

Newpark Comprehensive School

Community Action Programme



Transition Year 2024/25

Student Name: _____ *Form:* _____

To Whom It May Concern:

Thank you most sincerely for agreeing to assist with our Community Action Programme particularly in such tricky times. We hope our students will be of real value to your organisation / institution, and that they will benefit greatly from their Community work experience.

However, there are a number of dates when students will not be available for their Community Work Placements due to other planned activities.

Students will **not** be available during the following weeks.

October 28 th – November 1 st	Mid-Term Break
November 4 th - 8 th	Activity Week 1
November 11 th - 15 th	Activity Week 2
December 20 th - Jan 3 rd	Christmas Holidays
February 3 rd - 7 th	Activity Week 3
Feb 10 th - 14 th	Activity Week 4
Feb 17 th - 21 st	Mid Term Break

They will finish their programme on the week they begin their Easter holidays, which is Friday April 11th 2025.

We would appreciate if you as Supervisor could please sign the report sheet on a weekly basis. This sheet can be found in the student's Journal and is an essential part of the year's assessment.

Note: If you have any queries please do not hesitate to contact me through the school office at 01-288-3724 OR on morgan.lennon@newparkschool.ie

Best regards,

Morgan Lennon
TY Coordinator