

# Drumshanbo Vocational School

Office Telephone 071 – 9641085 Website: [www.dvs.ie](http://www.dvs.ie) email: [info@dvs.ie](mailto:info@dvs.ie)

Principal:

Mr. Martin Fallon B.Sc., M.Ed.

email: [martinfallon@msletb.ie](mailto:martinfallon@msletb.ie)



Deputy Principal:

Ms. Siobhán Evans B.A., M.A.

[Siobhanevans@msletb.ie](mailto:Siobhanevans@msletb.ie)

August 17<sup>th</sup> 2023

Dear Parents & Guardians,

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

## 1. Return to School

The schedule for students returning to school is as follows:

Friday 25<sup>th</sup> August: First Year Induction (Part 2) (9:00am – 12:30pm)\*

Monday 28<sup>th</sup> August : 2<sup>nd</sup> Year and 5<sup>th</sup> Year only (9:00am – 1:00pm)

Tuesday 29<sup>th</sup> August : 1<sup>st</sup> Year, 3<sup>rd</sup> Year and 6<sup>th</sup> Year (including LCA) only (9:00am – 1:00pm)

Wednesday 30<sup>th</sup> August: All except Transition Year (Full day)

Thursday 31<sup>st</sup> August: All students **including** Transition Year ( Full day)

**\*Please note that school buses will not run on August 25<sup>th</sup>.**

## 2. Year Heads for 2023 /24

| Year            | Year Head           | e-mail address   |
|-----------------|---------------------|--|
| First Year      | Mr Aidan Shannon    | <a href="mailto:aidanshannon@msletb.ie">aidanshannon@msletb.ie</a>         |
| Second Year     | Ms Denise Coen      | <a href="mailto:denisecoen@msletb.ie">denisecoen@msletb.ie</a>             |
| Third Year      | Ms Lorraine Devaney | <a href="mailto:LorraineMdevaney@msletb.ie">LorraineMdevaney@msletb.ie</a> |
| Transition Year | Ms Ailish Kearns    | <a href="mailto:ailishkearns@msletb.ie">ailishkearns@msletb.ie</a>         |
| Fifth Year      | Ms Yvonne Traynor   | <a href="mailto:yvonnetraynor@msletb.ie">yvonnetraynor@msletb.ie</a>       |
| Sixth Year      | Ms Carmel O Neill   | <a href="mailto:carmeloneill@msletb.ie">carmeloneill@msletb.ie</a>         |

*Other frequent contacts :*

Guidance Counsellor: Mr Daithi Hughes, [daithihughes@msletb.ie](mailto:daithihughes@msletb.ie); 071 9640446

Learning Support: Ms Lorraine McLoughlin, [lorrainemcloughlin@msletb.ie](mailto:lorrainemcloughlin@msletb.ie) 071 9640444

Programme Co-ordinator (TY, LCA & LCVP): Edward Moran, [edwardmoran@msletb.ie](mailto:edwardmoran@msletb.ie)

## 3. Book Rental Scheme (For years other than TY & LCA)

The cost for those participating in the scheme is €90 for one student in a family and €70 for each additional student in the family. This includes all prescribed text books, workbooks, folders provided

for all First Years, Student Journal 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 €280. 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 text books, 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 buses for day trips and various events 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](http://drumshanbovs.vshare.ie) on a PC. A link to VShare is also available on our web-site – [www.dvs.ie](http://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.

#### **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](http://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.**

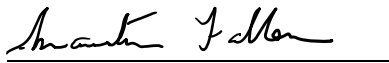
### 12. Student e-mail addresses

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.

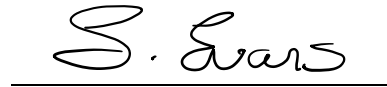
### Further Information

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

Yours sincerely,



Martin Fallon



Siobhán Evans

□