

ST. HELEN'S SENIOR NATIONAL SCHOOL, PORTMARNOCK CO. DUBLIN

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12th January 2022

Dear Parents/Guardians,

St Helen's Senior National School will commence accepting applications for your child to transition to third class in September from today 12th January 2022. In line with our Annual Admissions Notice, the completed enrolment forms must be returned to our school by **Wednesday 9th February 2022**. I am attaching the application for enrolment form to this email. A hard copy of the enrolment form and this letter is also being sent home via your child today, and the form is also available on our school website www.helens.ie. *Please complete and return a hard copy of the form to your child's teacher in the Junior School as soon as possible.*

You will note from the form that there is an undertaking from our parents that they have read and support all school policies including our code of behaviour, anti-bullying, healthy eating, child safe guarding and internet acceptable use policies. All of the above mentioned policies are available on our school website www.helens.ie under policies, and I would be grateful if you would read and be familiar with these important policies.

This is the first stage of the enrolment process. Normally, we would have a parent's afternoon or evening where we would go through our routines, policies and the general structure of the school day with you. We have been unable to do this for the last two years due to Covid 19 restrictions. If the situation remains unchanged, I will send out a presentation which will provide you with the main details of our school. If however, you have any concerns or questions, please feel free to contact me at principal@helens.ie and I will give you a call to discuss.

We are really looking forward to meeting your children and we will certainly have a transition programme in place so that they have the opportunity to see their new school, their classroom, and meet their teachers during the month of June.

Yours sincerely,

Gwyn Bhreathnach
Principal

PRINCIPAL: GWYN BHREATHNACH

DEPUTY PRINCIPAL : MARIE TUIE