



ST. KILIAN'S
DEUTSCHE SCHULE DUBLIN

St Kilian's Deutsche Schule

A Guide for Secondary School Parents

Useful school contacts

Principal	Uwe Stockmeier	Class 10	Tadhg O'Scanaill
Deputy Principal-	Alice Lynch	Classes 11+12	Elizabeth O'Brien
Administration Manager	Melanie Klein	Assistant Principal - Attendance and Punctuality	Roisín Farrelly
Administration Services	Katrine Reuter		
Secretary	Jacinta Kane	Career Guidance and Counsellor	Elizabeth O'Brien
Accounts	Adrienne McMahon		
Assistant Principals - Year Heads		Phone	+353-1-2883323
Classes 7	Helmut Sundermann	Fax	+353-1-2882138
Class 8	Cian Hogan	e-mail	admin@kilians.com
Class 9	Nigel Macmillan		

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Activities for parents

Craft Groups

There are two craft groups run by parents in St. Kilians. This is a fun way for parents to meet and learn new crafts from each other. No experience is required. All proceeds raised by both groups are put back into the school for the children's benefit.

The evening craft group make crafts for Halloween and Easter. These crafts are sold to the children and parents at our craft/coffee mornings. English is the main language spoken during the evening. For further information contact Susan Byrne - susanbyrne14@eircom.net

We also have a morning German craft group. The crafts created are sold at Christmas during our school bazaar. German is spoken during the meeting.

Annual Events

Wandertagen - Field trips: In September and June, each class goes on a Wandertag. Destinations vary depending on age and class. The form teacher will send home information on the trip and a permission slip to be signed by parents. The cost of the trip will depend on the destination.

Tag der Deutschen Einheit- Typically the Friday nearest October 3rd. There is a presentation ceremony for those students who have earned the Gaisce Awards and Sprachdiplom Certificates.

Oktoberfest is a great day out for the secondary school students. It is organised by the students and parents and takes place on a Saturday in October. Fun outdoor activities are provided with bratwurst, hamburgers and sweets etc also available. This years date is Saturday, October 17th..

Christmas Bazaar takes place either late November or early December and is one of the highlights of the school calendar. It is a great social event. Wonderful stalls are set up and there are great bargains, food, drink and fun on offer. Parents volunteer their time helping on the stalls and donate items to the bazaar.

Christmas Performance. This alternates between the secondary and the primary school. In 2009/10 it will be the turn of the secondary school to give the Christmas performance in December.

Transition Year Evening At the beginning of May the Transition Year students host an evening showcasing the highlights of their Transition Year.

Awards Ceremony This ceremony for the presentation of awards in the secondary school takes place on the morning of the second last Friday in May.

Jugend Musiziert (JuMu) JuMu is Europe's largest classical and popular music competition for young people and participation is open to students who have German nationality OR who attend a German school (e.g. St Kilians). A Kinder Musizieren (KiMu) is also held at the same time and provides younger school musicians with an opportunity to participate in a competition. Please contact Frau Barbara Davitt for further information.

After-School Activities

There are a number of activities currently available in St Kilians, such as tennis, soccer, hockey and private musical instrument instruction. Please advise your child to keep an eye on the noticeboards beside the assembly area for information on after-school activities.

Students and parents are encouraged to be pro-active in this area. If there are a number of students interested in any other activities such as drama, chess, musical, etc. then the school endeavour to make available its facilities

Canteen

Pupils can purchase hot and cold food in the canteen. Sandwiches can be ordered at 10:30, for collection at 1pm. There is a water dispenser available free of charge. Please ensure your child brings in a water container with them. Canteen opening times are 10:30am, 1pm and 2:50pm

Careers guidance and school counsellor

There is a comprehensive guidance service provided in the school. Parents with any queries should contact school administration for further details.

Class Timetable

Children should be in their classes by 8.25am and any child arriving after that time will be issued with a late slip. Detention will be given to any student who receives two late slips in a week without parental permission. Classes start promptly at 8.30am each morning and each class lasts 40 minutes. There is a 20 minute break, called the 'Pause' at 10.30am, when the secondary students may go to the Canteen or outside to the supervised sports grounds. Secondary school finishes Monday-Thursday at 4:05pm and at 12:55pm on Fridays. This is the same time as the primary school, so be warned - the car-park is a very busy place Friday at 1pm!

Code of Behaviour

The school has a code of behaviour that clearly sets out the behaviour that is expected and the consequences of failing to adhere to it. It is important that all children and parents be aware of this code. Attendance at St Kilians is contingent on signing an acceptance of this code. An abridged version is included in the Schülerheft (Student Journal).

Communication with the School

The primary route of communication is the Schülerheft. If you have any queries, academic or otherwise, please indicate your wish to meet with the teacher in the Schülerheft (see Ladder of Referral) and then phone the office and leave your contact details.

Parents should regularly check in the Schülerheft as periodically notes from teachers and Klassenarbeiten results will be entered in the Schülerheft.

There may be information re upcoming events, meetings and outings which will be handed directly to your child during the year – please get them into the habit of passing these on.

Please take the time to **register your email** address with the school administration at admin@kilians.com so that administration can also communicate by email with you.

Complaints Policy

Where issues (Academic, behavioural or others) arise during the year, parents are advised to raise the issue with persons in the following order, until resolved:

Ladder of Referral

- ▼ The subject teacher
- ▼ The form teacher
- ▼ The Year Head
- ▼ The Principal

The school encourages early reporting of incidences of bullying as the school aims to uphold a zero-tolerance approach towards bullying.

Early Arrival in School

A child who arrives to school before 8:15am MUST go to the canteen for supervision.

