



Student Teacher Placement Policy

Introduction

The Board of Management of Canal Way ETNS acknowledges that positive school placement experiences form an integral part of ensuring appropriate initial teacher education for all student teachers. Close collaboration between schools and Higher Education Institutions (HEI) is essential to positive and meaningful school placement experiences for student teachers. Canal Way ETNS values the professionalism and excellence of their staff and are well placed to provide student teachers with the opportunity to observe teaching, to teach classes independently and to work in collaboration with our experienced teachers. In the course of school placement, student teachers will have the support of the whole-school community in their journey towards professional competence.

Hosting student teachers on placement is enriching for the learners in a school, student teachers, cooperating teachers, the wider school community and HEIs. In particular, learners benefit from a greater variety of teaching, learning and co-curricular experiences through the structured participation of student teachers in the school. In addition the school gains access to a variety of newer approaches to teaching and learning through its engagement with student teachers and HEI staff.

HEI placement tutors benefit from partnership experiences with schools and from being in the actual setting of a school during visits to student teachers.

Canal Way ETNS is committed to hosting student teachers for school placement and, in this context, adopts without modification as part of this school placement policy the Guidelines on School Placement developed by the Teaching Council in consultation with all relevant education partners.

Development of Policy

This policy was developed by the Board of Management following consultations with all members of the school community – school management, teachers and other relevant staff, parents, students and the school patron.

Scheduling of Student Teachers on Placement

The member of the ISM (In School Management Team) team to whom this task is delegated, will allocate student teachers to cooperating teachers and classes, having regard for: the stage the student teacher is at in their initial teacher education programme; the particular needs of the learners in a particular class; the requirement for the student teacher to experience an appropriate range of placement contexts; and any special circumstances of which the cooperating teacher has an awareness. All placements are at the discretion of the principal.

Strictly only one student teacher per class per year will be permitted. In the normal course of events a student teacher will not be accepted during the first two weeks of the school year or during the last two weeks of the school year.

Induction of Student Teachers on Placement

Student teachers will, prior to commencing their placement, be provided with an orientation to the key personnel, ethos and work of the school. This orientation shall involve student teachers being provided with an information pack that will include details of key school policies, in particular the school's Student Code of Behaviour, Child Protection, Health and Safety, Homework and Student Teacher Placement Policies.

Supports for the Student Teacher

The school community is committed to supporting positively and sensitively the student teacher in accordance with the Guidelines on School Placement developed by the Teaching Council in consultation with all relevant education partners., Canal Way is committed to allocating the student teacher to (an) appropriate cooperating teacher(s) and to the classes essential to their undertaking the school placement successfully. The school will also provide the student teacher with the teaching facilities and resources necessary to their work during the placement.

Communication of Student Placement to our School Community.

Staff will be informed of school placements by the post-holder and the calendar will be updated on the drive. A hard copy of this will be displayed in the staffroom.

Children and families in classes will be informed when there is a student placement happening.

Guideline and Expectations while on Placement in Canal Way ETNS

Student teachers are expected to present themselves in school in a professional manner while on placement in our school with regards to their attire, punctuality, attendance and confidentiality.

Student teachers are expected to take an active role in the classroom while on placement, being prepared to help the teacher with appropriate tasks. This may include working with small groups, preparing displays and resources.

Student teachers can only be placed with fully probated teachers. Students are not permitted to complete their placements with a class teacher who is a family member.

Student teachers will familiarise themselves with the ethos, routines, timetable along with the themes and topics they will teach in advance of their placement.

Student teachers will be expected to teach for most of the day or the time specified by the HEIs. First, Second Yr students should not be responsible for classrooms on their own. On occasion, third and fourth year and Masters students can be left with classes for periods once approved by the School Principal. Where it is necessary for a class teacher to be absent from the classroom, the student teacher should be supported by the neighbouring class teacher or post holder to whom this task is delegated.

In Canal Way ETNS the staffroom is a phone free zone. The student teacher's phone should be turned off/silent throughout the school day.

Student Teachers will be expected to partake in yard duty on the day their host teacher is on duty. They can shadow the teacher and provide additional support to the supervising team.

Student Teachers will be assessed over the course of their placement. They will have a Portfolio available to show the class teacher, and are expected to be receptive to informal feedback provided by the class teacher.

Student Teachers are asked to be mindful of CWETNS's Green School Policy in relation to photocopying and printing.

Teacher Guidelines for the Period During the Placement

The class teacher can take the opportunity to work on different school projects should they find spare time during the placement. Projects and work should be school focused and child centered. Teachers may work on items such as -

- Supporting children with learning in class - assisting children who need learning support, or children who need to be challenged further.
- Supporting children with English as an Additional Language.
- Create a nurture group within their class to focus on enhancing social and friendship skills.
- Work on school initiatives.
- Housekeeping & managing the organisation.
- Planning, assessment and resource preparation

The above is a list of examples, and staff can seek assistance from the ISM team for ideas and support during this period.

Ratification and Communication

This policy will be in operation in the school year 2023/2024, having been ratified by Staff and BoM. Every teacher will be provided with a copy of this policy for their files.

Date of next policy review: 2026

Signed on Behalf of the Board of Management:

Chairperson: *Treasa Ní Mhurchú*

Date 25.04.2023

Principal: *Dermot Stanley*

Date: 25.04.2023