

# Induction Policy



## St Benignus NS, Balscadden

### 1.0 Introduction

St Benignus NS, Balscadden is committed to ensuring that every child receives a quality education. We want to work with parents/guardians to ensure that we support their child's learning in whatever way we can. Ensuring that pupils make a good start to their primary school career is key to achieving that aim. This policy is designed to ensure good communication between the school and parents/guardians before they begin in school.

### 2.0 The policy's relationship to the school's mission statement and ethos

St Benignus NS aims at promoting the full and harmonious development of all aspects of the pupil: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and other people. We endeavour to equip each child with the skills and positive self-esteem to empower them to contribute to their community and become lifelong learners. We believe that effective induction for the parents/guardians of incoming pupils is essential for achieving that goal.

### 3.0 Induction Procedures

3.1 An Induction evening will be held in the June before the pupils are due to begin in the school. Parents/guardians will be sent a letter inviting them. A reminder text will also be sent closer to the time.

3.2 The Induction evening will be hosted by the school principal. Other speakers will include the junior infant teacher, the chairperson of the Board of Management and the chairperson of the Parents' Association. Refreshments will be provided with the support of the Parents' Association.

3.3 Each new parent/guardian will receive an Induction pack which will give information on the school and school policies.

3.4 Parents/guardians will also be asked to sign permission slips that might pertain to school life.

3.5 Settling in procedures will also be discussed at the meeting, such as earlier finishing times initially, playground 'buddy' system with 6<sup>th</sup> class pupils etc.

3.6 A class visit will be arranged for the pupils beginning in September, usually soon after the Induction evening.

Last reviewed November 2013

This policy was adopted by the Board of Management on \_\_\_\_\_ (date)

Signed: \_\_\_\_\_  
Chairperson of the Board of Management

Signed: \_\_\_\_\_  
Principal

Date: \_\_\_\_\_

Date: \_\_\_\_\_