



Sacred Heart Grammar School

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Principal:

Sr. Julie McGoldrick, M.Rel.Sc., B.Ed. Hons.

August 2018

Dear Parent/Guardian,

I hope that you are having an enjoyable summer and have managed to find some time to rest and relax.

I am delighted that your daughter has obtained a place in Sacred Heart Grammar School and I look forward to meeting her at the beginning of the school year. Undoubtedly the transition from primary school is an important and significant event in a young person's life and it is only natural that they will experience a mixture of emotions. For most, moving to secondary school is a landmark step towards maturity and independence and like all life stages, it is both exciting and daunting. It may even seem a little overwhelming at first, but rest assured that we are committed to ensuring that this change is as smooth and enjoyable as possible.

As part of the transition process, we will hold a **Year 8 Induction Information Afternoon** for parents/guardians and students on **Thursday 30th August 2018 from 1.00pm – 3.00pm**. This will provide an opportunity for your daughter to meet her Year Head, Form Teachers and other students in her Form Class and to become familiar with the school building. Also during this induction session both you and your daughter will be provided with further information about our school routines and procedures and any last minute worries and concerns can be addressed.

Year 8 students will then return to school on **Monday 3rd September 2018** for their **first full school day** during which the induction process continues. A range of activities aimed at making students feel relaxed, comfortable and welcome have been organised for this day. Normal timetabled lessons will not begin until Tuesday 4th September 2018.

Enclosed is some additional information which may be of use to you with regard to your daughter's first day at Sacred Heart Grammar School. In the meantime, if there is anything further we can do to ease the transition of your daughter into our school, please feel free to contact us.

I hope you enjoy the remainder of the summer holidays and I look forward to meeting you soon.

With every good wish.

Yours sincerely,

Mr Paul Kane
Acting Principal



SACRED HEART GRAMMAR SCHOOL



YEAR 8 INDUCTION INFORMATION AFTERNOON THURSDAY 30th AUGUST 2018 ADDITIONAL INFORMATION

1. SCHOOL UNIFORM

- Your daughter's uniform will be checked during this induction session.
- All items of uniform must be clearly marked with your daughter's full name.
- Your daughter should wear her school blazer, school skirt (knee length, green with two pleats and no slits), light green shirt, clip-on school tie, dark green tights or regulation knee length socks and plain, black leather, flat-heeled shoes.
(Heels should be no higher than 4cms. Light pumps are unacceptable.)
- The school jumper is optional.

2. BIOMETRIC SYSTEM

- Sacred Heart School operates a "cashless biometric fingerprint" system for the purchase of food and drink in the School's Dining Hall. Each student has an individual account which can be topped up with coins or notes using "Revaluation" machines (these are located throughout the school building). For students with free school meal entitlement the value of their meal will be added onto their individual account/fingerprint each day.
- The school will not use the biometric information for any purpose other than that stated above. The school will store the biometric information collected securely in compliance with the Data Protection Act 1998. The school will not share this information with anyone else and will not unlawfully disclose it to any other person.
- All information held on the biometric system is deleted when a student leaves school.
- Students' fingerprints will be taken during the induction session.

3. STATIONERY

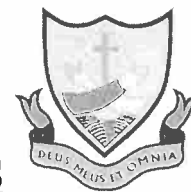
- Your daughter should bring her schoolbag (one with two shoulder straps) as she will receive various items of stationery including an A4 ring binder file, a 160 page refill pad, 5 small exercise books and a pack of file dividers.
- Stationery requirements for individual subjects will be explained in the first few weeks.

4. SCHOOL TRANSPORT

- School transport will be available from Monday 3rd September 2018.
- Online applications for transport assistance on behalf of students (e.g. application for a Translink travel pass) must be made through the EA website (www.eani.org.uk/transportapp).
- Translink travel passes will be distributed to eligible students on the first week of school.
- The school does not organise home to school transport and any queries relating to transport arrangements need to be directed to Translink at Newry (Tel 028 3026 3531) or the Transport Section at Education Authority (Southern Region) (Tel 028 3751 2200).



Student Registration August/September 2018 An Outline of Key Dates & Times



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|---|---|---|
| Thursday 23rd August | 9.00am-10.30am (1.00pm-2.30pm) | Distribution of GCSE results in school Interviews with transition students |
| Friday 24th August | Baker Day | (No students - Staff only) |
| Monday 27th August | Holiday | |
| Tuesday 28th August | 10.00am-12.30pm (1.00pm-2.30pm) | Registration of Year 10 & Year 12 students Interviews with transition students contd. |
| Wednesday 29th August | 9.30am-11.00am (10.30am-12.30pm) 1.30pm-2.30pm | Registration of Year 13* & Year 14 students (*Registration for subjects in Abbey GS) Senior Prefect Training (Year 14 students) |
| Thursday 30th August | 9.30am-11.00am 11.00am-3.00pm 1.00pm-3.00pm | Registration of Year 9 & Year 11 students Guys & Dolls Rehearsals (Drama Room) Year 8 Induction (with parents/guardians) |
| Friday 31st August | Staff Development Day | |
| Monday 3rd September | NORMAL SCHOOL DAY FOR <u>YEARS 8, 11, 13 & 14 ONLY</u> 10.00am-11.00am | Registration of Year 13 Abbey students in SHS |
| Tuesday 4th September | NORMAL SCHOOL DAY FOR <u>ALL STUDENTS</u> | |

Additional Points to Note

- Registration for each year group will begin at the time indicated above
- All students are expected to be present at the start of the registration session
- Each registration session should last approximately 1 - 1½ hours.
- An Information Session for parents/guardians of all Year 13 students will be held on Thursday 6th September 2018 in St Clare's Hall at 3.45pm-4.30pm. At this session, the requirements to facilitate a successful induction for students into Year 13 will be discussed.

FAO Year 13 Students Studying Subjects in Abbey GS

*At 10.15am on Wed 29th Aug 2018, Mrs L Fleming (Year Head) will bring those Year 13 students studying subjects in the Abbey GS over to the Abbey school site to meet their subject teachers. Mr Sloan, Principal of Abbey GS, extends an invitation to any parent /guardian who wishes to attend their daughter's registration in the Abbey GS (beginning at 10.30am as indicated above).

Please note: Year 13 students taking AS Moving Image Arts in the Abbey GS must attend the 2-day induction course (AMMA Training) in the Abbey GS on Thurs 30th August 2018 & Friday 31st Aug 2018.