



**An Roinn Oideachais
agus Scileanna**
Department of
Education and Skills

Terms and Conditions for Reconnecting with School: Summer Programme in DEIS Post-primary Schools

During the Covid 19 school closure period, it is recognised that school principals and teachers have gone to great lengths to ensure that students remain connected with school and education. It is acknowledged that teachers and principals throughout the school system have made huge efforts and undertaken a lot of work in order to adapt their teaching approaches to facilitate a move to remote learning. While significant work has been carried out at school level in order to encourage all students to engage in learning, not all students have engaged.

For many socio-economically disadvantaged students remote learning presents a particular challenge as many of these students and their families have limited opportunity to engage with learning in a remote teaching environment. It is generally acknowledged that these pupils are at more risk of disengaging in a remote learning environment relative to their peers, and may fail to make successful transition to a more senior class or struggle to re-engage with school.

While many schools made significant efforts to establish what the barriers were and provide solutions, many were unable to reach all students. Feedback from schools, DES Inspectorate surveys, and education partners is that there is a genuine concern amongst teachers that children and young people who have disengaged may struggle on return to school and there is an increased risk of pupils struggling to engage next year. It is for this reason that DEIS schools are being offered the opportunity to arrange a programme for reconnecting with school.

This document sets out the relevant terms and conditions in association with the running of a summer programme in DEIS post primary schools and should be read in conjunction with the Reconnecting with School: Guidance on Summer Programme in DEIS Post Primary schools

www.education.ie/en/Parents/Services/summerprovision/reconnecting-with-school-guidance-on-summer-programme.pdf.

The goal is to ensure in so far as possible that these students can reintegrate/transition into their planned education setting for the next school year with their peers.

This programme is voluntary and all DEIS post primary schools which apply will be approved.

Public Health Guidelines

Schools are required to operate camps in accordance with the relevant public health guidelines. The Department has requested advice from the health authorities in relation to the re-opening of schools and the operation of a summer education programme. The Department will ensure that advice is made available to schools before the beginning of summer education programmes

Department of Education and Skills Guidelines and Circulars

All day to day circulars and school policies under the Department of Education and Skills apply, for example those relating to child protection, anti-bullying and health & safety.

Applications

The Expression of Interest form will be available for completion on the Department's website from Friday 12th June and must be submitted no later than Friday 26th June. <https://checkbox.education.gov.ie/checkbox/School-Summer-Programme-DEIS-Postprimary-Schools.aspx>

Criteria for inclusion of students:

Schools understand their own students' context and circumstances and are best placed to determine which students may benefit most from attending the programme. Those most at risk of educational disadvantage, school disengagement and early school leaving should be considered as a priority and should be guided by the DEIS themes (see guidance document)

The maximum number of students who can be supported in each DEIS post-primary school is 10% of the September 2019 enrolment

Schools may consider it useful to maintain a contingency/waiting list of students to ensure that any vacancies which arise can be filled.

Staffing of summer programme:

A Pupil Teacher Ratio (PTR) of 12:1 is to be implemented. All teachers must be registered members of the Teaching Council and be committed for the full week of the programme

It is important that Irish is the sole language of communication in the Irish-medium programmes

Timing of summer programme:

It is a matter for the school to decide on which week is most appropriate to run the summer programme. While it is considered that the optimal timing of delivery of the

summer programme is as close to the official reopening of schools as possible, this is completely at the schools discretion and it can be run any time throughout July or August.

The time allocated should be based on the existing school timetable in terms of beginning and end times each day. Teachers should use time at the beginning and end of the day for planning and review. Students should begin no later than 10.00 am and finish no earlier than 3 pm.

Transport

Where transport to and from a DEIS post-primary summer programme is identified as a barrier for certain students to attend the programme, schools may make their own local transport arrangements and claim the associated costs from the Department up to a maximum of €1,750 per week, per school.

It is important to note that transport should only be arranged for those students who are already availing of school transport under the Department's post-primary School Transport Scheme. See: <https://www.education.ie/en/Parents/Services/School-Transport/School-Transport-Schemes/School-Transport-Post-Primary-.html>

All claims in respect of transport costs must be accompanied by:

1. the appropriate receipts e.g. private bus company receipts, taxi receipts.
2. names of students who were provided with transport to and from the summer programme and confirmation that they are currently availing of the post-primary school transport scheme

Grant funding

A grant is payable and is comprised of:

1. Teacher Costs – teachers employed on the programme will be paid the relevant hourly rate as set out in DES Circular 41/2019 for class contact hours and for any CPD undertaken see https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0041_2019.pdf
2. €30 capitation per student – to cover any student materials, ancillary costs, overheads etc.
3. Administration costs and Overseer allowance
4. Transport costs, if applicable.

The relevant hourly rate as per DES Circular 41/2019 will be paid to teachers who undertake administration work in connection with the summer education programme as regards its associated administration. It is appreciated that this work may be shared by a number of teachers. A maximum cumulative of 14 hours per school in

terms of administration will be paid (irrespective of the number of individuals involved). This work includes but is not limited to:

- Identifying and contacting suitable students and their parents/guardians
- Ensuring the proper logistics are in place in the school
- Arranging Transport, if applicable
- Submitting all relevant documentation to the Department

The role of the Overseer is to manage/oversee the programme and must be present in the school for the full duration of the programme in order to deal with any issues that arise. The Overseer is not permitted to participate in the programme in a teaching role.

The Department will issue claim forms to any schools participating in the summer programme for completion and return at the end of the programme. It is intended that all grants associated with the programme will be paid to participating schools by the end of October 2020

Training for Teachers

All programme teachers will be required to attend an online training/information webinar, which will take place over two sessions. Each session will take a maximum time of 1hr 30mins. The first session has been developed by NEPS with a focus on the impact of Covid 19 on teacher and student wellbeing and reconnecting with school in the current situation. The second session will cover the principles of the summer programme providing advice on the approach to be taken and will be provided by the relevant support services.

The webinars will be recorded and made available for further reference and it is intended that this training will be delivered as early as possible.

Next steps for schools

If you wish to avail of the opportunity to run a summer programme in your school, the following steps are advised:

- Identify staff who are willing to participate
- Identify an overseer of the programme
- Draw up criteria for identifying pupils to take part in programme.
- Arrange to contact the parents of these pupils to confirm availability to attend
- Complete and submit expression of interest form available at <https://checkbox.education.gov.ie/checkbox/School-Summer-Programme-DEIS-Postprimary-Schools.aspx>

Programme Evaluation Form

A Programme Evaluation Form will be provided for completion by both teachers and students.

Policies and Responsibilities:

The Board of Management must ensure the following:

- All necessary arrangements are in place including insurance, suitable accommodation, engagement and payment of qualified teachers from the staff, and ensuring that the project meets all legal, taxation and other employer responsibilities.
- Effective financial oversight of programme including:
 - spending of grant on authorised payments only
 - records and original receipts maintained
 - programme report prepared certifying attendances and income and expenditure.
- All relevant school policies are implemented, applied and where necessary adapted. These include Child Protection, Health & Safety, Anti-Bullying, Behaviour, Critical Incidents and Healthy Eating.

The school must have adequate child protection measures in place for the summer programme and these should include clear reporting procedures for ensuring that any child protection concerns arising within such activity or service are reported promptly to Tusla in accordance with the relevant requirements of Children First National Guidance 2017 and the Children First Act, 2015. Such procedures include clearly documented procedures for ensuring that the DLP of the school is kept appropriately informed of any child protection concerns that arise within the activity or service concerned.

In accordance with the Children First Act, 2015, the school's risk assessment and Child Safeguarding Statement take account of any such activity or service and specify the risks of harm identified and the procedures that are in place to manage those risks

Queries

Any queries in relation to summer provision in DEIS post-primary schools should be emailed to

SPDEIS@education.gov.ie