



8th June 2021

Dear Parent(s)

We have come to the end of what I am sure you will all agree was a different academic year. Moving into lockdown after Christmas was challenging for everyone but thanks to the work of teachers, students and you the parents we were prepared to move school online. We are very proud of how well our students and teachers managed in this new learning environment and wish to thank all parents for their support.

Results for students in first, second, third, fourth and fifth year are available on VSware so please access the VSware app or log on online to check them.

Holidays, dates for return to school and parent teacher meetings

If you click on the link [Year-Planner-21-22-Parents.pdf \(sbc.ie\)](#) you will find the school planner for next year showing holidays and parent teacher meetings.

Students will return to school as follows:

Friday August 27th 2021

- First Years (8:57 a.m. to 12.30 p.m.)-Bus transport will not be available
- Transition Year (10.00 a.m. to 12.30 p.m.)- Bus transport will not be available

Monday, August 30th 2021

- First Year (8:57 a.m. to 12:40 p.m.) - Bus transport will not be available at 12:40
- Third Year (8:57 a.m. to 12:20p.m.) - Bus transport will not be available at 12:40
- Sixth Year (8:57 a.m. to 1:20 p.m.) - Bus transport will not be available at 1:20
- Transition Years, fifth years and second years will **NOT** attend this day.

Tuesday, August 31st 2021

- First Year (8:57 a.m. to 12:40 p.m.) - Bus transport will not be available at 12:40
- Second Year (8:57 a.m. to 1:20 p.m.) - Bus transport will not be available at 1:20
- Fifth Year (8:57 a.m. to 12:40 p.m.) - Bus transport will not be available at 12:40
- Transition Years, third years and sixth years will **NOT** attend this day.

Wednesday, September 1st 2021

All classes attend for the full school day (8:57 a.m. to 3:20 p.m.)

Payments due for your son/daughter

You will find details on the money required to be paid before the return to school in [Student-Costs-2021-22.pdf \(sbc.ie\)](#) and also at the end of this letter. We endeavour to keep costs as low as

possible. Please note this covers all costs for the year. **We do not accept these payments in cash.** As with last year we will be using the online payment system – Way2Pay. You will receive a text regarding this payment in the next few weeks. We would ask that all payments be made before 30th June so we can ensure your son/daughter(s) acquires the books, exam papers and pre-papers they need. The school office will be closed for the month of July.

If expenses are not paid, we will not be able to supply services to the students such as books, insurance, bus trips and so on.

After School Study

Forms relating to After School Study will be given to students in September for those who wish to sign up.

Covid Restrictions

We do not yet know what guidelines will be in place around preventing the spread of Covid 19 in the new academic year. We are unsure about whether or not we will be required to wear masks or leave windows and doors open. We will update you on these details as soon as they are confirmed by the Department of Education.

At the moment students wear their PE gear on the days they have PE. This may or may not continue. We await guidelines from the Department of Education on this and will update you once we have these.

Lunch Time

Students in all years are not allowed to leave the school grounds during lunch time. This will be reviewed in time once we have considered all Covid 19 restrictions in the new academic year.

School Uniform

The following is the Official Uniform of the School:

- Official Grey Pants – **no track suit type pants** (or official grey skirts for girls – **knee length** and worn with black opaque tights only).
- Official Grey school uniform polo shirt with school crest.
- Official wine crew necked jumper.
- Black footwear (black shoes or all black runners are acceptable only, boots are not acceptable)
- Official school jacket – **This is an optional purchase but from September 2021 will be the only jacket students are allowed to wear in class.**
- Extreme hair styles are not acceptable. **Natural hair colours only accepted.**

All uniform items are available from Don Murray, South Main Street, Bandon.

We would urge you to ensure that your son/daughter has the correct school uniform in September as we do not wish to put parents to any extra expense. All black footwear must be purchased and please do not purchase any track suit style trousers. If any students wish to wear the school skirt, please make sure it is knee length. We would advise parents not to make alterations to skirts or to purchase them too short as we do not want to be responsible for adding extra expense to families by

requesting a replacement. The only school jacket students will be allowed to wear in the school building is the official school jacket.

If student's wear any other jacket or hoodie in the school building it will be confiscated until the end of the school day.

Facial Piercings

Please note students are only allowed one small stud earring in each ear lobe. Any other piercings are in breach of the school uniform policy and students will be asked to remove them or be sent home. This is important as students getting new piercings are told to keep them in for a number of weeks. **This is not an acceptable excuse for leaving them in while in school.**

Leaving School Early

We would like to remind all parents that all students can only leave the school early if collected by a parent who signs them out in the office. (Due to Covid 19 guidelines at the moment parents phone from the car park.) A note will not suffice. We would urge you to keep these withdrawals to a minimum in the interests of your son/daughter.

Mobile Phone/Personal Music devices

Mobile phones and personal music devices are to be turned off and out of sight while in the school building. This includes break times. Students may step outside the building to use mobile phones before 8:57, at small break and lunch break. Failure to follow this directive will result in the device being confiscated and held in the office for collection by a parent/guardian **at the end of the day.** A student who refuses to surrender the device will be suspended from attending school until such time as he/she agrees to comply with school rules. If it is thought that a student may have taken photographs or recordings in the school without permission the phone will be inspected in the presence of the student's parents before it is returned. Students may sometimes be asked to use their mobile phones by their teachers for educational purposes.

Parents who need to contact students on urgent matters are free to ring the school landline and speak with their son/daughter. Alternatively, a message can be passed to the student. Students needing to contact parents are free to ask the office to do so at any time.

Dropping off and picking up students

There is a significant health and safety issue around the dropping off and picking up of students outside the school. To prevent an accident happening parents **cannot** drive into the main staff car park to pick up and drop off students. Instead, they must drive up to the top of the first car park, around the top and down where they can pick up and drop off their children or drop children just inside the school gate. In the afternoon the gates of the tennis court are open and parents may park in there to wait for their children. We would ask all parents to be aware of pedestrians.

VShare app

Parents will receive a lot of information relating to school through the VShare app going forward. This includes your son/daughter's timetable, attendance and exam results. We also email parents through the app. It is essential that all parents download the app and turn notifications on so they can keep up to date with everything. We may also send texts from time to time.

If you have not already done so this link gives instructions on how to download the app: [Parent App - Downloading the app and logging in \(vsware.ie\)](#). Please make sure that you turn on notifications as per the instructions. If you have lost your username just email admin@sbc.ie.

If you have forgotten your password please click on this link for instructions on how to reset it: [New Password Reset \(read time less than 2 minutes\) \(vsware.ie\)](#)

To let the school know why your son/daughter was absent or to let the school know they will be absent please click on this link for instructions: [Parent App - Submit an Absence Request \(vsware.ie\)](#)

You will also be able to email the admin staff and the principal using the app. We will extend this in time to include other key personnel. The details on how this works are on this link: [Parent App - VS-Mail \(vsware.ie\)](#)

If you have other queries on what the app can do please click on this link: [Parent App - Everything you need to know \(vsware.ie\)](#). Please note we will not be using the Behaviour, SEN or Fees sections of the app at present.

You can also access all this information using your laptop or PC by going to <https://stbroganscollege.app.vsware.ie/> and putting in your username and password.

A few notes on changes for 2021/22

- Due to increasing numbers there will be a second Deputy Principal in the school in the new academic year.
- An extension of 4 additional classrooms will be open and available for use by the school in September 2021.
- Building plans for the school will be going ahead on a phased basis. Planning permission is currently being sought for Phase 1 of the build which will contain additional science labs, art room, home economics room and additional classrooms. This will be a three-story build and will be built as a rapid build.
- Phase 1 also includes a set down area for cars and buses to improve safety for all.
- While Phase 1 is being built we will be seeking planning permission for Phase 2 which will ultimately add an additional 19 classrooms, art room, staff room and canteen.
- Following completion of phase 2 we will be working on sports facilities.
- The school will operate as normal while all building works are going on.

The best thing about St. Brogan's College is the people – students, teachers, SNAs, admin staff, maintenance/cleaning staff and parents. We look forward to working with you all again next year.

If you require any further information, please do not hesitate to contact the school. During the summer you can do this by emailing admin@sbc.ie. We wish you all a very happy, enjoyable and safe Summer.

Yours faithfully

HELEN CADOGAN
PRINCIPAL

ST. BROGAN'S COLLEGE, BANDON, CO. CORK.

Student Payments for 2021-2022

The Registration Fee covers student expenses/materials not funded by the Department of Education and Science e.g. Exam Papers, Pre-Exam Papers, Trips out for Extra Curricular activities, photocopying, 24 hour insurance, lockers, school journal, access to Studyclix, (for TY students ICDL), etc.

For two or more students in the school, a reduction of €30 per student from Registration fee is applicable.

In addition to the Registration Fee, the Book Rental Scheme fee is paid yearly and students are provided with all their text books. N.B. If books are damaged or lost during the year, students will, however, have to meet the cost of replacement.

Materials such as copies, biros, art materials etc. must be purchased separately by the student themselves.

Payment is online only – a link will be sent to you by text shortly regarding this.

Fees must be paid no later than **Thursday June 30th 2021.**

YEAR		TOTAL DUE
FIRST YEAR	Registration Fee - €145 Book Rental - €65	€210
SECOND YEAR	Registration Fee - €145 Book Rental - €65	€210
THIRD YEAR	Registration Fee - €145 Book Rental - €65	€210
TRANSITION YEAR	Registration Fee - €145 ICDL & Activities - €110 Book Rental - €65	€320
5TH YEAR	Registration Fee - €145 Book Rental - €65	€210
LCA 5	Registration Fee - €145	€145
6th YEAR	Registration Fee - €145 Book Rental - €65	€210
LCA 6	Registration Fee - €145	€145
RANG IOSAIF	Registration Fee - €145	€145

Supervised Study forms and costs will be given to interested Students in September when they are back in school.