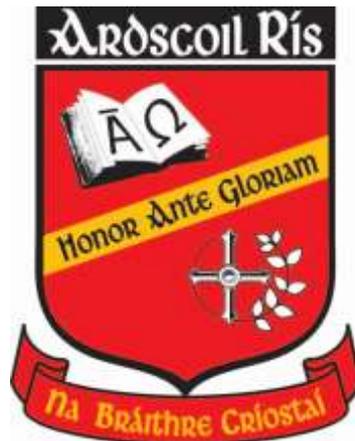


# Transition Year Policy

2020-2021



Ardscoil Rís  
Edmund Rice Schools Trust School  
North Circular Road  
Limerick

Ardscoil Rís is a Catholic School under the  
Trusteeship of the Edmund Rice Schools  
Trust

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## **1. Mission Statement**

Ardscoil Rís aims to promote the spiritual, personal, physical, cultural, aesthetic and academic development of its pupils. The school aims to create a community where pupils are imbued with Christian values of respect, justice and integrity. Ardscoil Rís is under the Trusteeship of ERST wherein Catholic values are promoted in accordance with the spirit of Blessed Edmund Rice.

The Transition Year Admission Policy adheres to the principles of the school's enrolment policy.

Parent(s)/Guardian(s) seeking admission of their child/children to the Transition Year programme are invited to read this policy carefully.

## **2. Transition Year Mission Statement**

- To promote the personal, social, educational and vocational development of the students
- To prepare them for their role as autonomous, participative and responsible members of society
- To enable students to affirm themselves through challenge in the pursuit of excellence

## **3. General Information**

Ardscoil Rís, situated on the North Circular Road, Limerick, is a Roman Catholic Voluntary post-primary school for boys. It is under the Trusteeship of the Edmund Rice Schools Trust and is grant-aided by the Department of Education and Skills.

## **4. Structure of the Board of Management**

The Board of Management comprises four nominees of the Patron which includes the Chairperson, Mr Philip Jones, plus two nominees of parents and two nominees of the teaching staff. The Principal, Mr Tom Prendergast, is Secretary to the Board of Management but is not a member of the Board.

## **5. Parent Council and Student Council**

Ardscoil Rís has an active and vibrant parent council and student council.

## **6. Staff and Resources**

At present there are 52 whole-time teachers in the school consisting of the Principal – Mr Tom Prendergast, Deputy Principals – Mr Pat Walsh and Ms Nicola Cunningham, Guidance

Counsellors - Mr. Michael Gleeson and Ms. Maria Goodwin, Learning Support teacher – Ms. Moira Wallace. In addition there are three administrative staff and two caretakers.

## **7. Pupils and Programmes**

There are 740 pupils enrolled in the school at present. Pupils are prepared for the:

- DES Junior Certificate and Leaving Certificate examinations
- The Transition Year Programme, which is optional
- The Leaving Certificate Vocational Programme, which is optional

The financial and teaching resources of the school are provided by a combination of DES grants, voluntary contributions, fundraising and teacher allocations. The voluntary contributions supplement the shortfall in DES funding. Tax relief under Section S848A of the Taxes Consolidation Act 1997 is available on contributions where applicable. Implementation of school planning and school policy must have due regard to resources and funding available. A contribution of €500 is payable upon acceptance of an offer to the Transition Year programme. The money is strictly used to cover the cost of some programmes and activities which are used in Transition Year.

## **8. Regulations**

The school operates within the regulations laid down by the DES and follows the curricular guidelines prescribed by the DES in relation to Transition Year. These may be amended from time to time in accordance with Sections 9 and 30 of the Education Act 1998 and the regulatory and statutory requirements arising from the Education Acts and all related legislation.

The BOM considers the DES guidelines, staffing provision, accommodation and the health and safety and welfare of children, which affect also the number of students that can be enrolled in TYO in any one year.

The Board of Management endeavours to carry out its duties in accordance with section 15(1) of the Education Act 1998, related legislation and any DES or Patron guidelines currently available.

## **9. Application Process**

- 9.1 A meeting of Third Year parents is convened at which the concept of Transition Year is explained. During this meeting, the parents are informed of the format of Transition Year at Ardscoil Rís. The application and selection process is explained.
- 9.2 All Third Year classes are provided with a similar presentation.
- 9.3 To apply for a place in Transition Year:

9.3.1. Students are required to submit a detailed application form on or before the deadline date. On this form the student will outline the commitment that they will give if they are offered and accept a place on the programme.

9.3.2. Fully completed applications must be handed into the school office/TYO Co-Ordinators in a sealed envelope, clearly marked with the student's name and class.

## **10. Selection Process**

- 10.1 The T.Y. Admissions Committee will be responsible for assessing applications and offering places. The committee will comprise of the Programme Coordinator and TYO Co-Ordinators. Staff members are asked for their professional opinion in relation to the applicants' suitability for the programme.
- 10.2 The criteria to be taken into consideration in this selection process include:
- Application Form
  - Proven engagement with all aspects of school life, inside and outside the classroom
  - Commendation slips
  - Behaviour since first year
  - Attendance
  - Punctuality
  - School assessment of the ability of a student to work as part of a group
  - School assessment of the ability of a student to undertake individual learning
  - Motivation and willingness to engage with the programme.
  - The overall good of the programme will also be a consideration.
- 10.3 The criteria outlined above, the Application Form, and the Professional Advice and Judgements of the teaching staff will be critical factors in determining a student's admission on to the Transition Year Programme.
- 10.4 The Transition Year Admissions Committee reserves the right to interview students and/or their parents in relation to their applications and their suitability for participation.
- 10.5 Where there are more applicants than places available and students are deemed to be equally weighted, an independently verified random selection process will apply.
- 10.6 Students and parents will be informed in writing of the outcome of the Transition Year application process.
- 10.7 Exceptional cases may be decided at the discretion of the Principal.
- 10.8 Following consultation with parents it has been decided that students and their parents will be informed in writing if the application for TYO has been successful or unsuccessful.
- 10.9 Please note that, in the event of there being more places available for Transition Year than applicants, places will be offered only to students for whom School Management believes the programme to be suitable as set out in the above criteria.

## **11. External Applications:**

Any application to transfer to Ardscoil Rís from another school will be considered strictly under the terms of the school's Admissions Policy in relation to such transfers.

Should places be available, applications from external candidates will be considered by the Transition Year Admissions Committee only after the "Offer and Acceptance of Places" process for internal candidates has been completed.

## **12. Programme Fees:**

The programme fee is set annually by the Board of Management and it is intended to assist in defraying costs associated with the various activities and courses fundamental to the programme.

## **13 Appeals**

In the case of a student who is not offered a place by the T.Y.O Admissions' Committee, an appeal may be made in writing to the Principal within 10 school days of the date places were offered. The appeal will be heard within 10 school days of receipt of the appeal.

In the case of a student who is not offered a place by the Principal on appeal, a subsequent appeal may be made in writing to the Board of Management within 10 school days of the date on which the Principal issues his written decision. The appeal will be heard by the Board of Management at its next scheduled meeting.

*The school reserves the right to remove a student from the Programme if there is non-engagement in the curriculum by students. This includes non-participation in the work experience programme, curricular and extra-curricular activities.*

**Approved by BOM 6 October 2015.**  
**Reviewed BOM 29<sup>th</sup> November 2016**