

Newpark Comprehensive School

Community Action Programme



Transition Year 2025/26

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 27 th – October 31 st	Mid-Term Break
November 3 rd - 7 th	Activity Week 1
November 10 th - 14 th	Activity Week 2
December 19 th - Jan 5 th	Christmas Holidays
February 3 rd - 6 th	Activity Week 3
Feb 9 th - 13 th	Activity Week 4
Feb 16 th - 20 th	Mid Term Break

They will finish their programme on the week they begin their Easter holidays, which is Friday March 27th 2026.

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