**Knockconan NS**

**15654i**

**Policies with regard to external or temporary persons working in the school.**

**NB: Vetting for all personnel will be conducted as per DES guidelines**

**Policy and procedures for the use of external sports coaches and external persons to supplement delivery of the curriculum**

* External sports coaches and persons visiting the school to supplement delivery of the curriculum shall be accompanied and supervised by the class teacher all times
* The teacher is in control of the class and is responsible for any disciplinary issues that may arise.
* The teacher has ultimate discretion and can decide to terminate the session if required

**Policy and clear procedures for one-to-one teaching activities**

* One to one teaching activities occur within learning support environments.
* Learning support teachers keep timetables for withdrawal of children and/or groups from class.
* Spaces and rooms used for one to one activities provide visibility through glass windows and doors.
* Class teachers are made aware when children are withdrawn for one to one teaching and when they are returned to class.

**Policy procedures in respect of student teacher placements**

* The school accepts students on teaching experience placements
  + A request from the student is made to the principal
  + Staff are consulted and if all are agreed the request will be granted
  + The student will work under the direction of the principal and staff
  + The student will be advised of the importance of confidentiality with regard to pupils and staff
  + The school reserves the right to terminate a student’s teaching experience

**Policy procedures in respect of students undertaking work experience**

* The school accepts students undertaking work experience in the school.
  + A request from the student is made to the principal
  + Staff are consulted and if all are agreed the request will be granted
  + The student will work under the direction of the principal and staff
  + The student will be advised of the importance of confidentiality with regard to pupils and staff
  + The school reserves the right to terminate a student’s work experience.

These policies were ratified by the Board of Management of Knockconan NS on 21st March 2018

Signed …………………………………………Breda Mc Kenna (Chairperson)

Signed …………………………………………Emer Brennan (Principal)