



# Return To School



St Joseph's Secondary School  
Convent of Mercy  
Castlebar

## Welcome to St. Joseph's Secondary School

We look forward to welcoming your child back to St. Joseph's Secondary School. Please find below some important details in advance of our return to school.

### School Information

**Opening Hours:**

Monday - Thursday: **8.15am - 4.30pm**;  
Friday: **8.15am - 1.45pm**

**Reception:**

Monday: Thursday: **8.45am - 4.30pm**;  
Friday: **8.15am - 1.45pm**

**Tel:** 094 9021406 / 9025824 **Web:** [stjosephscastlebar.com](http://stjosephscastlebar.com) **Email:** [info@stjosephscastlebar.com](mailto:info@stjosephscastlebar.com)



## Return Dates for Students 2022/2023

**Croke Park Day  
Staff Development**

**Wed 24th August**

**1st Year return**

**Thurs 25th August**

**5th Year return**

**Fri 26th August**

**3rd Year & LC return**

**Mon 29th August**

**2nd Year & TY return**

**Tues 30th August**

# School Calendar 2022 / 2023

| MONTH                   | DATES  | DAYS  |
|-------------------------|--|---|
| <b>AUGUST</b><br>2022   | Thursday 25 <sup>th</sup><br>Friday 26 <sup>th</sup>   | School opens for<br>1st Year Induction<br>programme                         |
| <b>OCTOBER</b><br>2022  | Mon 3 <sup>rd</sup><br>Tues 4 <sup>th</sup><br><br>Mon 31 <sup>st</sup> - Fri 4 <sup>th</sup> Nov<br>(inclusive) | School Closed -<br>Flexi days<br><br>School Closed -<br>Mid-Term Break      |
| <b>DECEMBER</b><br>2022 | Mon 5 <sup>th</sup><br><br>Thurs 22 <sup>nd</sup> -<br>Wed 4 <sup>th</sup> Jan (inclusive)                       | School Closed -<br>Flexi day<br><br>School Closed -<br>Christmas Holidays   |
| <b>FEBRUARY</b><br>2023 | Mon 6 <sup>th</sup><br><br>Mon 13 <sup>th</sup> - Fri 17 <sup>th</sup><br>(inclusive)                            | School Closed -<br>St Brigid's Day<br><br>School Closed -<br>Mid Term Break |
| <b>MARCH</b><br>2023    | Fri 17 <sup>th</sup>   | School Closed -<br>Bank Holiday   |
| <b>APRIL</b><br>2023    | Mon 3 <sup>th</sup> - Fri 14 <sup>h</sup><br>(inclusive)   | School Closed -<br>Easter Holidays  |
| <b>MAY</b><br>2023      | Mon 1 <sup>st</sup>  | School Closed -<br>Bank Holiday   |
| <b>JUNE</b><br>2023     | Friday 2 <sup>nd</sup><br><br>Wednesday 7 <sup>th</sup>  | School Closing for<br>Summer Holidays<br><br>State Examinations<br>commence |

**Please note: Dates to be added:**

» JCT Subject Cluster Day & JCT Whole School Day - School Closed.

» Dates for House Exams/Assessments to be advised.

» Where contingency arrangements are required a school authority may reduce the length of the February mid-term break by remaining open up to and including Wednesday 15th February 2023 or may reduce the length of the Easter break by remaining open up to and including Wednesday 5th April 2023.

# Parent Teacher Meetings\*

|   |                                       |
|---|---------------------------------------|
| <b>1st Years</b>                          | <b>Wed 22<sup>nd</sup> Mar 2023</b>   |
| <b>2nd Years</b>                          | <b>Tues 7<sup>th</sup> Feb 2023</b>   |
| <b>3rd Years</b>                          | <b>Tues 6<sup>th</sup> Dec 2022</b>   |
| <b>Transition Years (Subject Options)</b> | <b>Thurs 19<sup>th</sup> Jan 2023</b> |
| <b>5th Years</b>                          | <b>Wed 14<sup>th</sup> Dec 2022</b>   |
| <b>6th Years</b>                          | <b>Mon 28<sup>th</sup> Nov 2022</b>   |

**\*Please note:** Parent Teacher meetings take place from **4.15pm - 6.45pm**. Tuition for students will finish 15 minutes prior to normal school closure on these days. Following our School Self Evaluation process PTM meetings will be in hybrid form (mixture of on-line and in person) for a selection of year groups yet to be advised.

## Uniform

Our school uniform reflects our values and reinforces our culture of high expectations. Our expectation is that students in St. Joseph's serve as ambassadors for our learning community.

Therefore, the expectation is that a St. Joseph's Secondary School student will present in a clean, full uniform at all times.

### For Junior students:

- » School approved grey **knee length** pinafore with school crest or school approved trousers
- » Blue gingham blouse
- » School approved airforce blue jumper with school crest
- » Black tights/black knee length socks
- » Black shoes

*Available locally in Fahey's Castlebar and Prendergast's Castlebar.*

### For Senior students:

- » School approved check skirt
- » White Blouse
- » School approved airforce blue jumper with school crest
- » Dark tights / Dark Shoes

*Available locally in Fahey's Castlebar and Prendergast's Castlebar.*

## PE Uniform

- » Grey hooded tracksuit top (school approved with crest)
- » Royal blue t-shirt (school approved with school logo)
- » A plain navy tracksuit bottom (No branded tracksuit bottoms are accepted)
- » Runners

The full school uniform should be worn during the school day unless permission is given otherwise.

*We ask parents to support us in ensuring that their child wears the correct uniform and PE uniform.*





## Booklist and Stationery Requirements

Please visit the following link for 1st Year Booklist\* 2022-2023:

[www.stjosephscastlebar.com/for-parents/booklists/](http://www.stjosephscastlebar.com/for-parents/booklists/)

\*Available locally in Castle Books.

## Student Service Support Fee

Our compulsory Student Services Fee for each student is 110. The student support fee is essential to provide the best support for your child and includes the following:

- |   |     |
|---|-----|
| » Student Journal.....  | €10 |
| » Practical Subjects including Science.....   | €30 |
| » School Admin cost including: rental of school locker; school App; VSWARE MIS facility; photocopying contribution etc..... | €30 |
| » School Accident Insurance.....  | €10 |
| » Examinations stationery / Aptitude & Interest Testing / Study Skills workshop etc.....                                    | €20 |
| » Contribution to Heat, Lighting and Cleaning.....  | €10 |

We would be grateful if you could advise the school at the earliest opportunity ([info@stjosephscastlebar.com](mailto:info@stjosephscastlebar.com)) if for any reason your child is **unable to take the place offered in September 2022**. This will allow us to offer the place to the next child on our waiting list and efficiently direct the available resources to the students who will be joining us in late August.

## Policy

Please visit our website at <https://stjosephscastlebar.com/about-us/policies/> to see our school policies.

**Tel:** 094 90 21406 **Web:** [stjosephscastlebar.com](http://stjosephscastlebar.com) **Email:** [info@stjosephscastlebar.com](mailto:info@stjosephscastlebar.com)

# School App

We have partnered with Unique Schools to develop our school App. The school App in conjunction with our school journal is our primary method of communication with home.

Please follow the following helpful instructions to download the school App: <https://stjosephscastlebar.com/app-explainer/>  
(Please note: 1st Year Parents / Guardians and students will only be able to do this from August 25th).

## Signing Out

With respect to signing out our school rule is as follows:

1. Parents / Guardians must submit a note via the App **in advance** of their child presenting to reception to sign out.
2. **Parent / Guardian (or another authorised adult) must present to reception to collect their child.** Please note: if your child is being collected by another adult authorised by either parent the school **must be informed via the school App of the name of this person in advance of collection.**

Parents may use the intercom at the barrier to contact reception and a member of school staff will raise the barrier allowing you to collect your child at reception.

We pride ourselves in discharging our duty of care towards your precious child and there will be no exceptions to the above rule. Thank you for your support.