



After school study 2020 -2021 information

After-School Supervised *Study* will begin for students on **Monday the 29th of September**. The structure and payment for after school study is outlined below

- After school study will take place **Monday – Friday inclusive** for the entire year (see dates for each term below)
- **All payments for study must be made for each term prior to starting study through Compass only.** Please fill in the attached form to state the day(s) your daughter will be attending. The payment will then be calculated for the term and added to the payment section of Compass. If you have any difficulties accessing compass, please email fbutler@stv.ie for assistance.

Please Note: There is a limited number of study places available this year due to COVID restrictions.

Places will be secured on a first come basis by the date of return of the study form and subsequent payment. All forms should be returned to **Ms Butler's office only alternatively the form may be emailed to fbutler@stv.ie**

Structure of study

Start: Study will begin at 4.00 pm sharp. We request that students are organised and bring all books and materials to the study hall as they will not be allowed back to the classroom

Finish: Supervision will be provided up until **6.00 pm only**. We would be grateful if you can have your daughter collected promptly from the school gates.

Wednesday: There will be After-School Supervised Study on Wednesday. It will begin after lunch at 2:00pm and will end at 4:00pm.

Early Finish: Students who wish to leave *After-School Supervised Study* early on a regular basis **must indicate this on the attached form. If your daughter needs to leave study early or will be absent a written explanation must be emailed to fbutler@stv.ie either the day before or on the day of the absence.**

COVID measures

- After school Study will be organised to ensure students from the same class and year group are seated beside each other. Physical distancing requirements will be maintained.
- Masks must be worn unless students are 2m apart
- Hand hygiene and cleaning measures are in place
- Students will exit through the blue door at the front of the building at the end of study

After school Study dates 2020-2021

Term 1 (29th September- 18th December 2020)

11 weeks excluding mid term

Term 2 (6th January- 26th March 2020)

11 weeks excluding midterm

Term 3 (12th April – 21st May 2020)

6 Weeks

In order for after school study to work effectively and to ensure compliance with our health and safety policy the attached charter must be also completed and signed.

After-School Supervised Study Form Please return to Ms. Butler only

Part A Application Slip

Name _____ Class _____

I wish my daughter to attend *After-School Supervised Study* on the following days:

Day	Tick days for study	Time student will be finishing study each day	
		6 pm	Time if leaving early
Monday		6 pm	
Tuesday		6 pm	
Wednesday		4 pm	
Thursday		6 pm	
Friday		6 pm	

Please tick box

- I will pay **per day (€4) in advance for the term** e.g. one day @4 Euro for term 1=€44 (Please note this is only cost effective if attending one or two days per week)
- I will pay **per week (€10) in advance for the term** e.g. Term 1: 11 weeks @10 euro= € 110

On Return of this form the payment per term for the year will be added to Compass. If you have any queries please email fbutler@stv.ie.

Parent/Guardian Signature

Date

*Please provide a **Phone Number** in the event that we may need to contact you*

Part B Charter for After-School Supervised Study Please return to Ms. Butler Only

We request that students sign the following charter in order to ensure an effective working environment for all.

- I will arrive on time.
- I will have all the books and materials I need to work well.
- I will not talk or disrupt others.
- I will not listen to music or use any hand held device e.g. phone.
- If I need to leave study to go to the toilet I will first seek permission.

Please tick the boxes above.

St Vincent's reserves the right to withdraw any student from *After-School Supervised Study* if she does not respect the above charter. We wish to create a solid and supportive after-school working environment for our students.

I agree to the above *After-School Supervised Study* Charter,

Students Signature _____

Parent/Guardian Signature _____