

# ERASMUS+ POLICY

## *Killinarden Community School*



Killinarden Community School aims to protect the well-being of its students and staff by providing a safe and nurturing environment at all times. This is in keeping with our mission statement: *‘Our school community is committed to providing an inclusive learning environment, enabling students to achieve their full potential, promoting excellence and fostering respect for the individual and the community. We strive to do this in a spirit of co-operation and partnership and in keeping with true Christian values’.*

### **1. Policy Purpose and Scope**

This policy outlines how Killinarden Community School, a post-primary school under the Department of Education, engages with the Erasmus+ Programme. The purpose is to enhance student learning, teacher professional development, and international cooperation, in line with our school’s mission and the European objectives for education and training.

### **2. Legal and Funding Framework**

Participation in Erasmus+ is guided by regulations of the European Union and coordinated in Ireland by Léargas. The school accepts and complies with all requirements of the Erasmus+ Programme Guide, the Department of Education policies, and relevant child safeguarding and GDPR legislation.

### **3. Governance and Oversight**

- The Board of Management has ultimate responsibility for Erasmus+ activities.
- The Principal and Senior Leadership Team oversee Erasmus+ implementation.
- An Erasmus+ Coordinator is appointed to manage applications, projects, and reporting.
- Annual updates are provided to staff, parents, and the Board of Management.

#### **4. Participation Criteria**

- **Students:** All students are eligible subject to project criteria, behaviour record, attendance, and parental consent.
- **Staff:** Teachers and support staff may participate in training or mobility based on relevance to professional role and school needs.
- Transparent selection processes are applied, with a commitment to fairness and inclusion.
- Special consideration is given to learners with fewer opportunities to ensure equitable access.

#### **5. Types of Activities**

The school may engage in:

- Student group mobility projects (short-term or long-term).
- Teacher training courses, job shadowing, or teaching assignments abroad.
- Partnerships with European schools and organisations.
- Projects that develop innovative practices and share good teaching approaches.

#### **6. Partnerships and Planning**

Partner organisations are chosen based on their shared educational goals and commitment to quality. The school maintains clear agreements with partners regarding roles, responsibilities, communication, and safeguarding measures.

#### **7. Health, Safety, and Child Safeguarding**

- All Erasmus+ activities follow the school's Child Safeguarding Statement and Department of Education guidelines.
- Risk assessments are conducted for all mobilities.
- Adequate travel insurance, parental consent, and supervision arrangements are mandatory.
- Safeguarding protocols are applied in host institutions and families.

#### **8. Financial Management**

- Erasmus+ funds are managed in line with school financial procedures and Department of Education requirements.

- A designated Finance Officer maintains transparent records and reporting for Léargas.
- Funds are used solely for eligible expenses (travel, accommodation, support, course fees).

### **9. Language Preparation and Learning**

Students and staff are supported with language preparation relevant to their mobilities. The school promotes intercultural awareness and linguistic competence before, during, and after projects.

### **10. Monitoring, Evaluation, and Quality Assurance**

- Projects are monitored through ongoing feedback from staff, students, and partners.
- Outcomes are evaluated against project objectives.
- Findings are disseminated through staff meetings, student assemblies, and newsletters.

### **11. Inclusion and Equal Opportunities**

The school is committed to equal access for all students and staff, regardless of socio-economic background, ability, gender, ethnicity, or additional needs. Support measures and Erasmus+ inclusion funding are used to ensure participation for those with fewer opportunities.

### **12. Policy Review**

This policy will be reviewed every three years, or sooner if required by changes in legislation or Erasmus+ guidelines. The review will involve consultation with staff, students, parents, and the Board of Management.

The next date for a full review is during the academic year 2028/2029

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**Adopted by the Board of Management on [Date]**

Signed: \_\_\_\_\_ (Chairperson, Board of Management)

Signed: \_\_\_\_\_ (Principal)