



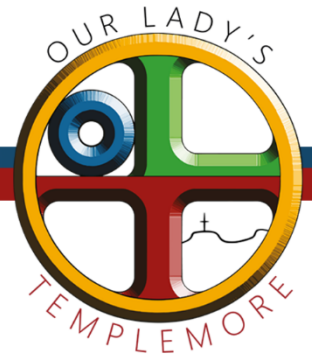
**MAY 28<sup>TH</sup> 2024**

**RE : LEAVING CERT , LEAVING CERT APPLIED & JUNIOR CYCLE EXAMINATIONS**

Dear Parent/Guardian,

I hope this finds you well as your son/daughter is preparing for their state examinations next week and no doubt it is a time that presents some challenges to you and your family. As we prepare for the commencement of the exams at Our Lady's next week please take note of the following:

1. Exam timetables have been distributed to students and are available to view on [examinations.ie](http://examinations.ie). Copies have also been published on MsTeams. It is important that you familiarise yourself with your son/daughter's schedule of examinations.
2. Students should present to their examination centre in school in good time and no later than 20 minutes prior to the commencement of the examination.
3. Students should remain in the exam centre for the full duration of the examination as this will provide the best chance for each student.
4. Students are free to leave the school when their examinations are complete.
5. Supervision will be provided in the new social area from 11:30 to 2pm. Students are not permitted to circulate in any other part of the school as examinations are proceeding.
6. Students should present with all the stationery and equipment required for a particular examination.
7. SEC operate very specific rules around mobile phones and smartwatches and they are not permitted in the centre.
8. Students must present in full school uniform. School tracksuits are not permitted for examinations.
9. Students are subject to the school Code of Positive Behavior during the state examination period.



10. The SEC have prepared a short video on instructions for Parents/Guardians and candidates in State Exams. The video contains key messages for candidates including:

- how they should provide key information on the front cover of their answer books that is essential to ensure their scripts are processed accurately and effectively;
- and the correct writing instruments that they should use in the examinations to ensure examiners can read their complete scripts.

This video can be found under the heading “Information for Candidates” at <https://www.examinations.ie/?l=en&mc=ex&sc=e24>

Wishing your son/daughter the best of luck in their exams.

Paul Fogarty

Principal

Martina Butler

Deputy Principal