



Coláiste Phobal Ros Cré



STUDENT TEACHER PLACEMENT POLICY



Rialtas na hÉireann
Government of Ireland



Có-mhaoinithe ag an
Aontas Eorpach

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Policy Area	Schools
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Coláiste Phobal Roscrea
Postgraduate Masters in Education (PME)
Teaching Practice Policy

The following are the guidelines for students completing their Postgraduate Masters in Education (PME) teaching practice in Coláiste Phobal Roscrea.

1. Students must familiarise themselves in advance with the school's key policies.
 - a. Code of behaviour
 - b. Anti-bullying policies
 - c. Safety statements for practical rooms
 - d. Staff handbook
 - e. Fire Evacuation Procedures and Routes
2. PME students must make themselves available to cover classes if required by the school.
3. PME students must get involved in extracurricular activities at least once a week.
4. PME students can expect the school Principal /Deputy to observe 1 or 2 lessons.
5. Subject teachers will sit in on classes initially.
6. Important that PME teachers check all school notices on VS WARE to inform visiting inspectors of times when classes may not be available.
7. PME students must strive to interact positively and seek advice from the staff of Coláiste Phobal Roscrea while on TP.
8. PME students must meet with class teachers to agree on what topics are to be covered.
9. PME students are expected to keep all information in relation to school confidential and exercise discretion where appropriate. Sensitive Data must never be shared or discussed inappropriately.
10. When using VS ware use a secure password and never download or print student data.
11. PME students must always remain professional and courteous making every effort to carry out our Core Values of Care, Respect, Equality, Excellence and Community.

Every support will be offered to students on TP but the Principal shall terminate the TP if felt that the work being completed by a student on TP is of a low quality.

Adoption and Communication

The Board of Management adopted these procedures at a meeting on **1st April 2025** and are available on the school website.

Chairperson: _____

Date: _____

Secretary: _____