

Drumshanbo Vocational School

Office Telephone 071 – 9641085 Website: www.dvs.ie email: info@dvs.ie*Principal:***Mr. Martin Fallon** B.Sc., M.Ed.email: martinfallon@msletb.ie*Deputy Principal:***Ms. Siobhán Evans** B.A., M.A.

Siobhanevans@msletb.ie

August 16th 2024

Dear Parents & Guardians,

As we approach the end of the summer holidays we want to update you with some important information.

1. Year Heads for 2024 /25

Year	Year Head	e-mail address
First Year	Ms Carmel O Neill	carmeloneill@msletb.ie
Second Year	Mr Aidan Shannon	aidanshannon@msletb.ie
Third Year	Ms Denise Coen	denisecoen@msletb.ie
Transition Year	Ms Lorraine Devaney	LorraineMdevaney@msletb.ie
Fifth Year	Ms Ailish Kearns	ailishkearns@msletb.ie
Sixth Year	Ms Yvonne Traynor	yvonnetraynor@msletb.ie

*Other frequent contacts :*Guidance Counsellor: Mr Daithi Hughes, daithihughes@msletb.ie; 071 9640446Learning Support: Ms Lorraine McLoughlin, lorrainemcloughlin@msletb.ie 071 9640444Programme Co-ordinator (TY, LCA & LCVP): Edward Moran, edwardmoran@msletb.ie

ASD Co-ordinator : Anne Shanley

2. Free Book Scheme for Junior students (First to Third Year)

Prescribed textbooks, school diary, workbooks, folders (First Years), a calculator, maths set and a set of copies will be provided free of charge for all Junior cycle students under the Department of Education funded free books scheme.

3. Book Rental Scheme (Fifth & Sixth Year – Leaving Certificate)

The cost for those participating in the scheme is €80 for one student (5th or 6th yr) in a family and €70 for each additional student in the family. This includes all prescribed textbooks, workbooks, Student Journal, studyclix and exam papers for exam years. Students that opt out of the scheme can purchase the Student Journal separately. Books remain property of the school and should be covered and kept in good order.

4. Transition Year & Leaving Certificate Applied

The fee for those participating in Transition Year is €300. This will be used to cover or subsidise excursions *in so far as possible*, workshops, class materials and any books required. However, it does not include the cost of a tour abroad. It is expected that any tour abroad this year will cost in the region of €700.

The fee for Leaving Cert Applied is €70. This includes the cost of required textbooks, Student Journal, exam papers and will subsidise buses for any day trips.

5. Student Services Support Contribution

This is €30 for the year and includes the locker rental, student insurance and subsidises various events and activities for students organised throughout the year.

6. How to pay

Payment for all of the above is to be made through way2pay. A link to this payment portal will be sent via text at the start of term. The book rental fee and the fees for TY and LCA can be paid in instalments.

7. Using VShare

Parents can view their children's timetables, attendance & punctuality records, behaviour record, term reports and subject options on our school management information system - VShare. All parents have access to this system using the username supplied by text, either on the VShare app or by logging on to drumshanbovs.vshare.ie on a PC. A link to VShare is also available on our web-site – www.dvs.ie.

8. PE Uniform

Students that have opted for the full PE uniform are allowed to wear this with black runners on the days that they have PE. The on-line shop for ordering this sports-wear will be opened at various times of the year depending on demand. A link to the on-line PE shop is available on our web-site : www.dvs.ie

9. Attendance & Punctuality

Absences should be notified in one of the following ways, either in advance or after the absence:

- Using the vshare app. Instructions on notifying an absence using the app is available on the home page of our web-site, www.dvs.ie.
- Send an e-mail to the Year Head
- Contact the school by telephone
- Write a note in the Student Journal.

School management is obliged, under the Education Welfare Act to inform the Education Welfare Officer /TUSLA if a student is absent for more than 20 days or for regular unexplained absences.

10. Homework Journal for Learning

All students have been supplied with a Student Journal. This is primarily for recording homework but it is also another means of communication between the teachers and the parents. Although VShare is what we use now to record positive & negative behaviour (using a points system), teachers may also use the Homework Journal to notify you of any concerns around homework & work-rate. We are requesting that a parent check and sign the Journal every week-end during term time.

11. Mobile phones

We are asking that students leave their phones at home unless the parents deem that it is absolutely necessary that they bring them to school. Those that do bring a phone to school are required to leave it in their locker. Failure to do this can result in the phone being confiscated. In accordance with our policy, it will be returned to the student at the end of the day. If that student has a phone confiscated for

a second or subsequent time the parent can collect it any time during school hours. **Phones are a major distraction to our students and can result in significant time missed from class to check on messages, social media etc.**

12. Student e-mail addresses

All students have been provided with personal e-mail addresses. This gives them access to the Microsoft Office suite, including TEAMS on any of their devices.

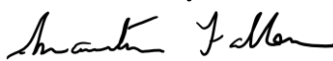
Further Information

You can find up to date information, approved school policies, and school calendar on our web-site www.dvs.ie. Input and comments from Parents /Guardians regarding school policies are always welcome at martinfallon@msletb.ie or siobhanevans@msletb.ie

School Calendar

This is available on our web-site and will be updated as necessary. Please note that there are two closure dates as required by the Department of Education for staff training. These training dates for our school are provisionally set for November 6th and December 5th.

Yours sincerely,



Martin Fallon



Siobhán Evans

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