



Gaelscoil Mhainistir na Corann (GSMNC)

Bán Sheáin, Mainistir na Corann, Co. Chorcaí

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Polasaí Taithí Oibre Daltaí Meánscoile agus Oideachais Tríú Leibhéil

Réamhrá / Introduction

Tá an Bord Bainistíochta agus foireann scoile Ghaelscoil Mhainistir na Corann sásta chun deiseanna a thabhairt do dhaltá meánscoile agus tríú leibhéil taithí oibre a dhéanamh sa scoil. Tá an taithí oibre ag brath ar na coinníollacha seo a leanas.

The Board of Management and Staff of Gaelscoil Mhainistir na Corann are willing to provide opportunities of work experience for secondary and third level students. The following are the conditions under which this work experience can take place

❖ **Tugtar tús áite d'iardhaltaí na scoile.**

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

❖ **De réir Ciorcaláin 0031/2016 ní ghlactar ach le daltaí atá sé bliana déag d'aois agus go bhfuil Grinnfhiosrúchán na nGardaí acu roimh dháta tosaithe an taithí oibre.**

According to Circular 0031/2016 students are only accepted if they are sixteen years of age and have been Garda Vetted prior to commencement of their work experience.

❖ **Caithfear árachas iomlán a bheith ag gach dalta óna scoil / coláiste féin.**

Students must be fully insured while in the school by their respective secondary schools / third level colleges.

- ❖ **Mar pháirt den phróiseas taithí oibre caithfidh na daltaí dul i dteangmháil leis an scoil iad féin trí ríomhphost a sheoladh chun áit ar son taithí oibre a lorg.**

As part of the work experience process students must contact the school themselves via email to request a placement for work experience.

- ❖ **Tuigtear gur Gaelscoil í an scoil agus gur teanga cumarsáide na scoile í an Ghaoluinn.**

It is understood that the school is a Gaelscoil and the language of communication is through the medium of Irish.

- ❖ **Déanfar gach iarracht chun taithí oibre a thabhairt don dalta atá fóinteach agus a thugann taithí maith in atmaisféar dearfach na scoile.**

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.

- ❖ **Caithfidh daltaí bheith deabhéasach le gach éinne sa scoil, foireann, na daltaí agus tuismitheoirí. Cuirfear deireadh leis an taithí oibre láithreach ar bhonn drochiompair nó droch theanga.**

Students must at all times be respectful of all members of staff, parents and pupils – Work experience will cease immediately due to inappropriate behaviour or inappropriate language.

- ❖ **Caithfidh na daltaí cláir le rialacha agus polasaithe riaracháin na scoile.**

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

- ❖ **Caithfidh na daltaí treoracha a leanúint ón bPríomhoide agus pé duine eile ar an bhfoireann atá ag déanamh féitheoireachta ar a ndualgaisí.**

Students should be willing to follow instruction/guidance of the Principal or whichever staff member has been designated to supervise their duties.

- ❖ **Ba chóir gach eolas a fhaightear faoin bhfoireann scoile, tuismitheoirí agus páistí na scoile a choimeád faoi rún. Cuirfear deireadh leis an taithí oibre láithreach má bhristear an cód seo.**

All matters pertaining to the staff pupils or parents within the school community must be treated with utmost confidentiality. Any breach of this requirement will result in immediate suspension of the work experience.

- ❖ **Níl cead ag na daltaí ar thaithí oibre na páistí a smachtú . Ba chóir aon drochiompar a chur in iúl do mhúinteoir.**

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

- ❖ **Caithfidh an fhoireann agus daltaí na scoile omós a thaispeáint do dhaltai ar thaithí oibre an t-am go léir.**

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

- ❖ **Ar son daltaí meánscoile, beidh na dualgaisí beartaithe ag an múinteoir, rúnaí nó príomhoide agus beidh éagsúlacht ann idir cabhrú le rang, dualgaisí oifige agus tascanna eile in oiriúnt.**

For secondary school students, duties can range from classroom assistant to office assistant to helping with any other task that is deemed suitable by the teacher, office staff or Principal.

- ❖ **Caithfear cead a fháil roimhré ón bPríomhoide/Príomhoide Tánaistigh más rud é go bhfuil ar an dalta an scoil a fhágail i rith an lae .**

If a student wishes to leave the workplace during the school day he/she must seek permission from the Principal/Deputy Principal in advance.

- ❖ **Déanfar clár ama amach le haghaidh gach dalta ar thaithí oibre ach beifear ag súil le solúbhacht ag brath ar riachtanais na scoile.**

A timetable will be drawn up for each student but he/she will be expected to be flexible in how they work.

- ❖ **Caithfear asláithreacht a chur in iúl roimhré.**

Any absences must be notified in advance to the school.

- ❖ **Caithfidh daltaí meánscoile síniú isteach ag an oifig gach lá dá dtaithí oibre.**

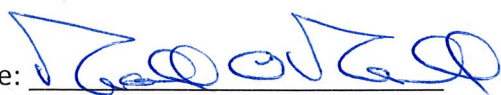
Secondary school students must sign in at the office each day of their work experience.

- ❖ **Ba chóir don dalta a bheith gléasta in oiriúint don bhunscoil. Ní ghlactar le polltach coirp ach amháin fáinní cluasa.**

The dress code is 'smart casual' and should be appropriate for a primary school setting. No body piercings except earrings are permitted.

Ghlac an Bord Bainistíochta leis an mbeartas seo ar an 26ú Samhain 2022 agus déanfar athbhreithniú ar an bpolasaí nuair is gá.

Sínithe:



Cathaoirleach an Bhoird Bainistíochta

Síniú:



Príomhoide na Scoile

Dáta:

28-12-2022

Dáta:

28.12.2022