



Dear Parents(s) / Guardian (s),

Thank you for choosing Nagle Community College for your son/daughter's education. We look forward to sharing a wonderful educational journey with you over the next six years. All the information you need ahead of your son/daughter starting in Nagle Community College is contained in this information pack, also available at <u>www.naglecc.ie</u> and our school Facebook page, please follow along for updates.

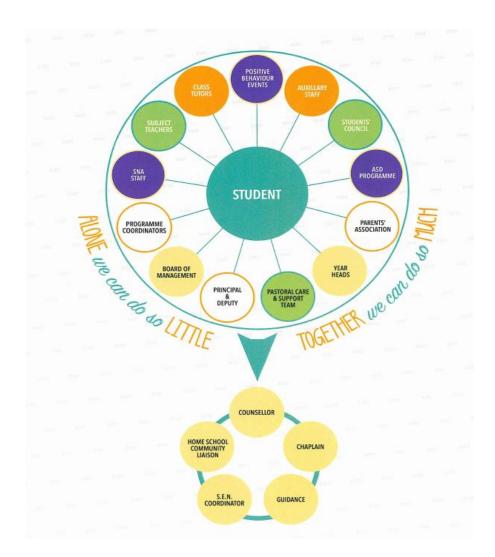
- **1. General Information** for incoming 1<sup>st</sup> year students 2023 2024 is included in this pack for your information.
- 2. Student Activity Fees and information on Way2Pay. All student activity fees should be paid by Wednesday 23<sup>rd</sup> August, 2023. The student activity fee is €200 per student or €300 per family. We would encourage all parents to pay on the Way2Pay app. We are a cashless school and <u>we will not be able to accept cash payments this year</u>. All payments must be paid online. If you require assistance with this, please contact the school office. You will receive a text from the school in the coming weeks with a link to pay the balance of the student activity fee. The €50 deposit will be taken off the total.
- **3.** A School Calendar for the academic year 2023-2024 with dates of school closures / holidays etc.
- **4. Contact Information:** We have all parent contact details and mobile phone numbers, we will text you important updates. Please contact the school office on 021-4358633 if any of your details change so you can be kept informed and up to date.
- 5. List of class requirements for 1<sup>st</sup> year students. Note: All School Books are provided through the book rental scheme and covered by the student activity fee as mentioned above.
- **6. Information on school uniforms:** Note: Our school uniform supplier is Cahill's Uniform Shop based in Carrigaline, Co.Cork. Further information on uniform is contained in this pack. Uniform policy will be strictly implemented.

We look forward to welcoming all of our incoming 1st year students at the start of the next academic term at **11am on Wednesday 30th August 2023**. In the meantime, if you require any further information, please do not hesitate to contact us here at the school on 021-4358633.

Kind Regards,

Jim O' Sullivan,Nicholas O' KeeffePrincipal.Deputy Principal

General Information for Incoming 1<sup>st</sup> Years
Principal: Mr. Jim O' Sullivan
Deputy Principal: Mr. Nicholas O' Keeffe
Year Head: Ms. Fiona Liston
Home School Community Liaison: Ms. Mary Gordon
School Counsellor: Ms. Deirdre Whyte
School Chaplain: Mr. Barry Cotter
School Completion Programme: Ms. Sharon Long
SEN Coordinator: Ms. Juliet Moylan
School Secretary: Ms. Patricia Lemasney



#### School Day:

- 8am 8.40am (School open & Breakfast Available for all students)
- 8.40am (Go to Lockers & Assembly Area 1<sup>st</sup> years have their own designated assembly area)
- 8.45am (Morning Assembly)
- 8.50am 10.50am (3 classes, 40 minutes each)
- 10.50am 11am (Break Students have their break in their designated assembly area, see picture of 1<sup>st</sup> year pod below)
- 11am 1pm (3 Classes, 40 Minutes each)
- 1pm 1.40pm (Lunchtime break in school; students are <u>not</u> allowed home for lunch) Lunch is provided by Fresh Today.
- 1.40pm 3.40pm (3 classes, 40 Minutes each)
- 3.40pm School Finishes.



#### School Lunch:

Breakfast and Lunch is provided for every student of Nagle Community College. Lunch is provided by Fresh Today. Each student will be given login details and a password for their Fresh today account during the first week of term. Parents and students can log on weekly to order their child's lunch. A wide selection of sandwiches, wraps, salads, cereal, fruit etc. are available to order.



#### **Compulsory Subjects**

- Irish
- English
- Maths
- Science
- History

#### **Optional Subjects (Choice of 4)**

Nagle Community College offers a 'Taster Programme' (Students get to taste the following subjects for half the year in 1<sup>st</sup> year and will then pick their subject choices for 2<sup>nd</sup> and 3<sup>rd</sup> year at the end of 1<sup>st</sup> year. This gives every student the opportunity to experience a subject for approximately 16 weeks before deciding which they would like to continue with for Junior Cycle.

- French
- Art
- Business
- History
- Geography
- Materials Technology Woodwork
- Engineering (Metalwork)
- Home Economics
- Music

#### Non Exam Subjects (Wellbeing)

- P.E.
- CSPE (Civic Social Political Education)
- SPHE (Social Personal Health Education)
- Religion
- Digital Literacy / Computers
- Careers
- Climate Action / Sustainability

Students will be informed which class they are placed in and which subjects they will be studying first when they are given their timetable the first day of school, on Wednesday  $30^{th}$  August 2023 from 11am – 12.30pm.

#### **School Activity Fee**

All incoming 1<sup>st</sup> year students should have paid a deposit of €50, this will come off the total fee of €200. The final €150 should be paid by Monday 21stAugust 2023 online via the Way2Pay app. Details on how to use the Way2Pay app are enclosed in this information pack. Please contact the school office on 021-4358633 if you have any difficulties.

Note: If your son/daughter has siblings in the school there is a set family fee of €300 in total.

The fee covers all of the following:

- Breakfast and Lunch
- Student Insurance
- Photocopying
- All School Books\*
- Locker & combination lock see picture\*\*
- Printing
- Student Journal



• The cost of a number of activities and events are supplemented throughout the year. \*Our school book scheme provides all books to students, great care must be taken with the books. They must be kept in good condition and if they are misplaced or lost the must be replaced.

\*\* Lockers and combination locks will be given to students on the first day of school.



#### **Student Council**

We have a very active Student Council at Nagle Community College. Each class elects one student to represent them on the council. Each first year class will be represented on the student council. Meetings are held once a month and very important topics and student matters are discussed. We hope many of you will get involved in the student council.



**Extra-Curricular Activities** 

We have a very strong tradition of extra-curricular activities here at Nagle Community College. Activities are open to all students and we encourage everyone to get involved in as many activities and lunchtime activities as possible.

- Soccer
- Football
- Basketball
- Athletics
- Choir
- MasterChef
- Drama
- School Show
- Irish Club
- Bodhrán Playing
- Trips/Tours e.g. Cinema, Ballyhass Lakes, Activity Centres
- Chess Club
- Library Book/Club
- JCSP Initiatives
- Music Club / Drama Club / Games Club
- Positive Behaviour Initiatives
- Annual Fun Day
- Annual Prizes & Awards
- Wellbeing Weeks e.g. Family Week
- Meitheal Leadership Programme
- Futsal
- Young Scientist Competition

#### **Parents Council**

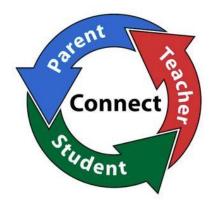
We have a very active parents council here in the school who meet regularly to consult and discuss important matters with Parents. Further information will be made available during the first term. We would love for some first year parents to get involved in the parents council and you would be very welcome.



#### **Parent – Teacher Meetings**

Parent Teacher Meetings are important opportunities to meet with all the teachers of your son/daughter. For your convenience, meetings run between 4.15pm and 6.30pm. Attendance at these meetings is compulsory and if for any reason you cannot attend, arrangements must be made to meet your son/daughter's class tutor. Parent – Teacher Meetings for 1<sup>st</sup> year parents will take place on the following date:

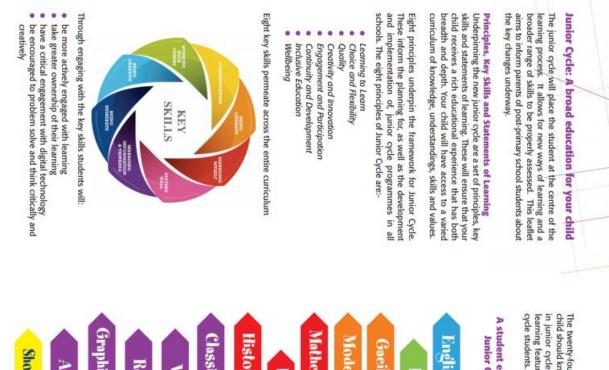
Tuesday, 23<sup>rd</sup> January 2024.



**Junior Cycle** 

As an incoming 1<sup>st</sup> year student in 2023 - 2024, your son/daughter will study the new Junior Cycle. Please see information attached on the new Junior Cycle.





in junior cycle. Schools will ensure that all statements of The twenty-four statements of learning describe what your child should know, understand and value having participated learning feature in the programme offered to their junior

## A student entering First year will experience all Junior Cycle subjects through their new specifications



Modern Foreign Languages

Mathematics Musie

Home Economies

History Classics Engineering Geography

Wood Technology

**Religious** Education

Graphics Jewish Studies

Applied Technology

Short Courses (Optional)

including:of junior cycle. The JCPA will report on a number of areas, wider range of your child's achievements over the three years Profile of Achievement (JCPA). The JCPA will reflect a much 2017, junior cycle students will receive a new Junior Cycle learning and better outcomes for students. From Autumn for examinations and facilitating creative thinking, engaged enable the appropriate balance between preparing students final externally-assessed, state-certified examination can classroom-based assessment across the three years and a area of assessment. A dual approach to assessment, involving The most significant change in the new Junior Cycle is in the How student achievement at Junior Cycle will be assessed

1. Subjects (State Examination and Assessment Task)

- 2. Classroom Based Assessments
- Short courses
- Other Areas of Learning
- 5. The Wellbeing Programme

### Subjects

short courses for certification purposes study 9 subjects plus 2 short courses or 8 subjects plus 4 for the JCPA, and if their school offers short courses they can introduced. Students can study a maximum of 10 subjects By 2019 all new subject specifications will have been specification replacing what was previously known as a syllabus. Each specification describes the learning that takes subjects are being revised and each one will have its own subjects for inclusion on their junior cycle programme. All place as part of the student's study of a subject in junior cycle. Schools will be able to choose from a total of 21 different

now be used: Instead of A, B, C, D, E, F and NG the following descriptors will The state examination that students sit in their subject at the end of their junior cycle will also be graded differently.

(not graded)	<b>Partially Achieved</b>	Achieved	Merit	<b>Higher Merit</b>	Distinction
0	20	40	55	75	90
to	5	5	5	5	5
19%	39%	54%	74%	9/068	100%

# **Classroom Based Assessments**

facilitated by the classroom teacher. be undertaken in subjects and short courses and will be their verbal communication and investigation skills. CBAs will not possible in a pen and paper examination, for example, opportunities to demonstrate their learning and skills in ways Classroom Based Assessments (CBAs) provide students with <u>Wellbeing</u> is a very important part of the new Junior Cycle. Over the course of study your son/daughter will have the opportunity to engage with 400 hours of wellbeing information and subjects. The following are the wellbeing indicators:

Nagle Community College is heavily committed to the well-being of students, staff and parents.

All students at Junior Cycle benefit from the provision of 400 hours of well-being built in to the curriculum.

Students obtain this through the provision of CSPE, SPHE, PE, Guidance, Digital Literacy, Positive Mental Health Initiatives, extra-curricular activities and other learning experiences.

Nagle Community College strongly promotes the well-being indicators and they feature very much in the daily life of the school.

Junior Cycle Well-Being Indicators

INDICATORS of WELL-BEING



#### ACTIVE

- Am I a confident and skilled participant in physical activity?
- How physically active am I?

#### RESPONSIBLE

- Do I take action to protect and promote my well-being and that of others?
- Do I make healthy eating choices?
- Do I know where my safety is at risk and do I make the right choices?

#### CONNECTED

- Do I feel connected to my school, my friends and the wider world?
- Do I appreciate that my actions and interactions impact on my own well-being and that of others, in local and global contexts?

#### RESILIENT

- Do I believe that I have the coping skills to deal with life's challenges?
- Do I know where I can go for help?
- Do I believe that with effort I can achieve?

#### RESPECTED

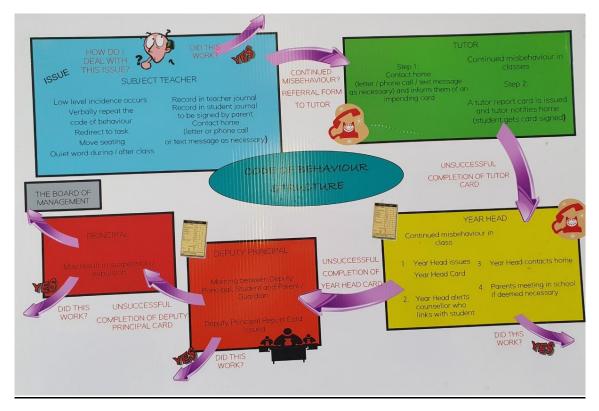
- Do I feel that I am listened to and valued?
- Do I have positive relationships with my friends, my peers and my teachers?
- Do I show care and respect for others?

#### AWARE

- Am I aware of my thoughts, feelings and behaviours and can I make sense of them?
- Am I aware of what my personal values are and do I think through my decisions?
- Do I understand what helps me to learn and how I can improve?

#### Code of Behaviour Structure:

The school rules will be discussed with the students on the first day of school. Please see the attached graph of how our progressive code of behaviour works below.



#### Social Media:

Please follow our school Facebook page on: <a href="https://www.facebook.com/naglecomnunitycollege">https://www.facebook.com/naglecomnunitycollege</a>

Also many updates and further information in relation to returning to school will be shared on our school Facebook page and on our school website: www.naglecc.ie Finally, our commitment to you for choosing Nagle Community College is the following, we look forward to welcoming you all in September.

- An inclusive environment where each individual is cherished and respected
- A passion for helping students to be the best they can be; socially, personally and academically
- A proud tradition of the pursuit of excellence in teaching and learning
- A comprehensive curriculum with a broad and varied selection of practical and academic subjects
- A caring, committed and motivated staff
- A broad range of social, cultural, academic and sporting activities aimed at the holistic development of all students
- A disciplinary system based on respect, justice and fairness
- Top class facilities with excellent modern, spacious rooms and excellent resources
- A well-developed pastoral care system catering for the needs of all students
- Nagle Community College actively pursues partnerships with parents, community agencies and organisations to enhance students' experiences



NAGLE COMMUNITY COLLEGE Coláiste Pobail de Nógla

#### School Calendar 2023 - 2024

August: Tuesday 29 <sup>th</sup> August 2023 – 2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup> and 6 <sup>th</sup> year students		
	(11am – 12.30pm)	
	Wednesday 30 <sup>th</sup> August 2023 – 1 <sup>st</sup> years ONLY (11am – 12.30pm)	
	Thursday 31 <sup>st</sup> August 2023- All students (Full Day)	
Oct /Nov:	Monday 30 <sup>th</sup> October 2023 – Friday 3 <sup>rd</sup> November (Inclusive) Midterm Break	
November:	Monday 27 <sup>th</sup> November 2023 (School closed to facilitate staff training)	
December:	Friday 22 <sup>nd</sup> December 2023 (Closing) – Monday 8 <sup>th</sup> January 2024 (Reopening)	
January:	Monday 15 <sup>th</sup> January 2024 (School closed to facilitate staff training)	
February:	Monday 5 <sup>th</sup> February 2024 – Bank Holiday	
	Monday 12 <sup>th</sup> February 2024 – Friday 16 <sup>th</sup> February 2024 (Inclusive) Mid-Term Break	
March:	Monday 18 <sup>th</sup> March 2024- St. Patrick's Day Bank Holiday	
April:	Monday 25 <sup>th</sup> March 2024 – Friday 5 <sup>th</sup> April 2024 (Inclusive) Easter Holidays	
May:	Monday 6 <sup>th</sup> May 2024 – Bank Holiday	
June:	Friday 31 <sup>st</sup> May 2024– Last day of term.	
	Wednesday 5 <sup>th</sup> June 2024 – Start of State Examinations	

#### Parent/Teacher Meetings 2023 – 2024

Tuesday 24<sup>th</sup> October 2023 – 3<sup>rd</sup>, 4<sup>th</sup> and 6<sup>th</sup> year Tuesday 23<sup>rd</sup> January 2024 –  $1^{st}$ , 2<sup>nd</sup> and 5<sup>th</sup> Year Tuesday 5<sup>th</sup> March 2024 – 3<sup>rd</sup> and 6<sup>th</sup> Year

#### **School Uniform Information 2023**

#### All students must wear full school uniform each and every day, without exceptions.

If a student, for any exceptional reason, does not have full uniform on rare occasions, they must bring a <u>note</u> explaining the reason.

If a student is not in full uniform and does not have a note, he/she will be asked to go home before coming in to school, and will be asked to return in full uniform.

Consider having extra uniform options (pants, shirts) to allow for washing where necessary. **Uniform policy will be strictly enforced from the first day of term.** 

#### **PE Arrangements:**

Students can bring their own PE/Gym gear to school in a gear bag on days that they have PE. Students must change in and out of PE clothes during PE classes in the sports hall changing rooms. Students are not allowed to wear PE clothes in school before or after PE classes. <u>This rule will be strictly enforced without exceptions.</u>

#### <u>Uniform</u>

The School Shirt (Pale Blue) Trousers (Navy) or Skirt (Navy, <u>*Knee-Length*</u>, worn with navy or black tights) can be bought in any department store.

The **School Jumper** and **School Tie** are available to purchase from Cahill's Uniform Shop, details below.

Black shoes or all black runners can be worn; the black runners must be completely black with no other colour.

Jackets / Hoodies can be worn on the way to and from school, hoodies are not permitted inside the school and must remain in student lockers.

Students in 2<sup>nd</sup> and 3<sup>rd</sup> year may also wear their school tops instead of a school jumper. School shirts and ties must be worn inside the school top where applicable.

#### Cahill's Uniform Shop (School Jumper and School Tie)

Cahill's can be contacted on: 085-2412107 or info@cahillschoolwear.ie

Orders can be placed online at: www.cahillschoolwear.ie

#### **Requirements for the School Year 2023 - 2024**

#### Junior and Senior Cycle Requirements

Each student will be required to have the following classroom materials\*:

- Sharp ELW531 Write View Calculator
- ➢ Geometry Set
- HB, 2B, 4B Pencils & Erasers (if doing art)
- > A selection of Hardback Copies (Junior & Senior Cycle)
- A selection of standard Copy Books
- P.E. Gear and Changing Bag (Note: Students are <u>not</u> permitted to wear PE clothes to school. Students must change in PE hall during PE classes)

\*Individual subject teachers may require additional materials and resources from time to time, notice of these will be communicated to parents well in advance.

#### NOTE:

- **1.** Each pupil must have:
  - A good, sturdy school bag. Students must bring their bags to and from school everyday and must **not** leave them in their locker.
  - A ring binder for notes, handouts etc.
  - Set of colouring pencils
    - A good supply of pens, pencils, eraser, ruler and a <u>pencil case</u> are essential.
- 2. Whenever possible, books, notebooks, etc. should be appropriately covered.
- 3. Pupil's names should be on all books, equipment, uniform etc.
- 4. Textbooks will be given to students through our Book Rental Scheme. This is covered by the Student Activity Fee and it is important that this fee is paid in advance of students being issued with their books. Parents and students are reminded that all books are to be covered and retuned at the end of the school year. Books must be kept in good condition throughout the year – if a book is misplaced or lost it will have to be replaced by the student.
- **5. Way2Pay** is the primary communication method with parents/guardians. Regular updates will be sent via text message, please ensure your contact details are up to date. Payments for specific activities will also be requested through the Way2Pay app, if you require assistance please contact the school on 021-4358633.

#### **Attendance**

Under the Education Welfare Act 2000 Parents are obliged to send their child to school on every school day. If a child is unable to attend school on a particular day the parent is asked to contact the office to explain the reason for this absence. When the student returns to the school he/she **must have a note for this absence in their journal signed by a parent.** 

The school is obliged to report to the Education Welfare Officer if a child's absences add up to 20 days or more in a school year. Referrals on absenteeism above 20 days may be referred to the Educational Welfare Officer. **Parents are reminded** <u>*not*</u> **to arrange holidays during the school term.** 

#### **Punctuality**

It is expected that all students are on time each morning and afternoon. Students need to be in their assembly areas at 8.45am each morning. Punctuality will be monitored closely. **Students who are late may be kept back either at lunchtime or afterschool of the same day, for detention.** Notice of this detention will not be given to students/parents. Any student who has a genuine reason for being late, please phone the school office on 021-458633 to let us know or provide *a note* to explain the reason. <u>Punctuality policy will be strictly enforced next year, without exceptions.</u>

#### **School Rules**

A full list of School Rules and the Code of Behaviour are available in every student's School Journal. Parents and students will be asked to sign these when students return to school.

#### School Activities / Photographs

Over the course of your child's education in Nagle Community College your son or daughter will partake in many exciting and varied programmes. We would appreciate the opportunity to publish these images in our promotional media and literature and on our school website and Facebook / Instagram Pages. If you <u>do not</u> wish your child to be included in such photographs, please contact the school <u>as soon as possible</u> on 021-4358633.

#### **School Policies**

A list of school polices are available on the school website, including the Child Safeguarding Statement and Risk Assessment, Anti-Bullying Policy, Critical Incident Management Plan and other essential policies are available for your consideration. These policies were recently reviewed in May 2023. Please visit <u>www.naglecc.ie</u> for further information.

#### <u>Social Media – Facebook Page</u>

Please follow the Nagle Community College Facebook Page for regular updates and information on all school activities. Available on:

https://www.facebook.com/naglecomnunitycollege

Regular updates and further information in relation to back to school (August 2023) will be available on our school website: www.naglecc.ie

#### STUDENT ACTIVITY FEES

For the academic year 2023 / 2024 the Student Activity Fee is  $\notin$  200 for an individual student/  $\notin$  300 for a family. This fee includes:

- All School Books
- Student Journal
- Lockers and Locks
- Class Materials
- Personal Accident Insurance
- Photocopying and Printing
- Supplemented Bus Costs.
- Guest Speakers & Seminars
- Extra-Curricular Activities Resources
- ➢ After School Study and Homework Club

Payment of the student activity fee is essential to allow students to participate in all school activities. Non-payment of the full fee will result in your child not being insured and unable to fully participate in school events. If you have difficulty paying the student activity fee, please contact the principal to organise a personal payment plan.

Students' participation in extra-curricular and co-curricular activities such as matches, fieldtrips, tours etc. is dependent on positive behaviour in school. Students presenting with serious discipline issues will not be allowed participate in school activities.

All payments *must be made online* – we <u>cannot</u> accept cash payments this year. If you have any difficulty with this, please contact the school office.

#### FREQUENTLY ASKED QUESTIONS - WAY2PAY

#### HOW DO I LOGIN FOR THE FIRST TIME?

- 1. www.way2pay.org
- 2. Click the Login button.
- 3. Enter your mobile number in international format, as both your username and password (for more information see below).e.g. 353871234567
- 4. You will be brought to the Change Password page, where you will have to choose your new password. For password format requirements please click the "<u>here</u>" button.

#### 5. HOW DO I RESET MY PASSWORD?

- 1. Click the Forgot Your Password link.
- 2. Enter your Username (typically your mobile no. in international format, for more information see below).

- 3. You will receive an sms with a link to reset your password. Click this.
- 4. Type in your username (as above).
- 5. Enter your new password. For password format requirements please click the "<u>here</u>" <u>button</u>.
- 6. Confirm your new password and click 'Change Password'.

#### WHAT IS MY USERNAME?

In most cases your username is your mobile phone number in standard international format e.g. 353851234567. Less frequently your username may be your email address. In this instance you will be sent an email with a password reset link.

#### <u>I HAVE TRIED TO RESET MY PASSWORD BUT HAVE NOT RECEIVED AN SMS</u> <u>OR EMAIL?</u>

You should receive an sms or email within a few minutes of requesting a password reset link. If you don't receive one, you may not be registered on our system. You will know if you are registered if you have previously received a payment request sms from the school. Please note only one mobile phone number will receive a payment request sms per student and this is the number which must be used as a username to log in.

#### THE LAST 3 LETTERS OF MY SURNAME ARE NOT ACCEPTED

Upon clicking a payment request link in an sms or email you will be prompted to enter the last 3 letters of your surname. This refers to the student's surname (if different from your own). The school may also spell your child's name in Irish or differently.

#### HOW DO I PAY A BILL?

- 1. After logging in, select Pay Bills.
- 2. All outstanding bills will appear.
- 3. Enter the amount you wish to pay in the Balance box, alternatively do not enter anything if you wish to pay the full outstanding amount.
- 4. Click the + icon under Pay Now? to select the bill for payment.
- 5. The amount to be paid will display. Proceed if correct.
- 6. Click the two checkboxes (terms and conditions and permission for payment).
- 7. Click Pay By Card Online.

- 8. You will be brought to the secure payment gateway where you can enter your credit card details.
- 9. You will be notified when payment has been successful and will receive an sms notification.

#### HOW DO I VIEW MY PAYMENT HISTORY?

- 1. Recent payments (the last 30 days) are displayed on the main dashboard.
- 2. Select My Payment History to view older payments.

#### WHAT PASSWORD CAN I USE?

Your password must have the following:

- At least 7 characters.
- At least one CAPITAL LETTER
- At least one NUMBER

Also it cannot be similar to one you've previously used on the system.

#### Looking forward to seeing you all at the end of August!

#### Have a lovely summer!