



Policy in relation to One to One situations in Coláiste Cholmcille

Our Mission Statement

Coláiste Cholmcille, Ballyshannon, is a community which respects the rights and self-worth of all, and aims to provide a happy and safe environment in which the individual may achieve her/his spiritual, academic and personal potential.

Policy Rationale.

The aim of the policy is to increase knowledge and promote good practice in child safeguarding. All staff will be made aware of the standards expected of them in this area.

Relationship to the School Ethos.

All students and staff members have the right to feel safe and be treated with dignity and respect.

One-to-one: All staff will observe the following guidelines:

It is the policy in this school that occasionally one-to-one teaching or meetings by appointment is often in the best interests of the child. Every effort will be made to ensure that this teaching/meeting takes place in an open environment. The teacher will work with the door open or in a room with a glass window or glass door. If there are blinds in the room, they shall remain open also.

It is also important that staff ensure they avoid any circumstance where they are alone with a pupil, or where a pupil could misconstrue an action on the part of a staff member.

With this in mind: Staff will make every effort not be alone in a classroom with one child or detain a child on its own after school.

Where teachers need to talk privately with an individual student, the teacher should be clearly visible to others at all times while the student can be afforded privacy.

Where this does happen e.g. learning support, special examination centres, tutor/year head interventions as above, the teacher must be visible at all times for example through

an open door or glass panel. Staff members will not detain a student alone in a classroom or in an area of the school where they may not be visible to others.

One to one work being carried out by Special Needs Assistants (if allocated) will be carried out under the direction of the class teacher in an open environment.

Every effort should be made by all staff when travelling to and from any location outside of the school to avoid being alone with a student. It is important to take additional students or staff members with you in these circumstances.

Communication

Staff will ensure that any communication with pupils/students, colleagues, parents, school management and others is appropriate, including communication via electronic media, such as e-mail, teams, texting and social network sites.

Teams and school email are the recommended forms of communication.

Communication with students, particularly outside school hours should be avoided, unless it is absolutely necessary and for a stated school purpose.

Staff members must not have students as “friends” on social network sites.

Signed:

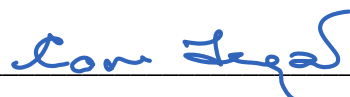


Chairperson

Date 30/5/2023

Review Date 2025

Signed:



Principal

Date 30/5/2023