



Muslim National School

Seek knowledge from the cradle to the grave

19 Roebuck Road
Clonskeagh
Dublin 14

Phone: 012961340

Email: mnsclonskeagh@gmail.com

Roll Number: 19949B

www.muslimns.ie

POLICY ON THE PROVISION OF WORK EXPERIENCE FOR TRANSITION YEAR STUDENTS

This policy has been drawn in response to applications the school receives on an annual basis to facilitate local secondary school students with placements for Transition Year Work Experience.

This policy also takes account of the health and safety of the children on campus and the smooth running of the school by staff.

Applying for Transition Year Work Experience:

- The TY student must apply in writing (by letter or email) to the Principal of the Muslim National School. This letter of application should state the dates when the student is hoping to work in the school.
- Applications must be made at least 4 weeks prior to the planned commencement date.
- Applicants must be Garda vetted and be able to produce proof of such.

Selection of applicants:

- The Principal will decide whether or not a work experience placement can be offered to the student.
- The Principal will respond to the student by email or to the student's parents by phone to inform them of the decision made.

Important information:

Accommodating TY students can affect the smooth running of the school. It requires extra work from staff to ensure the health and safety of additional juveniles, while also extra delegation and supervision work by a wide range of staff. For this reason, the following are also part of the school policy:

- There will be a maximum of 8 TY students accommodated in any academic year
- No more than two TY students will be accommodated at any one time
- The school strongly encourages only those TY students with a genuine interest in exploring a career as a teacher or special needs assistant to apply for a work experience position.



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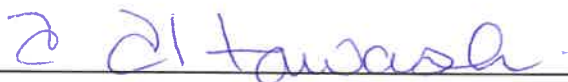
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This Policy was approved by the Board of Management at its meeting on 3rd October, 2024.

Signed: 

Date: 03/10/2024

Chairperson of the Board of Management

Signed: 

Date: 03/10/2024

School Principal