



Gaelscoil Mhuscraí,

Sean Íochtarach,

An Bhlárna,

Co. Chorcaí

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Tuismitheoirí mar Pháirtneoirí Polasaí

Réamhrá

Cuireadh an polasaí seo le chéile sa scoilbhliain 2015/2016 i rith lá pleanála. Bhí foireann uile na scoile rannpháirteacht sa phróiseis maraon leis an Bord Bainistíochta agus tuismitheoirí na scoile. Aithníonn Gaelscoil Mhuscraí an bunról atá ag tuismitheoirí/caomhnóirí in oideachas a bpáistí agus an tabhacht a bhaineann le dea-chleachtas cumarsáide idir an scoil agus tuismitheoirí/caomhnóirí an pháiste. Is mar gheall ar seo a bhfuil an polasaí seo curtha le chéile. Soiléiríonn an polasaí seo stráitéisí a chuireann an scoil i bhfeidhm chun dea-chaidreamh scoil-baile a spreagadh.

Réasúnaíocht

Cuireadh polasaí faoi ionchur tuismitheoirí le chéile mar thoradh ar na cúiseanna seo a leanas:

- Buntáistí a bhaineann le foghlaim an pháiste
- Páirtneireacht a spreagadh
- Mar fhreagra ar reachtaíocht An tAcht Oideachais 1998, An tAcht Oideachais (Leas) 2000
- Féin-mheastóireacht Scoile
- Chun daingeanú agus ceiliúradh a dhéanamh ar an ndea-chleachtas ata sa scoil.

Gaol le Spioraid sainsiúil na scoile

Réitíonn an polasaí seo le sainmheon na scoile sa chaoi is go gcothaíonn sé atmaisféar sona do na daltaí agus tugtar tús áite do leasa agus do chúram an pháiste. Is gá ard-léibhéal co-oibriú agus oscailteacht idir an fhoireann, tuistí agus daltaí chun an t-atmasféar seo a chruthú.

Aidhmeanna

Is iad aidhmeanna an polasaí seo ná an t-eolas seo a leanas a chur in iúl do phobal na scoile:

- Aithníonn an Bórd Bainistíochta agus an fhoireann gurb iad na tuismitheoirí/caomhnóirí na príomh-oideachasóirí dá bpáistí.

- Spreagann Gaelscoil Mhuscraí co-oibriú agus rannpháirtíocht dearfach, praiticiúil le tuismitheoirí a chuireann deiseanna foghlama agus múineadh chun cinn i measc na bpáistí.
- Tá bainistíochta agus foireann na scoile lán i bhfábhair cumarsáid oscailte, macánta agus rialta le tuismitheoirí/caomhnóirí.

Rannpháirtíocht Tuismitheoirí/Caomhnóirí

Spreagann an Bórd Bainistíochta agus foireann scoile Ghaelscoil Mhuscraí rannpháirtíocht tuismitheoirí i ngníomhaíochtaí scoile nuair atá sé praiticiúil agus cabhrach don fhoghlaim agus múineadh sa scoil.

Tuismitheoirí ar Bhord Bainistíochta na Scoile

Toghtar beirt tuismitheoirí, duine acu mar mháthair agus duine mar athair, de pháistí atá cláraithe sa scoil ag tuismitheoirí na scoile chun a bheith ar an mBórd Bainistíochta.

Cumann na dTuismitheoirí

Tá cumann na dtuistí gníomhach agus cabhrach againn i nGaelscoil Mhuscraí. Bíonn oifigigh tofa ag an gcumann; rúnaí, Cathaoirleach agus cisteoir agus bíonn na hoifigigh seo i dteangmháil leis an bPríomhoide fé chúrsaí an chumainn.

Ina mbunracht, ceart do Chumann na dTuistí soiléiriú a dhéanamh ar réimse a ról leis an scoil. Mar shampla, níl gnó ag an gCumann in obair proifisiúnta an mhúinteoir ranga. Is ar an bPríomhoide, an Bord bainistíochta agus cigirí na Roinne Oideachais atá an freagracht d'fhoghlaim agus múineadh sa scoil. Níl gnó ag an gCumann i ngearáin tuistí. Leanfar leis an bpróiseis imeachta gearáin atá sa scoil sna chásanna seo. Tá cóip den polasaí gearáin ar fail ó oifig na scoile.

Chun cabhrú le Cumann na dTuistí co-oibriú go dearfach le foireann na scoile bhí sé beartaithe go gcuirfidh an Bórd Bainistíochta agus an fhoireann in iúl dóibh na slití gur féidir le Cumann na dTuistí obair na scoile a spreagadh:

- Ag obair le chéile leis an bPríomhoide agus foireann na scoile i bhforbairt agus athbhreithniú polasaithe scoile, m.sh an polasaí frith-bhullaíochta, cód iompair srl.
- Cabhrú leis an scoil ag eagrú imeachtaí speisialta m.sh Oíche Oscailte na Scoile.
- Cúrsaí nó aoí-chainteoirí a eagrú do thuistí na scoile m.sh sáibálteacht idirlíne
- Airgead a thuilleamh ar mhaithe na scoile, i gcomhairle leis an bPríomhoide agus Bord Bainistíochta.

Modhanna Cumarsáide

➤ Cruinnithe Tuismitheoirí/Múinteoirí

Reachtálar Cruinnithe Tuismitheoirí/Múinteoirí le haghaidh páistí na scoile i mí na Samhna gach bliain chun dul chun cinn acadúil agus sóisialta a bpáistí a phlé. Tá na múinteoirí oideachais speisialta ar fáil ar an lá freisin. Déantar é seo de réir Ciorclán 14/04. Tugtar fógra do thuismitheoirí/ do chaomhnóirí maidir le dáta agus am na

cruinnithe. Muna bhfuil tuismitheoirí ar fáil ar an lá atá eagraithe déanfar gach iarracht lá/am eile a eagrú a bheadh in oiriúint do ghach pháirtí.

Bíonn cruinnithe neamhfhoirmeálta ar siúl comh minic 'is go bhfuil gá agus ceart do thuismitheoirí (a) nóta a scríobh sa dialann scoile má theastaíonn uathu bualadh le múinteoir nó (b) coinne a eagrú tríd an rúnaí scoile. Tugtar cuireadh do thuismitheoirí do pháistí a fhaigheann tacaíocht foghlama/achmhainne teacht le chéile chun an Plean Oideachais Aonair a phlé.

➤ **Dialann Obair Bhaile**

Is modh éifeachtach é an dialann obair bhaile chun cumarsáid a dhéanamh idir tuismitheoirí agus múinteoirí. Déanann tuismitheoirí agus múinteoirí cumarsáid trí teileafón agus nótaí neamhfhoirmeálta freisin.

➤ **Nuachtlitir Scoile**

Cuirtear litir fáilte amach ag tús na scoilbhliana. Bíonn foirmeacha ceadúcháin anseo freisin maidir le griangrafanna/úsáid an idirlíon srl. cuireann sé rialacha agus polasaithe áirithe scoile i gcuimhne ar thuistí m.sh. lón sláintiúil/glanacháin pearsanta srl. Cuirfear in iúl freisin ar an dtábhacht a bhaineann le poncúlacht agus tinreamh maith.

➤ **Lá Ionduchtú do Thuismitheoirí Nua**

Bíonn lá eagraithe i mí an Mheithimh gach bliain do thuismitheoirí nua na naíonáin atá ag teacht isteach sa scoil. Seoltar cuireadh chuig tuismitheoirí i litir. Déantar plé ar pholasaithe scoile agus eolas scoile. Is fóram é an lá seo chun tuismitheoirí a chur ar a suaimhneas fé foghlaim a bpáiste ar scoil. Cuirfear fáilte roimh aon cheisteanna ag an gcruinniú seo. Freastalíonn na naíonáin nua-chláraithe ar an lá seo freisin chun iad a chur ar a suaimhneas faoin scoil.

➤ **Cártaí Tuairisce Deireadh na Bliana**

Seoltar tuairiscí scoile scríofa le haghaidh gach dalta i mí an Mheithimh. Déanann an cárta tuairisce cur síos ar dhul chun cinn an pháiste agus na torthaí dona scrúdaithe caighdeánacha dona páistí i ranganna 2, 4 agus 6. Bíonn nóta míniúcháin an NCCA ar fáil ar shuíomh na scoile ag mínú na torthaí seo.

➤ **Suíomh Idirlíon na Scoile**

Is mohh iontach cumarsáide é suíomh na scoile idir tuismitheoirí agus an scoil. Usáidtear é chun ceiliúradh a dhéanamh ar imeachtaí agus gradaim scoile agus chun eolas agus nuacht scoile a scaipeadh. Déantar uasdátú air go railta.

➤ **Text a Parent and Ríomhphost**

Úsáidtear Textaparent le thuismitheoirí/caomhnóirí a mheabhú faoi eachtraí scoile tábhachtacha. Déanann an seirbhís cinnte go bhfaigheann tuismitheoir/caomhnóir téacs ón scoil. Seoltar téacs amháin in aghaidh gach clann. Is féidir teangmháil ríomhphost a dhéanamh leis an scoil freisin.

➤ **Forbairt Polasaithe**

Tugtar cuireadh do thuismitheoirí bheith páirteach in athbhreithniú agus forbairt polasaithe. Cuirtear in iúl ma tá dréacht polasaí ar shuíomh na scoile agus go bhfuil cóip cruaidh ar fail ó hoifig na scoile. Uaireanta bunaítear foth-chiste de thuistí i bhforbairt polasaí m.sh RES

➤ **Imeachtaí Scoile**

Cuirtear an-chuid imeachtaí ar siúl i rith na bliana chun rannpháirtíocht thuismitheoirí a spreagadh i saol na scoile. Samplaí de seo isea an Lá Spóirt, Díolachán Leabhar, Ceolchoirm na Nollag srl. Spreagtar thuismitheoirí chun páirt a ghlacadh in ullmhúcháin a bpáistí sna sacraimintí Coineartú agus Céad Chomaoineach. Uaireanta eagraíonn an scoil aoí-chainteoirí faoi chúrsaí e.g. sábháilteacht idirlíon, bia sláintiúil.

Rólanna agus Freagrachtaí

Tá sé de dhualgas ar thuismitheoirí/caomhnóirí an scoil a choiméad ar an n-eolas maidir le aon athraithe seoladh/uimhreacha teagmhála.

Luíonn an freagracht le thuismitheoirí atá scartha an scoil a choiméad ar an n-eolas maidir lena seoladh agus ríomhphost más maith leo eolas a fháil ón scoil.

Critéir Rathúlachta

- Forbairt ar fhoghlaim an pháiste
- Méadú ar rannpháirtíocht thuismitheoirí i ngníomhaíochtaí scoile.
- Aiseolas ó thuismitheoirí/caomhnóirí/foireann scoile.

Dáta don Cur i bhfeidhm agus Athbhreithniú

Cuirfear an polasaí seo i bhfeidhm ó Mhí Mheán Fómhar 2015 agus beidh an polasaí seo á mheas go rialta agus á huasdátú nuair is gá.

Daingniú agus Cumarsáid

Dhaingnigh an Bord Bainistíochta an polasaí go hoifigiúil ar an 28ú Mean Fómhar 2015. Tá sé ar fáil do thuismitheoirí ar suíomh idirlíona na scoile ar www.gaelscoilmhuscraie.ie agus ó hoifig na scoile.

Sínithe: _____

Dáta: _____

Parents as Partners Policy

Introduction

This policy was formulated during a staff planning day in the school year 2015-2016. The BOM and parental body were invited to assist with its formulation. The staff and Board of Management of Gaelscoil Mhuscraí is committed in assisting the school community in providing the optimum learning experience for all our pupils. We very much acknowledge the role of parents as partners in education and as the primary educators of their children and encourage them to be actively involved in the life of the school. This policy outlines strategies adopted by the school to promote positive home-school relations.

Rationale:

It was deemed necessary to devise a policy on parental involvement at this time because of the following reasons:

- Benefits to pupil learning
- Promotion of partnership
- In response to legislation Education Act, 1998; Education Welfare Act, 2000
- School Self Evaluation (Looking at Our School)
- To celebrate and build on the existing good practices in our school.

Relationship to Characteristic Spirit of the School:

The philosophy and characteristics of the school are reflected in this policy. This policy reflects the school ethos in that it will help towards the provision of a well-ordered, caring, happy and secure atmosphere where the intellectual, spiritual, physical, moral and cultural needs of the pupils are addressed.

This work can best be done where there is a high level of openness and co-operation between staff, parents and pupils.

Aims:

This policy document aims to communicate the following information to all members of the school community:

- The Board of Management and staff fully accept that parents/guardians are the primary educators of their children.
- Gaelscoil Mhuscraí promotes positive practical collaboration and co-operation with parents that result in improved teaching and learning opportunities for the children.
- Management and staff are committed to open, honest and frequent communication with parents/guardians.

Parental Involvement

The Board of Management and staff of Gaelscoil Mhuscraí promote parental involvement in school activities where it is practical and supportive of teaching and learning in the school.

Parents on School's Board of Management

Two parents of children enrolled in the school, one being a mother and one being a father, are elected by the general body of parents to the school's Board of Management.

Parents' Association

We have an active and supportive Parents' Committee in our school. Officers are elected and these officers remain in contact with the school Principal regarding issues of a pertinent nature. A secretary, chairperson and treasurer are elected.

In its constitution, the Parents' Association should clarify the parameters of its involvement with the school. For example, the Parents' Association will not involve itself in the professional work of a teacher within her/his classroom. The Principal, the Department of Education Inspectorate and the Board of Management have responsibility for teaching and learning. The Parents' Association will not be involved in dealing with parental complaints as any complaint from a parent will be dealt with by the school using the standard complaints procedure available from the school office.

In order to assist the Parents' Association to collaborate positively with school staff, it was decided that the Board of Management and staff would clearly set out the ways in which, they feel, the Parents' Association could support the work of the staff.

- Working in partnership with the principal and teachers in the development and review of school policies, such as the anti-bullying policy, code of behaviour etc.
- Support the school with the organisation of special events e.g. School Open Evening.
- Organise courses or guest speakers for parents e.g. Internet Safety
- Support teachers with the implementation of specific learning programmes or projects e.g. shared reading programme, Active School Project
- Fundraising in consultation with the Principal and Board of Management

Communication

➤ Parent Teacher Meetings

Parents are invited to attend formal parent teacher meetings in November to discuss their child's progress academically and socially. The support teachers in the school are also available to meet parents on that day. This is in accordance with Circular 14/04. Parents are given advance notice of the date/time. To meet the needs of parents who are unavailable to attend on the selected dates an arrangement is in place to organize a meeting on a day that suits all parties involved.

Informal meetings are held as frequently as needed and parents are encouraged to (a) write a note in the homework journal if they wish to meet the teacher or (b) to arrange an appointment with the school secretary.

Parents of children attending Learning Support and our Resource Teacher (SEN) are invited to meet the teacher formally and informally to consult in the devising of Individual Education Profiles.

➤ **Homework journals**

The Homework Journal provides an effective means of daily communication between parent and teacher. Parents and teachers also liaise by telephone and informal written communication.

➤ **Welcome Newsletter**

The Principal sends out a 'Welcome letter' at the start of the school year. The letter also contains blanket consent regarding photographs/Internet Use etc. It also reminds parents of certain school rules and policies e.g. healthy eating/personal hygiene etc. Parents are also reminded of the importance of school attendance and punctuality in this letter.

➤ **Induction day for new parents**

An induction day is held each year in June for the parents of the incoming Junior Infant Class. Parents are invited to this meeting by letter. School policies and information is discussed. This meeting provides a forum to allay any fears they may have regarding their child's learning and happiness. Parents' questions are invited and answered at this meeting. The newly enrolled Infants are also invited to attend this gathering to visit their surroundings so as to allay any fears they may have.

➤ **End of Year Report Cards**

Parents/Guardians receive an End of Year Report Card in June every year. This Report Card outlines each pupil's progress for the year including his or her performance on Standardised Tests (2nd, 4th & 6th). An NCCA explanatory letter is available on the school website to explain test scores.

➤ **School Web Site**

This is an excellent means of communication between parents and school. It is used to celebrate events and achievements in the school and also to disseminate information and school news. It is updated regularly.

➤ **Text a Parent and Email**

The school has established a database of mobile phone numbers for parents on the textparent.ie website. This facilitates the sending of text messages to all parents or specific groups of parents. One mobile number is stored per family. Email correspondence is also encouraged with the school.

➤ **Policy Development**

Parents are invited to take part in the review of policies in the school. Parents are made aware of draft policies on our school web site and a hard copy is also available for perusal in school. On occasion parents may be invited to form a sub-committee in the formulation/revision of certain policies e.g. RSE.

➤ **School Events**

The school hosts many events during the year to encourage the participation of parents/guardians in school life. Examples of these include Sports Day, book Fair, Christmas Concert. Parents are also encouraged to participate in the preparation of the children for the Sacraments of Communion and Confirmation. Occasionally the school will organise guest speakers on matters of relevance e.g. Healthy Eating, Internet Safety etc.

Roles and Responsibilities

The responsibility lies with the parents/guardians to notify the school regarding any change of address/contact details. It is the responsibility of separated parents to notify the school of alternative contact details if they wish to be informed of school events.

Success Criteria:

- Benefit to Pupil Learning
- Parental Involvement is increased in school activities
- Feedback from parents/staff

Implementation and Review

This policy will be implemented from September 2015. This policy will be reviewed every three years and as the need arises.

Ratification and Communication:

Policy ratified by B.O.M on the 28th September 2015. The policy is available to view on the school website at www.gaelscoilhuscraie.ie and a hard copy is available from the school office.

Signed: _____

Cathaoirleach Bord Bainistíochta

Date: _____