

x



*"Let the rooms be
full of happiness"*

*Scoil Iósaf National School,
Castlemartyr, Co. Cork.*

*Tel: (021) 4667689 Email: castlemartyrns@gmail.com
Roll No: 13647B*

One to One Teaching Policy

Rationale:

Castlemartyr National School recognises that the protection and welfare of the child is of paramount importance. The school will adopt all safe practices that minimise the possibility of harm to the child. This policy was developed in April 2022 and review conducted in June 2025.

Child Protection:

All one to one teaching and school activities will take place in accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Child Protection Procedures for Primary and Post Primary Schools 2017 and the school's Child Safeguarding Statement and Risk Assessment.

It is of the utmost importance that all staff who work one to one with pupils do so in accordance with agreed policies and procedures in order to protect all parties involved.

General Guidelines:

One-to-one teaching and activities will take place when it is deemed to be in the best interest of the child. When one to one teaching and activities take place, Class Teachers, Special Education Needs Teachers and SNA's must ensure that:

- One to one teaching and activities (e.g. sensory breaks etc.) take place in an environment that is safe for both the child and the staff member.
- The SEN teacher or SNA will always inform the class teacher when he/she is taking a child from the classroom for other agreed one-to-one activities.
- The staff member and the pupil will be visible through a glass panelled door and /or door slightly ajar, so that the occupants are visible at all times.
- A copy of the SEN teacher's timetable will be made available to the Principal and class teacher.

- Parents/Guardians of a child who is to be involved in one to one teaching or activities will be informed of these arrangements in advance. Written permission will be requested, this can be done through the Aladdin app.
- Where possible sensory breaks will be timetabled to facilitate two staff members to work cooperatively with the pupils.
- Concerns arising from one-to-one teaching or activities will be made known to the Principal/Deputy Principal.
- Substitute teachers are Garda vetted and therefore follow the S.E.N. teacher's timetable and continue with one to one teaching as timetabled, unless otherwise advised by the principal.
- Students on teaching practice or on work experience should never be in a one to one setting with pupils in the school.

Ratification:

This Policy on One to One Teaching and Activities was presented to the Board of Management at its meeting on 7/4/22.

It will be further reviewed after there has been a material change in any matter to which this document refers.

Signed:



Chairperson, Board of Management.



Principal, Secretary of Board of Management

Dated: 7th April 2022