

# Welcome

## Information Evening for Parents September 2021

A Proud Tradition of Achievement and Care

**Principal – Ms. Chrissie Kelly**

**Deputy Principal – Ms. Sheila O'Connell**

**Year Head – Ms. Elaine Dennehy**

## *To be safe* -

- smooth transition, sense of belonging, to be known and cared for within the school, to have all the support she needs

## *To be happy* –

- to make friends, to enjoy her classes, to enjoy her time in the school

## *To achieve her potential* –

- to have access to the subject she needs, to do well in her exams, to be encouraged to explore her talents, to become a thoughtful and motivated young woman.

- *Routines* – 5 Ps



**RESPONSIBILITIES**

- I am responsible for my own behaviour and so I must work to ensure that all students feel safe and included in this school.
- I am responsible for my learning and I am responsible for ensuring that I never prevent other students from learning.

**RIGHTS**

- I, and all other students, have the right to feel happy, safe and included in this school.
- I, and all other students, have the right to learn and be taught in this school.

**RULES**

- I must always act and behave to ensure others feel safe and included in this school.
- I must always behave in a way that promotes the learning of other students.

**ROUTINES**

**THE 5 P's OF PRESENTATION**

- **PUNCTUAL**  
Students are required to be in the school building at the first bell. By the second bell students should be in their classrooms with all necessary equipment.
- **POLITE**  
Line up outside door of classroom. Sit in assigned seat – unless moved by teacher. Show respect for my classroom. Tidy my space before leaving. Replace my chair. Listen when others are speaking. Speak with respect to others. Polite behaviour and conduct in school. Walk in corridors.
- **PREPARED**  
Make sure I have all my material - books, copies, art pack etc. Have my journal on desk at start of class. Notes to be presented to teacher at the start of class. Write down my homework.
- **PRESENTABLE**  
Be in correct uniform. Uniform = P.E. Gear / Home Ec. Apron / Lab Coat. Uniform ≠ piercings, fake tan, false nails, false eyelashes. Represent my school – trips, in town, team / sports activities, house / State Exams.
- **PRODUCTIVE**  
Use my class time to learn. Do not prevent others from learning. Use bathroom at breaktime. Do not interrupt learning time. I may not leave class to go to my locker – class time for learning & teaching.

# Student Supports

- Designated Area
- Subject Teacher
- Class Teacher
- Year Head
- VSware – Merits and Demerits
- Care Team –Year Heads, Principal & Deputy Principal
- Student Support Team – Guidance Counsellors, SEN Co-Ordinator, Principal & Deputy Principal
- Mobile Phones - Curfew/Rules



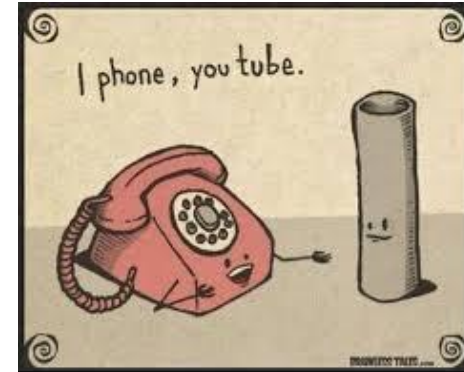
# Communication – How does it work in Pres?

- The General Office Hours of Presentation Secondary School are 8.30 am – 4.00 pm

Monday – Friday during the school term. Phone 066 7122737  
Email [office@prestralee.ie](mailto:office@prestralee.ie)

We aim to respond to emails within 48 hours (office hours)

- We regret that it is not possible for parents to see the Principal, Deputy Principal or teaching staff without a prior appointment





# www.prestralee.ie



066-7122737 office@prestralee.ie



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EVENTS IN:  SEARCH:  **FIND EVENTS**

« February April »

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28 5th Year LCVP Work Experience	29 5th Year LCVP Work Experience School Year Meeting	30 5th Year LCVP Work Experience	31 5th Year LCVP Work Experience	1 5th Year LCVP Work Experience	2	3
4	5	6 LCVP Portfolio Submission Online Safety Workshops for First Years Online Safety Seminar for Parents	7 5th Year School Tour Online Safety Workshops for Second Years	8 5th Year School Tour	9 5th Year School Tour Incoming 1st yr School Assessment and Parent Info	10 5th Year School Tour
11 5th Year School Tour Seachtain na Gaeilge	12 Seachtain na Gaeilge	13 Seachtain na Gaeilge	14 Seachtain na Gaeilge	15 Seachtain na Gaeilge	16	17
18 School Closed – Bank Holiday	19	20 Information Evening for Parents – Child Safeguarding and Student Well-being	21 Online Safety Talk 3rd-6th Years	22	23	24

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## Policies

<b>Code of Positive Behaviour</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>Admissions Policy</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>Child Safeguarding Statement</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>School Tours &amp; Trips Policy</b> Presentation Secondary <a href="#">DOWNLOAD</a>
<b>Mission Statement</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>Transition Year Admissions Policy 2019</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>Child Safeguarding Staff Protocol</b> Presentation Secondary <a href="#">DOWNLOAD</a>	<b>GDPR Policy</b> Presentation Secondary <a href="#">DOWNLOAD</a>
<b>Privacy Statement</b> Presentation Secondary	<b>Critical Incident Policy</b>	<b>Child Safeguarding</b>	<b>SEN Policy</b> Presentation Secondary

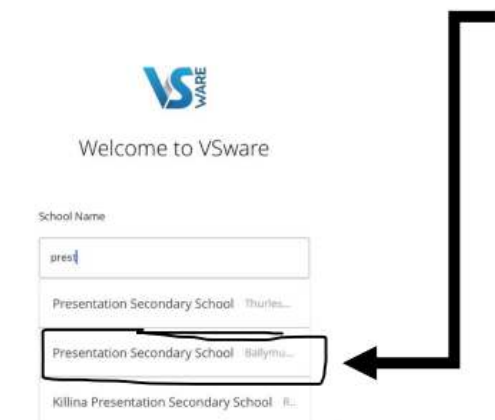
# Microsoft365/VSware

- Online Learning Platform is Microsoft365.
- Year Group Team
- Subject Team
  
- Our Management and Information System is VSware
- Details were given to students today. Follow the instructions to download the app.

# VSware- school information and updates will be sent via App

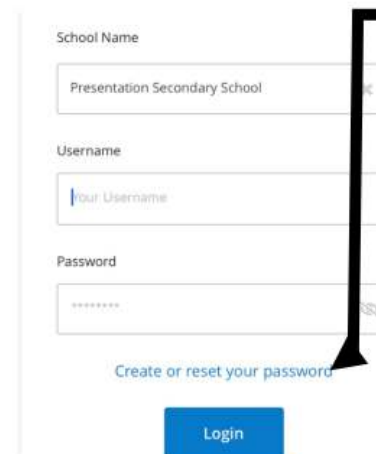
## NB: Allow Notifications

1. Download VSware App from Play Store (Android) or App Store (iOS) depending on your phone.
2. Once you have downloaded the app, type prest to get a list of schools.
3. **Click on the second option Presentation Secondary School, Ballymullen**



The screenshot shows the VSware app interface. At the top, there is a logo with 'V' in blue and 'SWARE' in blue. Below it, the text 'Welcome to VSware' is displayed. A search bar labeled 'School Name' contains the text 'prest'. Below the search bar, a list of school suggestions is shown. The second option, 'Presentation Secondary School Ballymullen', is highlighted with a black box and a black arrow pointing to it from the right. Other options include 'Presentation Secondary School Thurles...' and 'Killina Presentation Secondary School B...'.

4. Enter Your Username (Contact the school office if you don't have this) You can Create or Reset your password clicking on the link below.



The screenshot shows the VSware app login screen. It features three input fields: 'School Name' with 'Presentation Secondary School' entered, 'Username' with 'Your Username' entered, and 'Password' with '\*\*\*\*\*' entered. Below the password field is a link that says 'Create or reset your password'. At the bottom of the form is a blue button labeled 'Login'. A large black bracket on the right side of the form indicates that the 'Create or reset your password' link is used to create or reset the password.

VSware will ask for the last four digits of your phone number.

They will then send you an SMS code which will allow you to create your own password.

You will need a Password between

- 8 and 16 characters
- One or more capital letter
- One or more numbers
- One or more symbol (!@#\$%^&+()?)





Parent Dashboard

Your Children ▾



## Parent Dashboard



### Welcome to the Dashboard

This page is your one-stop-shop to view live notifications on your child's attendance, behaviour, reports and more. If you want to explore further, click into your child's profile.



### Your Children



### Your Contact Details



### Notifications


[View all](#)

# VShare

VSware








Parent Dashboard

### Child Profile



**Michael Temple**

Pick an area to explore

 <b>Attendance</b> Monitor your child's attendance at a glance, view records from an entire year or specific lesson. <a href="#">Learn More</a>	 <b>Assessment</b> View your child's full academic record, track progress over time and download term reports. <a href="#">Learn More</a>	 <b>Behaviour</b> Keep track of your child's behaviour, monitor progress & teacher feedback. <a href="#">Learn More</a>	 <b>Timetable</b> View your child's timetable, see realtime data for which lesson they are in at any given time. <a href="#">Learn More</a>	 <b>Personal Info</b> Overview of your child's key info. Ensure that this is up to date. <a href="#">Learn More</a>
 <b>Fees</b>	 <b>Student Options</b>			



Child profile

## Day Attendance



**Michael Temple**

2020/2021 - Academic Year ▾

### Overview

**!** 7 Unexplained Absences. Please explain the reason for absence here.

Present Days



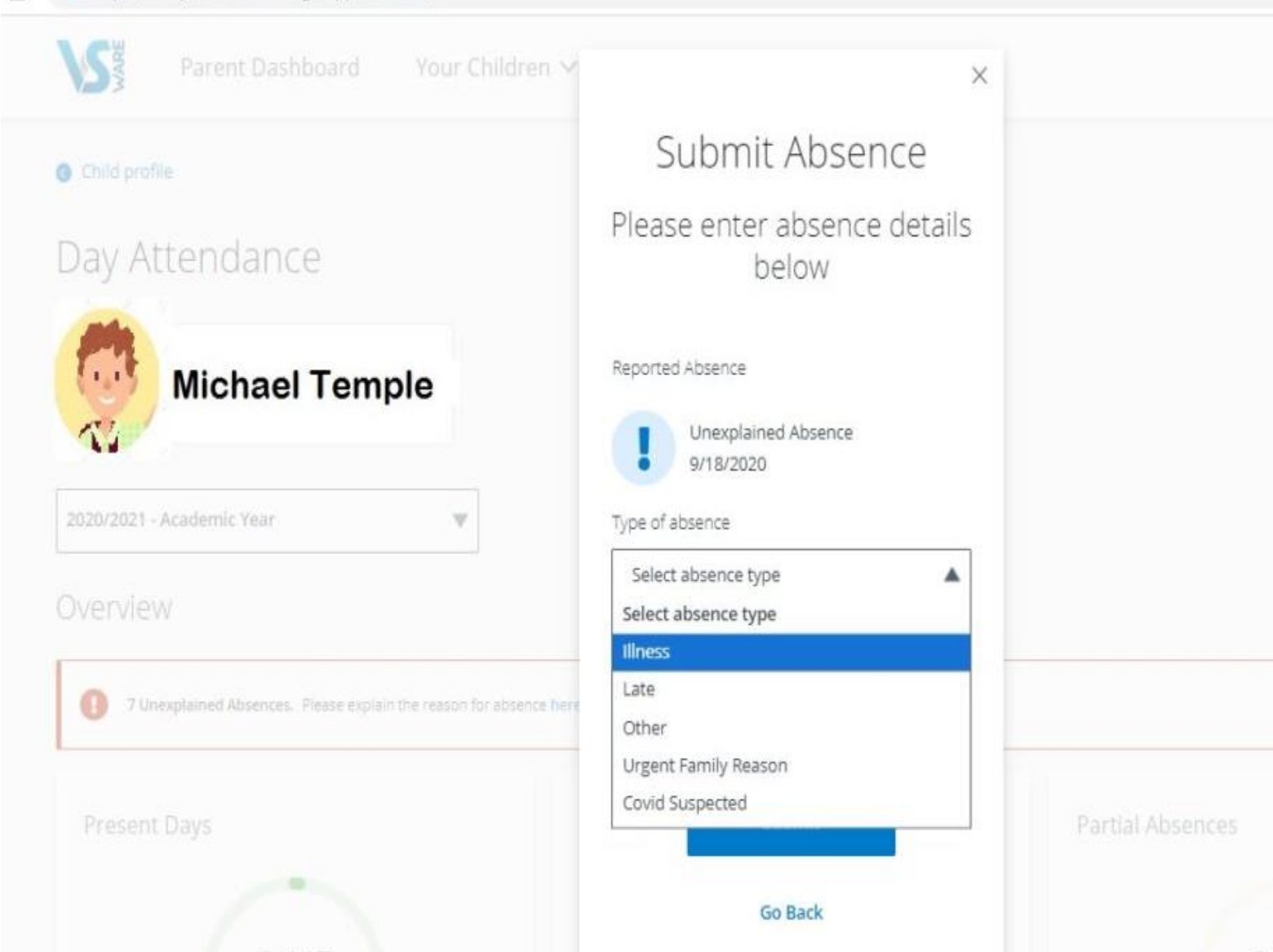
Absent Days



Partial Absences



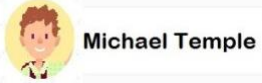
VShare



The screenshot shows the VShare Parent Dashboard interface. At the top, there is a navigation bar with the VShare logo, 'Parent Dashboard', and 'Your Children'. Below this, the 'Child profile' section displays a profile card for Michael Temple, including a photo and a dropdown menu for the '2020/2021 - Academic Year'. An 'Overview' section contains a red warning box stating '7 Unexplained Absences. Please explain the reason for absence here'. A 'Submit Absence' modal is open, prompting the user to 'Please enter absence details below'. The modal includes a 'Reported Absence' section with an 'Unexplained Absence' entry for '9/18/2020'. A 'Type of absence' dropdown menu is open, listing options: 'Select absence type', 'Illness' (highlighted), 'Late', 'Other', 'Urgent Family Reason', and 'Covid Suspected'. A 'Go Back' button is located at the bottom of the modal.

Child profile

### Day Attendance



2020/2021 - Academic Year

#### Overview

7 Unexplained Absences. Please explain the reason for an absence here.

Present Days



Absent Days



Partial Absences



#### Month by Month Overview

Present Absences Partial Absences

1 - 2 of 2

August 2021

Details



September 2021

Details



Absence Requests

Submit Absence



## Submit Absence

Please select the absence type below



Past Absence



Future Absence

Next

Go Back

# VShare

- Please Note: it is a **parental decision** whether you share your password for VShare with your daughter.
- As absence explanation notes are submitted through the app, parents are advised to view the attendance records for their daughter on a regular basis.

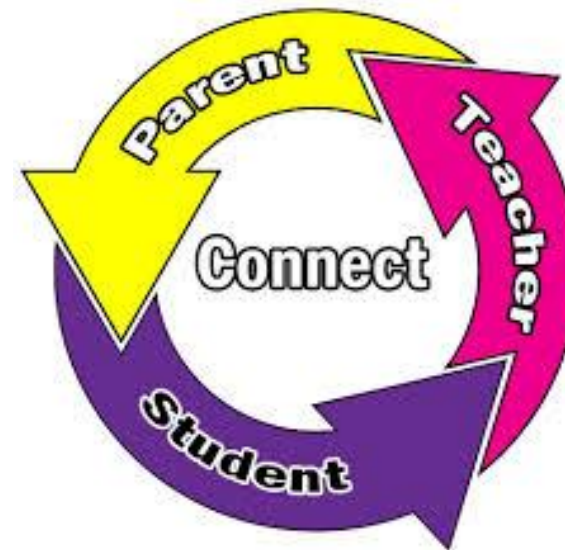
# Subject Taster Programme

- We divide our academic year into three eleven week Learning Cycles.
- Learning Cycle 1: Students study first four options
- Learning Cycle 2: Students study second four options
- Learning Cycle 3: Students pick six options (in order of preference)  
Four will be allocated to study for Junior Cycle.
- Students will receive a term report at the end of each Learning Cycle.

# Partnership with Parents

In Presentation Secondary School you are a vital part of the School Community

- Parents' Council
- Parents' Nominees on the Board of Management
- School Journal
- Appointments
- Assessments
- Parent/Teacher Meetings
- Email
- VShare – App







1. Punctual
2. Presentable
3. Prepared
4. Productive
5. Polite



...And Finally

