

13 January 2021

Dear Parents/Guardians,

From Monday 11<sup>th</sup> January to Friday 29<sup>th</sup> January 2021, Greenhills Community College will remain closed to students. The school closure and reopening date will be reviewed towards the end of January by the Department of Education and students and parents will be notified in advance of the 1<sup>st</sup> February 2021. During this time, we will keep in contact through texts, email and the school website.

All students will have online classes given by teachers using Microsoft Teams and classes will be according to their school timetable.

Students will require a suitable device such as a laptop, computer or tablet to access their classes. If any student does not have a suitable device please email Ms Lannon, Deputy Principal at [noirinlannon@greenhillscollege.ie](mailto:noirinlannon@greenhillscollege.ie) and we will do our best to source you one.

All students and teachers will use Microsoft Teams for remote teaching and learning during the school closure. Live classes, sending homework and assignments to teachers will be done through Teams classes set up by your son's teachers. Returning work and feedback on work received will also be done through Teams. If any student has difficulty accessing the Teams links for their classes, they should email their Year Head without delay.

Students are reminded to keep focused on the class assignments and to follow all instructions given by the teachers at all times. While engaging in online classes, students are expected to engage respectfully, dress appropriately, ensure that they are on mute when joining so as not to disrupt classes and to be on time for classes. Students have no permission to record any live classes and to do so will be in breach of the school's Code of Behaviour.

Students should only communicate with teachers about teaching and learning related matters through their email accounts during school hours only. Students are encouraged to keep in touch with their class teachers throughout this time of closure and to email their Year Head with any issues that may arise.

Students with access to learning support and SNA provision will be contacted directly by the Learning Support Department to make arrangements for teaching and learning throughout the closure.

**Principal/Príomhoide: Ann Bray    Deputy Principal/Leas-Príomhoide: Noirin Lannon**

Support for students on a pastoral level will continue to be very important during the school closure. Students will continue to meet their tutor weekly in Tutor class. We understand that every student's circumstances and experience of the current pandemic can create difficulties and pressures that make life more difficult at the moment. We encourage all students to reach out to the supports that are available in the school if they are needed. Students and parents can contact members of the Student Support Team eg Year Head, Guidance Counsellor, Learning Support Coordinator, Deputy Principal and Principal through the contact details listed below.

Parents who wish to speak to a member of staff about their son should email the Principal or Deputy Principal directly. Your message will be forwarded to the relevant staff member. The staff member/Year Head or Deputy Principal will then contact you to speak about your concern.

Kind Regards,

Ann Bray, Principal

Noirin Lannon, Deputy Principal

### **Important Contact Details**

Principal – [annbray@greenhillscollege.ie](mailto:annbray@greenhillscollege.ie)

Deputy Principal – [noirinlannon@greenhillscollege.ie](mailto:noirinlannon@greenhillscollege.ie)

1<sup>st</sup> to 3<sup>rd</sup> Year Head – [ciaranstone@greenhillscollege.ie](mailto:ciaranstone@greenhillscollege.ie)

TY & 5<sup>th</sup> Year Head – [tadhgfarrelly@greenhillscollege.ie](mailto:tadhgfarrelly@greenhillscollege.ie)

Learning Support Coordinator – [angelacrowley@greenhillscollege.ie](mailto:angelacrowley@greenhillscollege.ie)

Guidance Counsellors – [carolinegoldingbrady@greenhillscollege.ie](mailto:carolinegoldingbrady@greenhillscollege.ie) 089 2312258  
[bridbrennan@greenhillscollege.ie](mailto:bridbrennan@greenhillscollege.ie) 089 2064390

SCP Coordinator – [leanormcwey@greenhillscollege.ie](mailto:leanormcwey@greenhillscollege.ie)

School Office – [admin@greenhillscollege.ie](mailto:admin@greenhillscollege.ie) 4507779

**Principal/Príomhoide: Ann Bray Deputy Principal/Leas-Phríomhoide: Noirin Lannon**