



Teaching Practice and Work Experience Policy

Introduction:

The Board of Management and staff of St. Enda's National School are willing to provide opportunities of work experience for students from the wider school community. The following are the procedures under which this work experience and teaching practice can take place.

In -School Procedures:

Only students studying to become primary teachers or those attending certified teacher training courses will be considered for WE / TP placement.

Only students intending to become SNAs with FETAC level 5 or equivalent will be considered for WE placement.

No teacher may be compelled to take a student on WE / TP.

Students on WE/TP will not be left in sole charge of a class.

Students on WE / TP will be furnished with a copy of the school's Code of Behaviour & Anti Bullying policy before WE / TP placement starts.

Student teachers on TP will be required to keep discipline in the class / group they are working with and they will be required to report to the class teacher all breaches of the schools Code of Behaviour or instances of Bullying they might observe.

While students on TP will be accommodated as far as possible in the classes or groups they wish to teach, the Principal will have the final say in what benefits the school most.

Students on WE / TP will be required to be in school for 9am and finish at 2.40pm.

Should a WE / TP placement fall at the time of an educational trip / tour / special event they student will be required to attend with the class teacher.

The Principal of St. Enda's National School reserves the right to refuse to provide a written reference for any student on WE / TP.

The Principal of St. Enda's National School reserves the right to terminate the WE / TP placement of any student should it be deemed necessary.

A copy of this policy will be given to any student on WE / TP in St. Enda's.

The following limits have been put in place to minimise the effect of TP and Work Experience on the education of our pupils:

- No more than three TP students per academic year will be accommodated, including a maximum of one placement in our Special Classes for Children with Autism.
- No more than three Work Experience placements in relation to the training of Special needs assistants will be facilitated.
- No room can accommodate more than one placement of any type per year.
- Work experience placements for TY students will be restricted to one per year.

Roles and Responsibilities:

The BOM has overall responsibility for the implementation and monitoring of the school policy on TP and Work Experience. The Principal is the day to day manager of routines contained in the policy with the assistance of all staff members.

Date ratified by BOM:

Chairperson: _____ **Date:** _____

Secretary: _____ **Date:** _____