

22nd May 2020

Dear Parents and Guardians

We have organised a **Books 'n Belongings Distribution & Returns Day** for next Tuesday 26th May from 9am to 11.30am.

- **All** books, stationery, resources and other items belonging to your child(ren) have been packed by teachers into strong, plastic bags for you to **collect** on Tuesday morning.
- We are also asking you to **return Book Rental books and library books** as listed in the grid below. Please put all rental books in a plastic bag with your child's name on the outside/inside – place your bag in the collection box at teacher's depot on Tuesday.
- Please read the guidelines (1-12) and take note of the collection point for your child in the grid below

Guidelines:

1. Strict adherence to all HSE Guidelines around Covid -19 will apply to ensure the safety of everyone involved in both the distribution and collection of books.
2. Only parents /adults should collect books, strictly no children please - one adult per family.
3. If you are collecting books on behalf of another parent you must have a written note from that parent clearly stating the name(s) of pupil(s) involved.
4. Please enter through the two smaller gates to the left and right of our main gate as signposted. Staff will be available to direct you to the correct collection area. Exit via the large centre gates.
5. Please observe *at least* 2 metres distancing at all times, (in the carpark / entering and exiting the school grounds / in the school yard when collecting).
6. The wearing of masks and gloves is recommended but is at your own discretion. Hand gel will be available at collection points.
7. There will be no access to the school building.
8. Teachers have packed all your child's belongings into a strong plastic bag, labelled with your child's name – all in compliance with Government Covid-19 hygiene guidelines. Belongings include books, stationery, art projects, folders, and any other items left behind on 12th March.
9. On arrival at each designated collection point please stand back 2m on the yellow disc in front of the table. Place your child's book rental books in the returns box. Teacher will place your child's bag on the table – allow teacher time to step back before you pick up the bag.
10. Please be patient – maintain a distance of 2 metres from other people at all times especially if there is a queue.
11. Once you have collected the books we ask you to exit via the centre front gates.
12. The date and time frame for collecting books will be strictly adhered to. This is the only book collection day we will have.

We understand this is a difficult time for everyone and we appreciate that this experience is not the way we'd love to do things. I wish to thank all our staff for all their time and work in packing up the belongings of 295 pupils.

As always, I thank you for all your support at this time.

Mrs Sweeney

Teacher & Class	Collection Point	Book Rental books to RETURN to school
Junior Infants – Mrs Rust	Mrs Rust's Classroom Door	<ul style="list-style-type: none">• Starlight Core Reader• Oxford Reading Tree Books

		<ul style="list-style-type: none"> • Library books
Senior Infants – Ms McGeeney	Ms McGeeney’s Classroom Door	<ul style="list-style-type: none"> • Starlight Core Reader. • Reading Books - Oxford Reading Tree, Read at Home, Sails, Jolly Phonics. • Library Books
Senior Infants – Ms Haughian	Main front door of school	<ul style="list-style-type: none"> • Starlight Core Reader. • Reading Books - Oxford Reading Tree, Read at Home, Sails, Jolly Phonics. • Library Books
1 st Class – Ms Farrell	Door at ramp in Middle Playground (go to the right side of the school where classes assemble in the mornings)	<ul style="list-style-type: none"> • My Read at Home Book • PM+ or Oxford Reading Tree Books (or any other extra reading book) • School Library Books • Any other book with a SMnT stamp
2 nd Class – Mrs O’Malley	Door of PE Hall (go around to the left side of the school into the Junior Infants’ Playground)	<ul style="list-style-type: none"> • Read at Home • Starlight core reader • PM Plus Reader • Library Book • Any other book with a SMnT stamp
2 nd Class – Ms Clinton	Lunchroom Door in Junior Infants’ playground (go around to the left side of the school)	<ul style="list-style-type: none"> • My Read at Home 2 • 2 English Readers (Oxford Reading Tree) • 1 Irish Reader (small book) • Library Book(s) • Any other book with a SMnT stamp
3 rd Class – Ms McClean & Ms Greenan	Lunchroom Door (left side) – in Middle Playground where classes assemble in the mornings)	<ul style="list-style-type: none"> • Library books • My Read at Home 3 • Spooky Castle Reader • Any other book with a SMnT stamp
4 th Class – Ms Mason	Door at steps – Middle Playground	<ul style="list-style-type: none"> • Stanley (Class Novel) • New Treasury 4 • Unlocking SESE History & Geography • Action Maths 4 • Seo Leat Irish reader “Cois Farraige” • Earthlink • Library book (School library) • Class library book (County Library van) • My Read at Home 4 • Any other book with a SMnT stamp
5 th Class – Ms Clerkin	Playground shelter –	<ul style="list-style-type: none"> • My Read at Home 5 • Group Novel • Irish reader – Rothar Nua

	(in the Middle Playground where classes assemble in the mornings)	<ul style="list-style-type: none"> • Any other book with a SMnT stamp
5 th Class – Ms Sheridan	Playground shelter – (in the Middle Playground where classes assemble in the mornings)	<ul style="list-style-type: none"> • Irish Reader • My Read at Home 5 • Library book • Any other book with a SMnT stamp
6 th Class – Ms McKenna	Front doors of school	<ul style="list-style-type: none"> • Action Maths • My Read at Home 6 • Earthlink • The Boy in the Striped Pyjamas (Novel) • Any library book or book with a SMnT stamp