

Crusheen National School

POLICY ON WORK EXPERIENCE

The Board of Management and Staff of Crusheen N.S. 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 can take place.

Places will be given on a priority basis to former pupils of the school.

Only one participant a time will be accepted on a work experience programme and only one participant a term.

Students must be fully insured while in the school by their respective college or school.

Students must be 16 years or over.

The Principal and staff will endeavour to ensure that the time spent in the school by the student, is beneficial and a positive learning experience.

Students must at all times be respectful of all members of staff, Board of Management, parents and pupils.

Their actions and language while in the school must be exemplary and of a professional nature at all times.

Students are expected to co-operate with general rules, procedures and organisational policies of the school.

They should also be willing to follow the instruction/guidance of the Principal, Deputy Principal, Secretary or whichever staff member has been designated to supervise their duties.

All matters pertaining to the staff, Board of Management, Parents Council, pupils or parents within the school community must be treated with the utmost confidentiality.

Any breaches of discipline observed among the pupils must be reported to one of the teaching staff and not dealt with by the student themselves.

Due to limited accommodation in our staff room, the students must take their lunch breaks at the same time as the SNA and the Secretary.

The pupils and staff will be expected to treat students on work experience programmes with respect all the times.

All supervisors of work experience students, who visit the school, including teaching practice supervisors, will be expected to adopt a positive and respectful attitude towards their student, in keeping with the school ethos of providing a positive learning and working environment.

Ratification

This enrolment policy was ratified by the Board of Management on _____.

Signed; _____

Chairperson BOM: _____
Maranna Quinlivan

Date: _____

