



## **Transition Year Policy**

### **Mission Statement**

*St. Fergal's College is a co-educational school which aims to provide a quality education for all our students in a caring and respectful environment.*

*We enable students to develop fully a sense of their own unique worth by providing a broadly based curriculum which fosters intellectual, moral, emotional and physical growth.*

*We are committed to promoting good relationships between students, staff, parents and our community.*

*We aim to create a safe, healthy, learning environment that nurtures self-discipline and encourages our students to take responsibility for their own learning.*

*We aim to educate our students not only for now, but also for life.*

### **1. Aims and Objectives**

The Transition Year Programme creates an environment for the intellectual, spiritual, emotional, physical and social development of the individual student.

The main aims of the programme are:

1. To nurture the development of the student as a whole person by building on their previous experiences, through a curriculum designed by the school that is aligned to the TY Programme Statement.
2. To create space and opportunities for meaningful, enjoyable learning experiences through which the key competencies of students can be developed in the classroom and school, in the home and local community and in their roles as national and global citizens.
3. To expand the student's experience and awareness of diverse future pathways and nurture the student's capacity to sustain their growth and development through a process of lifelong learning.
4. To evolve continuously to meet the needs of the student through an evidence-informed reflection and renewal process, involving students, teachers, school leaders, parents, and community partners.

### **2. Eligibility**

All students currently in 3<sup>rd</sup> Year are eligible to apply for the Transition Year Programme. The Transition Year Programme is not compulsory. The maximum number of available places will be dependent upon staffing, facilities and resources, as will the minimum number necessary in order to run the programme. For acceptance on to the Transition Year Programme, the school must be of the opinion that a student is capable of benefiting from participation in Transition Year and, equally, that his/her participation will not prevent any

other student(s) from benefiting from participation. Any decision in this regard will be taken by the Programme Co-Ordinator, Deputy Principal and Principal following student interview and consultation with the student's teachers and Year Head.

### **3. Programme Structure**

#### **TY Core Subject Layer**

English, Irish, Maths, Science, Career Guidance, SPHE/RE, PE

#### **TY Subject Sampling Layer**

E.g. French, Music, Engineering, Art, Construction, DCG, Home Economics, Business Studies, ICT, Environmental Studies, Accounting, Economics, Italian

#### **TY Specific Layer**

E.g. Mini Company, School Musical, Driver Ed., Future Leaders, Youth Sport Leader Programme, Life Skills

#### **Calendar Layer**

Activities, Workshops, Day Trips, Overnight Trips

By utilising the above structure, the 4 student dimensions are achieved. These are Personal Growth, Being a Learner, Civic and Community Engagement, Career Exploration.

### **4. Evaluation Assessment and Certification**

- 4.1. Students will keep a record of all their everyday learning and experiences which will be monitored by the subject teacher (per subject) and the Programme Co-Ordinator.
- 4.2. Students will have their Portfolio (A4 Ring Binder) in school every day and have a responsibility to keep it regularly updated.
- 4.3. Students will be assessed through examinations and/or projects in their individual subjects.
- 4.4. Certification of the Programme will be assessed in credits and students will be awarded one of the following descriptors *Took Part in, Merit, Higher Merit, Distinction*.
- 4.5. The student considered to have made the biggest contribution to the Programme will be awarded 'Student of the Year' and will receive the Aoife Doocey Award.
- 4.6. Programmes' Co-Ordinator/Year Head will monitor behaviour, punctuality, attendance etc.
- 4.7. If a student's participation, behaviour, attendance etc is not satisfactory, the Programmes' Co-Ordinator reserves the right to sanction them in conjunction with the Code of Behaviour. This can include detentions, withdrawal from activities, day trips and foreign trips (regardless of monies paid).

*The school reserves the right to seek the removal of a student from the Programme if there is non- engagement in the curriculum by students. This includes non- participation in the work experience programme, curricular and extra-curricular activities.*

## **5. Application Procedures**

- 5.1. The Programme Co-ordinator will visit all third year classes in Term 2. They will make it clear to all prospective applicants that knowledge of, research into and preparation for Transition Year, as evidenced in the application process, will be critical factors in gaining entry to the programme. Attendance, application and attitude to work and behaviour will be important factors, particularly in the case of oversubscription.
- 5.2. During the second term in 3<sup>rd</sup> Year, the Programme Co-ordinator will give a formal presentation on the Transition Year Programme to third year students during school time. The qualities and disposition essential for successful participation in Transition Year will again be fully outlined to students at this presentation.
- 5.3. Subsequent to 5.2, at the subject/programme choice meeting for Third Year parents held in the second term, the concept of Transition Year is explained. During this meeting, the parents are informed of the format of Transition Year Programme.
- 5.4. Students apply for a place on the programme using the application form, witnessed by their parent(s)/guardian(s). A copy of the school's admission policy for Transition Year will be made available along with the application form.  
Acceptance of an application form completed by a student is not a commitment by the school to acceptance onto the programme.
- 5.5. The final submission date for applications will be stated clearly on the application form.
- 5.6. Applications will be considered valid only if they are fully completed and submitted to the Programme Co-Ordinator within the specified deadline.
- 5.7. All prospective participants will be interviewed by the Programme Co-Ordinator and the Deputy Principal. The interview will be based on the student's intentions for the year with specific TY questions. The interview will strive to identify and clarify if the student has the correct motives for applying for the course and has the intention of engaging actively and participating effectively in the course. Each student will be asked to state clearly the reasons why they are applying for a place. They must also outline the commitment that they will give if they are offered and accept a place. It will be impressed upon applicants that this interview is a critical factor in the application process. Students who are deemed to be partaking in the Transition Year Programme with motivations and attitudes incompatible with the mission statement of the programme may not be offered a place to ensure the integrity of the TY programme for all participants. Please note as part of this process behavioural, attendance and academic records will be taken into account, particularly if there are more applicants than places on the programme.
- 5.8. Upon receipt of application forms, teachers will receive a list of those wishing to apply for the Programme. Their input will be considered in the selection process.
- 5.9. If a student misses their interview and unless medically certified, they forfeit the application.
- 5.10. Successful and Unsuccessful applicants will be notified in writing.

## **6. Offers and Acceptance of Places**

4.1. Students and parents will be informed in writing of the outcome of the Transition Year application process. Places will be offered in writing to successful applicants. Students must inform the Programmes' Co-Ordinator as to whether they wish to accept or refuse the place.

4.2. Upon acceptance, both the student and his/her parent(s)/guardian(s) are expected to give an undertaking to arrange work-experience placements for the specified periods during the academic year. All parties agree to commit themselves fully to the TY Programme.

4.3. Any application to transfer to St. Fergal's College from another school will be considered strictly under the terms of the school's Admissions Policy in relation to such transfers.

## **7. Programme Fees**

The fee for participating in the Programme is €500. This fee includes Personal Insurance, ancillary costs and most TY activities. It will be used to pay for buses and entry fees for day trips as they arise, and to pay for workshops provided in school time. The Programme Co-Ordinator strives to utilise the budget in the most efficient way to ensure the provision of a well-rounded programme in line with the TY Statement.

Please note: Foreign Trip and any other overnight trip is not included in the above. These calendar events are costed separately.

This policy was reviewed and ratified by the Board of Management on 11th March 2024.

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Programmes' Co-Ordinator

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Chairperson, Board of Management

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Secretary, Board of Management

