

Newpark Comprehensive School

Community Action Programme



Transition Year 2026/27

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 26 th – October 30 th	Mid-Term Break
November 2 nd - 6 th	Activity Week 1
November 9 th - 13 th	Activity Week 2
December 21 st - Jan 4 th	Christmas Holidays
February 1 st - 5 th	Activity Week 3
Feb 8 th - 12 th	Activity Week 4
Feb 15 th - 19 th	Mid Term Break

They will finish their programme on the week ending which is Friday April 16th 2027.

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