



Monaghan Collegiate School

Parent Information

2021 - 2022



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Message from the Principal

In light of all the challenges and changes that we all have faced over the past eighteen months, we thought it appropriate that we reconnect with you. We hope that this information pack finds you and your family safe and well. All of us have longed to get back to normal and turning our attention again to the more mundane rules and regulations that set the boundaries of school life is a sure sign that normality is returning.

As you probably have heard me state at open night or prize day, that second to a proposal of marriage to be asked to teach someone else's son or daughter is the highest form of flattery, and an immense responsibility. It is one that we take seriously, and the rules and regulations that we put in place for the good order and running of the school are there to give each student the best possible opportunity to develop their talents and express their personality.

To that end I need the full support of parents and the cooperation of the students, young people need to respect themselves, each other and the staff so that everyone feels part of the learning community, and we fulfil our motto of "working together so that we may flourish as individuals".

Thanking you,

Yours in education,

A handwritten signature in black ink, appearing to read "Johnston T. Reid". The signature is written in a cursive, slightly slanted style.

Mr Johnston T. Reid
Principal

Uniform

The vast majority of schools in Ireland have a school uniform. The wearing of a school uniform is based on sound research which has shown that students all wearing the same uniform not only removes the pressure that they feel to dress in a 'cool' way, it helps create a sense of belonging and unity.

It has been found that students who were required to wear a uniform, in comparison to those who were not, listened better, had lower noise levels and settled quicker in class, creating a positive teaching and learning environment. School uniforms were also found to improve student attendance in secondary education.

At Monaghan Collegiate School we fully concur with the view that uniform worn with pride increases self-esteem, improves behaviour and contributes greatly to a sense of belonging. Also we feel that it is more economical to wear a school uniform than to satisfy the demands of fashion. We respectfully ask that parents help ensure that their son/daughter wears their uniform with pride and dignity.

- All items of school uniform should be labelled
- Excessive make-up is not permitted
- Hair must be neat and tidy and of a reasonable spectrum of colour
- One pair of stud earrings may be worn which do not present a health and safety risk
- **No other body piercing allowed**
- Students who persistently wear clothing that is contrary to the uniform regulations are liable to have such items confiscated. In such instances, the item will be left in the main office to be collected by a parent/guardian.
- The school reserves the right to refuse admission to the school if uniform is inappropriate



The uniform list is as indicated below, and may be purchased from **Wilson Bros Monaghan or The Fabric Centre Monaghan**

Boys School Uniform

- School Blazer
- School Tie
- White Shirt
- Dark Grey Trousers
- Grey/black socks
- Black leather shoes only (see below)



Girls School Uniform

- School blazer
- School tie
- School jumper (Optional)
- White shirt
- Black Knee length Skirt
- Black tights/black knee length socks
- Black leather shoes (see below)

Compulsory Unisex PE Uniform

- School Midlayer Jumper
- School Tracksuit Bottoms or School Leggings
- School T-Shirt
- Suitable Sports Trainers/Runners
- Fifth form students must wear the school branded mid-layer jumper and t shirt, but wear alternative track suit bottoms, which **MUST** be black
- Sixth form students may wear any school branded top or another black top and may wear alternative track suit bottoms which must be black.



Coats

- The **official school crested coat** (available online via website) is the **only acceptable** coat that **students in Forms 1-5** are permitted to wear to and from school. The coat **MUST** be worn **OVER** the blazer and **NOT** as a replacement for the blazer.
- For the 2021/22 academic year only, sixth form students may wear any plain black coat



PE uniform and school coats may be purchased online at **www.monaghancollegiateschool.ie** under uniform.

School shoes

A wide variety of shoes will be offered in shops, the following is a guide to what we consider is acceptable.

- Slip-on or laced (laces must be black)
- The shoe must be wholly black - no coloured logos, stripes or designs
- Suede, nubuck or canvas shoes are not allowed - shoes must be water resistant for science labs
- **No** black trainers, Vans, Converse, Boots, Doc Martins are allowed

ACCEPTABLE

Black polishable school shoes only.



UNACCEPTABLE

No canvas, trainers, pumps, plimssoles, Vans, Converse, walking boots or boots. Shoes must be flat with no platform or heel and must be below the ankle.



Mobile Phones

- During school time (8.50am - 4.00pm) a student's phone must remain in their pocket or bag and must be switched **OFF**
- Students may only use their phones when permitted by a staff member for educational purposes only
- Any necessary contact between parent and student must be made through the school office

Student Journal

Every student will be given a journal on the first day of school. The purpose of the journal is:

- To remind students of their homework
- To keep parents informed of homework
- To inform parents of any problems with regard to classwork and/or conduct.
- To allow parents to communicate with teachers
- To provide a space to explain student absences, lates or permission to leave.

Parents are asked to check the journal and **sign it** every week

If a student misplaces their Student Journal it will have to be replaced at a cost of **€5**.

All students **must** have their school journal with them in class at all times. Students who arrive in school without a journal should present themselves to their Year Head before 8:50am.



Absence

All reasons of absence should be notified to the school, either by

- telephone (047-82060)
- or by email mcsattendance@monaghancollegiateschool.ie
- or the school website <https://www.monaghancollegiateschool.ie/parents/absences/> explaining the **reason** for absence and if possible the expected length of the absence.

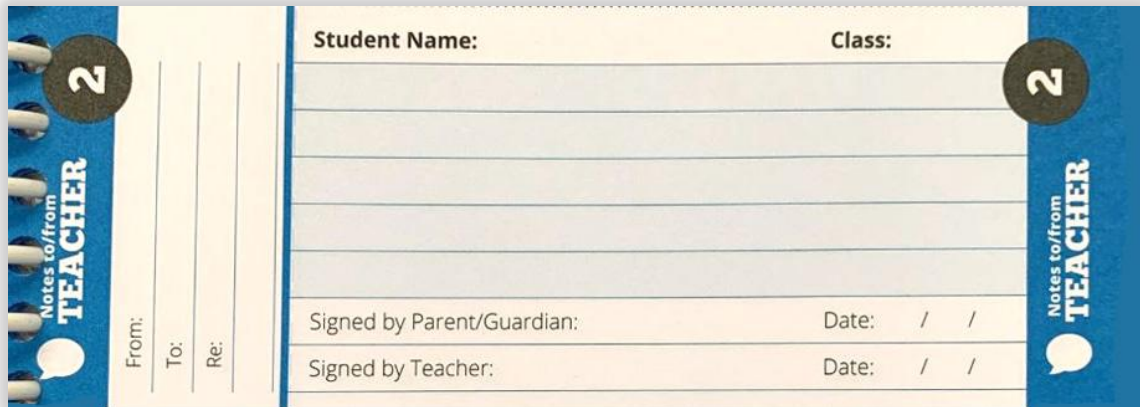
If contact has not been made with the school then an “Absence Note” must be completed in the school journal by a parent/guardian and given to the Year Head on their return to school.

1 Record of ABSENCE	Number of days absent:	Date: / /	Student Name:	Class:	1 Record of ABSENCE
	Reason for absence:	Signed:	Absent from: / / to / /	No. of days:	
Reason: <input type="checkbox"/> Illness <input type="checkbox"/> Urgent Family Reason					
<input type="checkbox"/> Other <input type="checkbox"/> Medical Appointment					
Details					
Signed by Parent/Guardian: _____ Date: / /					

Permission to Leave

If a student needs to leave the school during school hours they must complete a note in their journal and give this to their Year Head, who will issue them with an 'exeat slip', which the student then presents to the class teacher that they are leaving.

If an unexpected appointment is made then the parent should inform the school either by phone or email at mcsattendance@monaghancollegiateschool.ie



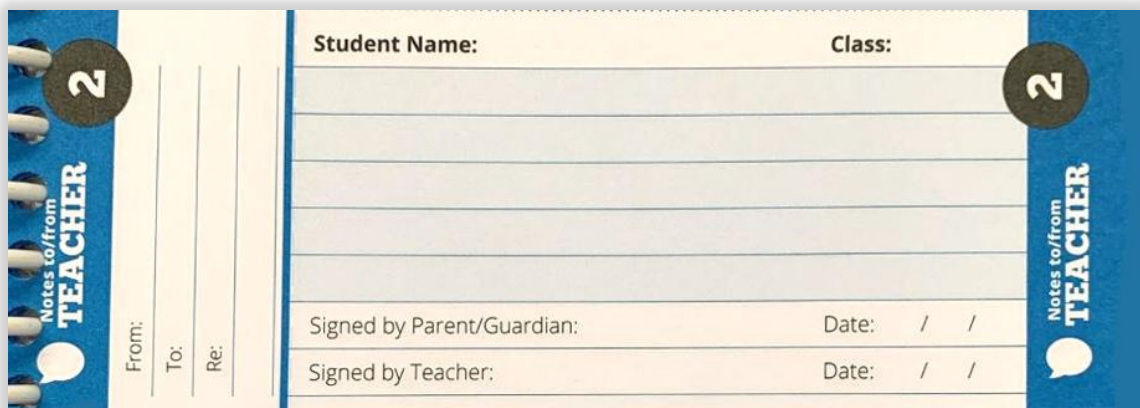
The form is a horizontal slip with a blue border on the left and right sides. On both sides, there is a circular icon with the number '2' and the text 'Notes to/from TEACHER'. The main body of the form is white with a light blue horizontal line pattern. At the top, there are two columns: 'Student Name:' and 'Class:'. Below these are four horizontal lines for writing. At the bottom, there are two rows of text: 'Signed by Parent/Guardian: Date: / /' and 'Signed by Teacher: Date: / /'. On the left side, there are three vertical lines labeled 'From:', 'To:', and 'Re:'.

Sick

When a student becomes ill during the school day, they should obtain their teacher's permission to leave class and immediately go to the Office. The office will make contact with home to arrange for their collection. Students who are sick must be collected by a parent/guardian at the Office. If a student is sick in the morning they should not be sent to school.

Lateness

Students should be in school each morning before 8:45am. Class starts at 8.50am. Students who arrive late to school must "sign in" in the office. If they arrive after 9.15am they should also have a note explaining their reason for being late.



This form is identical in layout and design to the 'Permission to Leave' form, featuring a blue border, 'Notes to/from TEACHER' branding, and fields for Student Name, Class, and signatures from Parent/Guardian and Teacher, along with date fields.



School Day

Students should be in school at 8.40am at the latest in order to have their books organized and ready for their first 3 classes. The first bell rings at 8:45am which is the signal for students to make their way to class.

At 11:05am the first bell sounds at the end of break which is the signal for students to get ready for their next class which begins at 11:10am etc...The school day finishes at 4.00pm Monday, Tuesday, Thursday & Friday and at 1.10pm on Wednesday's.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8.50-9.30					
9.30-10.10					
10.10-10.50					
10.50-11.10	BREAK	BREAK	BREAK	BREAK	BREAK
11.10-11.50					
11.50-12.30					
12.30-1.10					
1.10-1.50	LUNCH	LUNCH	END OF DAY	LUNCH	LUNCH
1.50-2.30					
2.30-3.10					
3.10-3.20	BREAK	BREAK		BREAK	BREAK
3.20-4.00					



Student Gmail Accounts

Monaghan Collegiate School continues to strive to create an engaging learning environment which supports collaboration and communication. Enabling students to connect to educational content securely at school and at home is key to creating a 21st century learning experience.

We use G Suite for Education to develop and enhance students' ICT skills and bring Virtual Learning into the classroom.

Collaborative learning is also prioritised with students making excellent use of their school email accounts, Google Docs, Slides and Sheets to work together and learn with and from each other on a wide variety of projects.

Students should keep their school email username and password safe, do not share passwords with anyone else. They should download the G Mail, Drive and Google Classroom apps to their personal devices. Students are reminded not to email teachers after 6pm in the evenings unless in case of an emergency.

Extra-Curricular Activities

Extra-curricular activities play an important part in the holistic development of each student. They are especially important at in establishing friendships and a good team spirit. You should encourage your son/daughter to get involved. Activities are organised on a voluntary basis by school staff and mainly take place at lunchtime. These activities include Scripture Union, Basketball, Soccer, Chess Club and Running Club

Students' Responsibilities

- Be in school every day - attendance and punctuality are crucial.
- Always do your best. Be prepared for each class.
- Abide by the Code of Behaviour. Our school's ethos places great value on being respectful to every member of our school community. It is expected that students treat their fellow students, staff and guests with respect and courtesy at all times.



Code of Behaviour

Our Code of Behaviour is printed in the student journal. Please take the time to read this important school document. In enrolling your son/daughter in our school you have made a commitment that our Code of Behaviour is acceptable to you and your son/daughter and that you will make all reasonable efforts to ensure compliance with the code by your son/daughter. Our approach to discipline is based on a system of fairness where there is co-operation between student, parent/guardian and teacher within the school community.

Student's use of Cars

Students who wish to drive to school must seek the approval of the Principal and must meet the following criteria.

1. Complete the relevant forms available from the Principal
2. Parental permission for the student to bring their car to school.
3. A signed parental declaration confirming that the named student meets all the requirements of the Road Traffic Acts 1961 -2014 to be driving on their own.
4. The student is fully licensed and insured.
5. The student must display "N" plates on their car.
6. Students are **not permitted** to bring tractors to school, for health and safety reasons

Regulations for students bringing their vehicle to school.

Students must:

1. Drive with due care and consideration and courtesy at all times.
2. Park their vehicle in the designated area.
3. Not drive beyond the Jackson Building.
4. Park their vehicles before 8.45am and they must remain parked until 4:10pm (1.15pm Wednesdays)
5. **Not use their car or leave the school premises during the school day.**
6. Not carry any other student except a brother or a sister in their car.
7. Obey the speed limit on the lane and on school property.

Code of Behaviour

What you can do to help At Home

- Set a regular pattern for homework time.
- Show interest in work done. Praise good effort.
- Provide a quiet, well-lit place to work.
- Turn off the TV or devices during homework time. Actively help your son/daughter to revise.
- Remove access to mobile phones when doing homework, study and at night-time.
- In the first few weeks, each evening, help your son/daughter to check their timetable regarding homework, books, equipment or notes required for the school next day.
- Fill in the absence, late or permission to leave notes in the Homework Journal when relevant.
- Check and sign the Homework Journal each week.
- Agree to a reasonable bedtime
- Agree an appropriate time for getting up in the morning.
- Ensure your son/daughter has a good breakfast each morning
- Encourage your son/daughter to take part in extra-curricular activities.
- Encourage your son/daughter to talk to teachers if in difficulty.
- Ring and/or make an appointment to see the Teacher or Year Head if needed
- Phone the Office if you need to get a message to your son/daughter

What core subjects does Monaghan Collegiate School offer?



All students study the following subjects in first year and continue then for a total of 3 years as part of their Junior Cycle:

Subject

English

Irish

Maths

History

Geography

Religion

Science

What are the optional subjects?

At Monaghan Collegiate School, every student chooses **three** option subjects from the list below. They study these for 3 years as part of their Junior Cycle. All students in first year will sample the option subjects for 4 weeks and make their decision in October 2021.

Subject

French

Business Studies

Home Economics

Engineering

Wood Technology

Graphics

Visual Art

Music

Wellbeing

As part of the new Junior Cycle, every student must receive 400 hours of Wellbeing across the 3 years of Junior Cycle.

Subject

Physical Education

Social, Personal & Health Education

Civic, Social & Political Education

Guidance Related Learning



ACTIVE

- Am I a confident and skilled participant in physical activity?
- How physically active am I?



RESPONSIBLE

- Do I take action to protect and promote my well being and that of others?
- Do I make healthy eating choices?
- Do I know where my safety is at risk?



CONNECTED

- Do I feel connected to my school, my friends, my community and the wider world?
- Do I appreciate that my actions and interactions impact on my own wellbeing and that of others, in local and global contexts?



RESILIENT

- Do I believe that I have the coping skills to deal with life's challenges?
- Do I know where I can go for help?
- Do I believe that with effort I can achieve?



RESPECTED

- Do I feel that I am listened to and valued?
- Do I have positive relationships with my friends, my peers and my teachers?
- Do I show care and respect for others?



AWARE

- Am I aware of my thoughts, feelings and behaviours and can I make sense of them?
- Am I aware of what my personal values are and do I think through my decisions?
- Do I understand what helps me to learn and how I can improve?

Do students study ICT (Computers)?

Yes. All first years have 1 computer class each week. They will learn how to use Microsoft Office, Google Classroom and the G Suite for Education apps and get an introduction to digital media literacy.

When do students choose their optional subjects?

Students will be given a form generally in October from the Deputy Principal to choose your option subjects.

The Junior Cycle Programme

The new Junior Cycle spreads assessment throughout the three years of Junior Cycle giving students the opportunity to demonstrate their learning away from the exam hall.



CBA's explained

Classroom-Based Assessments will provide students with opportunities to demonstrate their understanding and skills in a way which would not be possible in a formal examination. The tasks will cover a broad range of activities including oral presentations, written work of different genres, practical or designing and making activities, artistic performances, scientific experiments, projects or other suitable tasks. A particular purpose of the Classroom-Based Assessments will be to facilitate developmental feedback to students in a timely manner to reinforce their learning and aid them in reflecting on their progress.

Classroom-Based Assessments (CBAs) are best described as the occasions when the teacher assesses the students using the specific tasks set out in the curriculum specification for each subject. They are completed within the teaching time allocated for each subject. All subjects with the exception of Gaeilge will have their first CBA in second year and their second one before Christmas in third year. Gaeilge will have both CBAs in third year.

In deciding the level of achievement for the Classroom-Based Assessments, there are four level descriptors of achievement for each CBA. Teachers use the Features of Quality set out in The Assessment Guidelines for each subject to decide the level of achievement in each CBA. The Features of Quality are the criteria used to assess the student work as best fitting one of the following descriptors:

EXCEPTIONAL; describes a piece of work that reflects the Features of Quality for the Classroom-Based Assessment to a very high standard. While not necessarily perfect, the strengths of the work far outstrip its flaws, which are minor. Suggestions for improvement are easily addressable by the student.

ABOVE EXPECTATIONS; describes a piece of work that reflects all of the Features of Quality for the Classroom-Based Assessment very well. The student shows a clear understanding of how to complete each area of activity of the investigation, and the work is praised for its rigour. Feedback from the teacher might point to the necessity to address some aspect of the work in need of further attention or polishing, but on the whole, the work is of a high standard.

IN LINE WITH EXPECTATIONS; describes a piece of work that reflects most of the Features of Quality for the Classroom-Based Assessment well. It shows a good understanding of the task in hand and is free from significant error. Feedback might point to areas needing further attention or correction, but the work is generally competent and accurate.

YET TO MEET EXPECTATIONS; describes a piece of work that falls somewhat short of the demands of the Classroom-Based Assessment and its associated Features of Quality. Perhaps the student has made a good attempt, but the task has not been grasped clearly or is marred by significant lapses. Feedback will draw attention to fundamental errors that need to be addressed.

NOT REPORTED; describes when a student has not submitted any piece of work for assessment

It is important to acknowledge and affirm that it is not only the grade that matters but also what the students have actually learned about themselves throughout the CBA experience. In particular students should reflect about how their project work, experiments or presentations have helped them engage with their subjects and how the feedback they have received will enable them to progress further in the future.



Does the CBA count towards the SEC grade at the end of third year?

CBA's do not form part of the SEC component. The Junior Cycle Profile of Achievement will document achievement in CBA's and for the SEC component separately. The SEC component includes student achievement in the Assessment Task and the final assessment towards the end of third year. It should be noted that 'The Assessment Task' is directly related to the nature and focus of the second Classroom-Based Assessment, which will vary in each subject.

Junior Cycle Profile of Achievement (JCPA)

The JCPA reports on the broad spectrum of student learning and experience over the three years of the Programme. Although there are plans by in place by the State Examinations Commission to expediate this, it is currently awarded in January of TY.

CBA's: Classroom-Based Assessments.

SEC: State Examination awarded grades (90% from the terminal exam & 10% from the Assessment Task).

WELLBEING; has become a core part of the Junior Cycle programme. This area of learning includes, amongst others, Physical Education, Civic, Social and Political Education, Social, Personal and Health Education and Guidance as well as a vibrant Wellbeing programme which is established here at Monaghan Collegiate School

OAL: Other Areas of Learning



Name of Student:

Date of birth:



STATE CERTIFIED FINAL EXAMINATIONS

Examination number: 74763

English (H)	Merit
Business Studies (C)	Higher Merit
Science (C)	Higher Merit
Irish (H)	C
Mathematics (H)	B
History (H)	C
Geography (H)	A
French (H)	B
Technical Graphics (H)	B
C.S.P.E. (C)	A
Religious Education (H)	B

Classroom-Based Assessments - Subjects

ENGLISH	
Oral Communications	Above Expectations
Collection of Texts	Above Expectations
BUSINESS STUDIES	
Business in Action	In Line with Expectations
Presentation	Above Expectations
SCIENCE	
Extended Experimental Investigation	Above Expectations
Science in Society Investigation	Above Expectations

Other Areas of Learning



Engagement in all areas of the Physical Education (PE) syllabus and the junior girls' basketball team.

Engagement in all areas of the Social, Personal & Health Education syllabus

was an active member on the CSPE Action Project Committee raising €2,720 for Monaghan Cancer Society and Crocus Cancer Support Centre

is a member of the school table tennis team. Her team won the All Ireland's in 2017 and 2018 in the girls under 15's category. This helped her to gain experience playing as part of a team

Principal

Mr Johnston T. Reid

Roll Number: 64830E

Monaghan Collegiate School
Corlatt, Monaghan, Co
Monaghan
H18 X027



This JCPA recognises and records achievements in Junior Cycle.

New Grading system explained

With the rollout of the Junior Cycle a new language of learning has been introduced which takes the emphasis off grades-based achievement for students. As well as formative assessment and feedback language being a core aspect of the classroom experience, the final award is described in a different manner. Please see the table below which breaks this down for you.

The core subjects (English, Irish and Maths) are assessed at Higher and Ordinary Level and all other subjects are now assessed at **common level** for all students.

State Examinations

- Distinction (90 - 100%)
- Higher Merit (75 - 89%)
- Merit (55 - 74%)
- Achieved (40 - 54%)
- Partially Achieved (20 - 39%)
- Not Graded (0 - 19%)

Classroom Based Assessment

- Exceptional
- Above expectations
- In line with expectations
- Yet to meet expectations
- Not reported

For further information, please see:

www.curriculumonline.ie

www.jct.ie

www.ncca.ie

<https://www.monaghancollegiateschool.ie/teaching-learning/junior-cycle/>





<https://www.monaghancollegiateschool.ie>

Email: mcsreception@monaghancollegiateschool.ie

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