

MANAGEMENT, PASTORAL CARE & SUPPORT STRUCTURES - ROLES

SUBJECT TEACHER

Has responsibility for overall management of teaching and learning in her/his own classroom, through promotion of positive discipline

CLASS TUTOR

Undertakes the role of caring for a class group (tutor group) in order to promote learning at every level of the person. She/he establishes a special relationship with her/his tutor group so as to have positive influence on their attitudes and behaviour and to be available to offer support to a student in times of difficulty.

YEAR HEAD

The Year Head, on behalf of the school community, takes on the role of overseeing the welfare of a year group so that learning at every level of the person is supported. The Year Head gets to know the students in the year group, through meeting at least once a year, so that each student is led to feel that an interest is taken in her personal and academic development and that the Year Head is available to help her.

DEPARTMENT CO-ORDINATOR

Has responsibility for organisation and management of a subject department, so that members of the department work co-operatively and in a collegial manner to deliver the syllabus in the most efficient manner.

GUIDANCE COUNSELLOR

Offers advice to students on subject choice, career guidance for programmes and study techniques.

HOME SCHOOL LIAISON TEACHER

Acts as a link between home and school, by visiting homes and promoting awareness of all educational and school issues between school and home.

DEPUTY PRINCIPAL

Responsible, in conjunction with the Principal, for the day-to day- running of the school, particularly in matters relating to positive discipline and timetable.

PRINCIPAL

Overall responsibility for the leadership and management of the entire school community.

BOARD OF MANAGEMENT

Has ultimate responsibility for management of all aspects of the school. The Board of Management is a voluntary body with a term of three years.

PARENTS

Parents have a special role in the school community as partners in the education of their children. There are two parent members on the Board of Management and there is also a vibrant Parents' Association. Parents are invited to the school on Parents' days and PT meetings. An appointment can also be arranged through the school office. Parents/Guardians are asked to familiarise themselves with school policies and structures. Attendance of students at the school is conditional upon acceptance and adherence to all school rules and policies.