

# *Our School Booklet*



*St. Anne's National School  
Shankill, Dublin 18*



3 out of 2 people  
have trouble with fractions

# A Guide for Parents and Guardians

## Contents

### **A MESSAGE FROM THE PRINCIPAL**

### **VISION STATEMENT**

### **HISTORY OF ST. ANNE’S SCHOOL**

### **SCHOOL STRUCTURE**

- Our school community
- Parent Teacher Association

### **DAY-TO-DAY OPERATIONS**

- School Hours
- School Uniform
- Healthy Eating
- School Holidays
- Home-School Communication
- Homework
- Extra-Curricular Activities
- Student groups
- Schemes and Camps
- Parking
- School Policies
- Spiritual Education

### **A SPECIAL NOTE FOR JUNIOR INFANTS**

- The First Day
- Making Life Manageable

### **A NOTE ABOUT SECONDARY SCHOOLS**

### **REFERENCE CONTACT NUMBERS/WEBSITES**



## A MESSAGE FROM THE PRINCIPAL

I am delighted to introduce myself to you as Principal of St. Anne's National School in Shankill. I am thrilled to lead this dedicated, diverse and talented school community. We have over 500 fantastic children enrolled and 45 wonderful members of staff.

We are committed to a spirit of inclusion, equality and partnership in education where each child and adult member of the school community is valued and treated with dignity and respect. Since 1961, we have built a strong reputation as a welcoming, successful, child-centred school which seeks to develop the individual talents of our children. We aim to help each child develop to the best of their abilities. We believe that children learn best when there are strong links between school and home.

Our vision is to encourage children to develop their love of learning in a happy, caring, inspiring school environment – **happy children learn best!**

John Fingleton  
School Principal



## **VISION STATEMENT**

**ST. ANNE'S NATIONAL SCHOOL SEEKS TO PROVIDE A HAPPY  
CHRISTIAN ENVIRONMENT**

in which children grow in self-esteem, learn respect  
and demonstrate care for themselves and others.

The school aims to foster  
the intellectual, physical, emotional, social,  
moral and spiritual development of each student.

We value and encourage  
co-operation between children, parents, staff, management  
and the local community.

Le chéile agus le cabhair Dé go n'éirí linn.

## **THE HISTORY OF ST ANNE'S N.S.**

The original St. Anne's National Schools, built on the present site in 1960, received pupils from two smaller schools in the area; the three teacher co-ed school, located at St Anne's Hall of Lower Rd Shankill (now demolished), and a smaller school located in Loughlinstown, just south of the Silver Tassie.

Archbishop McQuaid officially opened St Anne's National Schools in 1961. The pupils attending the two smaller schools were amalgamated in the new building, which comprised of two separate schools in the same campus, one for boys and one for girls. The new schools cost £20,000 to build.

With the increasing numbers of children in the area it became apparent the accommodation was inadequate and by 1970 there were as many prefabricated classrooms as solid rooms on site.

In 1985 St Anne's National Schools received sanction to expand, resulting in the building of 16 spacious classrooms, ample administration facilities, staff room, general purpose hall, etc. surrounded by landscaped play areas, lawns and flower beds.

The school was further developed in 2005 with the addition of three classrooms, a library and a new staff room. The upper car park was also created for parents' use. In 2016, a new soft play area was opened in the centre courtyard of the school to be used on a rotating basis from junior infants to first class.

The school has a great location situated as it is on the southern end of the Shanganagh moraine. We enjoy panoramic views south and west of the Dublin and Wicklow mountains.

# **SCHOOL STRUCTURE**

## **OUR SCHOOL COMMUNITY**

The school operates under the Rules for National Schools drawn up by the Minister for Education. Inspectors monitor the work of the school and it is run under Catholic Church patronage by the Board of Management, consisting of our Chairperson, the school principal, two parents' nominees, one teacher from the school and two patron's representatives nominated by the Chairperson person. Elections for the board are held every four years. The current members of the Board of Management are listed on the website.

## **PARENT-TEACHER ASSOCIATION**

Children, staff and parents all have important roles to play to ensure a vibrant and successful school community.

The Parent Teacher Association (PTA) provides a structure through which the parents/guardians of the children attending St. Anne's N.S. can work together with the staff for the best possible education for our children.

Every parent/guardian of a child attending St. Anne's automatically becomes a member of the PTA. All teaching staff are also members of the PTA.

The PTA Committee, which is elected each year at the AGM, works closely with the Principal, Staff and Board of Management to build an effective partnership between home and school. Parents play an important supporting role in many school activities during the year including Play in the Park for new Junior Infants, Communion and Confirmation Breakfasts, Children's Christmas Party, Colouring Competitions, Library duty, Paired reading in junior classes, hospitality for various events including Sports Days, Open Nights, Grandparent's Day, End of Year Shows, etc.

The Fundraising Committee is a sub-committee of the PTA working closely with the School Management and Staff to raise necessary funds for school development projects. Recent events have included Family Fun Days, Calendars, Table Quiz, Raffles and Cake Sales. Activities vary from year to year although some have become a tradition. New classroom reading material, playground improvements, sports equipment and computer tablets are just some of the items that have been funded by these events in recent times. We are very grateful for the ongoing support shown by the parents of St. Anne's N.S. to all our fundraising initiatives. New ideas for fundraising and new helpers are always welcome so please contact us if you can get involved in any way.

Each class group has a Parent Representative whose role is primarily as a communicator liaising between the PTA and the parents. The Parent Rep can also organise social events for their class where desired e.g. coffee mornings, nights out, etc. Details of the reps for each class are available from the school office.

The school community are very appreciative of all the volunteers from the parent group and we are always looking for new ideas and also volunteers, be it to join the PTA Committee, the Fundraising Committee or to help out at events.

Email us at [stannespa@gmail.com](mailto:stannespa@gmail.com), contact one of the Committee members or contact your Parent rep with ideas, queries or suggestions.



# DAY-TO-DAY OPERATIONS

## SCHOOL HOURS

All pupils should be in their class 'lines' by 8.50a.m. each school morning.

	START	FINISH	'LITTLE BREAK'	'BIG BREAK' (LUNCH)
<b>JUNIOR INFANTS &amp; SENIOR INFANTS</b>	8.50a.m.	1.30p.m.	10.30a.m. –10.40a.m.	12.30p.m – 1.00p.m.
<b>FIRST CLASS TO SIXTH CLASS</b>	8.50a.m.	2.30p.m.	10.30a.m. –10.40a.m.	12.30p.m – 1.00p.m.

Notes are required for the following:

1. following a child's absence from school stating the reason for the absence;
2. if a child has to leave the school during school hours;
3. if you know your child will be absent from school.

## SCHOOL UNIFORM

A uniform dress code is encouraged in St. Anne's at all times. Details are provided below.

### Junior Infants

The school Track Suit with St. Anne's crest should be worn EVERY day. Velcro fastening shoes or runners are highly recommended.

### Senior Infants

Pupils in Senior Infants may wear either the school tracksuit or the school uniform.

## **FIRST CLASS TO SIXTH CLASS**

Pupils in these classes should wear the school uniform each day except on P.E. days when the school tracksuit should be worn. Please refer to the listing below for full details.

	<b>REQUIRED UNIFORM</b>	
	<b>GIRLS 1ST CLASS - 6TH</b>	<b>BOYS 1ST CLASS – 6TH</b>
<b>EXCEPT ON P.E. DAYS</b>	Checked Pinafore/ Skirt or Grey Trousers Light Blue Blouse Navy Crested Jumper Black Shoes	Grey Trousers Light Blue Shirt Navy Crested Jumper Black Shoes
<b>P.E. DAYS</b> (specified for each class at the start of the year)	School Track Suit with crest Light Blue Polo Shirt	School Track Suit with crest Light Blue Polo Shirt

Uniforms are available from Uniformity in 3 Rock Road, Sandyford Industrial Estate, D18 H213. There is a sale of uniforms in the school in June.

It is very important that you put some identification mark on all your child's belongings. This avoids confusion and is very helpful in sourcing the owners of lost property items.

## HEALTHY EATING

Lunch is a key meal each day and should provide your child with lots of energy. We ask you to ensure that lunch boxes are filled with nutritious food. Please keep in mind that the pupils have one small break at 10.30a.m. and generally have about 10 minutes to eat their main lunch at 12.30p.m. Guidelines and suggestions are given below.

### Lunch Guidelines

Please note that due to life-threatening allergies among some pupils the school is a **‘NUT-FREE’ ZONE**. Therefore, we would ask you not to give your child any nuts or nut-products for example nutella, peanut butter. Please check the nutritional information on products to make sure it doesn't contain nuts.

A balanced lunch should contain at least one food from **each** of the following groups:

1. Sandwiches, rolls, pitta bread, wraps, crackers, scones, rice cakes, oatcakes, pasta.
2. Fruit/vegetables – apples, bananas, peeled oranges, celery sticks, red pepper, cherry tomatoes, cucumber sticks, raisins etc.
3. Dairy Products - milk, cheese, yogurt, fromage frais.
4. Protein - ham, turkey, tuna, chicken, egg, etc.
5. Drink – milk\*, water.

\*The School Milk Scheme is available to all our pupils. It enables each child to receive a small chilled carton of milk each day at a subsidised price, making it extremely good value as well as good nourishment for the children. You will be sent a note in this regard at the start of the year.

As St. Anne's N.S. fosters a healthy eating policy, we ask that you please do not give your children any sweets, lollipops, chocolate, crisps, chewing gum or fizzy drinks.

We refer you to the following websites for further information and suggestions on healthy lunches:

[www.safefood.eu](http://www.safefood.eu)

[www.fooddudes.ie](http://www.fooddudes.ie)

## **SCHOOL HOLIDAYS**

A reference sheet listing the dates of all the known holidays that will take place in the coming year is given to each pupil during September. You can also check out this information on the school website. Dates of standardised holidays such as the October Midterm and the Christmas and Easter Holidays can be checked on [www.education.ie/en/Schools-Colleges/Information/School-Holidays/](http://www.education.ie/en/Schools-Colleges/Information/School-Holidays/)

## **HOME – SCHOOL COMMUNICATION**

For the school to carry out its role properly the support and co-operation of parents/guardians is essential. It is therefore crucial to have good home-school communication. Obviously, each person's personal and/or professional privacy is to be respected at all times.

Different channels of communication are used by the school.

### **School Notes:**

In some cases, notices are sent home with the children. It is very important that you check your child's schoolbag regularly for notes or ask the older children.

### **Texting:**

The school will text parents with important updates and reminders.

### **Email:**

The school primarily communicates through email. The office email address is [stannessshankill@gmail.com](mailto:stannessshankill@gmail.com).

### **School Website and Social Platform:**

Find all relevant information and the latest news on our website [www.stannesshankill.com](http://www.stannesshankill.com).

Follow us on Facebook at "St. Anne's Primary School in Shankill" and Twitter [@followstannes](https://twitter.com/followstannes).

### **Reports**

End of year reports are issued to parents/guardians in mid - June. These include the results of Standardised Tests taken during May for all pupils from 1<sup>st</sup> - 6<sup>th</sup> Class.

### **Contacting the Class Teacher:**

You can come and discuss any concern you have relating to your child's education with your class teacher by appointment arranged with the teacher or the school secretary. Please do not disturb a class

unannounced. Should you need to get an urgent message to your child's teacher, please do so with a note in the child's journal or by ringing the school secretary. It is important to be aware that the teacher needs to be with their class from 8.50a.m. Parent-teacher meetings will be organised during the school year where you will have an opportunity to sit down and discuss your child's progress. Details will be sent in advance of these meetings by email.

If your child is experiencing a particular problem outside of school, it is essential that you communicate this to the teacher e.g. family stress caused by an illness, a new baby, a bereavement or a separation. Such changes may result in a change in your child's behaviour at school.

### **Access to Phone:**

Pupils are welcome to phone their parent/guardian in case of emergency or change of school arrangements from the school phone in the Secretary's office. Mobile phones are not permitted in school unless written permission has been given and the school's rules are adhered to (see Mobile Phone Policy on the school website).

### **Particular Concerns:**

As parents and guardians it is important that you:

- provide the secretary with details of any changes in home address, contact numbers or email address;
- provide an explanatory note for the teacher if your child has been absent;
- inform the school if there is a change in collection arrangements especially for children in junior classes;
- inform the school if a child has a special medical condition or an allergy possibly requiring additional attention;
- follow a simple but **definite** line of communication if you have an issue to be dealt with– i.e. discuss the matter with the *Class Teacher* first, then, if necessary, the *Principal*, the *Chairperson of the BOM* and the *BOM*.

## **HOMEWORK**

Homework is set from Monday to Thursday evenings. The class teacher will advise on the homework requirements for your child. Homework notebooks (where applicable) should be checked and signed each night.

If a child is persistently having problems with homework you should contact the class teacher to discuss the matter.

The homework policy is available on the school website.

## **EXTRA-CURRICULAR ACTIVITIES**

We encourage your children to become involved in the extra-curricular life of St. Anne's School knowing that developing a new interest will benefit their creativity, communication skills and self-confidence.

Activities include:

Speech and Drama, Modern Dance, Basketball, Gaelic Football, Hurling/Camogie, Soccer, Girls', Hockey, Mini Tennis, Arts and Crafts, Beavers, Cubs and Scouts, Tae Kwon Do, Guitar, Gymnastics, French, Ógras Youth Club, Swimming.

Please refer to the school website for current contact numbers.

We also have a breakfast club, homework club and an after-school club (enquiries to the school office).

## **STUDENT GROUPS**

There are lots of opportunities for your children to get involved in the running of our school during their time here.

We have an active Student Council that represents the views of children and takes action with regard to key issues that affect them. Our Green



Team works tirelessly to ensure we do all we can to be as environmentally friendly as possible. Also, we have a Media Team that writes articles for our school blog, social platforms and for local and national media.

We encourage children to be actively involved, take ownership and develop their leadership skills.

## **SCHEMES AND CAMPS**

### **BOOK RENTAL SCHEME**

Parents/Guardians pay a rental fee at the beginning of each school year to cover the costs of supplying additional reading material in various subjects to pupils without having to purchase the books.

### **INSURANCE SCHEME**

There is a small charge per pupil each year to cover the cost of 24 hour Insurance cover under the Personal Accident Insurance Scheme. All families are encouraged to avail of this scheme.

### **SUMMER CAMPS**

A number of Summer Camps are held in the school each year. These vary in acceptance ages and are run by various groups **separate to the school**, having first sought approval by the Board of Management and

agreed to operate to approved standards. The Camps prove to be very popular and are independently advertised.

## **PARKING**

We ask every parent/guardian to adhere to the following decisions, which have been approved by the Board of Management

1. Pupils are encouraged to walk to school whenever possible. St. Anne's Church car park is open in the mornings and parents can park or use it as a drop off point for older children. There is a lollipop lady to help children cross the road safely. It is also possible to park at Rathmichael church and walk your children up from there.
2. If driving to school, please park in the upper car park that has been provided for parents' use. For health and safety reasons, the lower car park is only for staff cars and necessary deliveries to the school.
3. Show consideration and care when you use the car park. It can be very busy just before school opens. Please observe the one-way system that is in place.
4. No parking is allowed in the set-down areas at the school gate as these are intended as drop-off points for the older children.
5. We would ask you to please inform whoever is dropping or collecting your child of the above.

# **SCHOOL POLICIES**

## **CODE OF BEHAVIOUR**

The school expects the highest standard of behaviour from its pupils including the following:

- each pupil is expected to be well behaved and show consideration for other children and adults;
- each pupil is expected to show respect for the property of the school, other children's and their own belongings;
- each pupil is expected to attend school on a regular basis and to be punctual;
- each pupil is expected to do their best both in school and for homework.

A copy of the School's Code of Behaviour is available on the school's website.

## **BULLYING**

We encourage and promote good behaviour and kindness. Incidents of bullying will not be tolerated and will be dealt with in accordance with the school's anti-bullying policy. All incidents should be reported to the class teacher.

### **Possible signs that a child is a victim of bullying:**

- Anxiety about travelling to and from school – requesting parents/guardians to drive them.
- Signs of distress; bed wetting, not eating.
- A child who has been happy at school losing interest and enthusiasm for school. This may be reflected in deterioration in school performance.
- Unwillingness to attend school.
- Damage to bicycles or personal property e.g. clothes, books or loss of same.

- A child returning from school in very bad humour but reluctant to say why.
- Unexplained changes of mood. These will often occur before the restart of school – at the end of a weekend or the end of holidays.
- An increase in requests for money.
- Unexplained cuts and bruises.
- Recurrent nightmares.

If your child is being bullied please:

- make an appointment with the teacher to discuss the problem. Bullying behaviour can be difficult to detect. Schools need the support of parents in tackling the problem;
- encourage your child to confide in a responsible adult if a problem arises;
- as violent behaviour cannot be condoned in our school do not encourage your child to hit back.

Most instances of bullying can be quickly dealt with and stopped by the class teacher. We welcome information from parents about bullying situations known to them. It's important to keep in contact with your child's teacher

A copy of the School's Anti-Bullying policy is available on the school's website.

## **SPIRITUAL EDUCATION**

Our school is a Catholic Primary School under the patronage of the Archbishop of Dublin.

The religion programmes followed in St Anne's are the "Alive-O" and "Grow in Love" series.

## **FIRST CONFESSION/RECONCILIATION AND FIRST HOLY COMMUNION**

In Second Class children are prepared to receive the sacraments of First Reconciliation and Holy Communion.

Preparation for these sacraments consists of:

- meetings to support parents/guardians in their role of preparation;
- a Presentation Service is held in the Parish Church in the Autumn;
- first Reconciliation generally takes place in the Parish Church in Spring;
- children receive their First Holy Communion on a Sunday in May during the 10.30am Mass.

Boys wear a Communion Robe for the ceremony.

## **CONFIRMATION**

In Sixth class the children are prepared to receive the Holy Spirit in the Sacrament of Confirmation.

Preparation for this Sacrament consists of:

- meeting for parents/guardians;
- a Presentation Service;
- service of Light, which takes place in the Parish Church in Spring;
- the Confirmation Service itself which usually takes place in March/April.

All children wear a Confirmation Robe for the ceremony.

## **GRADUATION CEREMONY**

At the end of the school year a Graduation Ceremony is held for the children of Sixth class. This includes a mass for the children and their parents/guardians and a presentation ceremony.

# A SPECIAL NOTE FOR JUNIOR INFANTS

## THE FIRST DAY

It is important that you establish a **good routine** early. Check that all items – uniform, bag, are ready for the morning. Do this in a calm fashion – don't have your child over-excited or anxious going to bed. Give plenty of time in the morning for dressing, washing and eating a good breakfast. It is important that your child arrives at school before class starts as children can find it very intimidating to walk into a class already in progress.

## ON THE BIG DAY

If you are feeling upset, don't show it, leave your child with the teacher, and tell him/her you will be back at the appropriate time to collect him/her.

If your child is upset, trust the teacher. The teacher is very experienced and knows how to **comfort** an anxious child. Sometimes a small toy from home can be a comfort.

It is important to arrive **on time** to collect your child from school. Children will become upset if they see other children being collected and feel they are being left behind.

It takes **time for children to adapt** to school life and routine. Don't expect too much too soon. Talk to them about what happened and allow them to respond in their own way.

If you ask, "What did you learn today?" you will most likely be told "nothing". Most of the work at infant level is activity based and children are not conscious of 'learning' as adults understand it. If, however, you ask "What happened?" "What did you do?", "Did you sing?", "Did you draw?", you will have more success.

Your child will be tired coming home from school, so it is important to set a routine of a **quiet time** together and early to bed.

If you feel that your child is worried about something school related, talk to the teacher.

## **MAKING LIFE MANAGEABLE FOR A JUNIOR INFANT**

Children cannot be independent if they cannot manage the equipment you provide. Give some thought to the items your child needs to get through the school day, for example:

- choose a school bag that the child can open and close easily, and large enough to hold an A4 size folder;
- please label all your child's belongings as otherwise they will get mixed up or lost;
- choose a lunch box that s/he can open easily. Choose a drink container with a lid that does not have to be removed by your child to avoid unnecessary spills, for example a self-closing spout or straw top. Make sure the school bag can hold these;
- give some thought to lunches. Peeled oranges (wrapped) for example will make your child less dependent on teacher. Set yogurts may help avoid unnecessary spills.

All of the above, if given a little thought, can help your child feel capable of dealing with classroom routine. It also helps the teacher enormously. Valuable time can be saved if the teacher does not have to tie and untie 30 pairs of shoes or repack school bags each day.

## **Birthday Parties**

Please note, that if you are having a birthday party for your child, we request that party invitations are distributed outside of school hours to avoid any unnecessary upset amongst the children.



## **A NOTE ABOUT SECONDARY SCHOOLS**

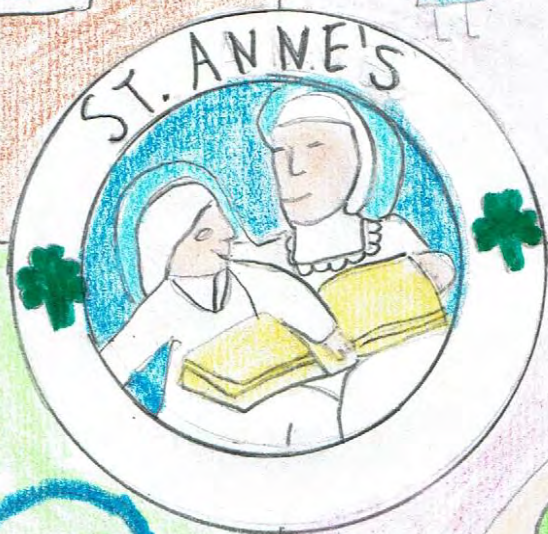
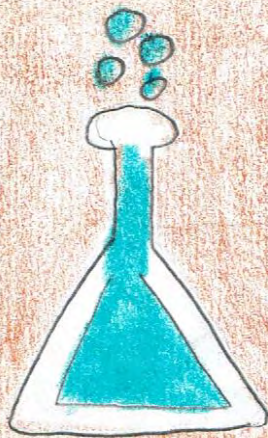
Some of the Secondary Schools which pupils from St. Anne's N.S. have attended in recent years are listed on our website. Enrolment policies vary between schools, so it is important to contact schools when your child is in 1st or 2nd class to determine current policy. Most schools have Open Days when you can visit the school, see their facilities and get valuable information from current pupils and teachers. Further information about secondary schools e.g. size, distance from Shankill etc. can be found on the PTA website [stannesparents.blogspot.ie](http://stannesparents.blogspot.ie)

### **REFERENCE CONTACT PHONE NUMBERS/WEBSITES**

SCHOOL SECRETARY	01 2825565
RESOURCE CENTRE AND PARISH OFFICE	01 2822704
PARISH PRIEST	01 2824425
SHANKILL LIBRARY	01 2823081
SHANKILL HEALTH CENTRE	01 2820344
LOUGHLINSTOWN HEALTH CENTRE	01 2822122
LOUGHLINSTOWN HOSPITAL	01 2825800
SHANKILL GARDA STATION	01 6665900
NATIONAL PARENTS' COUNCIL	01 6789980
WWW.NPC.IE	

### **Pictures by:**

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Back Cover:	Francesca O'Halloran, 4th Class



**[www.stannesshankill.com](http://www.stannesshankill.com)**