**Arrangements for the reopening of St. Pauls JNS**

 20th August 2023

Dear Parents/Guardians,

As we look forward to reopening our school on Thursday, 31st August, we hope everyone has had a lovely summer break. Please find preparations for the return to school below.

Below is a table outlining the start and finish times for each class.

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| **Junior Infants: September 1st -13th September** |
|  | **Start time** | **Home time**  |
| **Junior Infants** | 9.00 | 11.30  |

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| **Regular school day** |
|  | **Start time** | **Home time**  |
| **Junior Infants** | 8.50 | 1.30 (beginning 14th September) |
| **Senior Infants** | 8.50 | 1.30 |
| **First Class** | 8.50 | 2.30 |
| **Second Class** | 8.50 | 2.30 |

**In order to avoid congestion at drop-off/collection times, we ask that parents/guardians enter though the assigned gates. No dogs, except for assistance dogs, are allowed on the school premises.**

**School timetable**

The caretaker will open the school gates at 8.40am. Access to the school yard is not permitted until this time. Only staff will have access to enter the school building before 8.50am. The children will be collected from their class line by their teacher, when the bell rings. Parents/Guardians must remain with their child until they are collected by the class teacher.

On wet mornings, we ask that the children arrive as close to 8.50am as possible.

**Access Points**

All pupils will line up in their allocated class lines when arriving to school

* Junior Infant classes will enter through the pedestrian gate at the front of the school. (Clonrosse Drive)
* Senior Infants classes and First Classes will arrive through the Senior School gate and line up at the rear of the building.
* Second classes will arrive through the double gate in the top yard (Clonrosse Drive – the same as last year)
* Parents/Guardians bringing children to different class lines may use this gate also.

It is extremely important that all children arrive at school on time and that they are collected after school on time. Punctuality is encouraged in St. Paul’s JNS. If, on a rare occasion, you arrive late please bring your child to the front door entrance and press the buzzer.

Parents/Guardians are asked to contact the school office on office@stpaulsjns.ie to make any necessary appointments.

**Healthy Lunch Policy (WE ARE A NUT FREE SCHOOL)**

##### We have a healthy lunch policy in St. Paul’s JNS. Please do not give your child sweets, chocolate, fizzy drinks, biscuits or crisps for lunch. Chewing gum is not allowed in the school. Lunch should provide one third of your child’s nutritional food requirements for the day.

**Nut Free School**

Some of our pupils have serious nut allergies. Therefore, you must **not give your child any nuts or nut based ingredient foods such as Nutella or peanut butter** for their lunch or small break as we are a nut free zone.

**Hand sanitiser**

Hand sanitiser is provided in each class and throughout the school. Immediately upon entering the school, pupils will be directed to use the hand sanitiser. If your child has a skin allergy / intolerance, please let us know in writing and arrangements will be made for such children to apply their own sanitiser upon entry to school each day.

**Pupil Belongings**

• Pupils should bring only essential items and no non-school personal belongings/toys into school.

• Pupils must wear their school uniform. The school tracksuit may be worn on P.E./GAA days.

• All books, lunch boxes, coats, jumpers and tracksuit tops must be labelled.

Scooters and bicycles are to be locked in the Junior School bike racks, situated at the rear of the Junior School. Please do not use the Senior School bike racks.

**Illness and Absences**

• Children, who are sick/not feeling well, should not attend school. If a child is considered by staff to be sick/unfit to be in school, parents/guardians will be contacted to collect their child.

• All contact details provided for pupils must be updated if necessary (Please contact the school if your contact details have changed during the summer period). All children must have at least one contact available at all times.

• When your child is absent, you must inform the school in writing, or by email, the reason for the absence. The school is obliged to report absences over 20 days to Tusla.

We appreciate your cooperation with the arrangements outlined above. These procedures are required to ensure the safety of all children, families and staff in St. Paul’s J.N.S school community.

If you feel that anything needs to be drawn to our attention throughout the year, please do not hesitate to let us know.

We are so excited to see all the boys and girls and to welcome everyone back to school.

Best wishes for the new school year!

Kind regards,

Elaine Mc Nulty.

(Principal)