# ST. BRIGID'S N.S., GLASNEVIN, DUBLIN 11.

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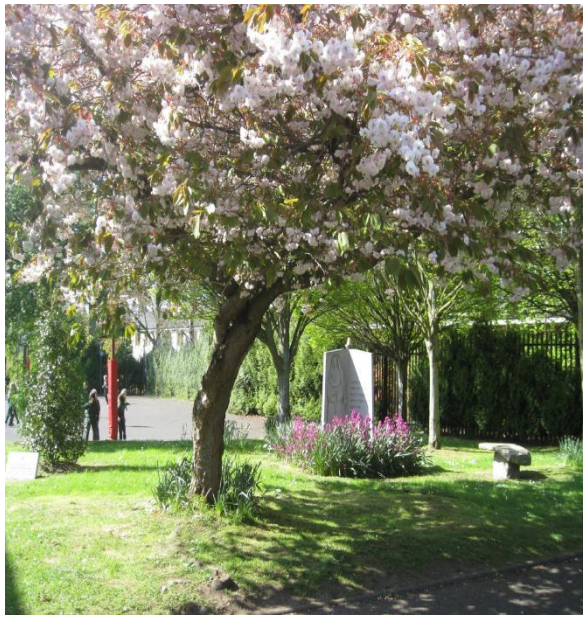

## General Information Booklet

**The School was founded by the Holy Faith Sisters in 1865**

**Current building opened in 1976**

**St. Brigid's School was donated to the Archdiocese by the Holy Faith Sisters in 2001**

# 2026 - 2027 St. Brigid's School Calendar

2026/2027 school year commences Thursday 27th August 2026

| Holiday | Early finish 12 noon | School closed | Return to school |
|---|---|---|---|
| October Mid-Term | n\a | Monday 26th October – Friday 30th October | Monday 2nd November 2026 |
| Christmas Holidays | Tuesday 22nd December | Wednesday 23rd December – Tuesday 5th January | Wednesday 6th January 2027 |
| February Bank Holiday | n\a | Monday 1st February | Tuesday 2nd February 2027 |
| February Mid-Term | n\a | Thursday 18th & Friday 19th February | Monday 22nd February 2027 |
| St. Patrick's Day | n\a | Wednesday 17th March | Thursday 18th March |
| Easter Holidays | Friday 19th March | Monday 22nd March – Friday 2nd April | Monday 5th April 2027 |
| May Bank Holiday | n\a | Monday 3rd May – Friday 7th May | Monday 10th May 2027 |
| June Bank Holiday | n\a | Thursday 3rd June – Tuesday 8th June | Wednesday 9th June 2027 |
| Summer Holidays | Wednesday 30th June | | |

If your child is unhappy in school or encountering problems please make contact with the school to discuss this with the class teacher. These meetings should be arranged by appointment only as the teachers primary duty during school hours is to her pupils.

**Parent Contact Details:**
It is essential that we have up to date contact details for each parent. Mobile phone numbers & email addresses can be updated by parents on the Aladdin App or you should notify the school.

**Code of Behaviour & Discipline Policy:**
While each class teacher is responsible for discipline in her room, the school has a written Code of Behaviour Policy.
This code outlines the behaviours pupils are expected to observe and the measures taken when there is a failure to do so.
A full copy is available on the school website.

**Parent's Association:**
St. Brigid's has a very active Parents Association and we
are grateful for their continued help and assistance. During your child's time in St. Brigid's we would ask that you lend your support by your attendance at their functions or indeed by volunteering for the committee.
The P.A. co-ordinate many events including Teas & Tissues, the Book Fair, 6th class Graduation Reception, Communion Reception and lots more!

**Specialist Lessons:**
All parents are required to pay a fee of €80 per pupil annually. (€85 for Jnr. Infants). This payment covers specialist teachers (eg: Irish Dancing, Hip Hop, Basketball) together with Art/Craft materials and photocopying for the year. The girls in 3rd, 4th & 5th Class also go to swimming classes during the year (extra payment). This payment can be made online using the Aladdin Connect App.

**Voluntary Contribution:**
Parents are encouraged to give whatever they can afford to help buy additional resources and equipment for the school. This money is used to supplement the running costs of the school.
As a guide most parents give between €5 and €10 monthly but any amount is greatly received. Parents can make any payments to the school electronically if they so wish or this money can be paid online via (Aladdin Connect App) the link emailed to parents.



ST.BRIGID'S
GLASNEVIN

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Dear Parents/Guardians,

We are delighted to welcome you and your daughter to St. Brigid's N.S. We hope that your daughter's time here will be a special time in her life – full of learning and fun! This booklet will provide you with the information you need about school life and practices here at St. Brigid's. If you have any questions/concerns please do not hesitate to ask.
Darina Burke, Principal

**Information:** In advance of the Incoming Junior Infant Parents/Guardians meeting in May we will provide you with a Welcome Pack containing:

1. Information Pertaining to September 2026
2. Medical Information & Treatment
3. After-school care
4. Morning care
5. Lynch's (Uniform supplier)

**School Hours:**
The school gates and the building are opened to the pupils at 8.40 a.m. The children have a window between 8:40-8:50 am to enter the school daily, with lessons commencing at 8:50 sharp.
The school and Board of Management are not responsible for pupils who are left outside the gates before 8.40 am
We ask all parents of children in senior infants-sixth class to drop their children at the main entrance gate relevant to them and to encourage the children to walk with peers/by themselves to the exit door closest to their classrooms.
Please ensure that your child is on time for school each day.

Other relevant times are as follows:

| | | |
|---|---|---|
| Morning Break | 10.30 a.m. - 10.35 a.m. | (eat small snack) |
| | 10.35 a.m. - 10.45 a.m. | (outdoors- weather permitting) |
| Lunch Break | 12.25 p.m. - 12.30 p.m. | (eat lunch) |
| | 12.30 p.m. - 1.00 p.m. | (outdoors- weather permitting) |

The school day runs from 8.50 a.m.–1.30 p.m. for Junior Infants and Senior Infants and 8.50 a.m.-2.30 p.m. for First class to Sixth class. Those pupils who attend Morning Club are free to arrive from 8.00 a.m. onwards.



**Other Clubs:**
At different stages of the year pupils may have an opportunity to join other clubs such as the wellbeing, French or drama club. Contact the office for details.

**Home/School Communication:**
The parent/teacher partnership is an integral part of your child's education and open communication is very important. There are a number of ways of promoting this aspect of school life.

(i) Homework Journal/Sheet: Please check regularly. You may also use the journal to send regular notes to the teacher.

(ii) Aladdin Connect: All parents are asked to register with Aladdin Connect. This will be the only platform we will be using for home-school communication in future. You will receive a text/email message containing your registration link.

(iii) E-Mail: All correspondence to parents from school is via e-mail where possible in keeping with our Green school status. Parents can email the school on info@stbrigid.ie, or the class teacher on christianname.surname@stbrigid.ie

(iv) Website: All Information on learning activities and school life can be found on the school website www.stbrigid.ie. Our google calendar is regularly updated with school events and activities. All updated plans and policies can also be found on the website in the parents section under the home tab.

(v) Newsletter: An electronic monthly newsletter is sent home during the first week of each month. This informs you of happenings in the school and of forthcoming events.

(vi) Parent/Teacher Meeting: Formal parent teacher meetings are held annually in November to discuss your child's progress. You will be notified of details via the Aladdin app.

(vii) School Report: Issued annually in mid-June.

**Health and Safety:**
The health and safety of all the pupils is of primary concern to us.

**(a) Safety Statement:**
The school has a full safety statement drawn up by the safety officer in co-operation with the Board of Management, staff and parents. This is available for inspection in the Principal's office. Fire drills are carried out on a regular basis.

**(b) Safety at the School Gate**

- At 2.30 p.m. the pupils are brought to the gate by the teacher.
- A Traffic Warden is on duty and we ask that you co-operate with him/her.
- There is NO PARKING in the school grounds at any time nor can the entrance be used to turn cars.

Please observe the spaces allocated for the parking of minibuses the two accessible parking spaces and the various road markings outside the gate.

- We also ask that parents refrain from parking or causing an obstruction in Addison Hall.

**(c) Health:**

- If your child is to benefit from the educational programme please ensure that she gets proper sleep and eats proper meals.
- If your child is ill or has been ill through the night do not send her to school. Please consult the separate Medical Information Sheet for further details.

**(d)** In the interests of safeguarding our pupils all visitors to the school are asked to sign the visitors sign-in book before they report to reception.

**Absenteeism:**
All absences must be explained in writing or via the Attendance Notes block on the Aladdin App. You can also use this facility to advise of late arrivals or early collections. Should you need your child to leave school early please send a note to the class teacher. Please do not collect your child between 12.30 p.m. and 1.00 p.m. as she will be in the yard. Pupils must be collected from reception when leaving early, they are not allowed to go alone to the school gate.
If your child is likely to be absent for a prolonged period please notify the school as soon as possible. In accordance with the Education Welfare Act, schools are legally obliged to report all absences of 20 days (even where there are written notes from parents). It is school policy to notify parents in writing when a child's absence has reached 15 days.



**Morning Club:**
The Morning Club operates in the school from 8.00 am in the morning. Working parents find it helps with the morning rush.

**One Hour Club 1.30 to 2.30 p.m.** Our local crèche, Bizzy B's runs a childminding service in the school prefabs from 1.30 to 2.30pm Monday to Friday. Parents of Infants find it helpful. Contact Amanda on 018575262 or email Bizzybs2@outlook.com to find out more.

Please ensure that your child knows who is collecting her or how she is getting home. If your child is being collected regularly by a grandparent/child minder please let the class teacher know and if possible introduce them to the teacher. Where there is a change in the person collecting your child please let the class teacher know **in writing.**

At 1.30 p.m. dismissal time parent/guardians are asked to collect their pupils at exit doors 3 & 4, which are clearly marked. These exit doors are beside Junior/Senior Infant classrooms. Pupils will be individually released to parents/guardians. Parents are asked to ensure that grandparents/minders/relatives understand the collection process.
Bus escorts/Taxi drivers & the One Hour Club person collect pupils at classroom doors.

**Values School:**

Since September 2016, we at St. Brigid's, have been putting a whole-school focus on 'Human Values'. This school-wide focus on human values complements our ethos as a Catholic school. Each week within every classroom the children and teachers focus on a different value such as kindness, honesty, showing love, loyalty etc. The children are encouraged to think about a time when they showed the weekly value and they write about it in their values copies. This simple process has proven to boost children's self-esteem, confidence and good behaviour, along with having many positive effects within their social and academic lives.
Along with the focus on a weekly value, we have monthly 'Values Assemblies' focusing on one of five main over-riding values. The five over-riding values are Truth, Right Action, Peace, Love and Non-Violence. Within these assemblies we sing songs relating to the values, listen to stories and also practise quiet reflection through silent heartfulness meditation/reflection time.

**Uniform:**
The school uniform consists of:

| | |
|---|---|
| School pinafore | 1 School Tracksuit |
| School Jumper/Cardigan | 1 White/Red polo shirt |
| White blouse | White / Green socks. |
| 1 Green Dickie Bow | |
| 1 pair of shoes/runners suitable for P.E./Dancing | |

All items are available from Lynch's Drapery,
130 Philipsburgh Ave., Marino Ph. 018375225.
The full school uniform should be worn every day.
Tracksuits to be worn on P.E. day only.

A sew on/Iron on crest is available from the office for €3.50

The P.A. run a 2nd hand uniform sale in June each year.

**Jacket:**
The pupils also need a warm coat or jacket clearly marked with their name.
An *optional* school jacket is available from Call Us Ltd.
In the course of the day the pupils may need the jacket for playtime or if they go outside with their teacher.

**Property:**
All clothes and property such as books, coats, and lunch boxes should be clearly marked with your child's name. We would encourage you not to allow your child to bring expensive items such as jewellery, or other items of value to school as we cannot be responsible for same. Many pupils now own a mobile phone. The use of mobiles to phone or text is strictly forbidden during school hours. Pupils found using them will have them confiscated until the next school day or parents/guardians may be asked to collect them from the Principal's Office. Please refer to the Acceptable Usage Policy on the school website www.stbrigid.ie for full information on the use of mobile devices.

**Jewellery:**
Only a very limited amount of jewellery is permitted.
- Earrings: Where a child has pierced ears only small stud earrings may be worn.
- Pupils are also allowed to wear a watch and a small ring (e.g. signet ring / claddagh ring etc., if they wish.



**Lunches:**

Our school provides hot lunches daily, supplied by The Lunch Bag. Pupils can enjoy a wide variety of dishes, with up to 12 choices available each day. Menus are updated seasonally to reflect fresh options and variety throughout the year. Specific meal options are also catered for, including provisions for food intolerances and Halal requirements. All lunches are ordered by parents through a dedicated app, making the process simple and convenient. Pupils may still bring a small snack for the morning break at 10:35 am.
Milk is provided daily, and fresh fruit is available three times per week. The school operates a Healthy Eating Policy, promoting balanced and nutritious food choices. A small sweet treat is permitted on Fridays only.

**Homework:**
The school acknowledges the value of homework because:
1. It helps the girls develop the habit of study.
2. It enables them to learn how to organise and use free time.
3. It consolidates what is being done in class.

Time spent on homework is relative to the child's age. Each child has a homework notebook/folder/sheet and you are requested to oversee the homework and sign the journal, if in use. Your child will gradually become more independent in doing her homework.
Please contact the teacher if you feel that your child is persistently experiencing difficulties. A copy of the homework policy is available from the school and can be viewed on the school website.

**School Closures:**
The school calendar is on page 8 of this booklet and it is also on the school website www.stbrigid.ie. There may be small amendments to same during the school year. We would ask that you refer to it throughout the year.

**Staff Meetings**
Staff Meetings are usually held outside of school hours except in the case of DES sanctioned planning days. Parents will be notified of same well in advance.

**Exceptional Closures**.
If, in the case of severe weather, malfunction of the heating or other such reason the school cannot be opened, a notice to this effect will be displayed outside the school before pupils arrive in the morning. A text will be sent to all parents as early as possible. Pupils will not then be admitted to the school.