

Coláiste Ráth Tó

Ratoath College

Jamestown, Ratoath, Co Meath, A85 TW84.

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20th September 2022

RE: First Year Students

Dear parent(s)/guardian(s),

It was lovely to meet you on at our welcoming ceremony and we hope that things have settled down as our new first year group are transitioning to secondary school. We are really enjoying getting to know all the students and are just writing to you to share some information with you.

The Dialann

Students should always have their Dialann on their desk each class and must record their homework in it. Please initial any notes in the comments section. The homework section has space to tick off work as it's completed. As students learn to manage the homework at secondary school we encourage them to do the homework on the night that it is assigned even if it is not due for the next day. If this is not possible students should write it in again in the homework section on the night before it is due.

Mol n Óige

As students got used to putting their best foot forward, we asked staff not to give bad notes for the first two weeks of tuition time to allow students to face the new challenges of being organized in relation to homework, books and lockers. This period of grace is now finished. Students will get some bad notes but as we know mistakes offer the opportunity for great learning and we will continue to encourage students to put their best foot forward.

Stickers- As part of our positive discipline structure where a student has not received any bad notes or unexcused late stamps in a week they receive a bronze star in the comments section of their Dialann. If they get three bronze stars, they are awarded a silver star and for no bad notes in a full term they receive a gold star. Students also received stars for perfect attendance.

Lockers

Students have all been assigned a locker in their base classroom. We encourage students to use them to store their equipment and books. Students should use their locker before school, at little break, at lunchtime and after school. At breaktime if the locker area is busy we encourage some students to eat and use the bathrooms first and do their locker at the end of break instead of waiting.

Extra-Curricular Activities

The benefit of getting involved in extra-curricular activities is huge. This is a great way to make friends, to develop skills and to experience school life to the fullest. An extra- curricular fair will be held during Tutorial on Wednesday October 5th and students will have an opportunity to meet those teachers and students involved in the activities and get information on how to sign up for some new activities. We encourage all students to join at least one extra curricular activity.

Mol an Óige agus Tiocfaidh sí

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MS Teams

We have created a Microsoft Teams page for all the first-year students. We will use this to provide updated information to the students throughout the school year. All students have access via their school email which was provided to them by their Digital Literacy teacher. MS Teams an educational platform and students are reminded of their responsibilities when engaging with MS Teams. This is not a social media platform and should not be used as such.

Punctuality and Attendance

We ask that students are in their base rooms at 8.30 so to have time to go to their lockers before registration begins. If a student is late, we ask that where possible they have a note in the comments section to explain this. Students that are late cannot enter via the first-year door but must check in at reception. Where students have multiple unexcused late stamps, a text will be sent home and students will have to complete reflections and put an action plan in place to improve on their punctuality.

Where students are absent, we ask that they have a note explaining the absence in the blue section of the Dialann on their return to school. Where students need to leave early for an appointment, they must have a note in the yellow section of the Dialann. This must be signed by Ms Flynn in the morning, and they must sign out in reception before they are collected.

Anti-bullying workshops

Students have all engaged with anti-bullying workshops this week and we ask that you familiarize yourselves with our anti-bullying policy and speak to your child about this. We want Ratoath College to be a safe space for all our students and staff.

Thank you all for your continued support.

Yours faithfully/sincerely,

The First Year Team,

Paola Flynn

Dervilla Bailey

Gillian Callan

Kevin Farrell

Sophie Gerrard

Jane Lawler

Richard Moynihan

Mohammed Nissar.

Mol an Óige agus Tiocfaidh sí