



# Loreto Secondary School

Pembroke Hill, Ballynagee, Wexford. Y35WT28.



Telephone: 053-9146162

Email: [reception@loretowexford.com](mailto:reception@loretowexford.com) Website: [www.loretowexford.com](http://www.loretowexford.com)  
Office hours: 7.45am to 4.15pm Monday to Friday

10 January 2025

Dear parents/guardians and students,

I hope you had a pleasant Christmas, and I extend my best wishes to all Loreto families for 2025.

I write with a few updates, as outlined below.

### **Student Attendance and Punctuality:**

Students must be in attendance each day, wearing the correct school uniform. As this is a very short term, I ask all parents/guardians to put a renewed focus on ensuring that their daughter(s) attends school each day. From next week, we are implementing an Attendance Awareness initiative. This will involve regular communication with the students and there will be posters around the school highlighting the impact non-attendance has on learning.

There are only 24 teaching days until the February mid-term break, and I want to see as many students as possible be here for the **full** duration of each day. The school is obliged to report absences totalling 20 days to TUSLA and, when TUSLA are involved, partial days missed are also included as part of their work.

Classes begin each day at 08.45. While the vast majority of students are here on time, some have developed a habit of arriving late. Students must have a written note from a parent/guardian explaining the reason for the late arrival. Regular, unexplained late arrivals will be noted by a Deputy Principal and a sanction will be imposed.

### **Dates to Note:**

- Monday, 20 January – TY/5<sup>th</sup> Year Information Meeting for 3<sup>rd</sup> year parents (17.30)
- Thursday, 23 January – 1<sup>st</sup> year Parent – Teacher meeting (16.15 – 18.45)
- Monday, 27 January – Subject Choice Talk for 1<sup>st</sup> year parents (17.30)
- Monday, 27 January – Subject Choice/LCA Talk for 4<sup>th</sup> year parents (18.30)
- Monday, 3 February – school closed as it is a Bank Holiday
- Wednesday, 5 February – 5<sup>th</sup> year Parent – Teacher meeting (16.15 – 18.45)

### **Mock Exams:**

By way of follow-up to the letter at the end of November, I wish to remind you of the following in relation to Mock examinations.

- Mock examinations for 3<sup>rd</sup> and 6<sup>th</sup> year students will be held in the school in January/February by way of preparation for the State examinations that are scheduled to take place in June.
- The cost per student of examination papers, answer books and external corrections will be €125. This amount is payable either:

by logging into Vs Ware and paying the fee listed **before Friday, 17 January 2025.**

or

to the School Secretary by cheque or cash before the date listed above. Cheques should be made payable to Loreto Secondary School.

- If the payment of this fee causes undue financial hardship, please feel free to contact Ann McClannon (School Secretary) or me in strict confidence either by note or by phone (053-9146162). Unlike the State examinations in June, there is no alleviation of this fee for medical card holders.
- Given that these examinations take place when normal classes are proceeding for all other year groups, it is not possible to arrange special centres and readers for students entitled to these measures in the State examinations in June.
- Students who are absent for a Mock examination will not be able to take the paper at another time.
- All students are asked to prepare very carefully for these examinations as the experience to be gained from sitting full papers under examination conditions is valuable practice for what lies ahead in June. However, these examinations should not become a source of undue stress for students. They are, simply, very useful practice for the state examinations. No college places will be offered on the strength of mock examination results!
- The Mock Examinations timetable will be available on the school website shortly – [www.loretowexford.com](http://www.loretowexford.com).

### **3<sup>rd</sup> year students:**

Examinations begin for 3<sup>rd</sup> year students on Wednesday, 5 February and run until Friday, 14 February 2025. During the examination period, all 3<sup>rd</sup> year students are expected to be in school every day either sitting an examination or engaged in supervised study.

Students may only leave the school in the course of the day or be absent for the full day if a note from a parent/guardian in the student's journal is presented to Mr. O' Dowd in the normal manner between 8.25 and 8.45 each morning.

### **6<sup>th</sup> year students:**

Examinations will commence on Friday, 31 January and run until Friday, 14 February 2025. 6<sup>th</sup> year students are only obliged to attend school during this period when they have a timetabled examination. If they choose to come to school when they do not have an examination, they must attend the room designated for study.

### **Project Work:**

Over the coming weeks, 3<sup>rd</sup> and 6<sup>th</sup> year students will finish projects in various subjects. Please note that the deadlines for completion of each project are set by the State Examinations Commission and will be strictly enforced. In this regard, I ask all students to pay particular attention to the deadlines as communicated by the relevant teachers.

### **Student Support:**

Please remember that we are here to help in any way possible. Initial contact is often made through our main office number (053 9146162). A list of Class Teachers is available in the school journal, and you are welcome to request a call back from any teacher by leaving a message with Sharon or Darina in reception. A return call will be made when the timetable allows.

Each year group also has a Year Head. By way of reminder, I list the relevant personnel here:

<b>Year Group</b>	<b>Year Head</b>
1 <sup>st</sup> Year	Mr. F. Laffan
2 <sup>nd</sup> Year	Ms. E. Mullen
3 <sup>rd</sup> Year	Mr. M. Mullen
4 <sup>th</sup> Year	Ms. S. O' Donoghue
5 <sup>th</sup> Year	Mr. D. O' Dowd
6 <sup>th</sup> Year	Ms. P. Kinsella

### **Brief Reminders**

- A reminder that the second instalment of fees in respect of Transition Year is due this month.
- In relation to child protection, I wish to remind you that there is a dedicated section on our website outlining the procedures to be followed where concerns arise. In this school, I am the Designated Liaison Person (DLP) and, in my absence, Ms. Siobhan O' Donoghue is the Deputy Designated Liaison Person (DDL).

Please contact me feel free to contact me if you have any queries in relation to the above.

Yours sincerely,

John Mc Ginnity,  
Principal.