

Transition Year Policy

Introduction

The TY programme was initially introduced in 1973. It is a one year school based, non-compulsory programme between Junior and Senior cycle. It is a highly structured yet flexible programme.

Castlerea Community School Mission Statement

Castlerea Community School is dedicated to the pursuit of excellence in a caring environment of mutual respect so as to foster the full potential of its staff and students.

In partnership with parents, we strive to create a desire for life-long learning, respect for the individual, an awareness of the needs of the disadvantaged, concern for the environment and an appreciation of our own unique culture.

TY Mission Statement

The aim of TY is to "provide the personal, social, vocational and educational development of students and prepare them for their role as autonomous and participative members of society".

DES TY Guidelines 1994

In keeping with the mission statement of the school, Transition Year aims to prepare students to:-

Become independent learners

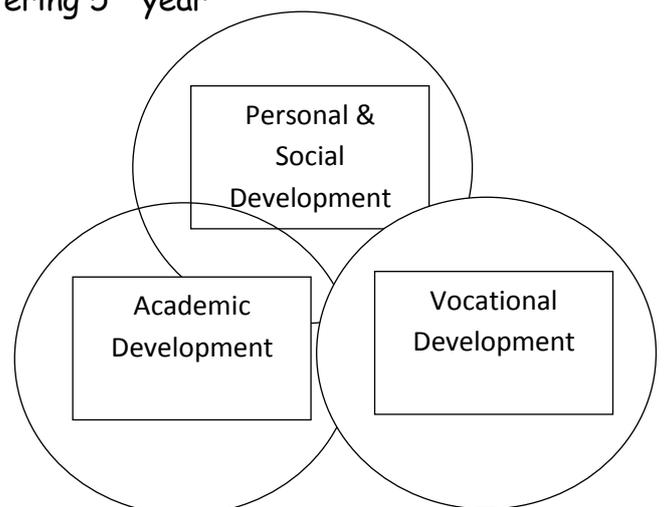
Develop their multiple intelligences

Successfully transition from childhood to adulthood and maturity

Make more informed choices when entering 5th year

Accordingly, Transition Year will focus on

- Personal and Social Development
- Academic Development
- Vocational Development



Transition Year Objectives

The Transition Year is not a third Leaving Cert Year in that it will not focus on the Leaving Cert Syllabus. It will however provide challenging and interesting material so as to develop a wide range of transferrable learning, problem solving and critical thinking skills.

TY objectives are as follows:-

- To develop a variety of new skills in learning so as to become independent learners
- To provide a broad variety of learning experiences both inside and outside the classroom
- To provide opportunities to discover personal strengths, e.g. self-awareness, self-confidence, social awareness, self-reliance, team work and collaboration, etc.
- To develop oral and presentation skills
- To provide opportunities for team work and leadership
- To sample and discover new subjects
- To catch up on missed learning from Junior Cert
- To create experience of adult and working life

Course Content

The course will be consistent with TY guidelines as laid down by the Department of Education and Skills and will consist of three main components as follows:-

- Core Subjects
- Taster Subjects
- TY Specific Units

Selection Procedure of Students

Parents and students are informed of the selection procedure for Transition Year at the beginning of 3rd year. A detailed account of the Transition Year

programme will be given to all parents/guardians/students at a dedicated information evening in the Spring of 3rd year.

Selection Criteria

Students will apply for a place on Transition Year by indicating their interest on the programme option sheet, given out at the Options night. All 3rd year students are eligible to apply for TY.

Interviews may be held to assess suitability.

Students will be admitted based on the following criteria:

- The students give an undertaking to embark on the TY programme with commitment and enthusiasm that ensures they each personally achieve the aims of TY.
- A student's disciplinary record will be given considerable weight in the application process as will the potential dynamic of the TY group.
- A student's attendance record up to Junior Cert will be a significant factor in this decision.
- The main qualities required of a student is that s/he is disciplined, takes guidance and correction in a positive manner, has the ability to interact in a respectful manner with all people and is self- motivated.

Offer of a place:

Successful students will be offered a place on the Transition Year programme by letter. This offer must be accepted in writing and returned to the Coordinator on or before the stated date. This will be followed by the option to opt out within seven days of the closing date for receipt of applications, after which time students must sign a TY Contract to secure their place.

In exceptional circumstances, the Board of Management reserve the right to place special conditions on a students' offer of a place on the programme. The Board has delegated this duty to the Principal.

Where a student has been refused an offer of a place his/her parents/guardians may appeal this decision to a TY Appeals Committee of the board of management, by completing an appeal form and submitting it to the Chairperson of the Appeals Committee within 7 days of the date of the refusal letter. The TY Appeals Committee will comprise of the following members: Chairperson of the Board of Management, who will serve as the Chairperson of the Appeals Committee, a member of the Board of Management, who is not a teacher nominee and one external person, to be appointed by the Board of Management. The decision of the TY Appeals Committee will be final. The appeal process is a paper based process and will not involve an appeal hearing.

Oversubscription:

In the event that the number of applicants exceeds the number of places available on the TY programme and all students meet the criteria for entry, a method of random selection will be used to assign places. This will be done in a transparent manner, in the presence of an independent observer.

Monitoring and Assessment of Students during Transition Year

Monitoring:

- Students will have homework, oral presentations, class tests and projects to prepare and complete.
- Each student will keep a Journal of Learning and Activities which will form part of the end of year Portfolio.
- Parents will receive reports at Christmas and Summer times.
- Parents will be invited to attend Parent/Teacher Meetings as in other years.
- Students are obliged to keep a record (Portfolio) of his/her achievements, which will form part of the assessment.
- Employers are requested to complete a work experience evaluation form for each student.
- Normal channels of communication between school and home will operate as the need arises.
- The Year Head and a core team will monitor student progress throughout the year.

Assessment:

Continuous assessment forms an important element of Transition Year. Each student will be assessed at regular intervals during the year. Teachers will take responsibility for assessment in their own subjects.

Students must also learn how to assess and evaluate their own performance.

Parents and members of the community will be invited to a TY Graduation night at which students will receive a Portfolio of Certificates which s/he had earned throughout the year. S/he will receive a CCS Transition Year Certificate awarded at Pass, Merit or Distinction Level.

90% attendance and participation in all aspects of the course is required for successful completion.

Costs

While we recognise the many financial pressures on parents / guardians resources, in order to cover the costs of the TY programme, a financial contribution is required from each student. This is subject to review and will be communicated at each year's Information Evening. Students who are accepted must pay a deposit of €100 by the end of the June. The remainder may be paid in two equal instalments, one by September 30th and the remainder by 31st October. Students are encouraged to get involved in a savings scheme to defray these costs.

The contribution covers Books, General Administration, TY Journal, Insurance, Bonding trip and Guest Speakers. This cost does not include additional activities arranged on a weekly basis and the foreign school trip. Students may also organise a fundraising activity to reduce these additional costs.

Work Experience

Work Experience will be divided into two blocks of 1-2 weeks pre Christmas and 1-2 weeks post Christmas. It is the responsibility of students to find their work placements under the guidance of the school.

Community Work

Each student must undertake some aspect of Charity and Community Work throughout the school year. The contract will be worked out in discussion with the Transition Year Co-ordinator and the School Principal.

This Policy was be reviewed and evaluated by the Board of Management on 24th May 2017 and updated on 29th April 2020

Signed:

Date:

Chairperson, Board of Management