

# Lusk Community College

Raheny Lane, Rathmore Road, Lusk,  
Co. Dublin.

Phone 01 513 0000  
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# Coláiste Pobail Lusca

Lána Ráth Éanaigh. Bóthar an Rátha Mhóir, Lusca,  
Contae Bhaile Atha Cliath.



etb  
Bord Oideachais & Oiliúna  
Ath Cliath & Dún Laoghaire  
Education & Training Board  
Dublin & Dún Laoghaire

Dear Parent/Guardian,

I am happy to report that students have settled back well into school life after the summer. With almost 6 weeks of the current school term completed by students, I am writing with a reminder of a number of important points.

## School Uniform

- The wearing of full school uniform is compulsory in school and at school related activities unless otherwise specified.
- Only the crested school jacket may be worn.
- Flared, hipster, combat, leggings, or other trousers are not uniform/PE uniform.
- Students must wear **full black footwear** to school.



## PE Uniform

- All students must wear the Lusk Community College PE uniform while taking part in PE class. As has been the case since the pandemic, students will continue to be allowed to wear their PE uniform to school on the days that they have PE.
- Lusk CC PE uniform is the **ONLY** acceptable PE attire.
- **If students do not have a complete school PE attire, they must wear their full uniform to school and change for PE.**

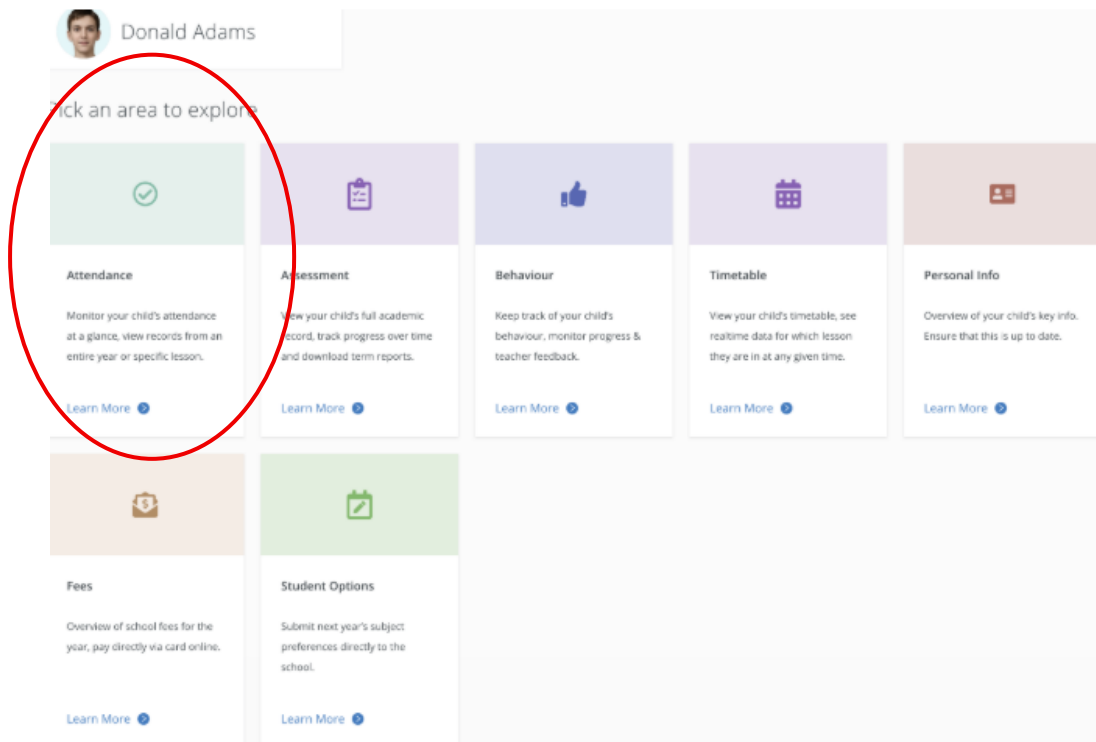
Student not following the above rules regarding PE uniform will be issued with singings in their school journal.

### **Attendance**

An absence text is sent each morning at approx. 9am. This is to ensure that parents/guardians are aware that their son/daughter has an *Unexplained Absence* from school. If parents/guardians are unaware of the reason for their son or daughters absence, they should contact the school office by phone at 01 5130000 or by email: [adminluskcc@ddletb.ie](mailto:adminluskcc@ddletb.ie) as soon as possible.

Students arriving into school and who have signed in at the office after this time are marked as late on our rolls.

Parents are reminded that the VS Ware Parent App can be used to monitor students attendance by year, month, day, lesson and subject.



Scroll further down the screen to see a **month by month** overview which will show the latest three month's attendance.

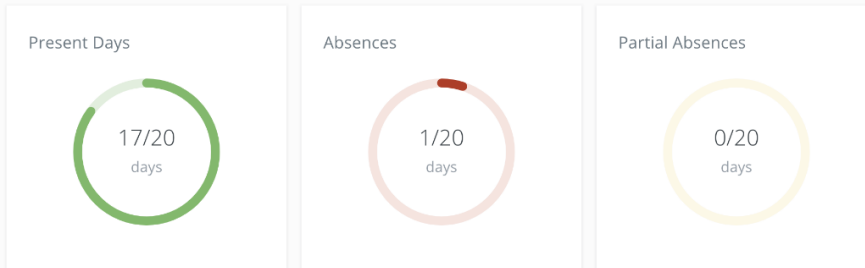


- To dig further, choose a month and select **details**. where you will see an overview for that month, as well as a list of each individual day and the related attendance mark. This can be filtered using the tabs '**All, Present, Absent, Partial**' at the top of the screen.

## Attendance for September 2019

 Donald Adams

### September Overview



**All** Present Absent Partial

Date	Status	
Monday September 2nd	Present	<a href="#">Details</a>
Tuesday September 3rd	Present	<a href="#">Details</a>

- To dig even further again, choose a date and click **details**. This will give you a **lesson by lesson breakdown** of attendance on that particular date.

## Attendance details

Wednesday, 4th September 2019

Time	Subject	Attendance mark	Notes
08:30	Civic,Social & Political Educ.	Unexplained	
08:30	AM roll call	Unexplained	
09:10	Social, Personal and Health Education	Present	
09:50	Business Studies	Present	
10:30	Assembly	Present	
10:55	Mathematics	Present	

### Absence Notes

- When returning from an absence from school, **students must bring in a note to explain the absence**. This note must be dated and signed by a parent or guardian.
- Students should present this note to their tutor so that VS Ware can be updated.
- Lusk CC is required by TUSLA to have accurate attendance records and these records are collected by TUSLA throughout the school year.

**EXPLANATIONS FOR ABSENCE - PERFORATED - EASY TO TEAR OUT No. 13**

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Number of **School** days absent:  Date of Absence **From** \_\_\_/\_\_\_/20\_\_\_ **To** \_\_\_/\_\_\_/20\_\_\_

TICK RELEVANT BOX  
**REASONS**  ILLNESS  MEDICAL APPOINTMENT  URGENT FAMILY REASONS  OTHER   
*Please explain below*  *Please explain below*

Further Explanations: \_\_\_\_\_ DATE: \_\_\_/\_\_\_/\_\_\_

Sig of Parent/Guardian: \_\_\_\_\_ School Sig: \_\_\_\_\_

We thank you for your continued support in these matters. Please contact your son/daughters Year Head if you have any questions regarding any of the items addressed here,

Regards,  
Lusk CC.