

# Lusk J.N.S.

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Charity Number: 20205410

Parish of St. Maccullin



# S.N.S Lusca

Bóthar an tSéipeil, Lusca, BÁC

Guthan: 8709242

Website: www.luskjns.ie

Dear Parents/Guardians,

I hope that you are all enjoying the summer break and are making the most of the nice weather we have been having! I would like to take this opportunity to say that the staff of Lusk JNS is looking forward to welcoming all of our returning pupils and our new pupils next Thursday 28<sup>th</sup> August! We can't wait to see you. As you are all getting ready to come back to school, this information letter may be useful to you as an update on school practices, as well as what to expect in September.

We would like also to welcome some new and returning staff members this school year. We are delighted to welcome back Ms Gorman from career break, and Ms Talty from maternity leave.

Before returning to school we would like to draw your attention to some of the following procedures:

### Entry and Exit:

As both the Lusk Junior and Lusk Senior National Schools have a very large number of children entering and exiting the campus each day, it is important that the entry and exit procedures are adhered to by everyone, in order to ensure the safe movement of all while on the school grounds.

Children must be supervised each morning until they enter the Junior School building. Children in the Junior School are young and should not be left waiting at the gate unaccompanied before school starts. Children and parents will **enter the school yard via the GP Hall gate**. Once children have been brought to their entry door, parents will then **exit the school grounds via the gate behind the Scout Den**. This will also be the procedure for pick up in the afternoon.

### Children will enter the school via the following doors:

Entry/Exit Door	Class Group/Teacher
<b>Door 1 Nearest the GP Hall</b>	2 <sup>nd</sup> Class: Ms Cahill: Room 16
	2 <sup>nd</sup> Class: Ms Lynch: Room 15
	Junior Infants: Ms Gorman/Ms Ruane: Room 8
	Junior Infants: Ms Price: Room 7
<b>Door 2</b>	2 <sup>nd</sup> Class: Ms Sherry: Room 14
	2 <sup>nd</sup> Class: Mr Daly: Room 13
	Junior Infants: Ms Dixon: Room 6
	Junior Infants: Ms Behan: Room 5
<b>Door 3: Main Foyer Door</b>	1 <sup>st</sup> Class: Ms Talty: Room 12
	1 <sup>st</sup> Class: Ms Halpin: Room 11
	Senior Infants: Ms McCormack/Ms O'Boyle: Room 4

Órflaith Clarke, Principal: B.Ed.; Dip. Psych.; MA Ed Psych

Sinéad White McKenna, Deputy Principal: B.Ed.; MSc HR and Training; Dip. Management

	<b>Senior Infants: Ms Monahan: Room 3</b>
<b>Door 4: Door Closest to Scout Den</b>	<b>1<sup>st</sup> Class: Ms Ní Chonaráin: Room 10</b>
	<b>1<sup>st</sup> Class: Ms Fay: Room 9</b>
	<b>Senior Infants: Ms McCarthy/Ms Morris: Room 1</b>
	<b>Senior Infants: Ms Lokko: Room 2</b>

As you know, the Junior and Senior schools are extremely busy during drop off and pick up times. Unfortunately, the school cannot facilitate parking for parents on school grounds during the morning drop off time. **Anyone parked during this time will be instructed to move on from the set down area.**

In addition, due to health and safety reasons and under the direction of the Board of Management, the school grounds are not accessible to any cars without a 'Disabled Person's Parking Badge' (blue badge) at pick up times (1:30pm and 2:30pm). The carpark gates close during the school day at approximately 12pm.

#### **New Junior Infants:**

On the first morning only (Thursday 28<sup>th</sup> August), parents of new Junior Infant pupils will be invited to accompany their child into their classroom for a brief period of time. Please be aware that parents will be asked to leave the classroom by 9:10am, in order to allow the children an opportunity to settle. On Friday 29<sup>th</sup> August, children will enter their classrooms themselves with the help of the teachers and SNAs assigned to their classrooms.

#### **Starting/Finishing Times:**

The school's teaching time starts at 8:50am each day. Although we understand that children can be late occasionally, we hope that children will be on time for class the majority of the time. As a result, it is important that all children be in their seats when lessons begin at 8:50am. All late entrants to school will be noted by their teacher in the official attendance records on Databiz. If applicable, please discuss any reason for the ongoing late arrival of your child confidentially with the class teacher.

The gates to the school will open just after 8:45am each day and children can access their classrooms from the yard at this time. Children will walk to the classroom themselves via their entry door (see above). The entry gates will be closed shortly after school begins at 8:50am. Anyone arriving to school after this time should sign their children into school at the office. We encourage that all children arrive prior to the gates closing, however, in order to minimise disruption to your child's class. In addition, it is very important that your child be part of the morning routine in the classroom each morning.

School finishes at 1:30pm for Junior Infants and Senior Infants. It finishes at 2:30pm for 1<sup>st</sup> and 2<sup>nd</sup> Class. At the end of the day, the class teacher will escort the children in their class to the Junior Yard, where they can be collected. The teacher will then release the children, one at a time, to their caregivers.

#### **Junior Infants:**

**\*\*Junior Infants will finish at the slightly earlier time of 11:50am for the first week and a half. \*From Monday 8<sup>th</sup> September, they will finish at the usual time of 1:30pm.**

#### **Attendance:**

At Lusk JNS, attendance is encouraged every day. All schools are legally required to make school attendance returns to the Educational Welfare Officer (Túsla Child and Family Agency) twice yearly. The name of any child who has missed 20 school days or more must be reported to Tusla via school attendance returns.

In the event that a child has to miss a day of school, it is imperative that the reason for absence is given confidentially to the class teacher, as the reason for absence must be recorded by schools (e.g. illness, urgent family reasons, holiday etc). Reasons for absence can be communicated via the Eolas app. In the event that a reason for absence is not communicated by a parent/guardian, the reason for absence will be documented as 'unexplained'. Parents/guardians will receive a text when a child has missed 10, 15 or 20 days. If an issue arises that effects your child's attendance, it is imperative that you make an appointment to discuss the issue with the class teacher.

### **Early Pick Up:**

In the event that you are required to pick up your child early from school, please let the class teacher know in advance so that the child can be ready to leave school at an arranged time.

As the office is closed between 10:40 and 10: 50 and again between 12:15 and 12:45, early pick up cannot be accommodated during this time. Please arrange pick up either directly before or after this lunch time period.

\*\*In addition, the period immediately prior to going home is extremely busy. We ask that early pick-ups not be requested from 1:10pm onwards for Junior and Senior Infants, nor from 2:10pm onwards for 1<sup>st</sup> and 2<sup>nd</sup> class, unless an emergency situation arises.

### **Dogs:**

As a result of health and safety, and with the exception of service dogs, the Board of Management does not permit any dogs on the school campus at any stage during the school day. This includes dogs that are carried by their owners.

### **Healthy Eating:**

We would like to remind you that Lusk JNS has a healthy eating policy in place. As per our Healthy Eating Policy, children in Lusk JNS should have a healthy lunch in school each day. However, on a Friday, children may bring one small treat to school e.g. a fun size chocolate bar/ a small bag of jellies, a small bun etc. **Unfortunately, due to a number of allergies within the school, we cannot permit food items from the home to be distributed to other children in your child's class to celebrate birthdays etc. Speaking of birthdays, the school does not permit birthday invitations to be distributed in class as previously, this has been a cause of distress and tension among class groups.** We thank you for your understanding.

Please remember that all classrooms in Lusk JNS are **nut free**, which means that no child can bring nuts/nut containing products to school. As a result, chocolate spread is not permitted in school, even on a Friday as a 'treat'.

### **Communication:**

If you have a general query about school, you can email the school at [office@luskjns.ie](mailto:office@luskjns.ie) or ring 01 8709242 (*please see note below about secretary's strike*).

In addition, the school website ([www.luskjns.ie](http://www.luskjns.ie)) offers a lot of information in regard to the day to day running of the school. Please remember to keep an eye on the website in regard to important information and/or ongoing updates from the various classes.

If you have a brief query for your child's teacher, you can send an email by using the relevant email address below. Please put the name of your child's teacher in the subject bar. We ask that such emails be brief. Please also note that responses will not be immediate as your child's teacher will not reply during teaching time.

[JuniorInfants@LuskJNS.ie](mailto:JuniorInfants@LuskJNS.ie) (Junior Infant Teaching Team)

[SeniorInfants@LuskJNS.ie](mailto:SeniorInfants@LuskJNS.ie) (Senior Infant Teaching Team)

[1stClasses@LuskJNS.ie](mailto:1stClasses@LuskJNS.ie) (1<sup>st</sup> Class Teaching Team)

[2ndClasses@LuskJNS.ie](mailto:2ndClasses@LuskJNS.ie) (2<sup>nd</sup> Class Teaching Team)

[JNSSET@LuskJNS.ie](mailto:JNSSET@LuskJNS.ie) (Special Education Teaching Team)

**\*\*\*\*NB: It is extremely important that neither confidential nor sensitive information about your child be included in emails to your child's class teacher, nor indeed information about other children in the class. We ask that if you need to inform your child's teacher about a confidential or sensitive matter, that you arrange a meeting with the teacher either by phone or in person. Emails should be used to share generic information only.**

### **Secretaries and Caretakers on Strike**

As you may have heard in recent news, Fórsa's Education Divisional Executive has announced that an indefinite strike by school secretaries and caretakers will commence on Thursday 28th August 2025, the first day of the new school year. Our own school secretary, Ms Ciara, and caretaker, Mr Goran, will be taking part in this industrial action, and we want to make it clear that we fully support this action. As those of you who know Ms Ciara and Mr Goran, their roles in the school are vital, always going above and beyond their job description, and helping everyone at the drop of a hat. In their absence, the essential day to day operations in the school quickly become extremely challenging.

The teaching unions have issued a directive stating that, while teachers and SNAs will pass the picket line in order to ensure a smooth return to school for the children, neither teachers nor SNAs will take on the duties of the school secretary or caretaker during strike action throughout the school day. The roles affected include, but are not limited to, the following:

- There will be no presence in the office to answer the phones and/or emails.
- Messages, which are usually received by the office, will not be relayed to class teachers.
- There will be no presence to facilitate late arrivals/early pickups or for dropping off forgotten items to children.

We ask that all parents/guardians keep this in mind during those first busy days back. Your patience and understanding will make a big difference as we adjust to these temporary changes. We stand with Ms Ciara and Mr Goran in this action and we are sure that the school community will do the same.

Please note that during these days, if you have any important information that you require to share with the class teacher, please arrange a meeting/phonecall with the class teacher for confidential information sharing. Indeed, a quick chat at the end of the school day for more general information may suffice, once the children in the teacher's line have all been dismissed.

## **School Meals Programme**

As some of you may have heard in the media, there has been a delay in schools which were due to start the hot meals programme in September, as a result of the delay by the Department of Social Protection in the release of documents to finalise the eTenders process. The school is in ongoing touch with the hot meals' providers in order to inform its next steps. We are anxious to get the hot meals programme up and running as soon as is possible and as soon as the funding allows. We apologise for the delay but will have everything up and running as soon as the Department of Social Protection process allows. We will keep you informed as we hear more.

### **Eolas App:**

We ask that all parents/guardians download the eolas app, if you have not already done so. Details of attendance, meetings, school reports etc can be accessed via the app. Please contact the office if you have difficulty in downloading the app.

Wishing you and your children a happy, enjoyable and healthy school year ahead. We can't wait to see you all next week.

Kind regards,

Órfhlaith Clarke

Principal Lusk JNS St MacCullin's