

*St. Mark's*  
**Senior National School,**  
Springfield, Tallaght,  
Dublin, 24.  
Phone 4513138  
Fax 4527808



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The Parents / Guardians of  
Fourth Class Children

11th August 2010

Dear Parents / Guardians,

I would like to welcome your child to fourth class in St. Mark's Senior School.

The school reopens on Wednesday 1st September at 8.50 am. for all 4th Class children.

Your child is to go to the 5th & 6th Class yard and line up at 8.50 a.m.. They will then be collected from the yard by their teacher and brought to their classroom.

The school will be open for a full day and the children will go home at 2.30 p.m.

We are starting a new School Year and in order to ensure the smooth running of the school I would like to bring the following points to your attention.

### **1. School Opening**

School Doors open at 8.50 a.m. and classes begin at 9.10 a.m., please ensure your child is in school by 9.10 a.m.

### **2. Collecting children early.**

We appreciate that children do have to leave school early for Dental Appointments, Doctor's Appointments etc. but we would ask that these be kept to a minimum. If you do have to collect your child early, please send a note to your child's teacher.

### **3. Absences**

If a child is absent from school for any reason, you must send a note to the class teacher explaining the reason for the absence. There is no need to telephone the school.

### **4. Book Rental & Materials Money**

Many thanks to all of you who have paid the Book Rental and Materials Money. If you have not yet paid, you may pay when your child returns to school. If you wish to pay before that, the School Office will be open from Monday 23rd August to Friday 27th August from 9.30 a.m. to 12.00 noon each day.

### **5. School Books**

You have received your child's book list, please ensure your child has all their books when they return to school in September. If you have misplaced the book list they are available on the School web site.

### **6. School Journal**

Each child is required to have a School Journal. They will be available to purchase in the school at a cost of €4.

## **7. School Uniform**

All children are required to wear the full school uniform to school each day except on P.E. day when they are requested to wear their St Mark's School Tracksuit.

## **8. Recorders**

Children in some classes may be asked in September to purchase recorders, they will be available in the School Copy Shop which will open each morning from 8.50 a.m. to 9.10 a.m.

## **9. Swimming**

Swimming is part of the P.E. Programme in the school. The children will walk to Tallaght Leisure Centre. You will be asked to pay for this in September.

## **10. Insurance**

Brennan Insurance operate an insurance scheme for children. You will receive information and a form for this in early September. Should you wish to join the scheme the closing date will be 30th September 2010.

## **11. Annual Report**

The Annual Report for the academic year 2010/2011 will be available on the web site [www.saintmarks.ie](http://www.saintmarks.ie) in the next couple of weeks. Please have a read.

## **12. School Calendar for 2010/2011**

The list of days off for the coming year will be on our school web site in the next week.

## **13. Returning to School**

If your child is not returning to school on 1st September please notify the school either by email or you may leave a message on the school phone.

I hope you enjoy the remainder of the Summer Holidays and I look forward to meeting you all on Wednesday 1st September. With every good wish.

Your sincerely,

*Richard Walsh*

Principal

Principal: RICHARD WALSH  
Deputy Principal: CLODAGH WHAN