

**GALWAY**



**EDUCATE TOGETHER  
SECONDARY SCHOOL**



# **5TH & 6TH YEAR INFORMATION EVENING**



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Key Calendar Dates

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Introduction to Senior Cycle

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GETSS Student Supports

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Unique App for School Communication

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Attendance & Punctuality

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Updated Code of Behaviour - Home Learning

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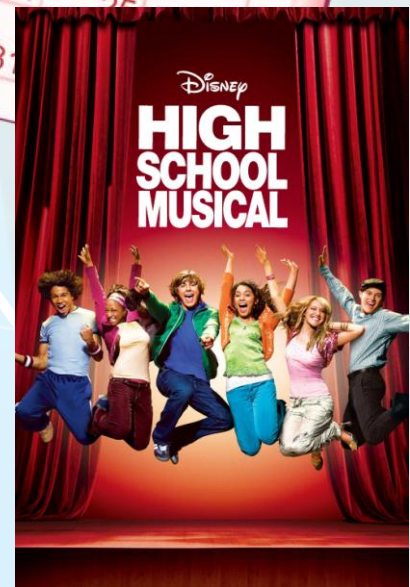
Q & A

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# KEY CALENDAR DATES

- Current Calendar on Website and App
- **School Closures:**
  - ✓ Oct 28th - Nov 1st (Mid-term Break)
  - ✓ Sept 18<sup>th</sup> Staff Training Day
  - ✓ Sept 30th School Closure Day
  - ✓ Nov 28th (Staff JC Planning)
  - ✓ Dec 23rd – Jan 3rd (Winter Break)
  - ✓ Feb 3rd (Public holiday)
  - ✓ Feb 17th – 21st (Mid-term Break)
  - ✓ Mar 17th & 18th (Public Holiday and School Closure Day)
  - ✓ Apr 14th – 25th (Spring Break)
  - ✓ May 5th (Public holiday)
  - ✓ May 7th (Staff Training Day)
  - ✓ **School finishes on May 30th**
- Nov 27th, 28th & 29th – School Musical
- 5<sup>th</sup> Year **Parent-Student-Teacher Meeting** on January 21<sup>st</sup>
- 6<sup>th</sup> Year **Parent-Student-Teacher Meeting** on October 2<sup>nd</sup> (complete)



# KEY SKILLS

## JUNIOR CYCLE KEY SKILLS



## SENIOR CYCLE KEY SKILLS

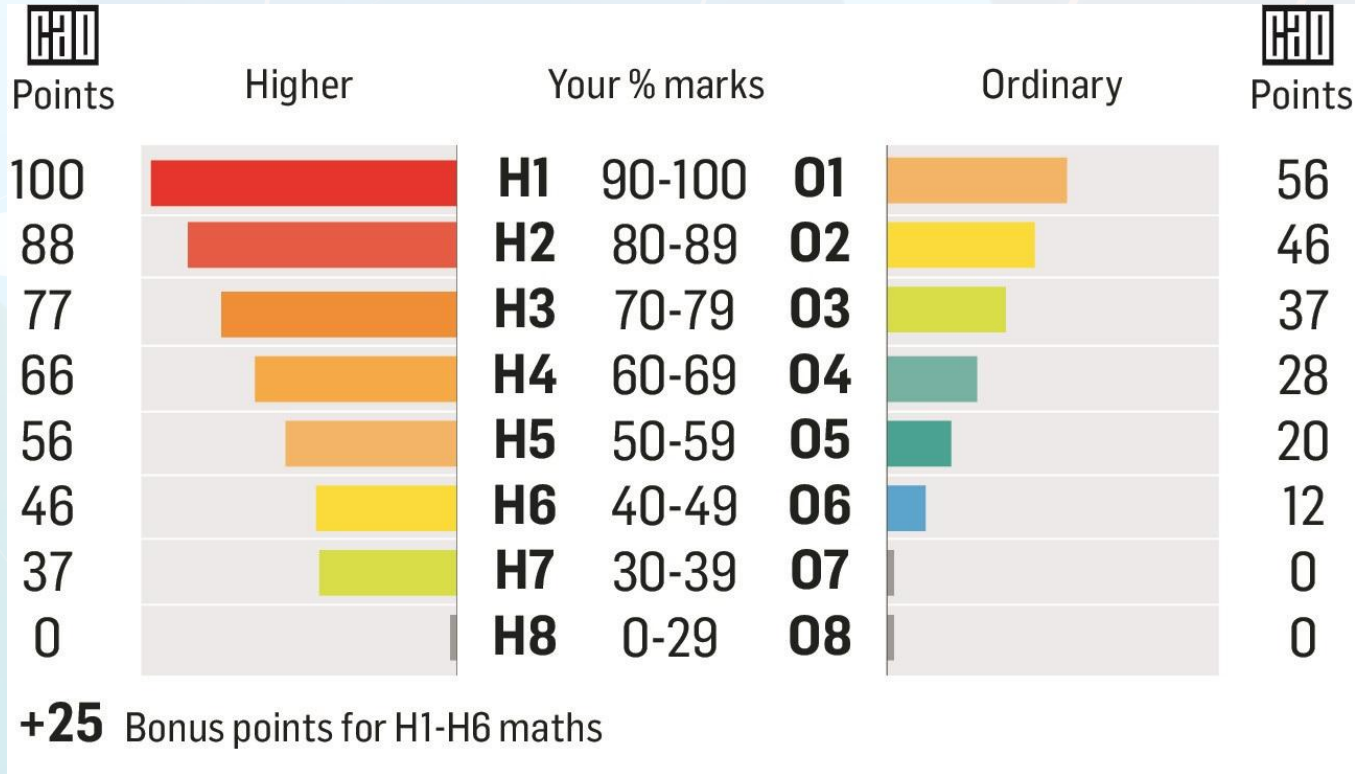


# ASSESSMENT & REPORTING TO SUPPORT LEARNING

- Ongoing class assessment (class tests, etc.) throughout the year. Feedback given to support student improvement.
- **Assessment week Nov 11th – 15th.** 2-hour assessments in all subjects except options.
- VSware reports issued in mid December.
- **Assessment week May 6th – 14th.** 2-hour assessments in class in all subjects
- Exam schedules will be shared with students and parents/guardians in advance of assessment weeks
- **LC Mock Exams** – 2 weeks (27<sup>th</sup> January – 7<sup>th</sup> February)
- **5<sup>th</sup> Year Parent-Student-Teacher Meeting** on January 21<sup>st</sup>
- **6<sup>th</sup> Year Parent-Student-Teacher Meeting** on October 2<sup>nd</sup> (completed)



# SUBJECTS & LEVELS



- **Higher, Ordinary & Foundation** Levels in Gaeilge & Maths
- **Higher & Ordinary** Levels in English, MFL (French/Spanish) & option subjects
- **Non-examination subjects** include Career Guidance & PE/SPHE

*Teachers will advise students and be in touch with parents/guardians if levels need to be discussed*



# AFTER SCHOOL STUDY

- Available to all students
- Runs Monday – Thursday
- Contact the office for details
- Monday 4-6pm (2 hours)  
Tuesday 3-6pm (3 Hours)  
Wednesday 4-6pm (2 hours)  
Thursday 3-6pm (3 Hours)
- €35 per week for 4 days, €30 for 3 days



# BOOK RENTAL SCHEME

- Books have been distributed
- Can't be written on except for light pencil
- Must be returned in good condition
- Bar coded to the student – like a library system





# ATTENDANCE MANAGEMENT

- Attendance & Participation Strategy, 2024 – 2025 (on website)
- Accurate absence details are essential
- **GETSS app only** for absences and partial absences notifications (dropdown menu with options and space for additional detail) - VShare is updated in real time.
- Explanation of absences before 8.30am - so the tutor is aware at the start of the day
- If no explanation is logged, you will be prompted by the app to provide one (based on the am roll call)



# SIGNING IN/OUT

- If student arrives after 8.30, they must **sign in at the office using the office tablet**. When they log their arrival on the tablet, you will receive a message stating the time of their arrival. You will be asked to **give an explanation** for the student's late arrival.
- If your child needs to leave the school during the school day for an unavoidable appointment, you will need to submit a **'permission to leave' request via the app, in advance**. Once this has been received they can sign out, using the office tablet.



# ATTENDANCE

**1 or 2 days a week doesn't seem like much but...**

<b>If your child misses....</b>	<b>That equals...</b>	<b>Which is...</b>	<b>And over 13 years of schooling that's...</b>
1 day every 2 weeks	20 days per year	4 weeks per year	Nearly 1 1/2 years
1 day per week	40 days per year	8 weeks per year	Over 2 1/2 years of school
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years



# SUPPORTING ATTENDANCE

## Our Procedures

- Tutor calls home when there is no communication regarding **absences after 3 days**
- Tutor contacts home when there are in excess of **5 absences of any kind** (via app)
- Tutor flags **10+ absences of any kind** Tutor organises an Attendance Support Meeting with the student to determine causes and set attendance targets (and parents/guardians, where necessary). DP sends an attendance notice to parents/guardians via email.
- Tutor flags **15+ absences of any kind** with the DP. An attendance clinic may need to be arranged with the parents/guardians and the Principal/DP, to determine causes and set targets. DP sends an attendance notice to parents/guardians via email.
- Absences (**of any kind**) in excess of **20 days** will be reported to TUSLA, as per our legal remit under the Education Welfare Act. Parents/guardians will be notified of such reports via email.



# SUPPORTING PUNCTUALITY

## Punctuality Coordinator – Nora Blake

- monitors morning lates by running a weekly report
- intervenes where necessary, in accordance with Attendance and Participation Strategy
  - 3+ lates = RP conversation, discussing causes and setting targets
  - 5+ lates = contacts home re. repeated lates, seeking support from parents/guardians
  - Further lates = 'Late Lunch' (written reflection and target setting)
  - Further lates = meeting with parents/guardians



# PUNCTUALITY

**How about 10 minutes late a day? Surely that won't affect my child?**

He/she is only missing just....	That equals...	Which is...	And over 13 years of schooling that's...
10 minutes per day	50 minutes per week	Nearly 1 1/2 weeks per year	Nearly 1/2 year
20 minutes per day	1 hr. 40 min per week	Over 2 1/2 weeks per year	Nearly 1 year
30 minutes per day	Half a day per week	4 weeks per year	Nearly 1 1/2 years
1 hour per day	1 day per week	8 weeks per year	Over 2 1/2 years

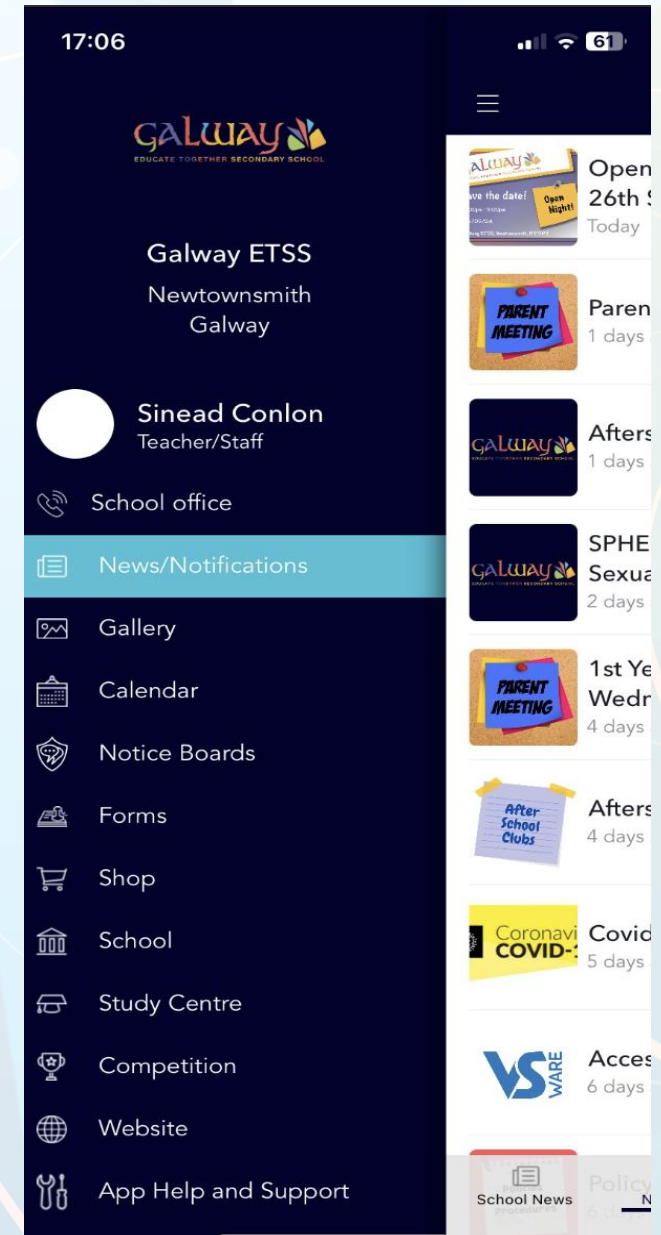
**EVERY DAY COUNTS**

**If you want your child to be successful at school then , *YES*, attendance does matter!**



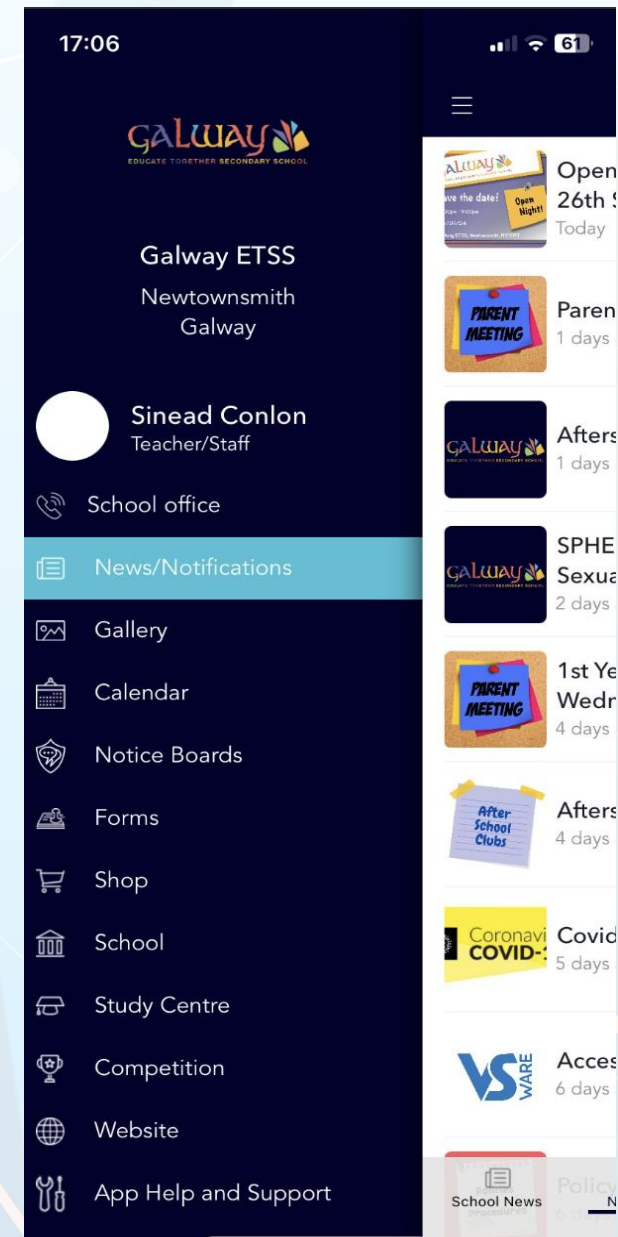
# OUR SCHOOL APP

- Primary means of communication with home
- Important updates & latest news
- Access to school calendar
- Removes necessity to email/call the office with details of absences
- Consent forms for events/trips
- Payments via 'Shop'
- **Attendance management**
- Links to VSware (the software we use to store student attendance, behaviour and assessment data) **You no longer need the Vsware app on your phone!**
- NOTIFICATIONS ON!
- Email: [support@uniqueschools.ie](mailto:support@uniqueschools.ie)



# COMMUNICATING WITH US

- You can send a 'parent note' via the app to either the tutor or the office.
- Teachers may send you important notifications via the app.
- **If you wish to contact a teacher, please send a 'parent note' via the app. The office will notify the relevant teacher, who will make contact with you as soon as they can.**
- Please do not send emails to individual teachers, especially outside of working hours.
- In the event of an emergency, you can use the email: [admin@galwayetss.ie](mailto:admin@galwayetss.ie)





# STUDENT INFO!

## HOME LEARNING

### Expectations, Procedures and Interventions



Students are expected to complete assigned Home Learning within the timeframe specified. Home Learning will be clearly documented within OneNote lessons and should be noted by the student in the student journal. Students will organise the Home Learning sections of their journals each Monday in Tutor Class, in preparation for the week ahead. If a student presents without Home Learning or with incomplete Home Learning, the steps outlined below will be taken.

#### SUBJECT TEACHER

#### TUTOR

##### STAGE 1 - 1ST INSTANCE

- An **RP conversation** will take place to establish why the home learning hasn't been completed and to highlight the importance to completing home learning
- The student will be given the opportunity to complete the home learning within a specified, agreed timeframe
- Student must present the home learning to the teacher at the agreed time

##### STAGE 2 - 2ND INSTANCE

- A more **serious RP conversation** will take place and the teacher will again highlight the importance of home learning. The student will be reminded that they are in breach of the GETSS Home Learning Policy and COPB.
- The student will be asked to complete the home learning within a specified timeframe
- It will be logged in **VShare (0 Point)** as 'Home Learning Concern - Stage 2'
- Student must present the home learning to the teacher at the agreed time

##### STAGE 3 - 3RD INSTANCE

- A further RP Conversation will take place and the **teacher will contact home via email or phone**. The tutor will also be notified.
- It will be logged in **VShare (0 Point)** as 'Home Learning Concern - Stage 3'

##### STAGE 4 - 4TH INSTANCE

- The teacher will make a **'Home Learning Referral - Stage 4'** to the Tutor via **VShare (0 Point)**. This is very serious! The tutor will now step in.

##### STAGE 4 - TUTOR/STUDENT MEETING

- The tutor will arrange a **meeting with the student** to
  - discuss causes
  - set home learning targets
  - introduce **Home Learning Monitoring Card**
- The tutor will **contact home via email or phone** seeking support and outlining discussed targets
- The tutor will communicate targets with the student's teachers

##### STAGE 5 - BEHAVIOUR REFERRAL

- The tutor will Monitor **VShare** for further reports of no/ incomplete home learning
- If issue persists, the tutor will complete and submit a **Behaviour Referral Form**
- The Deputy Principal will assign an **After-School Reflection** and inform parents and Tutor

##### STAGE 6 - PARENT/GUARDIAN MEETING

- The tutor will monitor **VShare** for further reports of no/incomplete home learning
- If issue persists, **invite parent/guardian to the school for a meeting** (in consultation with Principal/ DP)

#### IMPORTANT!

If the Tutor notices an **emerging pattern** of home learning issues on **VShare** (i.e. ≥ 3 Stage 3 Concerns) across a range of subjects, they will start at **Stage 3** of this process!



The procedure will be applied to repeated instances within a 4-week period

# COPB UPDATE (HOME LEARNING)

## SUMMARY OF INTERVENTIONS:

**Stage 1** – 1st instance: teacher will have quick RP chat with student to see why it hasn't been submitted and to reiterate the importance of completing home learning.

**Stage 2** – 2nd instance: serious RP conversation. Logged on **VShare**.

**Stage 3** – 3rd instance: further RP conversation. Logged on **VShare**. **Teacher contacts home**, seeking support.

**Stage 4** – 4th instance: Teacher makes referral to Tutor. **Tutor meets with student** to discuss causes, set targets, etc. **Tutor also contacts home**.

**Stage 5** – Further instance: Tutor **refers to DP**, who will organise an **after-school reflection**

**Stage 6** – Parents/guardians will be **invited in for a meeting**

- **Advisable to check student journals to ensure good practice around logging home learning**
- **If student is struggling with home learning or workload, inform teacher.**



# REMINDER: CARE OF IPADS

- **Fully charged every night** - not permitted to charge iPads in school
- Brought to each class
- Used only as instructed (misuse will result in confiscation, as per [Acceptable Use Policy](#))
- Screen protector applied
- Kept in bag or locked in locker when not in use
- **Insurance strongly advised**
- School not liable for damage



# REMINDER: NO PHONE ZONE

- Use of mobile phones is not permitted anywhere in the school grounds during the school day.
- If a student is found to be using their phone, it will be confiscated (and a demerit will be logged). On a subsequent offence, a **parent/guardian will be asked to come to the school to collect the phone.**
- Please avoid contacting your child via mobile phone during the school day. Call the office instead.
- See Acceptable Use Policy (iPads/school platforms and mobile phones)



# SCHOOL OF SANCTUARY

*Recognition as a school that is committed to creating a safe, welcoming and inclusive environment that benefits everybody, including anyone in its community who is seeking sanctuary.*

- Irish Education System information (for families who may be unfamiliar with the Irish context)
- [www.getss.ie/](http://www.getss.ie/) Google Translate
- PBL, workshops and events in the areas of identity and anti-racism
- Curricular elements (Ethical Ed, CSPE, Art and English)
- Turning the Tide campaign for Traveller Movement campaign (intercultural workshops for 1st Years)
- Monitoring Day – October 23rd, 2024



**Schools of Sanctuary Ireland**

# GALWAY



EDUCATE TOGETHER SECONDARY SCHOOL

**Q&A**

