

13/03/2020

Dear Parent/Guardian,

On Thursday 12th March 2020, Taoiseach Leo Varadkar announced that schools will remain closed from 6pm on that date until the 29th March 2020. This measure was taken to limit the spread of Covid-19.

The sudden announcement by the Taoiseach gave our students and teachers very little time to prepare for working from home for the next two weeks. As an initial step, I requested that:

- Students bring their schoolbooks and other essential school materials home
- Students access their e-books if they do not have a hardcopy at home
- Students engage in schoolwork (as per school timetable) each day during the period of school closure
- Teachers send work to students via school email accounts or online learning platforms
- Students log-on to their school email accounts and check the various online learning platforms employed by teachers for assigned work
- Teachers prioritise State Examination classes during this difficult period

There are two primary ways that members of the school community can communicate with each other at this time. These are:

- School email accounts
- The Microsoft 365 platform.

Documentation is provided on the school website outlining how students can access their email and Microsoft 365 accounts. Please ask your son about this and ensure that he is aware of how to access his accounts.

If your son needs to contact a specific member of the school community, for any school related reason, then he can do so using his school email account. A directory of users is available to every student via the Outlook app on Microsoft 365 (office.com). We ask that students respect school hours for such communications.

As Principal and as a parent of a child whose school is closed, I understand how difficult and stressful this situation is. I am following the Health Service Executive advice through its website: HSE.ie and I am getting school closure updates through the Department of Education and Skills website: education.ie. I strongly advise that our school community uses both these websites for all official advice.

In the meantime, my thoughts and prayers are with all those affected by this emergency and I look forward to welcoming our students back when we are advised that it is safe to reopen the school.

Yours sincerely,

Edward Melly (Principal)