

# Newpark Comprehensive School

## Community Action Programme



### Transition Year 2016/2017

*Student Name* \_\_\_\_\_

*Form* \_\_\_\_\_

#### To Whom It May Concern:

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

The programme begins on the week commencing **12<sup>th</sup> September 2016** and concludes **week of 24<sup>th</sup> April 2016**. 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 31 <sup>st</sup> – Nov 4 <sup>th</sup>	Mid-Term Break
November 7 <sup>th</sup> - 11 <sup>th</sup>	Activity Week 1
November 14 <sup>th</sup> - 18 <sup>th</sup>	Activity Week 2
December 22 <sup>nd</sup> - Jan 9 <sup>th</sup>	Christmas Holidays
February 6 <sup>th</sup> - 10 <sup>th</sup>	Activity Week 3
February 13 <sup>th</sup> - 17 <sup>th</sup>	Activity Week 4
February 20 <sup>th</sup> - 24 <sup>th</sup>	Mid-Tem Break
April 7 <sup>th</sup> – April 24 <sup>th</sup>	Easter

**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](mailto:morgan.lennon@newparkschool.ie)

Best regards,

\_\_\_\_\_ TY Coordinator