phone anywhere inside the building at any time.
- Q** is for questions. Always raise your hand before asking one.
- R** is for routine. Get enough sleep (you need 8 hours) and wake up with enough time to eat a breakfast.
- S** is for sick. If you feel unwell, get a note from your tutor or your Year Head then go to Homeroom. Niamh will help you & she will ring home for you.
- T** is for timetable. Make sure you've written your timetable into your school journal.
- U** is for uniform. Be in full uniform every day (PE tracksuit on PE day). Jackets may not be worn when inside the building.
- V** is for voice. Sign up for the Student Council to share yours!
- W** is for wellbeing. Stay happy & healthy by following a routine, being organised and by being kind to others.
- X** is for X factor! We run an annual school show. Do you have what it takes?
- Y** is for young adult. You're growing up; this means more independence, more responsibility, more respect.
- Z** is for zero tolerance. We don't accept any bullying, aggression, unkindness or disrespectful behaviour.

your Support Network



YOU'RE NEVER ALONE AT BCS.

HERE'S WHO CAN HELP:

Principal/Deputy: They run the school but you'll usually get help from other people first.

Class Tutor: Sees you every morning, does roll call, helps with any problems

Year Head: Oversees your whole year - your main point of contact for issues

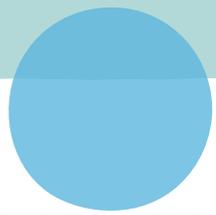
Subject Teachers: Experts in their subjects and always ready to help you understand

Guidance Counsellor: Careers advice, college info, AND someone to talk to about worries

Chaplain: Spiritual guidance and support whenever you need it

SNAs: In classes to help students with everyday tasks

SEN Staff: Extra teachers in some classes for additional support



WHO ELSE CAN HELP?

School Completion: Supports students who need extra encouragement

Mentors: Older students who remember what First Year was like! Look for their badges

Prefects/TY Peer Leaders/Student Council/Student Learning Leaders: Student leaders wearing badges - they'll help if you're lost



Niamh in Homeroom: If you have an appointment and need to leave early, go to Homeroom. Niamh will ring home for you and sign you out.

If you arrive to school late, go to Homeroom so that you can be signed in.

If you are feeling sick during the school day, get a note from your Tutor or Year Head to allow you to go to Niamh in Homeroom. Niamh will mind you and ring home for you.



WHAT IF MOMENTS...

I FORGET MY HOMEWORK?

Tell your teacher at the START of class. Don't wait until they ask for it! Most teachers are understanding if it's rare and you're honest.

I GET LOST?

Don't panic! Ask any teacher, prefect, or older student. Everyone was new once. Pro tip: Take a photo of your timetable on your phone to check during the day.

I FEEL SICK?

Go to your Tutor or your Year Head. They will write a note in your journal giving you permission to go to Homeroom.

If you have a note from your Tutor or Year head, Niamh will ring home for you and look after you.

SOMEONE IS MEAN TO ME?

Tell a trusted adult RIGHT AWAY - your Tutor, Year Head, any teacher, Guidance Counsellor, or Chaplain. We take bullying seriously. Bí Cineálta!

I FORGET SOMETHING?

Tell your Tutor ASAP. Let them know if you've forgotten to bring back a form or are missing a book/pencil case.

I'M STRUGGLING WITH SCHOOL WORK?

Talk to your subject teacher first. They want to help! You can also speak to your Tutor, Year Head, or the SEN team.

THE SCHOOL TIMETABLE

Time	Mon	Tue	Wed	Thur	Time	Fri
08:28-08.40	1st Yr Assembly Tutor Time	2nd Yr Assembly Tutor Time	3rd Yr Assembly Tutor Time	5th Yr Assembly Tutor Time	08:28-08.40	6th Yr Assembly Tutor Time
08:40-09.40					08:40-09.40	
09.40-10.40					09.40-10.40	
10.40-10.55	Break	Break	Break	Break	10.40-10.55	Break
10.55-11.55					10.55-11.55	
11.55-12.55					11.55-12.25	Lunch
12.55-13.35	Lunch	Lunch		Lunch	12.25-13.25	
13.35-14.35					13.25-14.25	
14.35-15.35						

MORNING BREAKS ARE STAGGERED...

10.10 -10.25: FIRST YEARS & FIFTH YEARS

10.25 -10.40: SECOND YEARS & TRANSITION YEARS

10.40 -10.55: THIRD YEARS & SIXTH YEARS

MORNING BREAKS HAPPEN IN THE GPA



OUR HOPES FOR YOU

AT BCS, WE BELIEVE IN HELPING EVERY STUDENT DEVELOP THESE KEY SKILLS:

 **ORGANISED - HAVING EVERYTHING YOU NEED FOR CLASS**

 **PUNCTUAL - BEING ON TIME, EVERY TIME**

 **CO-OPERATIVE - HELPING OTHERS IN POSITIVE WAYS**

 **ATTENTIVE - CONCENTRATING ON YOUR LEARNING**

 **HARDWORKING - ALWAYS DOING YOUR BEST**

 **PERSISTENT - KEEPING GOING WHEN THINGS GET TOUGH**

 **THOUGHTFUL - THINKING OF OTHERS AND THEIR FEELINGS**

 **OPTIMISTIC - LOOKING FOR THE BEST IN EVERY SITUATION**

THESE ARE YOUR SKILLS FOR SUCCESS - WE'LL HELP YOU DEVELOP THEM ALL!

MAKING FRIENDS AT BCS

 Be yourself
- The right friends will like the real you

 Join clubs - Meet people who like the same things you do

 Smile and be approachable - It makes others feel comfortable

 Listen well - Show genuine interest in others

 Be kind - Small acts of kindness go a long way



YOUR JUNIOR CYCLE SUBJECTS

Subjects You Know:

✓ English, Irish, Maths, History, Geography, Science, Art, Music, PE, Religion

EXCITING NEW SUBJECTS:

 **FRENCH LEARN THE LANGUAGE AND EXPLORE FRENCH CULTURE. BONJOUR!**

 **SPHE (SOCIAL, PERSONAL & HEALTH EDUCATION) LIKE CIRCLE TIME IN PRIMARY SCHOOL - LEARNING HOW TO LOOK AFTER YOURSELF AND MAKE GOOD CHOICES.**

 **CSPE (CIVIC, SOCIAL & POLITICAL EDUCATION) YOUR RIGHTS, YOUR RESPONSIBILITIES, AND HOW TO BE AN ACTIVE CITIZEN.**

 **BUSINESS STUDIES FINANCE, ENTERPRISE, ECONOMICS - SKILLS THAT PREPARE YOU FOR THE WORKING WORLD.**

 **ENGINEERING DESIGN AND BUILD PROJECTS USING TECHNOLOGY, MATERIALS, AND EVEN ROBOTS!**

 **GRAPHICS TECHNICAL DRAWING AND DIGITAL DESIGN - BRING YOUR IDEAS TO LIFE VISUALLY.**

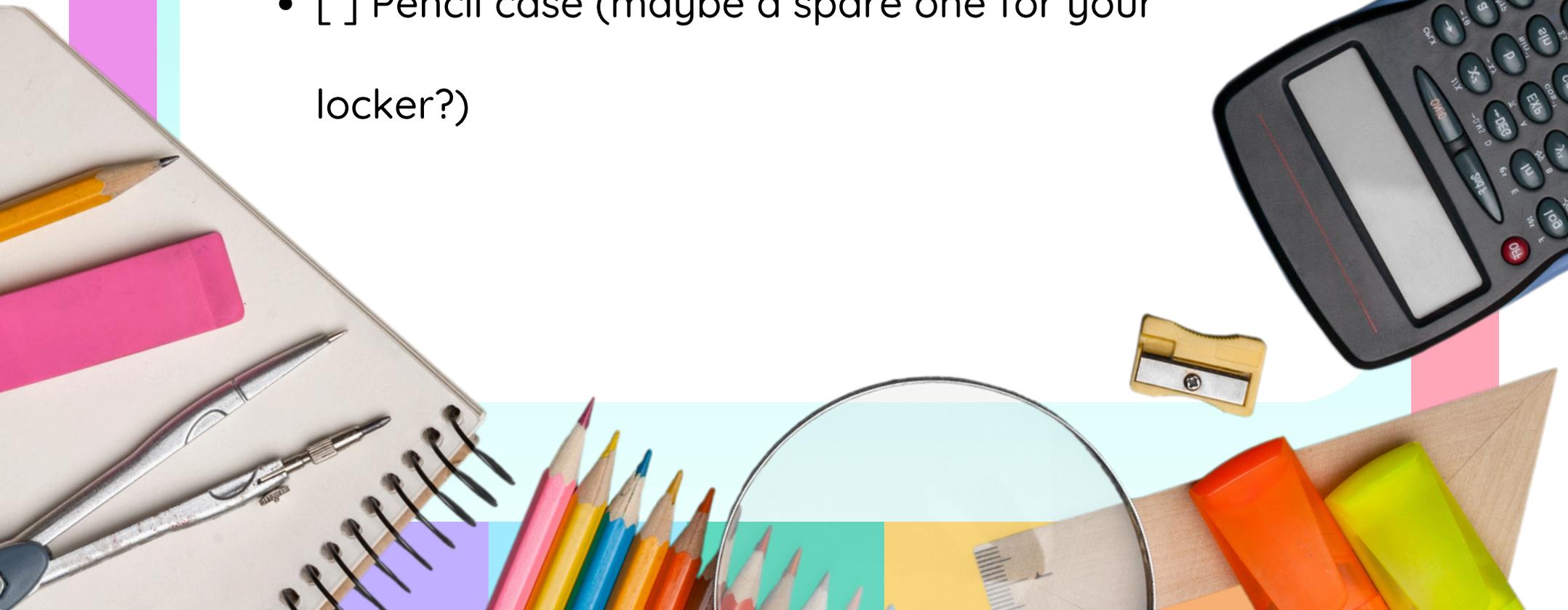
 **HOME ECONOMICS PRACTICAL COOKERY, CRAFT SKILLS, AND HOW TO LIVE A HEALTHY, SUSTAINABLE LIFE.**

 **WOOD TECH SOLVE REAL-LIFE PROBLEMS AND CREATE AMAZING PROJECTS USING WOOD AND OTHER MATERIALS.**

YOUR DAILY CHECKLIST

STATIONERY ESSENTIALS:

- Pens (black and blue)
- Pencils
- Highlighters (different colours)
- Ruler (30cm)
- School books (you'll be given your books)
- Copybooks (you'll be given your copies)
- Folders (at least one to bring things home)
- Keychain (for your locker key!)
- Pencil case (maybe a spare one for your locker?)



YOUR DAILY CHECKLIST

UNIFORM CHECK:

- Black BCS jumper
- White shirt or blouse
- Grey trousers OR green skirt
- Black shoes (comfortable for walking around all day!)
- Black socks or tights
- Black coat (optional, for cold days - but take it off inside!)



YOUR DAILY CHECKLIST

PE GEAR:

- PE uniform (no leggings allowed)
- Sports bag
- Runners
- Water bottle



OTHER IMPORTANT STUFF:

- Schoolbag (comfortable and big enough for books)
- Lunch OR snack (you get free food at lunch & break)
- Water bottle
- Tissues
- Any medication you need (give to your tutor)

GET YOUR ROUTINE RIGHT!



MORNINGS

I will try to...

 wake up with enough time (No rushing!)

 Eat breakfast (your brain needs fuel!)

 Get washed and dressed

 Check I have everything in your bag

 Turn off your phone before entering school

 Arrive by 8:20am (gates close at 8:45am!)

GET YOUR ROUTINE RIGHT!



EVENINGS

I will try to...

-  Empty my schoolbag when I get home
-  Check my journal for homework
 -  Do homework in a quiet place
 -  Tick off completed homework
-  Check tomorrow's timetable
 -  Pack my bag for tomorrow
 -  Relax and unwind
 -  Get to bed at a reasonable time
You need at least 8 hours sleep!!!

WE CAN'T WAIT TO MEET YOU!



**YOUR JOURNEY
STARTS
HERE!**



Bí Cineálta!

We want everyone at our school to feel safe and happy.

Bullying behaviour is when someone keeps being mean or hurtful to others on purpose over and over again.

Our school has a **Bí Cineálta** policy to try to stop bullying behaviour.

We look at this policy every year to see what is working well or what could work better.

If a student tells a staff member that they think they are being bullied, we will:

- Talk with the student
- Ask the student what they want to happen
- Work out a plan together
- Talk to their parents
- Talk to the other student(s) involved
- Talk with the other student's parents



If you think that you are being bullied or someone else is being bullied, you need to tell a teacher or another adult who you trust. They will know what to do to help.



Child Safeguarding in our School



Child safeguarding is what we do in our school to keep children and young people safe from harm.

We think about how to keep everyone safe and we write down how we will do that.

This is called our **Child Safeguarding Statement**. We check this every year. When we do this we will ask you what you think about safeguarding in our school. It is important that you feel safe at school and in your life outside of school too.



If someone says or does something to hurt you or makes you feel uncomfortable, you can tell an adult that you trust.

Who to go to:

Any trusted adult

For example, your Year Head or Tutor, a teacher, SNA, the Principal or Deputy

What we will do:

- Listen and understand
- Guide or look for help

Every school has a person in charge of child safeguarding. This person is called the **Designated Liaison Person** or **DLP**. The DLP for our school is



Ms. Amy Doherty, Principal

BALLINTEER COMMUNITY SCHOOL

**EVERY STUDENT
MATTERS**

EVERY

**MOMENT
COUNTS**



YOU BELONG HERE!