



Dear TY Parent

June 2026

We hope this letter finds you and your family well. We appreciate that the Junior Cycle Exams can be very stressful for a house so we hope that all is going well and that everyone has a lovely summer.

We are just writing to inform you of some important information to ensure the smooth running of Transition Year next year.

1. Ms. Conroy will be the coordinator for TY - she will ensure the smooth running of the programme, modules, activities, work experience, events, assessment and reporting for the year.
2. Ms. Geaney will be responsible for TY Trips during the year so queries in relation to Trips can be directed to her.
3. Ms. Bergin will be responsible for the Year Head duties of the TY students and will handle all areas of pastoral care and implementation of the code of behaviour.
4. A Google Classroom has already been set up for **TY2627** and students have been asked to join. If your son/daughter has not already joined, the classroom code is **x7wui32r** so please ask them to join from their school e-mail.

We ask for Parental Consent for all General Ty Activities in advance so if you have not already completed this please contact [aconroy@cmco.ie](mailto:aconroy@cmco.ie) to get a copy, sign and ask your son/daughter to upload a photo of it to the TY 2627 Classroom Assignment General Consent

5. Please note that **TY** students **must** wear their **PE uniform EVERY** day during TY. They must wear the proper and **correct** PE uniform (**half zip, Jersey t-shirt and skinny pants as show below**) and full details of this is available at <https://www.cmco.ie/information/uniform/>

Please book your sports top early as supply will run low later in the summer.

- **To purchase:** <https://bourkesports.ie/collections/colaiste-mhuire>



- **To purchase:**  
<https://www.oneills.com/catalogsearch/result/?q=colaiste+mhuire+co-ed>
- **The O'Neills school Jacket and/or O'Neills leggings**



6. Students will not be allowed to use their mobile phones during the school day. **This means that all students need a digital device (other than a phone)** for TY. Do not go out and buy new laptops. An older laptop will work just as well. A very clever and cost effective solution is to convert an old laptop to a chrome book - you can find more information on this at <https://chromeenterprise.google/os/chromeosflex/>
7. Books etc will be given to students when they return to school. Students will be required to bring copies, pens and a calculator.
8. Please note the **return to school dates**.

Students who have been chosen as Le Cheile leaders are asked to be in school on Friday the 28th of August for the day. Mr Brennan will have informed students who have been successful in their applications. Please be in school for 8.45 that morning.

All TYs return on **Monday 31st of August, 2026.**

9. You will receive a link to pay your TY FEE of €600 via a text link during the summer.

Payment Schedule:

- First instalment: €200 due by 01st June 2026
- Second instalment: €200 due by 06th July 2026
- Final instalment: €200 due by 24th August 2026

Please note that students will not be permitted to attend school trips until all fees have been paid in full, as insurance cover cannot be provided otherwise.

If you have any concerns regarding the payment schedule, please do not hesitate to contact Joan or Sarah at 0504-21734.

This fee covers:

- a. Trips
- b. Online & Certification Programmes  
Workshops  
Activities

This fee does not cover      Gaisce Application Fee  
International Trip

10. Please note that there is an 80% attendance requirement for students to go on trips.

11. **Work Experience** . Please also note for your information the 1st week of TY Work Experience is **16th to 20th of November** inclusive. As students arrange their own work experience it is advisable to get your “thinking caps” on what you might like to do and approach employers to get in first and avoid disappointment.

A letter to help you look for Work Experience and our School Insurance is attached here:  
[Work Experience Letter](#)      [Insurance](#)

12. Garda Vetting . An explanation around requirements of Garda Vetting for Work Experience and the relevant Forms can be found on the following links.

[Vetting Explanation](#)   [NVB1](#)   [Vetting Documents](#)   [NVB3](#)

13. If you need any more information on work experience see our policy at
14. [https://www.cmco.ie/wp-content/uploads/sites/5/2026/03/CMCO-Work-Experience-Policy\\_05.03.2026-BOM.pdf](https://www.cmco.ie/wp-content/uploads/sites/5/2026/03/CMCO-Work-Experience-Policy_05.03.2026-BOM.pdf)
15. Additional Experiences . If you arrange an alternative work experience / additional opportunity for your child you can apply in advance for the experience to be considered a School Event. You must complete a special form in advance by completing the following Form . [TY2627 Addnl Exps Form](#)

Transition Year is an incredible opportunity for personal growth, but students only get out of it what they put in. We urge parents to consistently keep an eye on the school information system. Please encourage your child to get involved in TY opportunities so they can maximise their personal TY Experience.

If you have any further queries or questions please contact the office before the end of June and thereafter Ms Ann Conroy, TY Coordinator or Ms Miriam Bergin, TY Year head will be your point of contact for the year once the new school year begins.

Yours sincerely

Ann Conroy  
Programme Coordinator

Miriam Bergin  
TY Year Head

Caoimhe Geaney  
TY Trips Co-Ordinator