



SCHOOL UNIFORM COLLECTION DATES & INCOMING FIRST YEARS INFORMATION MEETINGS

Dear Parents & Guardians,

We will close for our summer holidays at the end of the month and we look forward to welcoming all our students back to us in August. Over the summer months we will make the required arrangements and preparations for the re-opening of the school in compliance with the advice from the Department of Education & Skills.

Please read this letter and keep a note of the dates.

Uniform Orders

All uniform orders can only be made on our school website through our Easypayments portal. We will not take orders in the school office. We will not take orders on the collection nights. You must order your school uniform for 2020 no later than **Friday August 7th**. After that we will process all orders ready for collection. There will be no other opportunity to purchase a uniform after this date.

Collection Dates

We will hold 2 separate uniform collection evenings:

Wednesday 19 th August	6.00pm-7.00pm Junior Uniform only (1 st , 2 nd & 3 rd Yrs)
Wednesday 19 th August	7.00pm-8.00pm Senior Uniform only (TYs, 5 th & 6 th Yrs)
Thursday 20 th August	6.00pm-7.00pm Junior Uniform only (1 st , 2 nd & 3 rd Yrs)
Thursday 20 th August	7.00pm-8.00pm Senior Uniform only (TYs, 5 th & 6 th Yrs)

- You must check the size you have ordered. Please check this with your son before the sale. Students will not be allowed try on the jumpers at the collection evenings.
- You can only change the size at the time of collection – we will not accept returns due to Covid-19 Restrictions.
- For incoming first year students we will have sample sizes for you to review on the night of the Information Meeting in August to ensure you have placed the right order.
- One person only to collect the uniform.
- Please wear a mask and gloves.
- Uniform collection in rooms 18 & 21 in new building at the back of the school.
- We will have a queuing system in place to help with the movement of people through the building.
- Please bring your receipt as evidence of payment.

- I sincerely thank the Parents Association for their work organising this collection night.

Incoming 1st Years Information Meeting

Due to the Covid-19 Restrictions we will hold 3 separate Information meetings on Monday 17th and Tuesday 18th August 2020.

Monday 17 th 6.30pm-7.30pm	Group 1 Gym hall – Entry only through main reception door and exit only through gym hall doors.
Monday 17 th 8.00pm-9.00pm	Group 2 Gym hall – Entry only through main reception door and exit only through gym hall doors.
Tuesday 18 th 6.30-7.30pm	Group 3 Gym hall – Entry only through main reception door and exit only through gym hall doors.

- You will be notified in advance of your allocated meeting time and date.
- Please do not attend at another meeting other than your assigned time as we have to limit the numbers in the school hall.
- Only one parent and student can attend – no siblings.
- Please wear a mask and gloves.
- Please be on the school premises at least 15 minutes before the start of the meeting to sign in. We must keep a record of all visitors to the school.

School Office & Reception

- From August the school will introduce a **strict appointment only system** to enter the school and the school offices will no longer be accessible to callers to the school to drop lunches / materials / equipment / books etc.
- This is to ensure the health and safety of our staff.
- Parents and guardians will only have access to the school with an appointment.
- Students will no longer be allowed to make phone calls home from the school office – if they forget something they will have to do without it.
- School offices will be closed for lunch from 1.30pm to 2.30pm

Reminder - Hand Sanitizer, Lunch Box & Medical Information Form

- All students must have their own hand sanitizer and lunch box for their own rubbish for the new school year.
- I remind all parents and guardians to fill in the Medical Information form on-line on our website.

School Charge

- I remind all parents and guardians to ensure you sign up for the school charge €130 before August.

School Summer Holidays

- The school will re-open on Monday 24th August.

Thank you,

Ms. Brenda Kearns

Principal.