



Naíscóil Íde

All Saints Drive, Raheny, Dublin 5, D05E932.

School Roll Number

17978V

Charity Number : 200117092

Website: www.naiscoilide.ie

Email: naiscoilide@gmail.com

Telephone

01-8317688

Principal

Nora Mescal

Deputy Principal

Niamh Butler

Welcome from the Principal

Dear Parents/Guardians,

On behalf of the Board of Management and staff, I am delighted to welcome all our new parents and pupils to Naiscoil Íde.

We hope that your child's school days here with us will be happy and that their confidence, knowledge and skills will be developed over the next three years.

We work hard to create a caring, safe and inclusive environment where every child is valued. We look forward to working with you and your child over the coming years.

This booklet is intended to give you a brief outline of the day to day organisation of our school. If you have any questions or concerns that are not addressed in this booklet, please do not hesitate to contact the office.

Kind regards,

Nora Mescal
Principal

Introduction

Naíscoil Íde is a Catholic, co-ed, infant school under the patronage of the Archbishop of Dublin. We are a mainstream school with an ASD class, catering for children from Junior Infants to First Class between the ages of four and eight years. We are an inclusive school where all children are welcomed.

We have a wonderful team of kind, hard-working and dedicated teachers, SNAs and ancillary staff who are committed to providing high quality early education to the children of Raheny.

In Naíscoil Íde we strive to provide our pupils with a happy, caring, safe and inclusive environment where each child feels valued and is encouraged to reach their full potential. We endeavour to nurture and develop their skills, knowledge and understanding of the world around them through playful learning experiences. The promotion of wellbeing and the personal development of our young pupils is a key priority in Naíscoil Íde. Our school is very well resourced and stimulating colourful classrooms reflect the interests of our pupils.

We work closely with the senior schools on the campus and we appreciate the important role the parents and the community play in the success of our school.



Board of Management

The Board of Management manages the school on behalf of the patron (the Archbishop of Dublin) and is accountable to the patron and the Minister of Education. The principal is responsible for the day-to-day management of the school. The Board of Management's term of office is four years. The term of office for the current Board of Management is from 1st December 2023 to 30th November 2027.

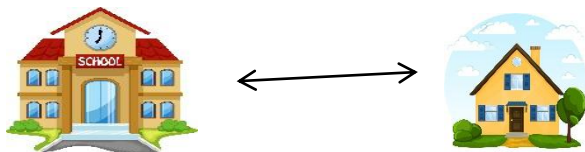
The Board is composed of:

- Two patron nominees.
- Two parent nominees (a mother and father of children enrolled in the school, elected by the parents).
- The principal of the school.
- A teacher (elected by the staff of the school).
- Two community nominees.



Aladdin is the school administration software used in Naíscoil Íde. It is used to store pupil details, keep daily attendance records, for collection of payments and as a method of communication with parents.

Parents use the Aladdin School Connect app on their phone. All messages are sent to parents via the app. Parents can also contact the teacher or the office via the app, update reasons for their child's absence, book parent-teacher meetings and make any payments to the school.



Home School Links

Parents are invited to one parent-teacher meeting each year to discuss their child's progress. This usually takes place in the first term. All parents also receive a written report in June.

We believe co-operation and mutual understanding between parents and staff is essential. Naíscoil Íde has always appreciated the support of parents in their children's education. If you have a concern, please feel free to come and talk to us. It is important to make an appointment in advance by messaging the teacher/principal on Aladdin. We respectfully ask that parents do not delay teachers from class at 9.00am.

The Parental Complaints Procedure, available to view on our school website www.naiscoilide.ie, is designed to provide an open and clearly defined process to facilitate parents/legal guardians in raising concerns about their own child in an agreed, fair and transparent manner. The first step of the procedures is to speak to the class teacher.

The Parents' Association work with the school to build effective partnership between home and school. They organise activities throughout the year for parents and children to support and fundraise for the school.

If you would like to get involved, please contact the committee on naiscoilideparentsassoc@gmail.com

School Hours



Full day : 9.00am – 1.40pm

Children assemble in the mornings in lines in the yard and the teachers collect the classes from the yard. It is important that all pupils are present in their line at 9.00am so they can enter the school with their class.

The gates to the yards are locked at 9.05am for the safety of our pupils. Pupils who arrive after 9.05am should enter the school through the main door.

Prior to starting school

- Children should be able to do the following for themselves:
 - use the toilet, clean themselves and wash their hands afterwards
 - recognise and put on their coats, jumpers, cardigans
 - remove their lunch from their schoolbags and tidy away when finished
 - open and close their lunchboxes and drink containers.
- Children should avoid spending too much time watching television or on electronic devices.
- Children should go to bed at a reasonable time. We recommend the following on school nights:
 - Junior and Senior Infants: 7pm - 7.30pm
 - 1st Class: 7.30 - 8pm



Junior Infants - The first few weeks!



For the first week, Junior Infants attend school from **9.15am - 12pm. After this, Junior Infants attend for regular school hours.

When children start Junior Infants in September, they may miss their parents during the first few weeks in school. They will also be excited about making new friends and learning lots of new things. Do not worry if after the first week or two, all the enthusiasm fades! This is quite common. A small child tires easily after long sessions of organised work. It is important that parents encourage children in every way to develop a positive attitude towards school and their teacher.

Lunch breaks

The children have two lunch breaks during the day:

Fruit break: 10.40am -10.50am

Lunch: 12pm - 12.30pm.



Please note we are a Nut Free School

At both breaks, children have the opportunity to have something to eat and to play outside. Parents are encouraged to give children a nourishing lunch with wholesome food such as fruit, sandwiches, raw vegetables, cheese, yoghurt or crackers rather than sweets and biscuits.

Free milk and lunches will be provided every day to any pupils who require it. These lunches are provided by Dublin City Council free of charge. Please label lunchboxes and drink containers.

Uniform

Children are expected to wear their full uniforms at all times. On the days that children have PE, they wear their tracksuits and runners (which are essential for safety reasons). Uniforms and tracksuits are available at Pat O' Farrell Schoolwear, Town Centre, Strand Road, Portmarnock. (www.ofarrellschoolwear.com). Please label jumpers, ties and bow ties. We recommend that children wear shoes/runners with a velcro closing rather than laces.



Attendance at School



Children are expected to attend school regularly and punctually. When a child has been absent from school, a written explanation must be given to the school on the Aladdin app. If the absence is a short one, there is no need to ring the school. Parents are discouraged from taking pupils out of school for holidays during the school year.

Please be aware that schools are required to inform the National Education Welfare Board (**NEWB**) of any child who reaches 20 days absence in any school year. All absences must be recorded along with the reason for same.

Attendance ‘reminder texts’ are sent to parents automatically so they are aware how many days their child has missed from school.

Code of Behaviour

Naíscoil íde is committed to the highest standard of care and education for pupils ranging in ages from four to eight years. The school endeavours to provide a positive and secure environment for our pupils who can work and play in an orderly, dignified manner. In order to achieve these aims, the Board of Management, staff and parents developed an agreed Code of Behaviour.

Pupils must adhere to this Code of Behaviour. A high standard of work and behaviour is expected of all children in our school.

Child Protection

The protection and welfare of children is of paramount importance for the staff and management of Naíscoil Íde. We have drawn up a Child Safeguarding Statement which is displayed at the main entrance and is also available to view on our school website www.naiscoilide.ie.

The Children First Act (2015) places a statutory obligation on schools to keep children safe from harm. All schools work under the **Child Protection Procedures for Primary and Post Primary Schools (revised 2023)**. These procedures are available to view on our school website.



The purpose of these procedures is to give clear direction and guidance to school management and school personnel in relation to meeting these statutory obligations.

The procedures require school personnel to bring any child protection concerns to the attention of the designated liaison person (DLP) in the school.

- Nora Mescal is the DLP
- Niamh Butler is the Deputy DLP

Please be aware that there is a statutory obligation on all registered teachers (mandated persons) to report child protection concerns, at or above a defined threshold, to Tusla. We are required to adhere to this statutory obligation.

Health and Safety



- The Board of Management makes every effort to ensure that all pupils and staff work in a secure and happy environment. To ensure that all personnel and pupils are safe, all gates are locked and exit doors are alarmed during the school day.
- No dogs are allowed on the school grounds.
- All visitors to the school must report to the secretary's office by pressing the intercom bell and should comply with the Visitors' Policy.
- For insurance purposes and for their own safety, children should not be on the premises prior to 9.00am and must be collected promptly at dismissal time. Children who arrive at the school before 9.00am must be supervised by parents or guardians. Children who attend Naíscóil Íde are far too young to be left in the yard on their own at any time outside of school hours.
- Children who are ill should not be sent to school.
- If a child is collected early by a parent, it will be recorded on Aladdin.
- Parents should inform the school if their child has contracted a contagious disease such as measles, chicken pox etc.
- Parents should check your child's hair regularly for head lice. If there is an outbreak of head lice in your child's class, you will be informed by a notice on Aladdin

Accidents

All minor accidents in school can be treated by a member of staff. In the case of a serious accident, the parents will be contacted immediately. In the event of parents not being home, the principal will arrange for the child to be treated in hospital, if the occasion demands it.

Vaccinations

During the first year in school the HSE will administer vaccinations to any child whose parents require it. An appropriate consent form will be provided by the HSE.



Sight and Hearing

Sight and hearing are tested once during a child's time in Naíscoil Íde by the HSE. Consent forms will be provided to parents in advance.

The Curriculum

The Primary Curriculum Framework is presented in six areas, some of which are further subdivided into subjects. These are:

- 1. Language**
- 2. STEM Education**
- 3. Social and Environmental Education**
- 4. Arts Education**
- 5. Wellbeing**
- 6. Religious Education**



Language



Language learning enables children to understand the world around them and to communicate effectively with others.

Communication takes many forms, from the non-verbal and verbal to print-based and digital texts. Through interacting with adults and classmates in the social environment, children are initiated into, and engage in, communicative relationships through which they come to understand, interpret, construct meaning and critically appreciate the communication of others. Language empowers children to develop their thinking, expression, reflection, critiques and empathy, and it supports the development of self-efficacy, identity and full participation in society.

The Primary Language Curriculum supports children on their language journey in both English and Irish. There are three strands in the Primary Language Curriculum: oral language, reading and writing.

STEM Education

STEM Education is composed of Science, Technology, Engineering and Maths Education. STEM supports children's capacity to understand and engage fully with the world around them.



Science, Technology and Engineering are intrinsically linked and enable children to benefit from learning about and working with traditional, contemporary and emerging technologies. Children are given the opportunities to generate solutions to real life problems through playful experimentation and investigation as well as exploring and investigating scientific concepts and processes.

Our pupils are given lots of opportunities to use iPads to explore activities in all curricular areas. We also place emphasis on creating digital content and coding, and staff use interactive whiteboards when teaching.

Maths Education is the study of relationships, connections and patterns that surround us. The Primary Mathematics Curriculum has five strands: Algebra, Data & Chance, Measures, Number and Shape & Space. In Naíscoil Íde, children engage in hands on activities with concrete materials to learn the various Maths concepts.



Social and Environmental Education

Social and Environmental Education helps children to develop an understanding of the human and natural environments and the relationship between them. It supports children's awareness, appreciation and understanding of the world. Through Social and Environmental Education, children develop the attitudes, concepts, dispositions, knowledge, skills, and values that motivate and empower them to become informed and active citizens who promote a more sustainable future.



As a **Green School**, the school community is committed to developing, protecting and maintaining a healthy, clean environment for all. Our motto is **Reduce, Reuse, Recycle**. Our pupils are encouraged to:

- Use reusable containers for lunch and drinks
- Bring leftover lunches home
- Place all waste paper in the green paper bins
- Keep doors closed to conserve energy
- Remind adults to switch off lights when not needed.



Arts Education

Arts Education comprises of visual arts, music and drama. A broad experience in the Arts is integral throughout a child's time in primary school. The Arts extend children's understanding, imagination, and creativity through a broad range of experiences. Such experiences have the capacity to engage, inspire, and enrich all children, exciting the imagination and encouraging them to reach their creative and expressive potential.



Wellbeing

Wellbeing involves a range of physical activities and activities that promote social and emotional development. It enables children to develop self-awareness and knowledge, build life skills and develop a strong sense of connectedness to their school, their community, and the wider society.



Wellbeing provides structured opportunities for children to be as physically and emotionally well and healthy as they can be. This happens by building their motivation and commitment to physical activity and informing healthy lifestyle choices. Wellbeing also supports children to value positive and healthy relationships with others.

Religious Education

Religious Education enables the children to develop spiritual and moral values and come to a knowledge of God. Naíscoil Íde is a Catholic school in which the Christian principles of love and respect for one another are integrated into all aspects of school life.



Homework

Homework provides a link between home and school, strengthening the partnership between parents/guardians, teachers and children. Children are given homework Monday to Thursday inclusive which can consist of phonics, word recognition, reading, letter formation or numeracy activities. It may also involve less formal work such as board games or wellbeing homework.



Homework should be a positive, enjoyable experience for both parents/guardians and children. The following are guidelines for time spent on homework:

- Junior Infants: 10 minutes
- Senior Infants: 15 minutes
- First Class: 20 minutes.

Library

Our school library has an extensive range of picture books, story books, decodable readers and other graded readers. There is a wide selection of fiction and non-fiction books available that are appropriate to the age and interest of our children.



We encourage parents to read to your children regularly to encourage a love of story and an interest in reading and to promote vocabulary development.

Discuss the book with your child, asking them to predict what might happen in the story, about their favourite parts and other possible endings. This is a powerful way to enhance your child's language and learning.

List of School Policies available on the school website **(www.naiscoilide.ie)***

- Admissions Policy
- Attendance Policy and Strategy Statement
- Administration of Medicine Policy
- Behaviour of Concern Policy
- Bí Cineálta Policy (preventing and addressing Bullying)
- Child Safeguarding Statement
- Code of Behaviour
- CCTV Policy
- Data Protection Policy
- Healthy Eating Policy
- Homework Policy
- Internet Acceptable Use Policy
- Mobile Phones and Device Policy
- One to One Policy
- Opting Out of Faith Formation Policy
- Parental Complaints Procedures
- Parental Involvement Policy
- Relationships and Sexuality Education (R.S.E.)
- Policy on School Tours/Outings
- Policy on Visitors to School
- Policy on Volunteers in the School
- Policy on Work-placement

*These are the policies available on the website at the time of publication.