



Parent Handbook

Structure of the School Day

	Mon	Tues I	Wed	Thurs	Fri
08:30	Tutor Time/ Well being				
08:42	Class	Class	Class	Class	Class
09:40	Class	Class	Class	Class	Class
10:38	Break				
10:53	Class	Class	Class	Class	Class
11:51	Class	Class	Class	Class	Class
12:49	Lunch				
01:20	Class	Class	Class	Class	Class
02:18	Class	Extra	Class	Extra	Class
03:16	Extra		Extra		

School is open from 8am to students who can avail of the Breakfast Club, free of charge. Students will be dismissed at the end of the school day and it is their responsibility to make their own way home.

Students stay in school for break and lunchtime and must bring their own lunch. We provide hot water, a toaster and a microwave to the students at lunchtime. We have a healthy eating policy so no fizzy drinks or sugary snacks. There are some lunchtime clubs such as Chess/board games, Spanish, Football and Basketball available to students.

Student Support Team:

Please ensure to contact the relevant member of the Student Support Team if you have any concerns.

Team Member	Support Available
Subject Teacher	Subject specific questions or concerns.
Class Tutor	General concerns across a number of subjects or with friendship issues. Please email info@belmayneetss.ie and the class tutor if your son/daughter is going to be absent or

	needs to leave school early.
Deputy Principal ian.whelan@belmayneetss.ie	Serious concerns that may affect the overall wellbeing & academic progress of the student. AEN provision.
Principal ashling@belmayneetss.ie	To be contacted when more support is needed for the academic progress & wellbeing of your child.

Teacher Contacts - Our teachers' emails are structured as firstname.lastname@belmayneetss.ie Subject Teachers will be listed on our website in August.

After School Clubs

As extra curricular activities are extremely beneficial for a student's development, we encourage all students to join at least one. These will start 3 weeks into the school year and be posted on the website. They last approximately one hour and take place after school from Monday to Friday.

Attendance

We encourage your child to aim for 100% attendance as research links positive educational outcomes to excellent attendance. Please try to arrange for appointments to take place outside of the school day. When this is not possible, please ensure to email Paula (info@belmayneetss.ie) with details of why they are absent or why they need to leave the school building. Registers will be taken at 8:30am and an email sent to you by 9:30am if we are not aware of the reason for your son/daughter's absence.

Please visit our webpage on [VSWare | \(belmayneetss.ie\)](http://VSWare.belmayneetss.ie) to help in August with logging on

Dress Code

There is no school uniform. Clean comfortable clothing that is conducive to learning is expected to be worn by all students. No offensive slogans allowed or clothing that is distracting for others to learn.

Subject Choices

All students will take the core subjects of Maths, English, Irish, Science, Spanish, History, Ethical Education, CSPE, SPHE, Artistic Performance and PE. The students must choose between Coding, Philosophy and Climate Change short courses (1 hour per week) when they begin first year. For the first 8 weeks they will experience all option subjects and then will have to choose 3 subjects. All students take the CAT4 Tests at the beginning of first year which highlight subject areas that they may be more suited to and in which areas their abilities lie. We will have a meeting to explain these before the mid term break when the options are being decided upon. We would always recommend that students choose subjects that they enjoy.

Committees

All staff and students of the Belmayne ETSS school community are part of a committee or team that meet once a month to organise student-led assemblies and to organise events in the school throughout the year. The committees that exist at the moment are listed below and we will be looking to expand on these when our new cohort of first years start in August.

Student Council

Tech Team

Green Schools Team

Active Committee

Amber/Wellbeing Team

Global Citizenship Committee

Music Committee

Aesthetics Committee

LGBT Support Committee

Website/PR Team

Parents Council

We have an active parents' council and encourage parents to join. Please email pc@belmayneetss.ie to contact the parents' council. They meet once every 4/6 weeks and everyone is welcome to join.

Our Approach to Behaviour for Learning

We use a restorative approach in Belmayne ETSS which focuses on building strong positive relationships. When conflict arises between students or between students and teachers, more often than not the relationship has been harmed. We seek to repair this harm and not look to assign blame. Often a restorative conversation is what is needed to repair the harm and at other times action is required to repair the harm. Consequences are a part of any response to inappropriate behaviour. In the blame culture, the response is given or 'imposed', whereas the relational approach ensures that consequences are given in a context that have meaning and relevance for all concerned. This response is far more likely to foster responsibility and to change behaviour. **Additional Learning Opportunities** are provided after school where the student may need support in developing skills in relation to homework, managing difficult situations, strategies for lateness etc or to repair a relationship. Parents will be informed at least 24 hours beforehand if students are requested to stay back for an additional learning opportunity.

We expect all students to follow the Belmayne Way which is explained below. Our school motto is Stand Proud, Aim High, Be respectful and No Excuses.

Belmayne Way

Our Motto	Attitude to Learning	Minimum Expectation
Stand Proud	<ul style="list-style-type: none"> ● Be proud of yourself, who you are, your heritage and your school at all times. 	<ul style="list-style-type: none"> ● Appropriate School Clothing ● No offensive slogans or images ● Conduct yourself with pride at all times. ● Respect your environment by not chewing gum, only eating in designated areas and not littering. This is your school.
Aim High	<ul style="list-style-type: none"> ● Every achievement starts with a decision to try. ● Give 100% to everything and remember to always have the mindset 'I can, I just can't do it YET!' ● Winners are not those who never fail but those who never give up. 	<ul style="list-style-type: none"> ● Attend school every day, on time and with all equipment including iPad and school journal. ● Be in the right place at the right time ready for learning. ● Make the most of all opportunities. ● Always complete all class and homework to the best of your ability.
Be Respectful	<ul style="list-style-type: none"> ● Always treat others as you would like to be treated. ● Be a team player. ● We are all unique and everyone has something of value to contribute to the world. 	<ul style="list-style-type: none"> ● Listen to others, use appropriate language and be polite. ● Keep hands, feet, objects and personal comments to yourself. ● Look after and respect all members of the Belmayne School community. ● Follow all staff instructions in lessons, around the school and during school trips.
No Excuses	<ul style="list-style-type: none"> ● Take responsibility for yourself and your actions, always set yourself a high standard. ● Do the right thing and there will be no need for excuses. 	<ul style="list-style-type: none"> ● Accept responsibility for your behaviour and be accountable for it. ● Phones and other personal electronic equipment out of sight and off. ● Make healthy choices e.g. no fizzy water