



September 2023

Dear Parent(s) and Guardian(s),

I hope this letter finds you well. We would like to extend our gratitude for your continued support and involvement in our school community. We believe in open and transparent communication with our parents, which is why we wanted to provide you with an update on the recent assemblies held at our school.

Today, we held a special assembly at to address important topics that concern the safety and well-being of our students. The assembly primarily focused on three key areas: anti-bullying measures, child protection, and sign-out procedures.

- 1. Anti-Bullying Initiatives:** During the assembly, we discussed our commitment to maintaining a safe and inclusive environment for all students. Our school has implemented a comprehensive anti-bullying program that includes awareness campaigns, reporting mechanisms, and support systems. We emphasized the importance of communication between students, parents, and teachers if any instances of bullying are suspected or observed. Students were briefed on “who to tell and how to tell”.
- 2. Child Protection:** Child protection is of utmost importance at Coláiste Abbáin. We provided information to our students about their rights and how to recognise and report any inappropriate or abusive behaviour. We also highlighted our school's commitment to maintaining a safe and secure environment and discussed our child protection policies and procedures. If you have any questions or require further information regarding our child protection policies, please do not hesitate to contact us.
- 3. Sign-Out Procedures:** To enhance the safety of our students, we reinforced the importance of our sign-out procedures. It is imperative that parents and guardians adhere to these procedures to ensure that only authorised individuals pick up their children. This added layer of security is vital for the protection of all students.

Only in **exceptional circumstances** should students attend appointments during the school day. Signing out for students will be facilitated during **break and lunch times**

only. We are no longer in a position to call students out of class on the intercom due to constant disruption to teaching and learning. All students are expected to remain until the end of the school day (4pm Monday -Thursday and 1.15pm on Friday). Students are not permitted to sign out themselves, they must be collected and **signed out by a parent/guardian.**

A reminder to students that if you are ringing home sick, **you must inform school personnel** (your year head/tutor/teacher or Deputy Principal) first and then school personnel will initiate contact with parents. Students are never refused permission to call home from the main office. We have experienced an arising issue in students contacting parents directly from their own phones and then parents arrive unannounced to collect students without any prior communication. **Students do not have permission to use their phones to make contact this way and future breaches will result in implementation of school rules,** i.e. confiscation of mobile phone. Students are reminded that the only way to contact home is through the main office or relevant Year Head.

We understand that you may have questions or require additional information about any of these topics. Please feel free to reach out to our school management or the counselling department for further clarification or support. We want to extend our appreciation to all parents and guardians for their ongoing support and partnership in creating a secure and inclusive learning environment at Coláiste Abbáin. Together, we can continue to make a positive impact on the lives of our students.

Thank you for entrusting us with the education and well-being of your child. We look forward to working together to ensure a safe and nurturing school environment.

Sincerely,



John Nolan
Principal.