



# Grange Post-Primary School

*lárbhunscoil na Gráinsí*

WINDOWS OF OPPORTUNITY



Incoming First Year  
**PARENT INFORMATION BOOKLET**  
2026 – 2027



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*Educate Together Locally*



**Grange Post-Primary School**  
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# OUR ETHOS

AT

## GRANGE POST PRIMARY SCHOOL



Grange Post-Primary School  
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We are proud to be a Co-Educational, Multi-Denominational school under MSLETB.  
Our **ethos** is at the heart of everything we do.

### RESPECT

We listen to others, speak kindly and show respect in all that we do.

### CARE

We look after our wellbeing and support one another.

### COMMUNITY

We include everyone and work together to make our school a positive place for all.

### EQUALITY

We are fair, open-minded and celebrate our differences.

### EXCELLENCE IN EDUCATION

We challenge ourselves, learn and grow to reach our potential.

## Principal's Welcome



Dear Parents/Guardians,

We are delighted to welcome your child to Grange PPS as they prepare to begin First Year. The move from primary school to Post-Primary school brings new routines, new subjects, new teachers and a larger school environment. We understand that this can take time to adjust to, and we will carefully look after our first-year students as they settle into school life.

This booklet brings together the main information parents/guardians will need before the school year begins. It includes details on the first day, school times, student supports, subject choices, uniform, books and equipment, lunches, mobile phones, school policies and contact details.

From the beginning of First Year, we encourage students to develop good habits in punctuality, preparation and respect for others. These routines help students make a positive start and become familiar with life in Grange PPS.

We also look forward to meeting you at our Incoming First Year Parents' Information Evening on Monday 14th September from 7:00pm to 8:00pm. This evening will give parents/guardians an opportunity to meet key staff and to hear more about school routines, communication and student support.

We hope this booklet is useful as you and your child prepare for the start of First Year.

Best regards,

A handwritten signature in black ink, appearing to read 'John Maddock', written in a cursive style.

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John Maddock

Principal

## What to Expect on Your First Day and During the First Full Week

Starting secondary school is an important milestone and we are committed to ensuring that every student feels welcomed, supported and prepared for life at Grange PPS. On the first morning, the focus is on helping students feel at ease and understand how the school day will work.

### First Day Drop-Off & Collection

- If you are bringing your child to school on the first day, please park in the school car park and enter through the main entrance at the back of the school.
- A member of staff will be at the door to welcome your child.
- Parents/guardians do not need to stay after drop-off; staff will support students throughout the morning. Our Principal, Mr Maddock, will say a few words of welcome before students are brought to their class groups to meet their Class Tutor and begin their induction programme.
- Students should bring a small snack for break time. The school day will finish at **11.05pm**.



## First Day – Friday 28th August



Students will attend our First Year Induction Programme from **9:01am to 11:05am**.

### During the morning, students will:



Meet their Class Tutor and classmates



Receive their school journal and timetable information



Become familiar with the school building and facilities



Learn about school routines and expectations



Meet their teachers, SNAs, Year Head, Principal and Deputy Principal



Learn about the supports available in school



Begin building friendships and confidence

Date	What to Expect
<b>Monday 31st August</b>	1st, 3rd and 6th Year students attend school until <b>13:20</b> .
<b>Tuesday 1st September</b>	All year groups attend school and students begin following their timetable until <b>13:20</b> .
<b>Wednesday 2nd September</b>	Full school day begins, school finishes at <b>15:55</b> .
<b>First Full Week of Term</b>	First Year Bonding Day to help students build friendships, develop confidence and settle into school life.



## Grange Post Primary School

### School Calendar 2026–2027

Event	Date	Time
1 <sup>st</sup> year Induction	Friday 28 <sup>th</sup> Aug	9:01am -11:05pm
1 <sup>st</sup> 3 <sup>rd</sup> and 6 <sup>th</sup>	Mon 31 <sup>st</sup> Aug	9:01am – 13:20pm
All years in school	Tues 1 <sup>st</sup> Sept	9:01am – 13:20pm
All years in school all day	Wed 2 <sup>nd</sup> Sept	9:01am – 15:55pm
TY Information Evening	Thurs 3 <sup>rd</sup> Sept	7:00pm – 8:00pm (online)
1 <sup>st</sup> Year Parents Information Evening	Mon 14 Sept	7:00pm – 8:00pm (in school)
No School	Mon 28 <sup>th</sup> Sept	
<b>Midterm Break</b>		<b>Mon 26<sup>th</sup> Oct – Fri 30 Oct</b>
<b>School Reopens for students</b>	<b>Monday Nov 2<sup>nd</sup></b>	
Open Day and Enrolment Evening	Thurs 12 <sup>th</sup> Nov	
3 <sup>rd</sup> Year Parent Teacher Meetings	Thurs 26 <sup>rd</sup> Nov	4:15pm – 6:45pm
6 <sup>th</sup> Year Parent Teacher Meetings	Tuesday 1 <sup>st</sup> Dec	4:15pm – 6:45pm
School Closed (Staff Training)	Monday 7 <sup>th</sup> Dec	
Term tests begin	Tuesday 8 <sup>th</sup> Dec – Fri 11 <sup>th</sup> Dec	
Final day of school before Christmas	Tues 22 <sup>nd</sup> Dec	
<b>Christmas Holidays</b>		<b>Wed Dec 23<sup>rd</sup> – Tues 5<sup>th</sup> Jan</b>
<b>School Reopens</b>	<b>Wed 6<sup>th</sup> Jan</b>	
1 <sup>st</sup> Year Parent Teacher Meetings	Wed 13 <sup>th</sup> Jan	4:15pm – 6:45pm
TY information evening for 3 <sup>rd</sup> years	Thurs 14 <sup>th</sup> Jan	7:00pm – 8:00pm
LCVP Work Experience	Mon 25 <sup>th</sup> Jan – Fri 29 <sup>th</sup> Jan	
Mock Examinations (3 <sup>rd</sup> & 6 <sup>th</sup> Years)	Mon 25 <sup>th</sup> Jan – Friday 5 <sup>th</sup> Feb	
Last day of term	Fri 12 <sup>th</sup> Feb	
<b>Spring Midterm Break</b>		<b>Mon 15<sup>th</sup> Feb - Fri 19<sup>th</sup> Feb</b>
No school for students (Staff In-service)	Tues 23 <sup>rd</sup> Feb	
2 <sup>nd</sup> and 5 <sup>th</sup> Year Parent Teacher Meetings	Tues 9 <sup>th</sup> March	4:15pm – 6:45pm
St Patrick's day	Wed 17 <sup>th</sup> March	
Last day of term	Fri 19 <sup>th</sup> March	
<b>Easter Midterm Break</b>		<b>Mon 22<sup>nd</sup> March – Fri Apr 2<sup>nd</sup></b>
<b>School Reopens</b>	<b>Mon 5<sup>th</sup> Apr</b>	
Bank Holiday	Mon 3 <sup>rd</sup> May	
No School (Discretionary Day)	Tuesday 4 <sup>th</sup> May	
School Prize Giving	Thurs 27 <sup>th</sup> May	12:30pm - 1:20pm
Senior Graduation		4:30pm – 6:00pm
Term Tests	Mon 31 <sup>st</sup> May – Fri 4 <sup>th</sup> June	
Final day of term	Frid 4 <sup>th</sup> June	

\* Please note that this calendar may be subject to change – changes will be notified to parents via the school app 'Tyro

# Student Supports in Grange Post Primary School

At Grange PPS, every student is supported by a dedicated team of staff who work together to help students settle into school life, develop good routines and make progress in their learning.

## Key Supports for First Year

### Class Tutors

Your child's Class Tutor is often the first point of contact for students. Tutors support students as they settle into school life, monitor wellbeing and encourage positive organisation, attendance and engagement.

### Year Head: Daniel O'Connor

Daniel works closely with Tutors, students and parents to support student wellbeing, attendance, behaviour and overall progress throughout the year. If any issues arise during the year, Daniel as Year Head, will be a key point of contact for parents/guardians and will work with students, families and staff to support our first year students.

## Additional Student Support

### Additional Educational Needs (AEN): Orla Sills – SENCO

Orla leads the AEN team and supports students with Additional Educational Needs (AEN). Orla works closely with students, parents and teachers to ensure that every student can achieve their full potential.

### Guidance Counsellor: Collan McCabe

Collan supports students in many aspects of school life including wellbeing, personal development, educational guidance and decision-making.

## School Leadership & Student Support Team

### School Leadership Team

John Maddock – Principal

Paul Kelly – Deputy Principal

The Principal and Deputy Principal lead the school community and work closely with students, staff and parents to ensure a positive, supportive and inclusive learning environment.

### Student Support Team

The Student Support Team meets weekly to discuss student wellbeing and identify supports where needed. The team includes school management, Year Heads, the Guidance Counsellor, SENCO and other relevant staff.

### Home School Liaison Officer: Raisa Connolly

Raisa Connolly is our Home School Liaison Officer. Raisa supports students and families where issues may affect attendance, wellbeing or engagement in school. She works closely with parents/guardians, school staff and outside agencies where appropriate, helping to ensure that students receive the support they need to participate fully in school life.

## Subject Choices, Wellbeing & School Life

### Subject Choices & School Life

First Year is about more than starting new subjects. At Grange PPS, students are encouraged to get involved in school life, try new activities and build friendships.

During the first six weeks of First Year, students take part in a Subject Taster Programme. This gives students the opportunity to try all available subjects before making their final subject choices.

There are many opportunities for students to take part in extra-curricular activities during their time in Grange PPS. These may include sport, choir, chess club, open mic sessions, school performances, trips, workshops and other school activities.

### TYRO: Our School App

Grange PPS uses TYRO as our school management and communication platform. TYRO helps parents and guardians stay informed and connected with school life. Through TYRO, parents/guardians will be able to:



- Receive school communications and notifications
- View their child's timetable
- Submit absence requests
- Access important student information
- Receive updates from the school throughout the year

Incoming First Year parents/guardians will receive an email invitation with instructions on how to activate their TYRO account before the start of the school year.

### School Transport

School transport to and from Grange PPS is provided through Bus Éireann School Transport Scheme.

For information on routes, stops and applications, parents/guardians should visit

[www.buseireann.ie/schooltransport](http://www.buseireann.ie/schooltransport) or contact Bus Éireann directly.



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# SCHOOL UNIFORM GUIDE

## SCHOOL UNIFORM



## PE UNIFORM



## SCHOOL SHOES



**School shoes for academic uniform**



Black leather shoes only.  
No runners or sports shoes.



**Runners are for PE only**  
Not allowed for academic uniform.



Runners and trainers  
are allowed for PE.

**School Uniform:** maroon jumper with crest, white collared shirt, school tie, grey trousers or skirt, black leather school shoes, navy jacket with crest.

**PE Uniform:** quarter-zip top, training T-shirt, tracksuit bottoms or leggings, shorts, socks, suitable runners for PE.

**Footwear:** black leather school shoes are for the academic uniform. Runners are for PE only.

**Suppliers:** jumpers with crest, ties and grey trousers are stocked by Mullaney Bros. and Moffitts, O'Connell Street, Sligo. PE uniform can be ordered online from Playr-Fit. Please allow 5–6 weeks for PE orders. [Grange PPS Sligo Students – PLAYR-FIT Teamwear LINK](#)

# Books, Equipment & School Organisation

## What to Bring on the First Day

For the First Year Induction Programme, students should bring:

- A school bag
- A pen
- A drink and small snack

Students will receive their school journal and timetable information during the induction programme.

## Daily Equipment for School

Once classes begin, students will need basic school equipment including:

- Pens, pencils and eraser
- Ruler
- Highlighters
- Calculator
- Copies and folders as required
- PE gear on PE days

Subject teachers will let students know if any additional materials are needed for particular classes.

## Books, Journal & Lockers

### Free School Books Scheme

Schoolbooks, workbooks and copybooks are provided through the Government Free School Books Scheme. These will be distributed to students at the beginning of the school year. Students are expected to take care of the books they receive and bring the correct books and materials to school each day.

### School Journal

The school journal should be brought to school each day. It is used to record homework, important dates and school information. It should be signed weekly by parent/guardians.

### Lockers

Lockers are provided to help students store books, equipment and personal items during the school day. Information regarding locker allocation will be provided at the beginning of the school year.

## Mobile Phones & Smart Devices: Information for Parents

The information below explains what the new mobile phone and smart device policy will mean for students and parents/guardians.

# Mobile Phones & Smart Devices

## Information for Parents



**From September, Grange PPS will introduce a new mobile phone and smart device policy.**



### 1 What this means

- 1st to 3rd year students will use phone pouches during the school day.
- Mobile phones will not be used during the school day unless permission is given by a member of staff.



### 2 Why this is being introduced

- To support teaching and learning
- To encourage positive social interaction
- To help students stay focused during the school day



### 3 Communication during the school day

- If parents/guardians need to contact their child during the school day, this should be done through the school office.
- If a student needs to contact home, this will be arranged through the school.



### 4 Further information

The new system will be introduced during the first few weeks of the school year. Further practical details will be shared with parents before it begins.

Thank you for your support in helping us create the best environment for all our students to **learn** and **thrive**.

## School Lunches: Food Village at Grange PPS

The information below explains how students and parents/guardians can use Food Village at Grange PPS.



# School Lunches

## Food Village at Grange PPS

Grange PPS uses Food Village as our school lunch service. Students and parents/guardians can order school lunches through the Food Village app.

### 1 Getting Started

1. Download the Food Village app
2. Select "Education"
3. Choose "I am Student"
4. Enter the school registration code: **GPPS**

### 2 How It Works

- Food Village is an optional service
- Students can order lunches through the app
- Students collect their order at school using their Food Village keytag
- Food Village is a cashless service
- Food Village keytags are distributed to First Year students during Week 1.
- Students cannot use mobile phones to pay for Food Village products.

### 3 Parent Accounts

- Parents/guardians can link to their child's account
- Add credit to the wallet
- Manage spending and daily limits
- View orders and order history
- Parent accounts support student accounts

### 4 Useful Information

- Over 200 meal, snack and drink options are available
- Allergen preferences can be added during registration
- Help is available if families need support setting up an account
- If students wish to pay at the time of purchase, they must use a physical bank card.

**Website:** [foodvillage.ie/gpps/](http://foodvillage.ie/gpps/)

**Phone:** 01 525 3412

**Email:** [info@foodvillage.ie](mailto:info@foodvillage.ie)

Students may use the service or bring their own lunch to school.

[Click here to find out about our Food Village Service](#)

## Code of Behaviour & Bí Cineálta (Anti – Bullying Policy)

### Code of Behaviour

The Grange PPS Code of Behaviour sets out the standards, expectations and routines that help us maintain a safe, respectful and positive learning environment for everyone.

The Code of Behaviour was developed in consultation with the school community, including staff, students and parents, and is reviewed regularly. It reflects our school values of Excellence, Care, Equality, Community and Respect.

Parents/guardians and students are asked to become familiar with the Code of Behaviour and to support its implementation throughout the school year. The Code supports students by encouraging:

- Respect for self, others and the school environment
- Responsibility for learning and behaviour
- Good attendance and punctuality
- Positive relationships between students, staff and parents
- A calm and productive atmosphere for teaching and learning

In Grange Post Primary School all students are expected to contribute to a respectful, positive and focused school environment each day.

### Bí Cineálta: Preventing and Addressing Bullying

Bí Cineálta means “be kind”, and kindness is central to the school community we want to build at Grange PPS.

Our Bí Cineálta policy sets out how we work to prevent and address bullying behaviour. It is based on the belief that every student has the right to feel safe, included and respected in school.

At Grange PPS, we promote kindness, respect and positive relationships through our daily interactions, Tutor Time, SPHE, Wellbeing, student support structures and whole-school activities. We encourage students to speak to a trusted adult if they are worried about themselves or someone else.

The policy was developed in consultation with the school community, including students, parents/guardians, staff and the Board of Management. Parents/guardians are encouraged to become familiar with this policy.

**[Click here to view school policies on the school website.](#)**

# Bí Cineálta: Be Kind Student-Friendly Policy



**Grange Post-Primary School**  
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We want our school to be a happy place where everyone feels safe and respected. If you see someone being bullied, please tell a teacher or another adult you trust.

Everyone has the right to be kind. We treat others the way we would like to be treated.

Our policy is to be kind, helpful and respectful to everyone in our school.

**C**  **N** **E** **A** **L** **T** **A**

Kind words make a big difference. We speak to others in a friendly and respectful way. No teasing. No name-calling. Just kindness every day.




It's OK to be yourself. We accept everyone for who they are. We include others and look out for anyone who might feel left out.

If something happens that upsets you, talk to a teacher or an adult you trust. We will listen and help to sort out.



## School Contact Details

 (071) 9163514

 secretary@grangepps.ie

 www.grangepps.ie

**Website:** www.grangepps.ie

**Instagram:** @grangepostprimary

**Facebook:** Grange Post Primary School / @GrangePPS