



# Mercy Convent Primary School

## Information Booklet



Sallins Road  
Naas  
Co Kildare

Telephone: 045-876410/889258

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Website: [mercyconventprimarynaas.com](http://mercyconventprimarynaas.com)



Our school is a Catholic Primary School under the patronage of the Bishop of Kildare and Leighlin and is operated under the guidelines of the Department of Education and Skills.

The school has a Catholic ethos and has a long tradition of accepting pupils of all backgrounds and levels of ability.

### **Mission Statement**

We aim to fulfil the aspirations of a Catholic Education. We therefore aim:

- ❖ To affirm the pupils' basic goodness, to promote their dignity, to honour their fundamental rights and to develop their gifts to the fullest.
- ❖ To educate the children to live responsibly, with God's help, for the fullness of life that God wills for them and for others.
- ❖ To convince and train the children to live, knowing that their lives are worthwhile and have historical significance, that their every good effort advances the good of all.

Through our whole curriculum we aim to promote the ancient conviction of Iranaeus, that

*“the glory of God is the human person fully alive”.*

**Principal:** Jacqueline O'Reilly

**Deputy Principal:** Anita Comer

**Chairperson,**

**Board of Management:** Tony O'Sullivan

### **School Opening Times:**

**Monday – Friday 9.00 a.m. - 1.40 p.m.**  
**(Junior and Senior Infants only)**

**Monday – Friday 9.00 a.m. – 2.40 p.m.**  
**(All other classes)**

### **Parents Association**

The school has an active and supportive Parents Association. It supports the school in many ways. Parents are informed of its activities/fund raising events by newsletter. New members are always welcome.

**Chairperson:** James O'Brien

**Treasurer:** Linda Guerin

**Secretary:** Karen Whelan

### *Some points to note :*

- ❖ Children will not be allowed into the classrooms until 9.00 a.m. when the bell goes. Any children left in the yard before this time will be unsupervised.
  
- ❖ When visiting the school please press the buzzer on the entrance gate marked “School” and wait for a response. All visitors to the school must report to the secretary’s office prior to visiting the classroom.
  
- ❖ If you need to take your child out of class early for some reason, you must sign the book outside the secretary’s office **before** taking him/her from the classroom. If your child is **returning** to school the book must be signed **again** on his/her return.
  
- ❖ Please send a note in to the class teacher at the beginning of the school year regarding bus arrangements. If any change for a particular day is to be made, a **note must be sent to the class teacher** informing her of the arrangements. This will avoid any confusion at home time.
  
- ❖ Lunches are eaten in the classroom before going out to play. We have a healthy eating policy in place. Please encourage your child to bring healthy lunches to school. Chewing gum, nuts, fizzy drinks, hot drinks, hot food, popcorn and crisps are not allowed on the school premises or on any school related activity.

Drinks should be in leak proof containers –  
***NO GLASS BOTTLES PLEASE.***

Make sure your child can open/close all drink containers and lunch boxes for him/herself. All lunch boxes should be clearly labelled with your child’s name.

<p style="text-align: center;"><b>THIS SCHOOL IS A NUT FREE ZONE AND NUTS/FOOD CONTAINING NUTS MUST NOT BE BROUGHT TO SCHOOL.</b></p>
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- ❖ Uniform must be worn on all days except when children have P.E. Please ensure all items of clothing are clearly labelled.
  
- ❖ Under the law every child must attend school regularly up to the age of sixteen. When a child is absent, the school must be notified of the reason for the absence. It is school policy to do this in writing.
  
- ❖ Each year in November, parent teacher consultations are organized which will provide you with an opportunity to discuss your child’s progress. You may of course make an appointment with the class teacher, at any time, if you have a problem or query in relation to your child.

❖ The school calendar is issued before the beginning of each school year and can be viewed on the school website.

❖ The school uses “Text-A-Parent” to communicate with parents. However, please keep an eye on your child’s school bag, as it may contain notes for parents.

❖ Mobile phones are not allowed in the school.

❖ Toys, skate boards, roller blades, balls and scooters are not allowed on the school premises. There is no need for children to bring toys into school. We do not encourage this practice as it can lead to breakages, competition and peer pressure.

❖ The children in Second Class are prepared for the Sacraments of Reconciliation and First Holy Communion. The children in Sixth Class receive the Sacrament of Confirmation.

❖ The children have opportunities to develop a wide range of skills and interests through the provision of extra-curricular activities, for example – Gaelic football, camogie, athletics, basketball and school choir.

❖ The school Code of Behaviour and Complaints Procedure can be viewed on the website –

[www.mercyconventprimarynaas.com](http://www.mercyconventprimarynaas.com)

## **Finally.....**

We would like to welcome you all to our school community and hope that your time with us here is happy and fulfilling.

