Mercy Secondary School, Ballymahon, Co. Longford

CEIST Catholic Education An Irish Schools Trust

Principal: Ms. Josephine Donohue
Deputy-Principal: Mr. Micheál Walsh
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June 2017

Dear Parents/Guardians/Students,

Please read the following carefully.

- Application forms for Book Grant are enclosed for students from 2nd yr to 6th yr. Please return to the School on/before Fri 26 June. **Late applications cannot be accepted as all available money will have been distributed.**

- 1st yr to 5th yr students must wear **plain black or navy leather or leather look shoes only. This will be strictly enforced. There will be a uniform inspection on the first day of school and parents will be contacted if incorrect uniform is worn. We expect full co-operation.**

For more information on uniform please see info on website.

- Calendar 2017/2018 is included on back of this page and is also available on the school website.

- Booklists available on the school website.

- **All students** including TY students must buy the school journal which has pre-printed notes for absences and in which homework is recorded. The cost of the journal is €3.00 and can be bought on return to school.

Yours sincerely,

Josephine Donohue

Principal

Mercy Secondary School Ballymahon
School Calendar for 2017-2018

School Opening

Thurs Aug 24: ASD Class

Fri Aug 25: 1st yrs

Mon Aug 28: 1st yrs

Tues Aug 29: 1st & 6th yrs

Wed Aug 30: All students return

Standardised Calendar

Midterm:	Mon Oct 30– Fri Nov 3 incl. (School re-opens on Mon Nov 6)
Christmas:	Mon Dec 25 –Fri Jan 5 incl. (School re-opens on Mon Jan 8)
Midterm:	Mon Feb 12 – Fri Feb 16 incl. (School re-opens on Mon Feb 19)
Easter:	Mon Mar 26 - Fri April 6 incl. (School re-opens on Mon April 9)
Closing:	Fri June 1

Parent Teacher Meetings: 4.15pm-6.45pm

Thurs Oct 26: TYP

Thurs Nov 9: 3rd yrs

Thurs Nov 16: 6th yrs

Thurs Jan 11: 5th yrs

Thurs Jan 25: 2nd yrs

Thurs Feb 22: 1st yrs

School Closed

Mon Sept 25: Holiday
Friday Dec 8: Holiday
Monday Mar 19: Bank Holiday
Mon May 7: Bank Holiday
Tues May 8: Holiday

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Structure of School week from September 2017

In order to comply with Department Circular 15/2017 – All classes must be a minimum 40 minutes in length from September 2017 (We had classes of 37 and 38 minutes in length)

This small change in class time has a number of consequences. However Tuition time for students still remains the same ie 28 hours

- There will be 42 class periods instead of 45 so the week has to be arranged differently
- Instead of 5 days of 9 class periods , there will be 4 days of 9 periods and one day (**Friday)** with 6 periods
- **School will begin at 9am**
- **School will finish at 4pm except on Friday school will finish at 1.20pm**
- Break will remain same length = 20 mins
- Lunchtime will be reduced by 5 minutes from 45 to 40 minutes
- School Bus will serve these time changes

School attendance

✓ Full attendance at school is essential if students are to perform to their potential. Arriving late to school or leaving early to attend appointments should be avoided.

✓ All Absences from school must be explained. Please use notes at back of student journal.