

St. Michael's & St. Patrick's N.S.,  
Cootehall,  
Boyle,  
Co. Roscommon,  
F52 TV26.  
Tel. No: 071-9667264  
[www.cootehallns.com](http://www.cootehallns.com)

5<sup>th</sup> October, 2023.

Dear Parents,

**School Staffing** In June we were allocated a seventh class teacher on a temporary basis until October 27<sup>th</sup>, 2023. If our enrolment was 169 or above on September 30<sup>th</sup>, 2023, this post would have been granted for the full school year. Unfortunately, we did not have 169 students on our roll on this date. We will lose this class teacher and return to having six mainstream class teachers on November 6<sup>th</sup>. As a result, 3<sup>rd</sup> Class will now be divided and shared between Mr. Conboy's and Mr. Duffy's classes. Parents of children in 3<sup>rd</sup> class will be informed of their child's new class in a separate letter.

We are disappointed to be losing Ms. Corcoran for now. We would like to thank her for all her hard work and wish her well in the future.

**School Photos** The school photographer will be coming to our school next **Wednesday 11<sup>th</sup> October**. (See Note Attached)

**Mid-Term Break** The school will be finishing at the usual time of 2.10 p.m. and 3.10 p.m. on Friday 27<sup>th</sup> October. The school will be closed for the week **Monday 30<sup>th</sup> October to Friday 3<sup>rd</sup> November**. The school will re-open on **Monday 6<sup>th</sup> November at 9.30 a.m.** after the mid-term break.

**Halloween Dress Up** On Friday October 27<sup>th</sup> we will have a Halloween Dress Up Day. We look forward to seeing all your wonderful creative Halloween outfits on that day. If you wish you can also bring in some sweets to have with your lunch at second break. Remember that you have to be able to sit in the class and play in the yard in your outfit. And finally if your outfit has a mask please make sure it is not too scary for any of the teachers

**Voluntary Contribution 2023/24** The school are requesting a contribution of **€30 per pupil**. This amount goes towards the cost of art supplies, photocopying and Pupil Personal Accident Insurance. We would be grateful if this contribution could be paid at your earliest convenience. This contribution can be paid through the online system Way2Pay. Alternatively, this amount can be paid in instalments on the Way2Pay system, if it is more convenient for you. Please find attached Way2Pay Information Sheet, Way2Pay Login Guide and Way2Pay by instalments sheet.

**Supervision** Please do not park in front of the school gates for the safety of the children accessing the school. This space is reserved for the school bus only. To ensure the smooth running of this, supervision starts at 9:15 a.m., and finishes at 3:20 p.m. The Board of Management accepts no responsibility for any pupils on the school premises outside of these hours. We ask that all students remain in their cars until a member of staff opens the gate at 9:15 a.m. Infant students are dismissed for the end of their day at 2.10 p.m. The infant teacher uses the remaining hour for class preparation and organisation. Students from first to sixth class are dismissed at 3.10 p.m.

**Shoe Box Appeal** The students are partaking in the shoe box appeal this year. (Leaflets will be given out next week to each family). Anybody interested in taking part should bring their shoe box back to the school before Friday 10<sup>th</sup> November, 2023.

**Gardening** Lazlo from Knockvicar Organic Centre will be coming to our school every second Tuesday to continue gardening with our students in Ms. Gilhooly's class. The next gardening is 10<sup>th</sup> October, 2023. Ms. McLoughlin's class will do gardening after the Hallowe'en break.

**Soccer** Soccer training continues on Wednesdays weather permitting for 3<sup>rd</sup> to 6<sup>th</sup> Class.

**G.A.A. Training** Stephen Bohan continues G.A.A. training with Junior Infants to 6th Class students on Friday mornings up to Halloween, weather permitting.

**Contact Details** If there is any change in your contact details, please let the school know so we can update our data base. Click [here](#) for the contact details form.

**Absence Form** If your child is absent from school for any reason all parents/guardians must complete an Absence Form. Please complete the absence note which is located in the centre of your child's Homework Notebook or click [here](#) for the online Absence Form.

Yours sincerely,

*Cian Duffy*  
Principal.