



**Loreto Secondary School,
Pembroke Hill,
Ballynagee,
Wexford.**

**Telephone: (053) 9146162
E-mail: principal@loretowexford.com
Website: www.loretowexford.com**

Office hours: 07.45 to 16.15, Monday to Friday

Wednesday, 7 November 2018

Dear parents/guardians,

I wish to advise you of the following matters:

Seminar on Anxiety in Adolescence

All parents/guardians are invited to attend a seminar by Peadar Maxwell, Senior Psychologist with the HSE, entitled '**Understanding and responding to anxiety in adolescence**' on Monday, 12 November 2018 at 17.30 in the school. The venue for the seminar will be the Business/Commerce room on the 1st floor. There is no cost for attending this seminar.

This will be a valuable information seminar for all parents and we hope that as many as possible will be able to attend. There does not need to be any diagnosis or specific anxiety-related issue with your daughter in order for you to attend.

If you have any query regarding this event, please contact Ms. Catriona Foley (Guidance Counsellor).

Point of Contact

It is very important for you as parents/guardians to know who to contact in the school should you wish to discuss any matter relating to your daughter. I hope the following will be helpful.

1. Should your concern relate to your daughter's general wellbeing or overall happiness in school please contact us to speak to, or arrange to meet, the following members of staff on an appointment basis:

- If your daughter is in 1st year, please contact Ms. Siobhan O' Donoghue (Year Head).
- If your daughter is in 2nd year, please contact Ms. Josie Byrne (Year Head).
- If your daughter is in 3rd year, please contact Ms. Mary Griffin (Year Head).
- In respect of students in 4th, 5th or 6th years, please contact either of the Deputy Principals, Ms. Chris O' Reilly or Mr. John McGinnity.

These members of staff will consider your concerns and then decide who is best positioned in the school to deal with the matters in hand i.e. Class Teacher, Counsellor, Chaplain, Deputy Principal, Principal or outside agency.

The care of students entrusted to our care is our primary concern as a Loreto school. Whilst we will always endeavour to do our best, you are asked to be aware that we do not have the resources to fill the gaps caused by long waiting lists or under-provision in outside agencies.

2. Should your concern relate to your daughter's performance or progress in a specific subject area you are asked to contact the school to speak to or meet the relevant subject teacher on an appointment basis. Should this fail to address your concern you are then invited to contact me as Principal.

School Calendar and Website

Please be aware that the school calendar for the year is to be found on our website – www.loretowexford.com. Details can be found therein of all parent-teacher meetings, school holidays, information meetings, other events and closures due to Junior Cycle inservice training for teachers.

In relation to the website, I ask you, please, to visit it on a regular basis to be informed of a wide range of school activities and reports from different bodies operating within the school e.g. Board of Management, Parents' and Students' Councils.

I am particularly keen to feature on the website any appropriate contributions from students, staff or parents relating to the school or education in general. Such contributions can be e-mailed to me at principal@loretowexford.com.

Settling in to our new school – Open Morning for Families

We have now entered week ten in our new school. Many snagging items associated with the new building have been addressed but others remain and will be dealt with in the coming weeks. The overwhelming reaction to our new home has been extremely positive and, for this, we are most grateful.

We are now pleased to offer Loreto families the opportunity to visit the school for an informal walk around of the buildings and grounds from 10.00 to 12.30 on Saturday, 24 November 2018. Further details of this Open Morning will be provided nearer the date.

Please contact me if you wish to raise any matter or seek clarification in relation to any aspect of this letter.

Yours faithfully,

Billy O' Shea,
Principal.