

CLONAKILTY COMMUNITY COLLEGE
COLAISTE PHOBAIL CHLOCH NA GCOILLTE

To T.Y. Parents/Guardians 2017-2018,

We would like to welcome your son/daughter into Transition Year; a year that, we at the college, hopes will bring many opportunities and positive experiences. On behalf of the staff of Clonakilty Community invite all our students back to our college as follows:

School Calendar: 2017 – 2018

School Re Opening	August 31 st 2017 – TY pupils return
Mid Term Break	October 30 th 2017 to November 3 rd 2017 inclusive
Christmas	December 25 th 2017 to January 5 th 2018 inclusive
Mid Term Break	February 12 th 2018 to February 16 th 2018 inclusive
Easter	Mar 26 th 2018 to April 6 th 2018 inclusive
School Closed on	September 22 nd 2017, March 19 th & May 7 th 2018
End of School Year	June 1 st 2018
Introductory T.Y. Parent Meeting	September 7 th 2017 @ 7pm
T.Y. Parent –Teacher Meeting	March 1 st 2018
Parents Association A.G.M.	October 5 th 2017 @ 7pm
Work Experience Dates:	February 5 th to February 9 th 2018 inclusive May 21 st to May 25 th 2018 inclusive

Who to Contact: Each class has a dedicated class tutor who is the first point of contact. These tutors are timetable dependant and will be allocated to your sons/daughters in August. Please direct your initial queries to either the tutor or **Noel Kelleher**, T.Y. Co-ordinator. We ask that when a concern arises that you as parents/ guardians would contact the appropriate person as soon as possible. To ensure that you get to meet Teachers/Tutors/ Year Head/ Deputy Principal / Principal please try to make a prior appointment.

Transition Year Journal: The Transition Year journal is part of the pupil's book list for the year. It is used to record all assessment for the pupil as well as out of school activities and work experience. It is an integral part of the Transition Year experience and is essential that pupils have this journal with them at all times. We ask that parents/ guardians sign their offspring's journal weekly and write all notes in the relevant section in the journal as it is a two way means of communication between home and school. The cost of the school journal, €20, is included in the TY Levy. **As the journal is part of School Rules should a pupil not produce a diary upon request it will be handled under the Code of Behaviour.** We also ask that parents bring this journal with them to the Parent Teacher meeting.

Transition Year Assessment / Merit system: It is important to note that the type of homework/study given in T.Y. can vary greatly from Junior Certificate. Guidance will be given to all pupils in the area of research, meeting deadlines, oral & aural presentations, projects and traditional assessment during the year. Students will get homework in their core subjects and will have assignments to have finished at the end of each of their 6 week modules. Each module will be assessed as per the Assessment system below. We ask that all parents work with us in ensuring that their sons/ daughters attain their potential during their time with us in Transition Year. Students are awarded credits using the following **Performance Rating:**

TRANSITION YEAR CREDIT SYSTEM:	
SUBJECTS/ MODULES:	CREDITS
SUBJECTS: English, Irish, Math's, French, Religion, Careers.	10 credits for each subject
MODULES: Business, History, Geography, Accounting, Local History, Metalcraft, Art, Construction Studies, Engineering, Biology, Physics, DCG, Health & Safety, Politics & Society, Spanish, Self Defense, Green Schools, Chemistry, Work Experience, Community Care, Agricultural Science, GAA Foundation Coaching, Active Leisure, IT, Wellbeing, Area of Specialism.	5 credits for each module
Credits are given on a Performance Rating of : Excellent = 5 Very Good = 4 Good =3 Fair = 2 Poor = 1	
OVERALL RESULT: 80-109 = Pass 110-149 = Merit 150-190 =Distinction	

T.Y. Levy: This set out below and is to be paid **by** college return 29-8-17. All parents will be contacted through our online *Way2pay* system by text with user name and password details.

Student	Transition year Levy
Annual TY Registration: covers house exam papers, photocopying costs, 24 hour pupil Insurance cover, IT provision, postage, TY specific School Journal, extracurricular activity bus costs, Careers day, Active Leisure course, annual production tuition, Self-defence course, TY activity day, cinema trip, Young Scientist competition, Young Social Student enterprise, DCMUM, Annual Year Book and R.S.E. programme.	€160 (to be paid by 29-8-2017)
Optional Courses:	
E.C.D.L. (to be paid by 1-10-2017)	€125
Gaisce (Presidents) medal trip (to be paid by 1-12-2017)	€80
Outdoor pursuits trip (to be paid by 1-12-2017)	€120

Should your family be experiencing financial difficulty we ask that you contact either Noel Kelleher, TY co-ordinator or Deirdre Collins, Chaplain.

School uniform: The wearing of jackets/coats/scarves/gloves in school is not allowed. Students may be requested to remove jewellery, which is considered a risk to their health & safety. The school uniform is as follows:

<u>Boys</u>	<u>Girls</u>
School Jumper	School Jumper
School Shirt	School Shirt
School Trousers	School Trousers/Skirt with black opaque tights
Black shoes – No Runners	Black shoes – No Runners
No facial piercing	No facial piercing
One Stud earring only	One stud earring only

School jumper, shirt, trousers and skirt (**Anne Fahy**) available only from Cash & Co., Clonakilty. We ask for all parents support in the wearing of this uniform as a sense of pride in students themselves, their school and representing their families. To this end we are asking all our girls to wear **black opaque tights** when wearing the school skirt. These will be available from the school (€5) should a student be unable to access same. Please note that the non wearing of the full school uniform is breaking the school rules for which the Code of Behavior will be applied.

Book- lists: Please find the relevant Book-list on www.clonakiltycc.ie under TY Parent information.

Attendance & Punctuality Policy: Please note from September 2016 a new weekly timetable will be in place as set out below. All pupils are expected to be on school premises, ready for class at 8.55 am and 1.55pm. Your co-operation in implementation of our Attendance & Punctuality Policy, as with all our policies, is much appreciated. Please note that all pupils must bring a note which must be signed by the **Year Head PRIOR** to leaving the college for an appointment. This note must be presented at Deputy Principal's office when signing out.

PERIODS:	MON	TUES	WED	THURS	FRI
9.00 – 9.40	1	1	1	1	1
9.40 – 10.20	2	2	2	2	2
10.20 – 11.00	3	3	3	3	3
11.00 – 11.15	BREAK	BREAK	BREAK	BREAK	BREAK
11.15 – 11.55	4	4	4	4	4
11.55 – 12.35	5	5	5	5	5
12.35 – 1.15	6	6	6	6	6
1.15 – 2.00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
2.00 – 2.40	7	7	7	7	7

2.40 – 3.20	8	8	8	8	8
3.20 – 4.00	9	9	Finishing @ 3.20 on each of these days.		

Bullying Policy: Clonakilty Community College does not tolerate acts of a Bullying nature. Our Bullying Policy is available on www.clonakiltycc.ie

www.clonakiltycc.ie

A comprehensive list of policies and other relevant college related material is available on our web-site. We invite you to browse regularly to keep up to date on all college activities – particularly the section on T.Y. activities.

Contacting Parents/Guardians: We use a texting service to make parents/guardians aware of events in the college. This is only as effective as the information that we received upon registration. Should your contact details change during your child’s time with us we would appreciate if you would let the main office know immediately?

Accessing pupil reports/information - Vsware: We provide an ePortal system for you to access your child’s reports, attendance and timetable. This system is accessed through www.clonakiltycc.ie. One username and password per family is used sent to you via text in term one of first year. If you have any issues at all in using this system please contact Deirdre/Niamh on 023-8833877. Please note that we do not post/print annual reports unless you request us to do so.

We thank you for taking the time to read this information, wish your son/daughter every success in the forthcoming Junior Certificate exams and look forward to working with you in maximising your child’s potential in our T.Y. programme.

Le dea-ghui,

Anne Dunne
Principal

Deputy Principal

Noel Kelleher
T.Y. Co-ordinator



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