

Dear Parents/Guardians,

The school community of Scoil Dara supports students through the pastoral care system. Each year group has a dedicated Year Head and team of tutors working closely with the care team and guidance team to ensure that student progress and welfare as well as their health and safety are safeguarded.

Parents/Guardians are requested to correspond with the relevant Year Head notifying them regarding any relevant medical information and/or information relevant to student circumstances that they consent to sharing with key support personnel in the school community. Please email your son's/daughter's Year Head at the address given below.

We encourage parent(s)/guardian(s) to contact the school through the relevant Year Head in the course of the school year as appropriate to inform them of changes to student circumstances also.

Year Head to First Years - Ms I. Dalgarno <u>isobeldalgarno@scoildara.ie</u>

Year Head to Second Years - Ms. T. Tighe <a href="mailto:thersatighe@scoildara.ie">thersatighe@scoildara.ie</a>

Year Head to Third Years - Ms. P. Keane patriciakeane@scoildara.ie

Transition Year Co-ordinator – Mr. E. Ryan <u>eamonryan@scoildara.ie</u>

Year Head to Fifth Years and LCA 1 - Ms. C. Finlay <a href="mailto:caronfinlay@scoildara.ie">caronfinlay@scoildara.ie</a>

Year Head to Sixth Years and LCA 2 – Mr. J. Rattigan <u>jimrattigan@scoildara.ie</u>

Information shared with the Year Head will be treated with the utmost sensitivity and confidentiality in line with Scoil Dara GDPR and Child Protection Policies. The relevant Year Head may contact you for further detail or clarification regarding the medical and/other relevant information you share.

Kind regards and thanks,

Mr. D. Mc Cormack (Principal)