



## **JULY EDUCATION (SUMMER PROGRAMME) POLICY**

### **DESCRIPTION OF SCHOOL:**

St. Paul's Special school is a Catholic School under the trusteeship of the Sisters of Mercy. This school caters for pupils on the Autistic Spectrum, boys and girls, ranging in age from 3 to 18 years.

### **DESCRIPTION OF JULY EDUCATION (SUMMER PROGRAMME):**

This Programme is an extension of the school year for children with a severe or profound general learning disability or children with an Autism Spectrum Disorder (ASD). Accordingly, the terms and conditions governing staffing and resources in the regular school year are also applicable to the July Programme unless otherwise stated. Staffing resources for the JEP, i.e. teachers and SNAs are the same as those provided for the participating children during the normal school year, having regard to the prevailing Pupil Teacher Ratio and, subject to the full participation of the relevant students. Staffing resources in excess of the current allocation to the class (es) providing the programme will not be approved.

### **AIMS:**

The key principles and approaches of the Summer Programme is to:

- Consolidate relationships with their schools, their teachers and their peers
- Build upon their existing learning, their readiness for learning and, to the extent that is possible, reduce regression in learning
- Develop resilience and experience of wellbeing by promoting a sense of safety, calm, connectedness, self-efficacy, and hope.

### **SUMMER PROGRAMME IN ST PAUL'S SPECIAL SCHOOL**

The decision for St Paul's Special School to run a Summer Programme will be made solely by the Board of Management. A decision to run the Summer Programme on a particular year does not imply that Summer Programmes will be operational in St Paul's Special School in subsequent years.

## **NUMBER OF AVAILABLE PLACES:**

The number of available places on the Summer Programme will be determined by the availability of School Staff to deliver the Summer Programme. Participation in the Summer Programme is voluntary for School Staff and it is for each Staff Member to choose whether or not to participate in the Summer Programme.

Each class will comprise a maximum of 6 students. A minimum ratio of 1 Teacher and 3 SNAs is required to support each Class during the Summer Programme. This is reflective of the minimum number of staff in classrooms in St Paul's Special School during the academic year.

Where this minimum staffing ratio cannot be met St Paul's will be unable to provide a Summer Programme. A minimum staffing for 2 Classes must be available before consideration to provide a Summer Programme will be given.

## **STAFFING**

In the interest of safety and welfare of pupils, the Summer Programme shall be staffed by Fulltime or Substitute Teachers and SNAs who are working in / have worked in St Paul's Special School during the academic year. This is to ensure continuity and predictability for the pupils.

## **WHO IS ELIGIBLE TO ATTEND:**

All children and young people attending St Paul's Special School on 30<sup>th</sup> June of the current school year are eligible to participate in their school's Summer Programme, **if** this Programme is running.

## **WHEN WILL THE PROGRAMME RUN:**

The Summer Programme will run for two weeks during July; Dates to be decided annually by Board of Management.

## **TRANSPORT:**

St Paul's Special School will be unable to provide Bus Escorts for the duration of the Summer Programme. Parents / Guardians shall be responsible for transporting their children to and from the Programme. A Department of Education Transportation Grant is available for the duration of the Summer Programme.

**Parents / Guardians must ensure that children are dropped and collected promptly.**

## **APPLICATION PROCESS FOR SUMMER PROGRAMME:**

Parents will be invited to apply for their child/family to attend the Summer Programme. Applications shall be made using the attached Application Form. **Only applications made on this form shall be considered as valid** (Telephone Calls, Emails, Text messages etc shall not be considered valid applications).

Applications will be accepted between 20<sup>th</sup> May until 2<sup>nd</sup> June inclusive. All applications must be returned to School office in a sealed envelope marked with

Child's Name / Family Name and  
'Summer Programme'

Application Forms can be requested from the School Office or available @ [https://drive.google.com/file/d/11xI8n\\_IKD3mcwrRliaodwkuQGRaKazSc/view?usp=sharing](https://drive.google.com/file/d/11xI8n_IKD3mcwrRliaodwkuQGRaKazSc/view?usp=sharing)

Successful Applications shall be notified to parents within 5 working days of closing date for applications.

## **OVER-SUBSCRIPTION**

Where there are more applications for the Summer Programme than there are available places, a draw shall take place to identify children eligible to attend the Programme.

## **UNSUCCESSFUL APPLICATIONS TO SUMMER PROGRAMME:**

Where St Paul's Special School decides not to operate the Summer Programme, or where due to oversubscription, they have not been successful in applying for St Paul's Summer Programme, these children and young people may avail of the home-based programme instead.

### **Please Note:**

**It will be the responsibility of parents / guardians to make all arrangements for the home-based programme.**

Signed: *Paul Burke*

(Chairperson of Board of Management)

Date: 3<sup>rd</sup> June 2021

Signed: *Adrian Harkin*

(Principal)

Date: 3<sup>rd</sup> June 2021



**JULY EDUCATION (SUMMER PROGRAMME) APPLICATION FORM**  
**(Completion of Form does not guarantee that a place will be available)**

Year : 20\_\_\_\_

I wish to apply for a place in St Paul's Special School Summer Programme for

\_\_\_\_\_

I understand that the completion of this form does not mean that my child shall be offered a place in this Programme. In this case I shall make alternative arrangements for my child to access the home-based Programme  Please tick

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**(Incomplete forms shall be considered invalid)**

\*\*\* Only children and young people attending St Paul's Special School on 30<sup>th</sup> June of the current school year are eligible to participate in St Paul's Special School's Summer Programme \*\*\*\*