

ST. PATRICK'S CLASSICAL SCHOOL



STUDENT TEACHER PLACEMENT POLICY

Student Teacher School Placement Policy

The policy on school placement (SP) informs the understanding of the whole-school community (management, staff, parents and students) regarding the school's engagement with the initial teacher education (ITE) programmes – especially the SP component of those programmes.

This policy is devised, bearing in mind, the particular circumstances in St. Patrick's Classical School, and its commitment to engaging in the process of teacher education, in partnership with the Higher Education Institutes (HEI) and the guidelines on school placement of The Teaching Council.

1 Introduction

The Board of Management of St. Patrick's Classical School acknowledges the following regarding initial teacher education (ITE) and the role of SP in this process:

- a. Positive school placement experiences are critical to ensuring ITE for all student teachers.
- b. Close collaboration between schools and HEIs is essential to positive and meaningful school placement experiences for student teachers.
- c. It is desirable that St. Patrick's Classical School, hosts student teachers for placement and, in doing so, provide student teachers with the opportunity (i) to observe teaching and (ii) to teach classes independently, in collaboration with suitably qualified practicing teachers.
- d. In the course of school placement, student teachers require the support of the whole-school community in their journey towards professional competence.
- e. Hosting student teachers on placement is enriching for (i) the students in a school, (ii) student teachers, (iii) co-operating teachers, (iv) the wider school community and (v) HEIs. In particular, students benefit from a greater variety of teaching, learning and co-curricular experiences through the structured participation of student teachers in the school. Furthermore, St. Patrick's Classical School, gains access to a variety of newer approaches to teaching and learning through its engagement with student teachers and HEI staff.
- f. HEI placement tutors benefit from partnership experiences with schools and from being in the actual setting of a school during visits to student teachers.

2 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.

3 Commitment to hosting student teachers

St. Patrick's Classical School is committed to hosting student teachers for school placement and, in this context, adopts as part of this school placement policy, the *Guidelines on School Placement* developed by the Teaching Council in consultation with all relevant education partners.

4 Implications for St. Patrick's Classical School of hosting student teachers on placement

Hosting a student teacher on placement will, inter alia, involve the student teacher observing classes being taught by members of the school's teaching staff. It will also involve student teachers teaching classes, in the first instance, while being observed and supported by the teacher with primary responsibility for the welfare and educational progress of the class (the co-operating teacher). Then, as the student teacher's competence develops, the student teacher will move to teaching classes independently in line with HEI requirements and the student teacher's particular stage of development on the ITE programme.

5 Scheduling of student teachers on placement

The principal, or staff members to whom this task is delegated, will allocate student teachers to co-operating teachers and classes, having regard for: (i) the stage the student teacher is at in his/her initial teacher education (ITE) programme; (ii) the particular needs of the students in a particular class; (iii) the requirement for the student teacher to experience an appropriate range of placement contexts; (iv) any special circumstances of which the co-operating teacher has an awareness.

6 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 a briefing meeting where student teachers are provided with an information pack that will include details of key school policies, in particular (i) the school's Student Code of Behaviour, (ii) Child Protection Policy, (iii) Health and Safety Policy, (iv) Homework Policy, (v) Special Educational Needs Guidelines, (vi) Student Teacher Placement Policy and STP procedures of the Teaching Council which also cover the role of the co-operating teacher. (See Appendix I)

7 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. Furthermore, St. Patrick's Classical School is committed to allocating the student teacher to (an) appropriate co-operating teacher(s) and to the classes essential to him / her undertaking his / her school placement successfully. The school will also provide the student teacher with the teaching facilities and resources necessary to his / her work during the placement. (See Appendix II)

8 Continuing professional development (CPD) for staff involved in supporting / facilitating student teacher placement

The Board of Management and senior management staff of St. Patrick's Classical School are committed to promoting and facilitating the participation of school staff in CPD programmes essential to ensuring the successful operation of student teacher placement in the school.

9 Communication of school placement policy to school community

A copy of the school placement policy is made available to school personnel and the Parents' Council and the policy is readily accessible to parents on request. In particular, a copy of the policy shall be published on the school website and a copy is made available to parents / guardians of all students enrolling in the school and all new teachers at the point of their employment, either electronically or in hard copy.

10 Policy reviews

This policy will be reviewed by the school management authority every three years.

11 Date of policy adoption

This policy was adopted by the Board of Management March 2019.

Reviewed and ratified: 18th November 2021

Appendices:

Appendix I: Guidelines on School Placement - 1st Edition 2013 (*The Teaching Council, An Chomhairle Mhúinteoireachta*); School Placement for Student Teachers, A Quick Reference Guide for Schools.

Appendix II: Student Teacher Procedures in St. Patrick's Classical School, as adapted from the Teaching Council Guidelines.

Appendix II

St. Patrick's Classical School: Student Placement Procedures as adapted from The Teaching Council Guidelines.

It is a policy of the school that student teachers have an opportunity to work closely with experienced teachers and the wider school community.

The following will be outlined to student teachers

- A suitable timetable will be agreed following an initial meeting between the principal, deputy principals and student teacher.
- In general, class groups for STP will be from 1st-4th year and in some cases 5th year (bearing in mind the status of the student teacher).
- Student teachers will meet with assigned cooperating teachers at an agreed time.
- A scheme of work and lesson content will be agreed with the cooperating teacher.
- Student teachers must submit lesson plans to the cooperating teachers for comment and approval. Cooperating teachers review the submitted work.
- Student teachers are encouraged to observe classes of their cooperating teacher and other teachers/subjects, with their consent, in the first week(s) of the placement.
- Cooperating teachers are encouraged to observe classes of the student teacher during the first (second) week of the placement as well as intermittently throughout the placement period.
- Student teachers should provide evidence of work e. g .Test Results, class work, project work, presentations, various media and corrected assignments (This should reflect the learning outcomes of the curriculum.) to the cooperating teacher at agreed times.
- Student teachers will recognise the rights of pupils with whom they are working.
- At all times they will show a high regard for the personal safety, the moral welfare and the intellectual progress of pupils.
- Student teachers will uphold the school policies and procedures in working with pupils to maintain a positive learning environment.
- Student teachers should endeavour to participate as fully as possible in the life of the school community, staff meetings, subject meetings, policy development meetings, parent-teacher meetings etc.

- Student teachers are expected within reason to be available for such activities as the supervision of classes and to participate in the co-curricular activities outside of class time.
- Student teachers are required to exhibit appropriate professional relationships with the students and the school staff.
- Student teachers have a responsibility to take particular care with their online profile and social networking.
- Should a student teacher be unavailable for class they must inform the school **and** the cooperating teacher(s) at the earliest opportunity.
- Student teachers should consider the guidelines of the Teaching Council when on placement.

The Board of Management approved and ratified the School Policy on the 19-05-2025.

Signed:

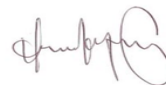


Fr. Gerry Stuart

Chairperson of Board of Management

Date: 19/5/2025.

Signed:



Mr. Harry Mc Garry

Principal/Secretary to the Board of Management

Date: 19/5/2025.