

Tullow Community School

Transition Year Programme 2022 - 2023

TY Overview & Handbook



Certified:

1. Manual Handling
2. Working at Heights
3. Driver Safety Awareness
4. Cardiac First Response
5. Forecourt Emergency Response
6. Child Protection & Welfare
7. GDPR for Frontline Staff
8. Food Allergen Awareness
9. Food Safety Essentials
10. Infection Control Awareness (Covid 19)
11. Hospitality Customer Care
12. Dealing with Difficult Customers
13. Retail Customer Care Awareness
14. Drug Awareness
15. Fire Safety Awareness
16. Office Health & Safety Induction
17. Office Ergonomics

Johnson & Johnson
MEDICAL DEVICES COMPANIES

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IRELAND
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TY's Surfing in Curracloe

TY's supporting Tullow C.S. Science Festival, building a Green House from plastic bottles & presenting at the 'One Good Idea' Competition



Tullow Community School

To nurture the wellbeing of all so that they may grow in knowledge, conscience and compassion

Tullow Community School
Transition Year Programme

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TY Coordinator's Welcome

Congratulations students, you have made it to Transition Year 2022 - 2023! A very big warm welcome to all 60 of you. This is the year you have been waiting for! You are no doubt wondering what the year will bring. We endeavour to make this a most positive and enjoyable year for you. We cannot achieve this of course without your enthusiasm and engagement.

During the Third Year 'Transition Year Overview', I said the following to you:

- What a student gets out of TY depends hugely on the **attitude** he/she takes to it in the first place. If you are **open-minded**, you are more likely to see and grasp the opportunities. It is an opportunity to try new activities, new subjects, attempt things you have never had the opportunity to do in your academic life before.
- Through this, students become **stronger in themselves**, their **confidence grows**, their ability to **work as part of a team** is developed, along with their **social and personal skills**. Transition Year is a year-long programme and your **level of engagement** is your **reward**.

I am asking you to actively take part in everything you can and to take the opportunities that arise. This is your year to shine! This is your year to develop new interests, passions, and friendships. It is your year to develop strong relations with each other and with your teachers. It is your year to develop skills, aptitudes and visions that you enjoy, while developing academically through learning from first-hand experience. This is also your year to face your fears and in doing so overcome those fears! Most importantly, it is your year to enjoy, learn, mature and grow!

To teachers, I want to say a huge thank you for all you put into Transition Year. Without your creativity, passion and vision, we would not be able to offer the wide range of subjects and modules that stimulate our students' development. Without your willingness to organise and take part in trips and activities, the extra-curricular parts of Transition Year could not happen.

To parents, I wish to extend a massive thank you. Your encouragement, support and commitment throughout the year are invaluable to your student's development and enjoyment of Transition Year. We welcome your ideas and suggestions to offer the best possible year to our TY students. Please feel free to contact me at Brian.Larkin@tullowcs.ie with your suggestions.

I wish you all the most successful and enjoyable Transition Year!

Kind regards

Brian Larkin

Mr. Brian Larkin
Transition Year Coordinator
Tullow Community School



1. Introduction

Transition Year is a one-year programme for students who have completed their Junior Cycle education. Our programme offers the potential for the holistic development of students as flexible learners, active citizens, and future workers.

The Tullow Community School Transition Year programme is constantly evolving to meet the needs of young people. It is planned through the consultation of all the stakeholders in the school community - Students, Parents, Teachers, the Transition Year Coordinator, Senior School Management and External Agencies. Regular evaluation of the programme is carried out by students, parents, and teachers to build and improve on our Transition Year programme.



In Transition Year we build on the learning in Junior Cycle in core subjects. We offer a diverse range of new exciting courses in rotational modules and elective all-year courses. We offer a range of workshops, activities and trips; our students achieve Gaisce medal's and we welcome speakers on a range of topics.

In Transition Year, students are free to enjoy learning without the pressure of state examinations. Assessment is more formative than summative. Students will keep a portfolio of their work throughout the year and reflect on their learning experiences. They will receive Christmas and Summer reports and there is an end of year TY Graduation Ceremony where students' achievements are recognised. Parents will also receive formative feedback at Parent-Teacher meetings.

A central part of our TY programme is work experience. It is envisaged that students will experience the world of work, by engaging in a 2-week work experience or work shadowing programme. Students will keep a reflective journal of their work experiences. Our TY students will also be made more employable by engaging in 17 online workplace certification courses.

TY Rationale

Transition Year is designed to act as a bridge between Junior Cycle and Senior Cycle by facilitating the smooth transition from the more dependent learning of Junior Cycle to the more independent self-directed learning required for Senior Cycle. It is an interdisciplinary programme with an emphasis on personal development, social awareness and increased social competence.

The rationale of Transition Year is:

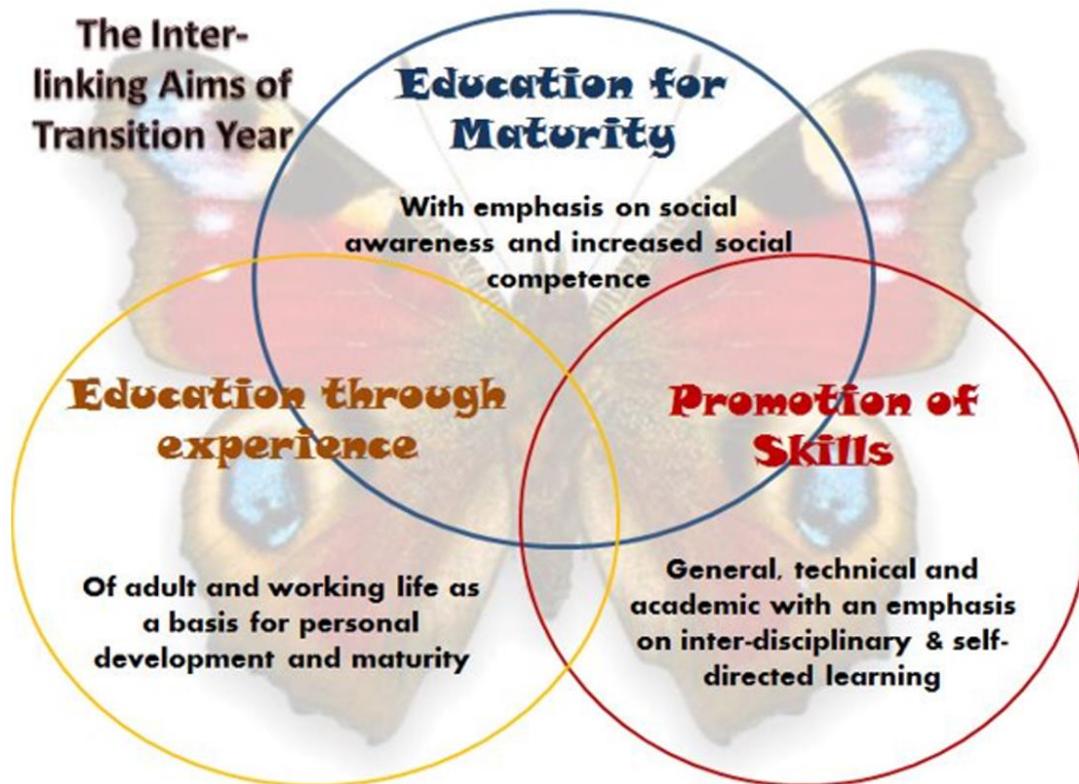
- To provide a learning structure which promotes maturation.
- To develop a wide range of cognitive and emotional processes.
- To be learning-led rather than exam-led.
- To provide breadth and balance in the curriculum.
- To provide experiential learning and to encourage life skills.
- To learn through networking with other schools and social agencies.
- To encourage variety in teaching and learning styles.
- To lead the student to the point where self-regulated learning takes place.



TY Aims & Objectives

“To promote the personal, social, vocational, and educational development of students and to prepare them for their role as autonomous and participative members of society”

(DES, Transition Year Guidelines 1994/1995).



Our Tullow Community School Transition Year programme also aims to:

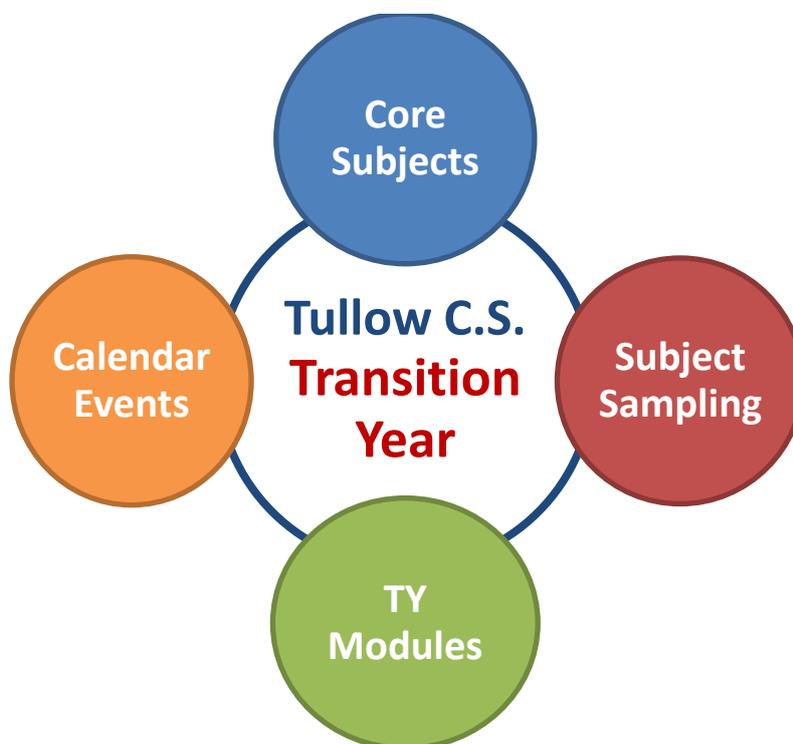
- Promote the holistic development of our students by building confidence, self-esteem, independence and maturity. Encouraging both personal and social development
- Provide students with the skills, supports and opportunities necessary to develop their individual gifts and strengths.
- Enable students to experience a year where the emphasis is on individual responsibility for study and self-directed work. Develop the student as an independent and self-motivated learner.
- Enable students to take a greater responsibility for their own learning and decision making.
- Help students to develop a range of critical thinking & creative problem-solving skills.
- Provide students with the opportunity to participate in a variety of subjects, modules, workshops and activities.
- Nurture students to become caring, articulate and self-confident people.
- Encourage students to become more involved in their school and the wider community.
- Provide students with the skills & supports needed to understand their own educational needs.
- Develop those skills necessary to cope successfully with their particular stage of development.
- Prepare students for the world of work through work experience (*If possible*) and to make students more employable through workplace certification.
- To support the overall ethos and mission statement of Tullow Community School i.e.

“To nurture the wellbeing of all so that they may grow in knowledge, conscience and compassion.”

2. TY Programme Overview

Our Transition year programme has four interconnecting layers.

The core subject layer stimulates students academically on their learning journey to the Leaving Certificate. Teaching and learning methodologies encourage critical thinking and problem-solving skills. Underpinning all methodologies is the objective of active and self-directed learning.



➤ **Core Subjects:** These are the subjects typically timetabled for the entire year and are Leaving Certificate subjects e.g., English, Irish, Maths.

➤ **Subject Sampling:** These can be Leaving Certificate subjects, e.g., Art, DCG, Engineering, Physics. Others are tailored to suit the Transition Year programme. For example, Coding, Enterprise, Music, Political Education.

➤ **TY Modules or Subjects:** These are specific to Transition Year that may include several Transition Units for example Junk Kouture, Mini Company, Robotics, Driver Theory, Public Speaking etc.

➤ **Calendar “Once Off”:** These are events, activities and workshops that take place on specific dates or times during Transition Year such as tours or trips e.g., Surfing, Castlecomer Discovery Park; Work Experience, Musicals, Law Education workshop, Self-Defence workshop, Early Drive Course, Enamelling workshop, Music: Drumming workshop, History Tour: Glasnevin Cemetery, Collins Barracks, Kilkenny Castle, Geography: Dunmore Caves etc.

Tullow Community School
Transition Year Programme

Core Subjects are completed for the entire year.

The course outlines for core subjects can be found in Appendix 1 below

1. Core Subjects	Number of class periods per week
English	3
Irish	3
Maths	3
Religion	3
Health Education	1
Physical Education	2
Pastoral Care	1
Career Guidance	1
Total	17

The course outlines for sample subjects and modules can be found in Appendix 2 below

2. Subject Sampling & TY Modules	Number of class periods per week	Number of school weeks
Active Schools	4	30 weeks
Art	4	10 weeks
Bus/Account & Enterprise	4	30 weeks
Computer Applications	2	30 weeks
Coding	4	30 weeks
Construction	4	10 weeks
Design Comm Graphics	4	10 weeks
Driver Theory	1	30 weeks
Engineering & Robotics	4	10 weeks
Junk Kouture	4	30 weeks
French	3	10 weeks
German	3	10 weeks
Political Education	3	10 weeks
Public Speaking	1	30 weeks
Home Economics	4	10 weeks
Music	2	30 weeks
Biology & Ag Science	4	10 weeks
Chemistry	4	10 weeks
Physics	4	10 weeks



Tullow Community School
Transition Year Programme



3. TY Workshops & Activities (If possible)

- Gaisce & Headstrong
- School Bank & SVP
- Dave's Jungle Workshop
- Film Workshop
- Drumming Workshop
- Work Experience
- Workplace Certification
- Law Workshop
- Newspaper Reporting
- Interview Skills Workshop
- Hairdressing Workshop
- Enamelling Workshop
- Self Defence Workshop
- School Musical & others...



Ms. Gray's TY 2020-21 Headstrong Team & Ms. Smyth presenting the Gaisce Awards at the TY Graduation 2022.

TY's learning fun scientific facts about wildlife.





4. TY 2022 – 2023 Calendar of Events & Workshops (If possible)

7 th – 8 th September 2022	Surfing at Curracloe
27 th September 2022	Mount Leinster Walk
10 th October 2022	Castlecomer Discovery Park
Ongoing	Dulann Workplace Certification Courses Online
24 th – 28 th October 2022	Work Experience Week 1
10 th November 2022	Ger Carey's TY Comedy Show Laughter Lounge Dublin
10 th November 2022	History Tour: Glasnevin Cemetery
21 st – 22 nd November 2022	Mondello Early Drive Course
7 th December 2022	Kilkenny On Ice: Ice Skating
7 th December 2022	Geography Tour: Dunmore Caves
21 st December 2022	Christmas Table Quiz 9 – 11, Christmas Movie 11:15 – 1:15
11 th January 2023	TY Music Drumming Workshop
25 th to 26 th January 2023	TY Law Education Workshop
7 th to 10 th February 2023	Work Experience Week 2
21 st February 2023	History Tour: Guided Tour of Kilkenny Castle
21 st February 2023	Kilkenny Activity Centre Paintballing
2 nd March 2023	TY Close Encounters Self Defence Workshop (<i>TY Pascal</i>)
10 th March 2023 (<i>if possible</i>)	TY Ball: Ballykealey House Hotel (Friday 7:30pm to 12:00)
30 th March 2023	TY Close Encounters Self Defence Workshop (<i>TY Joyce</i>)
19 th – 20 th April 2023	Baltinglass Outdoor Education Centre
May 2023	Engineering: Enamelling Workshop
Ongoing	CPR Workshop
2 nd & 3 rd May 2023	Gaisce Trip Kippure, Co. Wicklow
15 th – 16 th May 2023	Surfing in Curracloe End of Year Trip
26 th May 2023 (<i>Provisional</i>)	Transition Year 2022 – 2023 Graduation Ceremony 7pm

Other Options: History Tour: Enniscorthy Castle, 1798 Rebellion Centre & Vinegar Hill.
Glendalough Walk, Wicklow Mountains, Cycle the Waterford Greenway.
Bowling & Laser Tag in the Dome Carlow, Carlow Cinema, Tayto Park.

Tullow Community School
Transition Year Programme



TY Surfing in Curracloe
7th & 8th September 2022



Climbing Mount Leinster 27th September 2022



TY Team Bonding at Castlecomer Discovery Park
10th October 2022

Work Experience/ Workplace Certification
 Week 1: 24th to 28th October 2022

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Ger Carey LIVE
 Bravely performed in front of 1,200 sixteen year-olds!

Ger Carey LIVE 2022
TY COMEDY SHOW
THE LAUGHTER LOUNGE
DUBLIN 18th NOV 2022



TY HISTORY TOUR 10th NOVEMBER 2022
GUIDED TOUR OF GLASNEVIN CEMETRY

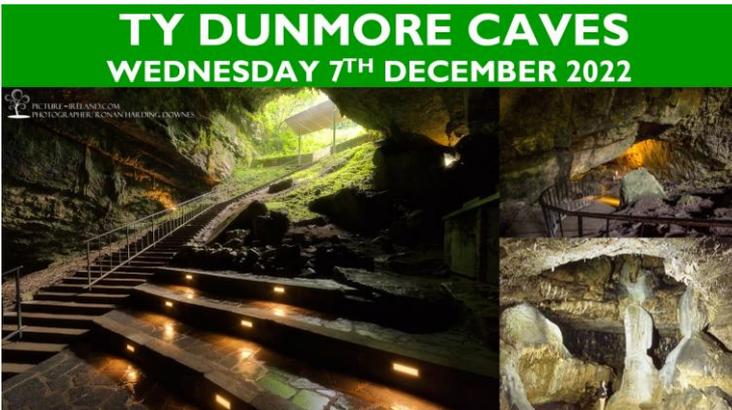


MONDELLO PARK
 History, Tour of facilities & Museum of Motorsport
 Talk on road safety
 Try out Brake reaction simulator
 Min 20 minutes each Driving in BMW MINI's

EARLY DRIVE COURSE
21ST & 22TH NOV 2022



TY ICE SKATING
WEDNESDAY 7TH DECEMBER 2022



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Work Experience/ Workplace Certification
Week 2: 7th to 10th February 2022

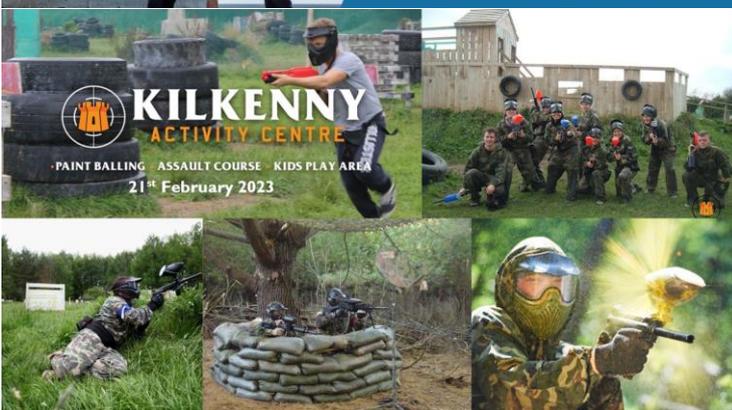
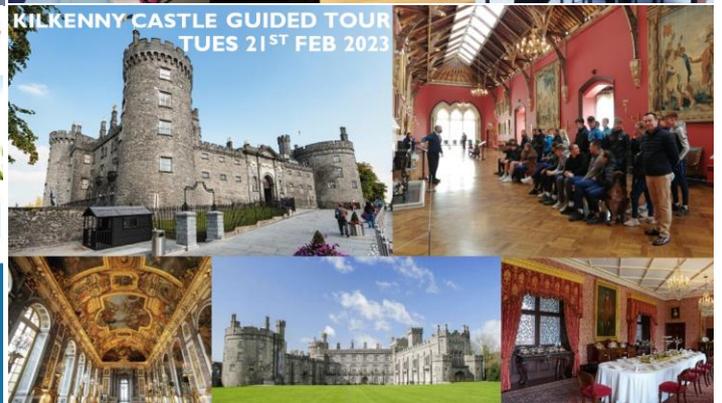
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Certified:

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15. Fire Safety Awareness
16. Office Health & Safety Induction
17. Office Ergonomics





TY Ball
Ballykealey House Hotel



TY CHARITY PARACHUTE JUMP

https://www.youtube.com/watch?v=gM0cw0an_Bc
Why Smith: What Skydiving Taught Me About Fear
STORYTIME - YouTube

BALTINGLASS OUTDOOR EDUCATION CENTRE
WEDNESDAY 19TH & THURSDAY 20TH APRIL 2023



GAISCE TRIP TO KIPPURE CO. WICKLOW
TUES 2ND & WED 3RD MAY 2023



TY ENGINEERING MAY 2022
ENAMELING WORKSHOP



TY Surfing in Curracloe
15th & 16th May 2023



4. CALENDAR OF EVENTS CONTINUED (IF POSSIBLE)

- Dublin Institute of Technology
- Waterford Institute of Technology
- Garda College
- Theatre Trip
- Glasnevin Cemetery

- 1916 Tour & Collins Barracks
- Junk Kouture Fashion Show
- Robot Competition
- Student Enterprise Competition
- The Zoo & Dublin Court

3. Student Responsibilities

Contract for Learning

To encourage students to fulfil their personal, academic and social potential in Transition year, we require all students to read through the Contract for Learning carefully. They should reflect on the expectations they are challenged with in terms of work, attendance and behaviour, and then sign the Contract for Learning. It is important too for parents and guardians to know of the expectations of their sons/daughters in Transition Year. To this end, we ask parents to sign the Contract for Learning which will be kept on the students' record. Please see Appendix 5 for the Contract of Learning.



Attendance

Normal school rules in terms of attendance apply. Additional rules to note in Transition Year are:

- Activities and trips are not optional. Attendance is required.
- Where students are leaving the school premises on a trip, they are required to attend normal school registration prior to departure. Where the departure time is prior to school opening, accompanying teachers will keep an attendance record.
- If a student knows in advance that he/she is unable to participate in a trip, he/she must inform and present a letter from a parent/ guardian to the TY Coordinator giving a reason for the absence.
- If on the day of the trip a student is unable to go due to illness or an unforeseen event, he/she must inform the school as early as possible. If the school is still closed at departure time, the student must send a message through MS Teams to the TY Coordinator Mr. Brian Larkin or inform a friend to relay the information to the organising teacher.

Punctuality

Punctuality is key to the smooth running of Transition Year. Being on time for classes, buses, guest speakers, interviews, work experience, etc. are life skills that we value and instil.

Code of Behaviour

The school's code of behaviour applies to all students, including Transition Years. Details of the Code of Behaviour are found in the student journal. In addition, please note the following:

- A Transition Year student should not be out of class for any reason unless this has been sanctioned by the class teacher, TY Coordinator or Senior Management.
- Students when on trips off site should always remember that they are representing the school and should therefore show exemplary behaviour.
- Students should thank teachers, speakers, bus drivers, and anyone who has made an event possible.
- Students should be respectful towards each other, and not exclude anyone in their class or year group.

Uniform

All students are expected to comply fully with the school's uniform and dress code. Uniform and dress code will be monitored daily and sanctions up to and including detention may be imposed for breaches in this regard. When participating in some activities and trips, Transition Year students may be required to wear the Tullow Community School PE uniform. During their work placement, students are required to dress appropriately. A respectable dress code is essential. Students will be informed of the dress code prior to a trip.



Engagement and Involvement

To maximise all that Transition Year has to offer, a high level of engagement and involvement is required. Teachers will encourage students and provide opportunities for optimal involvement, but an extra resolve on the part of students to engage in TY is a vital ingredient to a successful Transition Year.

4. Work Experience

Introduction

Work experience in Transition Year is the first taste many students have of the world of work. It can be a real eye-opener! It can enthuse some to pursue a career in their chosen field of work experience; it can convince others that that line of work is not for them. Whatever the experience, it is an invaluable one.

The aim of work experience is to obtain an insight into the daily tasks and responsibilities of an active working environment. Employers support our students in this important first step into the world of work by allowing them to experience the normal day-to-day activities of their workplace or business. Work placements allow students to not only learn about the world of work and explore possible career options but also to actively develop skills for future enterprise and employability. These valuable experiences have been shown to be very influential in the choices students make at the beginning of their career path while also facilitating more informed subject choices going into 5th Year.

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Password

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Create an account
I forgot my password
Contact us

Welcome

Welcome to the Tullow Community School online Training System.
Log in by entering your login and password above or create a new account by clicking "Create an account".

Workplace Certification

Certified:

1. Manual Handling
2. Working at Heights
3. Driver Safety Awareness
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5. Forecourt Emergency Response
6. Child Protection & Welfare
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Johnson & Johnson
MEDICAL DEVICES COMPANIES

glanbia
IRELAND

DANONE

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In the Tullow C.S. Transition Year Programme, we also facilitate our TY students in becoming more employable through engaging in 17 online workplace Certification courses. These are the same Workplace Certification courses that are completed by employees in companies such as Glanbia plc, Johnson & Johnson, Danone etc.

Students Sourcing Work Placements

It is the responsibility of the student to source their own employment. Students should source two different types of work placements to maximise their learning experience. Many well-known organisations and public bodies run Transition Year work experience programmes every year. They usually have an application process, an early closing date and a lot of interested applicants.

Tullow Community School Transition Year Programme

Careers Portal <https://careersportal.ie>

Home

careers portal.ie COMMUNITIES EXPLORE MEDIA TOOLS

Career Guidance tools for all

Join to create a Career Profile **START HERE!**

Discover your Career Interests **MORE INFO**

Match your Interests to Careers & Courses

Courses Careers Apprenticeships Career Sectors Site Search

by Course Title or Code... by College here... **SEARCH NOW**

School
I am a second level student re-researching my subjects, courses and career options

Graduates
I am an undergraduate / graduate researching career opportunities

Adult Learners
I want to return to education and explore options and supports available

Job Seekers
I am interested in upskilling, changing career or finding a job

Parents
I want to understand my child's educational and career options

Guidance
I want key tools and resources to support my guidance / teaching practice

CAREER SKILLS COMPETITION
HAVE YOU GOT THE SKILLS?
Closing date: 25th March 2022

Students will be informed in TY Careers and Pastoral Care class of assignments they will need to undertake before, during, and after the work experience.

<http://ty.ie>

TY.ie Work Experience TY Articles Reviews About Login Sign Up

Welcome to TY

The one-stop hub for all things transition year.

About Us Get Started

Work Experience involves students participating in the daily work of their chosen area. This is a hands-on placement and students are expected to perform some basic workplace activities, while striving to develop their skills in the process.

Tullow Community School Transition Year Programme

Advantages of Work Experience:

- Offers insight into the daily tasks and responsibilities of an active work environment.
- Helps to develop and improve a student's personal, interpersonal, and organisational skills.
- Offers the opportunity to interact with new people in an independent and mature manner, and often requires dealing with customers or the public from a professional standpoint for the first time.
- Provides experience of the typical working hours, levels of pressure & responsibilities of the position.
- Students can make contacts for future work, gain experience for their CV, and acquire referees.
- The experience of the 'real' world can help motivate students to be more responsible and ambitious on returning to school.

Work Shadowing involves closely observing someone at work doing a role rather than taking on the working role itself. It can give excellent insight into what a job involves and the skills it requires. It is, however, unlikely that the student will develop his/her own skills. Typically, work shadowing is shorter than a work experience, generally lasting a single day.



E.g., TY students have the opportunity to engage in the 5-day Garda TY Work Experience/Shadowing programme where TY students are brought in a squad car to witness Gardai giving evidence in a court case, TY students attend the Garda Training College in Templemore etc.

Advantages of work shadowing:

- Offers opportunities to experience positions that would not normally be available to do TY work experience in, e.g., Law, Hospitals, Gardai, Social Work etc.
- May offer the opportunity to experience several careers as the placements tend to be shorter.
- There is normally time allocated to allow questions and discuss observations with staff, and so it provides an opportunity to develop interpersonal and communication skills.
- Excellent opportunity to develop and grow listening and observation skills, and at the same time pick up a good sense of what the work is like.

In terms of finding out what it is like to work in a new and different environment, it is usually recommended that students do not opt to work in a family business or where another family member is working. However, if a student has a family business, perhaps they could offer a placement to another student.

We hope that work experience can proceed as normal for TY students in the next academic year. The dates for work experience are normally the week before the October Mid Term Break and the week before the February Mid Term Break.

Tullow Community School
Transition Year Programme

Students should start the job hunt early. When starting the job hunt, students should make sure to have their CVs ready. Then they should approach shops, businesses, organisations where they would like to work. Be prepared for refusal, but do not give up! If a student is experiencing any difficulty with his/her work, they should immediately contact the TY Coordinator Mr. Brian Larkin. It is the responsibility of each student to give the TY Coordinator two completed forms with details of their work experience.

To complete the learning process, it is important for students to have the opportunity to reflect on their experience and what they gained from it. This will take the form of evaluation worksheets that they will complete in booklet form. Students are also encouraged to present a summary of their experience to the whole class as it develops many core skills as well as providing insight into the working life of a variety of career areas to all students. Students should also write 'Thank You' letters to the employers.

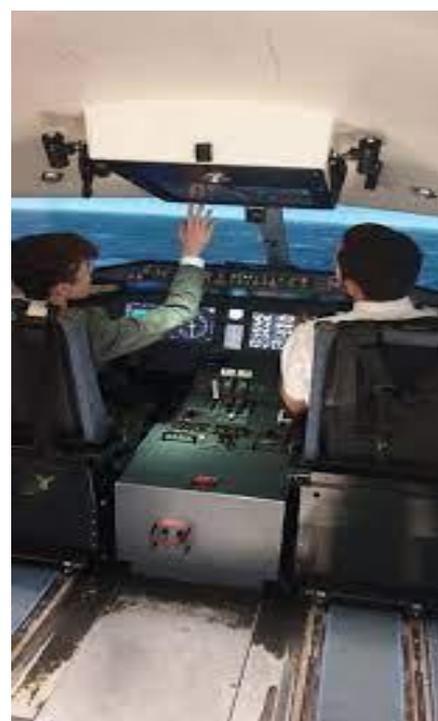


TY Work Experience as a Pilot in a Flight Simulator

Participation in work experience programmes form part of a student's overall assessment at the end of Transition Year. Students' diaries and reports, employers' reports and perhaps notes made by the TY Coordinator or a teacher will form part of the assessment. In addition, the assessment reflects the effort a student has put into the whole process from preparation to evaluation.

Important documents for TY students are:

- | | |
|--|-------------|
| ➤ <u>Letter</u> to Employers | Appendix 6 |
| ➤ Work Experience <u>Placement</u> Form | Appendix 7 |
| ➤ Work Experience <u>Attendance</u> Form | Appendix 8 |
| ➤ Work Experience/ Shadowing <u>Diary</u> | Appendix 9 |
| ➤ <u>Employer Evaluation</u> Form | Appendix 10 |
| ➤ <u>Student Reflection</u> after Work Placement | Appendix 11 |



TY Work Experience Information for Parents and Guardians

How parents can help: While it is an exciting experience for most students, it can also be daunting and parental support and encouragement can contribute significantly to the potential success of the work placement. Below is a list of things to consider during your student's placement.

Before the placement, parents or guardians should ensure that their son/daughter:

- Knows where he/she is going, how to get there and the duration of the journey to work.
- Is dressed appropriately depending on the nature of the placement.
- Has money for travel costs and lunch breaks.
- Carries any required documentation.
- Knows who to ask for when they arrive at their work placement.
- Is familiar with start and finishing times as well as any break arrangements.

During the placement, parents or guardians should ensure that their son/daughter:

- Arrives on time every day.
- Gets enough sleep – workdays are longer than school days!
- Shares with them their experiences at work every day.
(Students will only receive a debriefing in school at the end of the placement, so the opportunity to share daily experiences and receive encouragement and reassurance is important.)
- Completes their Work Experience Diary every day.

If your son/daughter is experiencing any difficulties during placement, it is advisable to first try to get him/her to work through the problem themselves. If he/she is unable to do so, please contact the TY Coordinator.



TY Work Experience/Shadowing in a Hospital

After the placement, it is recommended that parents or guardians:

- Chat with their student about what he/she learned from the experience and whether it influenced their career plans.
- Remind their son/daughter of the importance of saying thank you and prompt him/her to write to the work experience provider thanking them for the opportunity and experience gained.

TY Work Experience Information for Employers

Before the Work Experience Placement

When students approach employers for work placement, they will give employers a letter from the school with dates of the placement and other general information. See Appendix 6. If an employer agrees to the work placement, they will be given an Employer Evaluation Form by the student at the start of the placement. See Appendix 10.

During the Work Experience Placement

Employers are asked to contact the TY Coordinator if any difficulty arises. Employers may also be contacted or visited by a staff member to establish that the placement is running smoothly. Employers are also asked to keep a record of attendance and hours worked. They will complete and sign the Attendance Record provided to them by the student. See Appendix 8.

After the Work experience Placement

One of the principal tasks after the placement is to retrieve feedback/evaluation forms from the employers. These will have been issued to the employer by the TY student in advance of the placement or during it. These can be emailed or posted to the school directly and form an essential part of the evaluation of the overall programme. Please see Appendix 10.



TY Work Experience as a Primary School Teacher Assistant

Garda Vetting

Where a TY student is between the age of 16 and 18 and is hoping to gain work experience that is 'relevant work' in terms of the **Children and Vulnerable Adults legislation** e.g., working as a primary school teacher assistant, then the necessary Garda Vetting process of the student will have taken place in advance of this work experience placement with the consent of the students' parents/guardian.

Work Experience Insurance

The school insurance covers students while on work experience.
Please see the Work Placement Letter to Employers in Appendix 6.

5. Gaisce - The President's Award

One of the most valuable elements of our Transition Year programme is the challenge of the Gaisce - President's Award. It is a challenge from the President of Ireland, to you... the nation's future, to dream big and realise your potential. It is a self-development programme for young people which has been proven to enhance confidence and wellbeing through participation in personal, physical and community challenges.

What's it all about?

It works on the basis of a personal challenge set by you. You will set the challenge and agree it with a President's Award leader. You won't be competing with other participants, as each challenge is completely individual... so the only person you will compete with is yourself...!



L to R: Former TCS student and current TCS teacher Ms. Raissa Smyth receiving her Gold Gaisce Award from the President of Ireland, Michael D. Higgins in Áras an Uachtaráin in July 2022 and presenting the Bronze Gaisce Awards to the Transition Year students at their TY Graduation Ceremony in May 2022.

There are three Gaisce - President's Award leaders in Tullow C.S. for the Transition Year Programme 2022 – 2023 i.e., the Chaplain Ms. Emer Fitzgerald, Mr. Brian O'Reilly and Ms. Raissa Smyth.

How does it work?

There are three different types of awards that you can earn – bronze, silver and gold. The minimum age for the bronze award is 15. It is earned over a minimum period of 6 months.

How to earn an award?

There are 4 different challenge areas. To earn an award, you will need to participate in each of the 4 challenge areas. You might decide to build on an activity you've tried in the past. Each participant must participate in at least one new activity to earn an award.

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Our Four challenge areas are:

I. Community Involvement

In this challenge, select one community activity to participate in for 1 hour per week by 13 weeks. Examples include:

- Underage Coaching Assistant in all sporting areas or Scout Leader/Guide Leader.
- Visiting an elderly neighbour (not a relative)/ visiting a nursing home for the elderly.
- Club Volunteer/ Volunteering with children with special needs.
- Mentoring Programmes/ Re-cycling Programmes/Green Schools etc.
- Fundraising campaigns that will run for the time required to qualify for the Award.
- Life Saving Course/ First Aid Course/ Running a school Credit Union/ Tidy Town Committee.



Sonas Nursing Home in Tullow.

II. Personal Skill

To complete this challenge, choose a skill that you would like to develop or improve on for 1 hour per week by 13 weeks. The main emphasis in this challenge area is on your commitment to see it through and how much you improve from start to finish. You could consider one of the following, or a skill of your choice:

Computers/ Web Design
Dance Classes/ Singing Lessons
Arts and Crafts/ Painting

Photography
Woodwork/ Metalwork
Woodturning/ Woodcarving

Calligraphy
Sign Language
Foreign Language *(must be extra-curricular)*



Tullow Community School
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3. Physical Recreation

In this challenge, you will select one sporting activity to learn or to improve upon for 1 hour per week by 13 weeks. For example:

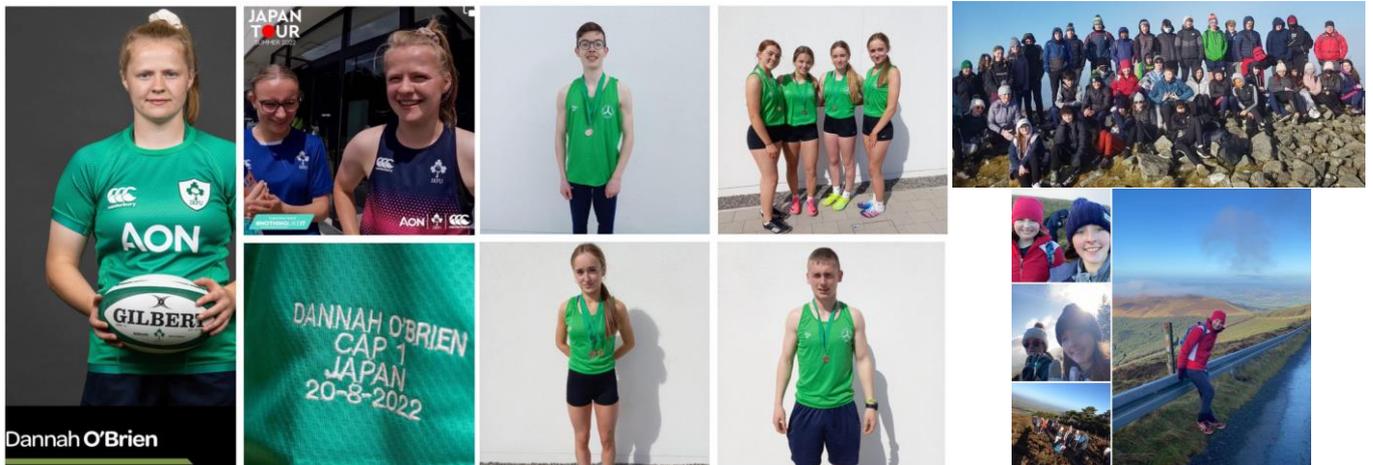
Athletics/ Running
 Join a Walking/Hiking Club
 Cycling/ Aerobics
 Hurling/ Football
 Soccer/ Rugby
 Camogie/ Hockey

Boxing/ Kickboxing
 Tennis/ Squash
 Badminton/ Racquet Ball
 Karate/ Tae Kwon Do/ Tai Chi
 Weight Lifting/ Gym work
 Gymnastics

Horse riding
 Swimming
 Diving
 Sailing/ Fishing
 Rowing/ Canoeing
 Dancing



Our school Chaplain Ms. Eimear Fitzgerald with the Tullow C.S. Equestrian team in November 2021.



Former Tullow C.S. TY student Dannah O'Brien is now playing at out-half with the Ireland ladies rugby team.

Some of our Tullow C.S. athletics students have had great success at the Senior Athletics Outdoor Track and Field events.

TY students hill walking/ hiking to the top of Mount Leinster.

4. Adventure Journey

Students are required to undertake a 26km hike over two days. It involves an overnight stay for example at the *Kippure Adventure Centre* in Co. Wicklow. This will be facilitated by the school usually in early May and the cost per student is approximately €115 for the two-day overnight stay. Supervision and safety are provided throughout the expedition.

GAISCE TRIP TO KIPPURE CO. WICKLOW TUES 2ND & WED 3RD MAY 2023



TY Headstrong Team/Committee

Headstrong is a post-primary programme run by 'Cycle Against Suicide', a national mental health awareness charity. It is a positive and whole school approach that aims to:

- Support mental health education
- Reduce stigma
- Promote resilience
- Foster a sense of belonging among young people



Ms. Gray's TY 2020-2021 Headstrong Team/Committee

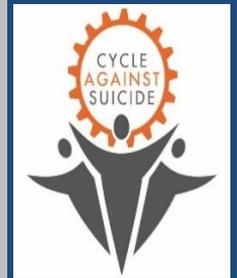
Headstrong teaches young people to Be Brave, to Reach Out and to Speak Up!

In Tullow C.S., the committee working on Headstrong comprises of TY students only, and staff, headed by Ms. Gray.

The committee utilises the student's leadership skills in educating the student body in a peer-to-peer manner on areas relating to mental health under two main categories:

1. Looking after yourself, &
2. Mental Health.

Throughout the year, the committee will deliver education in these areas to the student body in varying ways.



TY 2021 - 2022

Last year, the TY Headstrong Committee applied for and achieved Amber Flag status for Tullow Community School, awarded by Pieta House.

It recognises the efforts of schools to create healthy and inclusive environments that support positive wellbeing.

It is up to the new team to maintain Amber Flag status for the school by continuing the efforts to promote positive mental health throughout the new academic year.



All students are encouraged to engage with the lessons and initiatives delivered by the TY Headstrong Committee as well as the charity days and the **Darkness Into Light** walk which takes place every May, a walk done in solidarity with those affected by suicide.

6. TY Personnel

Transition year is supported by the whole school staff, including the:

- Tullow C.S. Board of Management
- Principal: Mr. P. Thornton
- Deputy Principals: Ms. A. Ashe & Mr. N. Murphy
- Transition Year Coordinator: Mr. B. Larkin
- Transition Year Class Tutors (see below)
- Transition Year Teaching Staff (see below)
- Special Needs Assistants (see below)
- Career Guidance Counsellor: Ms. C. Doyle
- Chaplain: Ms. E. Fitzgerald

TY Students

This year the 60 TY Students are divided into two base classes of up to 30 students according to a random distribution of students and a further 3 class groups of up to 20 students for certain subjects or modules. Students will not be in their base Junior Cycle classes as we believe that it is an optimal time for students to meet, engage and collaborate with other students in their year group. Students' evaluation of Transition Year has shown that while they were at first nervous about this arrangement, they were overwhelmingly in favour of it at the end of Transition Year Programme.

TY Class Tutors

TY Joyce: Ms. J. Kelly

TY Pascal: Ms. E. Kenny

The TY Coordinator liaises with the TY Class Tutors on a regular basis. Particular attention is paid to individual student's attendance, uniform, behaviour and overall engagement in Transition Year.

TY Teaching Staff

The following staff members are engaged in delivering the TY Programme:

Core Subjects		Subject Sampling & Modules	
English:	Ms. Leech & Ms. S. Smyth.	Active Schools	Ms. Cleere & Mr. Kenna
Irish:	Mr. Coogan & Ms. Kealy.	Art	Ms. Corrigan
Maths:	Ms. Cleere & Ms. Roberts.	Bus/Ac/Enterprise	Mr. Larkin
Religion:	Ms. Scannell & Ms. Redmond	Comp Applications	Mr. Morrissey
Health:	Mr. O'Reilly & Ms. Roberts.	Construction	Mr. Kelly
PE:	Mr. O'Reilly & Ms. Roberts.	Driver Theory	Mr. Kelly
Past Care:	Mr. Larkin.	Coding	Ms. McCann
Careers:	Ms. C. Doyle	DCG	Ms. Walsh
		Engineer/Robotics	Mr. Kenna
		Junk Kouture	Ms. Garnier
		French	Ms. Leech
		German	Mr. Hogan
		Political Education	Mr. Morrissey
		Public Speaking	Ms. Gray
		Home Economics	Ms. Foster
		Music	Mr. Coogan, Ms. Power
		Biology/Ag Scien	Ms. Treacy
		Chemistry	Ms. J. Kelly
		Physics	Ms. E. Kenny

Tullow Community School Transition Year Programme

A TY Staff Meeting of all teachers involved in delivering the Transition Year Programme is held at the beginning of the academic year i.e., normally the last week of August or the first week of September. The Transition Year Coordinator outlines the aims of Transition Year, feedback from the previous year's TY students and parents/guardians, discusses changes to the programme, informs teachers of activities and events, and addresses any questions. At all subsequent staff meetings, Transition Year matters are discussed where necessary. A second TY Staff Meeting normally takes place in February or March to discuss the progress being made, nominate students for TY student of the month awards to date and to inform Transition Year Programme planning for the subsequent year.



7. Student Assessment

“Assessment is an integral part of the teaching and learning process. It should be diagnostic, so as to provide accurate information with regard to pupil strengths and weaknesses, and formative, so as to facilitate improved pupil performance through effective programme planning and implementation.”
(Transition Year Programmes, Guidelines 1994-95)

All assessment and certification within Transition Year is school based. Assessment in Transition Year is in keeping with the overall school policy on assessment. There is an emphasis on both assessment for learning and on assessment of learning within the programme.



The emphasis is on on-going assessment rather than on a terminal exam. Individual teachers use a variety of methods to assess student performance in each course. Assessment tools for each subject and module are outlined in detail in the Subject Plans (See Appendix).

Some examples of Assessment for Learning (AfL) and Assessment of Learning (AoL) are:

- Homework and oral presentations.
- Student self-assessment is facilitated through reflections and Portfolio diary.
- Project work is encouraged to promote self-regulated learning. Individual teachers outline the assessment criteria for his/her students.
- External assessment: The employer assesses each student's work experience, Junk Kouture Competitions, Mini Company County & National evaluations, Robotics competitions etc.

Tullow Community School Transition Year Programme

- Students are awarded certification in many courses accredited internally by individual teachers and externally by outside agencies e.g. Mondello Early Drive Course Certificates, Self Defence Certificates, Gaisce Awards, Dulann Workplace Certifications etc.
- Portfolio: Each student maintains a portfolio of completed projects, certificates of achievements, assignments, reports on modules, trips, talks, work experience etc.



Summative assessment of student performance in Transition Year takes the form of a Christmas and Summer Report which is sent to parents/guardians through the schools Vsware system. At the Transition Year Graduation ceremony held on the last week of May students who have successfully completed Transition Year will be presented with a Record of Achievement with Pass, Merit, Higher Merit or Distinction. The Spirit of Transition Year Student of the Year Award will be presented to one student. There is individual 'Subject/Module Awards' which are agreed by the Teachers of that subject area. There are 'Student of the Month' Awards for each class group and the 'Overall Male and Female Transition Year Student of the Year Award' is presented at the graduation ceremony. Nominations for these awards are received from the relevant teachers. A Parent Teacher meeting will also take place during the academic year and parents/guardians will be notified of the date for this in advance.



8. Finance

Tullow C.S. Transition Year fee is €400 which is normally paid upfront when the students sign up for the Transition Year programme. However, this year we decided to stagger the payments with an initial deposit of €100 and then two further instalments of €150 each as the year progresses.

TRANSITION YEAR FEE

- Fee €400

Paid in instalments:

€100 Deposit when accepting TY place.

€150 Instalment (Date to be decided)

€150 Instalment (Date to be decided)

Additional Costs:

- Ploughing
- TY Ball €35 Ticket approximately
- TY Hoodies €35 approximately
- Gaisce €115 approximately

You will be informed in writing of when the next instalments of €150 each are due as the year progresses.

However, for those parents/guardians who wish to pay this fee in smaller more frequent amounts e.g., €10 or €20 per week before the full €150 instalment date is due then this can be completed through online banking on your students Tullow C.S. Vsware.

Please see details of how to pay this fee through **online banking** on your students Tullow C.S. Vsware. This is the **preferred method of payment**.

Alternatively, a **parent/guardian** could bring the payment into the school office in an **envelope** with your student's name written on it along with their class group of TY Joyce or TY Pascal on or before the deadline date for that instalment. Please be aware that it is your responsibility to make sure to attain and retain a **receipt** for this envelope payment from the school office as **evidence of your payment**.

9. Communication

Communication between students, teachers, parents, and the Transition Year Co-ordinator is vital for the successful implementation of the Transition Year programme. Students and parents are encouraged to contact the Transition Year Co-ordinator at any stage if they have any queries or concerns, or suggestions for improvement to the Transition Year programme.

Information Meetings:

- On Thursday 1st September 2022 from 09:00 to 11:00, there will be a TY Induction Meeting for Transition Year students with the Transition Year Co-ordinator. Students will receive information on everything there is to know about Transition Year. This is an important forum to answer any questions which students may have.
- The Parent-Teacher Meeting is provisionally scheduled to take place on Wednesday the 14th of December 2022 (to be confirmed). Parents or guardians will receive a list of their son's/daughter's teachers. If a parent or guardian is unable to attend the Parent Teacher Meeting, they are requested to inform the school in advance.
- Parents of TY students and the TY students themselves are invited to attend a 5th Year Subject Options Talk in January/February 2023 (date and time to be confirmed).

Other areas of ongoing communication are:

- TY Class Tutors (& TY Coordinator) meeting with the TY students every morning at registration.
- TY Coordinator meets both class groups once a week during Pastoral Care.
- Informal chats with students.
- Information leaflets for parents/guardians and students outlining TY activities e.g., Surfing etc.
- Emailing through Office 365.
- Messaging through MS Teams.
- Letters to Families.
- Information on Tullow Community School website and social media (Twitter and Instagram).
- Text messages sent from Tullow C.S. to the TY students' parents/guardians.
- Direct contact with a parent by phone or email where necessary.

Appointments

Students and parents may wish to make an appointment to see the Transition Year Coordinator, the Career Guidance Counsellor, Chaplain, management or a teacher to discuss matters. This can be done by emailing or where the email address is not known, by phoning the school secretary to make an appointment.

10. TY Programme – Evaluation, Feedback and Strategic Plan

Feedback is important to inform planning of our Transition Year Programme. Regular evaluation of the Transition Year programme is carried out in the following manner:

- Formal and informal discussion with students at Transition Year meetings.
- Formal and informal discussion with teachers throughout the year.
- One TY staff meeting per year is given to discussion of the Transition Year programme, its development and planning.
- Regular meetings between the Transition Year Co-ordinator and the TY Class Tutors.
- Student evaluation of the programme is carried out during the year.
See Appendix for sample student evaluations from 2021 - 2022.
- Teachers are encouraged to evaluate their own modules/ subjects.
- Teacher evaluation of Transition Year is conducted by means of a survey.
See Appendix for 2021 - 2022 end of year teacher survey statements.
- Parents are invited to evaluate the programme annually by means of a survey.
See Appendix for 2021 - 2022 survey statements.

Student Evaluation of Transition Year 2021-2022

Parents Evaluation of Transition Year 2021-2022

Teaching Staff Evaluation of Transition Year 2021-2022

Strategic Plan

Appendix 1

Subject Plans: TY Core Subjects

Appendix 1

Subject Plans: TY Core Subjects

Appendix 2

Subject Plans: TY Optional Subjects & Modules

TY Subject Plan 2022 - 2023

1.1 Title of subject or module: **Public Speaking**

1.2 Duration of module: 30-weeks with 1-class period per week.

1.3 Aims

- To develop skills in speech writing focusing on the language of information.
- To develop skills in speech delivery, i.e., eye contact, voice modulation, pace, tone, body language.
- To encourage confidence in presenting work in front of peers.
- To critically analyse the speeches of famous public speakers.
- To develop target-setting and evaluation skills.

1.4 Learner Outcomes

Students will be able to:

- Draft and deliver three speeches: one on 'Myself' (1 minute), one review (2 minutes) and a final speech on a topic of the student's choice (3 minutes).
- Identify a personal target at the start of the module and assess their own progress at the end.
- Complete at least one worksheet analysing the speech of a famous public speaker, e.g., Barack Obama, Winston Churchill, Oprah Winfrey.
- Speak at the top of the class for at least 3 minutes by the end of the module
- Critically evaluate a recording of their final speech.



TY students Orna Brophy and Lauren Doyle presenting their company 'Wonderland' to the Minister for Enterprise, Jobs and Innovation Ms. Mary Mitchell O'Connor TD and a number of other dignitaries who were present in the boardroom of Carlow Local Enterprise Office on the 10th of February 2017.

Tullow Community School
Transition Year Programme



1.5 Course Outline

Learning Intentions

- To understand the overview & module aim. To set a personal target for the module and understand value of doing same.
- Draft an informative speech on **'Myself'** & transfer to flashcard bullet points.
- Deliver a speech about yourself for 1 minute at the top of the room.
- Deliver a speech **reviewing** a book/film/concert/ TV series for two minutes using draft & flashcards as used for Speech 1.
- Analyse the speeches of **Famous Public Speakers**.
- List features of effective public speaking & explore contribution of IT to speeches.
- **Deliver final speech** for 3 minutes in front of a camera. PowerPoints may be used.
- Watch final speech & fill in an evaluation of same providing at least one piece of advice and one piece of praise.

Teaching & Learning methodologies

- Presentation
- Target-setting
- Think, Pair, Share
- Effective use of questioning
- Descriptive feedback
- Development of self-assessment reflection, e.g., by drafting and re-drafting work & evaluating speech.

Resources

- YouTube:** Oprah Winfrey's acceptance speech for lifetime achievement award at the Golden Globes.
Barack Obama's inauguration speech 2009.
Film clip from 'Darkest Hour' depicting Churchill's 'We will fight on the beaches' speech.
- Each student must have flashcards, A4 paper, document wallet.
 - Surface Pro video function & student earphones / camera phone.
 - Use of props for speeches, e.g., copy of the book for the review, photos etc.

Success Criteria

- Students can set a specific target relating to Public Speaking that reflects a personal challenge that is achievable for them over the 6 weeks.
- Students move away from reading speeches by using bullet points on flashcards rather than the paragraphs used in first draft of speech.
- Having analysed famous public speakers and taken on board constructive feedback, students use regular eye contact, voice modulation, appropriate pace and volume and relate to their audience in the final speech.
- Students show awareness of progress made and areas for improvement in final speech evaluation process.

Assessment

- Submit folder to teacher by agreed deadline. Penalties will apply if deadline is missed.
- Reach set target time for each speech.
- Take constructive feedback on board to improve on speech delivery after each speech.
- Re-visit personal target set by student at start and consider whether it was reached.

Tullow Community School Transition Year Programme

1.6 Cross-curricular links

- Close ties with English Department. Speechwriting is studied in Leaving Cert English.
- Further development of skills from the Oral Presentation CBA1 in Junior Cycle English & MFL.
- Students may use speeches written in English class and perfect them for Public Speaking as the focus is very much on speech delivery.
- Students may be given the opportunity to take part in local Public Speaking Competitions and represent their school at local level
- For the final speech, students are free to speak about any topic of their choice and areas such as mini-company, work experience, sports, history and science often feature.



Tullow C.S. TY students Conor Lewis, Eoghan Cleary, Keith Byrne, & Adam Morris presenting their Company **AoK Clothing** at the Carlow County Enterprise Awards 2017.



Tullow C.S. TY students Cara Doran, Niamh Maxwell, Sadhbh Douglas, Sean McMahon & Rory Foster present their Company **Teenage Flicks** at the Carlow County Enterprise Awards 2017.



Tullow C.S. TY Students Shane O'Byrne & Sorcha Kelly presenting their Company **'Cloud 9' Student Discount Cards**. They won the award for the **Best Business Presentation** at the Carlow Enterprise Awards 2017.

1.7 Evaluation of Subject/Module

- Students are surveyed at the end of the module in written and/or verbal format. Teacher takes comments on board for planning next module.
- Students submit their folders to the teacher at the end of the module. Folders should contain all work completed, i.e., course content list, course aim & personal target, three speeches written out in full and transferred onto flashcards, worksheets analysing the speeches of famous public speakers and final evaluation sheet.
- Teacher records target time for each speech. Pass/Merit/Distinction etc. is awarded by combining work in folder with target time reached by each student and whether personal target was reached.



Tullow C.S. TY Science students presenting their idea to save the environment at the 'One Good Idea' National Competition in the University of Limerick 2020.

1.8 Additional Needs/ Differentiation

Groupwork: Pupils listen to each other's speeches in pairs and in the whole class setting and provide supportive feedback as well as the teacher. Increased proximity to students with additional needs by teacher as teacher moves about the room during groupwork.

Higher & Lower Order Questioning: Teacher is aware of students with additional needs and addresses questions accordingly.

Anxiety: It is acknowledged from the outset that many people have a real fear of public speaking. While every effort is made to overcome fears in the safe and secure environment of the classroom if the module is causing undue anxiety, students and/or parents are invited to discuss this with the teacher. Accommodations can be provided, e.g., reduced target times, speaking at the back of the class instead of the top and in extreme cases completing and submitting folder but not delivering speeches.

Appendix 2

Subject Plans: TY Optional Subjects & Modules

TY Subject Plan 2022 – 2023

1.1 Title of subject or module: **Driver Theory**

1.2 Duration of module: 30-weeks with 1-class period per week.

1.3 Aims

- To inform students of the various road signs, hand signals, components in a car, etc. relating to best practice of safe driving.
- To inform students of best practices of safe driver etiquette to promote further road safety.
- To inform students to evaluate the consequences of unsafe driving practices.

1.4 Learner Outcomes

Students will be able to:

- Identify road signs.
- Identify the essential components in a car for a Driving Test (i.e., engine, windscreen wash cap, dipstick, etc.).
- Identify hand signals from Road Traffic Corps, cyclists and other road users.
- Assess positive road etiquette to practice safe road use.
- Identify and repair a flat tyre on a car.
- Identify some common issues that occur when driving (e.g. engine failure, loss of oil pressure, driving on a slick surface, etc.) and evaluate how to proceed during such occurrences.
- Evaluate errors made by other drivers via ‘Dashcam footage’.

1.5 Course Outline

Learning Intentions	Teaching & Learning methodologies	Resources
<ul style="list-style-type: none"> • To inform students of the various road signs, hand signals, components in a car, etc. relating to best practice of safe driving. • To inform students of best practices of safe driver etiquette to promote further road safety. • To inform students to evaluate the consequences of unsafe driving practices. 	<ul style="list-style-type: none"> • Informative PowerPoints that focus on driver safety. • Dashcam footage and group/class discussions. • Group/class discussions on RSA ads. • Higher/Lower Order questioning. 	<ul style="list-style-type: none"> • RSA.ie PowerPoint Documentaries • Irish Mock Driver Theory Tests. • Internet, YouTube. • Computers, SurfacePro’s, Projector Markers.
<p>Success Criteria</p> <ul style="list-style-type: none"> ➤ To identify road signs and the essential components in a car for a driving test ➤ To identify hand signals from road traffic corps, cyclists and other road users. ➤ To assess positive road etiquette to practice safe road use. ➤ To identify and repair a flat tyre on a car. ➤ To identify some common issues that occur when driving (e.g. Engine failure, loss of oil pressure, driving on a slick surface, etc.) and evaluate how to proceed during such occurrences. ➤ To evaluate errors made by other drivers via ‘dashcam footage’. 		
<p>Assessment: Irish Mock Driver Theory Test.</p>		

1.6 Cross-curricular links: Science (Physics), Wellbeing etc.

1.7 Evaluation of Subject/Module:

Most TY students are sixteen years old and they are eligible to do their actual Driver Theory Test when they are seventeen. Therefore, it is very useful for students as it prepares them for the Driver Theory and practical test. TY's in Tullow C.S. also complete the Mondello Early Drive Course where they attain practical driving experience. This is also relevant to anyone who does not intend to learn to drive as they will be able to identify safe practices as a passenger, cyclist and/or pedestrian as well as their responsibilities as a road user. The module also informs students on what is important to know for both the driver theory test and in practice.

1.8 Additional Needs/ Differentiation

- ICT (projector, computer, etc.) to provide visuals and audio to make illustrating and learning theory more effective and relevant.
- Mondello Early Drive Course provide practical adjustments to the car for drivers with different needs.

MONDELLO PARK

- History, Tour of facilities & Museum of Motorsport
- Talk on road safety
- Try out Brake reaction simulator
- Min 20 minutes each Driving in BMW MINI's

EARLY DRIVE COURSE

Appendix 2

Subject Plans: TY Optional Subjects & Modules

TY Subject Plan 2022 - 2023

1.1 Title of subject or module: **Enterprise & Mini Company**

1.2 Duration of module: 30-weeks with 4 class periods per week.

1.3 Aims

- To contribute to a balanced and appropriate general education leading to the personal and social development of students through the study of Business, Accounting, Enterprise and Mini Company.
- To develop and enhance all entrepreneurial skills students might have and to gain an understanding of how to operate their own business. To encourage initiative and self-reliance in each student.
- To develop a clear understanding of the role of enterprise and to encourage the development of enterprise skills including their creative, organisation, communication, negotiation and team work skills.
- To evaluate the role of Marketing in Business and to apply it effectively in their own Business.
- To develop an understanding of Accounting and to maintain their own Business Accounts.
- To prepare students for further education and working life.
- To develop students understanding of business-related Leaving Certificate subject options i.e., Business, Accounting and Economics.

'The Last Straw' wins Second Place in the Senior Category of the National Enterprise Awards 2020 in Croke Park!



1.4 Learner Outcomes

- To provide students with the opportunity to create and run their own mini company in a safe environment.
- To provide them with the necessary business skills to achieve this objective.
- To develop in students an understanding of the structures, processes, institutions, and management of a business.

Tullow Community School
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- To enable students to make informed business decisions.
- To enable students to apply their knowledge to offer solutions to commercial problems.
- To develop students' literacy, numeracy, problem solving, communication and negotiation skills.
- To enable students to understand and appreciate ethics in running a business.
- Students will interview an entrepreneur in their local area.
- They will understand the skills and characteristics of Entrepreneurs.
- They will understand the importance of enterprise to the local area.
- Students will devise a marketing plan for a product of their choice, using product, place, price, promotion.
- They will be able to understand and complete a Break-Even Chart, Cashflow Forecast, Analysed Cashbook, Basic Trading Profit and Loss Account and Balance Sheet.
- Understand the Principles of Economics including Market Forces, Supply & Demand, they will be introduced to Micro Economics.

1.5 Course Outline

Learning Intentions

- To enable students to set personal targets to be achieved by participation in the programme.
- How to brainstorm – the Generation of lots of possible business ideas.
- To evaluate ideas against targets, SWOT analysis and identify a USP. To select a viable business idea.
- To check out intellectual property responsibilities.
- To write an executive summary of their idea and to set up their company.
- To draw up a cashflow forecast to identify financial requirements.
- To organise start up finance and maintain accounts.
- To present an idea to the team/class and argue its benefits (perfect a pitch)
- To be able to reflect weekly on the process.
- To carry out market research, including costing & pricing and to decide on the marketing mix.
- To devise a marketing plan, including social media & online activities.
- To create a brand, colours, online profile, promo material, branded clothing, etc.
- To develop a prototype. To assemble/build/buy the product or service, setting stock levels as part of this.
- To create and follow a sales plan. To monitor sales and alter a strategy as required.
- To write a business report, reviewing their achievements and progression.
- To design & brand your display stands for competition and Trade Fairs.
- To polish your pitch for the judges.
- To learn your numbers (income, expenditure, profit) & points of learning.
- To enjoy the competitive aspect of the programme.
- To check back to see if you achieved your original personal and business targets.

Teaching & Learning methodologies

- Brainstorming, Group Discussion, Classroom Discussion, pair work/group work, worksheets.
- Supplementary Material – Providing students with relevant articles and notes to aid understanding. Students are also empowered and encouraged to research matters themselves, for example accessing relevant websites.
- DVD's e.g., Peter Jones How we made our millions, Dragons Den, Ben Francis CEO of 'Gymshark'.
- Negotiated learning: students will have to negotiate with each other, with the teacher and with other external agencies e.g., Suppliers, giving students greater ownership of and motivation for their company.
- Interviewing local successful Entrepreneurs.
- Think-Pair-Share, Research/Project work, use of ICT.
- Formal Input by the teacher, Effective use of questioning, Feedback.

Tullow Community School
Transition Year Programme

- Practical Work and learning from first-hand experience, Target-setting.
- Guest Speakers e.g., Kieran Comerford CEO of Carlow Local Enterprise Office, Niall Kelly CEO of Netwatch, Tommy Hickson SuperValu Tullow etc.
- Interview/questionnaire e.g., Market Research.

Resources

- Teachers Notes, Internet, Newspapers, Business Magazines.
- Website: studententerprise.ie – Carlow Local Enterprise Office
- Support/school visits from the Carlow Local Enterprise Office School's Rep.
- Summary sheets covering every stage of running a student enterprise (available as pdfs on studententerprise.ie)
- DVD's on the characteristics and skills of successful entrepreneurs.
- Suite of videos on the YouTube channel StudentEnterprise.ie
- Exploring Enterprise – teacher and student enterprise awards books
- Make the Transition – Pat Mc Laughlin Text book
- Overhead Projector/Data Projector, Whiteboard, DVD's, Posters

Success Criteria

- To brainstorm and develop a business product/service.
- To work as a team to achieve the team objectives while allocating work based on each members strengths.
- To successfully bring their product/service to market.
- To create a business report following the detailed success criteria given to students.
- To complete Business, Accounting and Economics projects following success criteria given to students.

Assessment

- Students can be asked to give weekly reports on their mini-company progress and financial reports.
- Teacher can sit in on board of management meetings as a silent observer.
- Teacher is a constant facilitator throughout the process, assessing individual team input.
- Completion of a Business Report submitted to the teacher by agreed deadline.
- Mini Company Reports and Presentations assessed at Carlow County Final and hopefully National Final.
- Satisfactory completion of questions and test at the end of each topic.
- Completion of forms, calculations and homework.

1.6 Cross-curricular links

- Accounting: Profit and Loss Account/ Breakeven Analysis.
- Art and Design – creation of posters for advertising, products etc.
- Business/ Business Studies: Business Plan, SWOT Analysis, Advertising, Marketing, Budgeting, Production, Marketing Mix, Business Documents, Business Letters, Business Meetings, Record Keeping, Business Roles.
- Engineering, Construction & DCG for designing and manufacturing mini-company products.
- English for report writing.
- Public Speaking for developing company pitch/ presentation skills.
- Junior Cycle Business: Further development of skills from the Oral Presentation in CBA2.
- Maths – accounting and market research, Breakeven Analysis.
- ICT – power point presentations and internet research/report.
- Home Economics: Household Budgeting, baking goods for sale etc.
- Geography: The European Union/ International Business.
- Economics: The impact of Economic Factors on business/ The impact of Government on business/ The National Budget.

1.7 Evaluation of Subject/Module

- Students are surveyed at the end of the module in written and/or verbal format. Teacher takes comments on board for planning next module.
- Reflection of the process of running a mini company through the production of company report and PowerPoint presentation.
- Regular feedback and guidance from representatives of Carlow Local Enterprise Office.
- Success at a competitive level e.g., Carlow County Enterprise Awards and National Enterprise Awards.
- Uptake of business subjects for Leaving Certificate.
- Project Work: On display at Parent Teacher meetings, Open Nights, Duckets Grove Christmas Fair, Turning on of the Christmas Lights Tullow etc.

1.8 Additional Needs/ Differentiation

In the Business Department, we encourage and support students with learning difficulties. We strive to ensure that all students enjoy, and gain from, their study of Business/Enterprise, regardless of ability. We are aware of students with learning difficulties and those attending learning support. Learning support teachers and Business teachers liaise frequently regarding individual students.

Some of the Differentiating strategies used are:

- Classroom organisation and seating plan.
- Groupwork: Working as part of a team, students will be encouraged to support each other irrespective of abilities.

Pupils listen to each other's suggestions in groups and in the whole class setting and provide supportive feedback as well as the teacher. Increased proximity to students with additional needs by teacher as teacher moves about the room during groupwork.

- Higher & Lower Order Questioning: Teacher is aware of students with additional needs and addresses questions accordingly.
- Adapted resources and homework exercises.
- The use of appropriate language and explanation.
- Giving greater student choice.
- Within the mini-company classroom there is the ability to incorporate flexible-pace learning, collaborative learning, digital resources, verbal support and ongoing assessment to cater for abilities.

Tullow C.S. students at the Carlow County Enterprise Awards 2019



Tullow C.S. students Roisin Bailey, Niamh Murphy, Conor O'Neill, Emer Dempsey and Aoibheann Brennan receiving **'The Carlow Finalist Award 2019'** for their Company InSync!



Tullow C.S. students Kim Doogue, Millie Francis and Sophie Byrne receiving **'The Best Business Report Award 2019'** for their Company Ty Ball.

Tullow Community School Transition Year Programme



Tullow C.S. students Niamh Keogh, Aoife Hutton, Eadaoin O'Toole, Sorcha McWilliams & Lee O'Neill, Roisin Bailey & Niamh Murphy at their **Beanie Abú!** Company Stand at the Carlow County Enterprise Awards 2019.

Tullow C.S. students Aoibheann Brennan, Emer Dempsey, Conor O'Neill, Roisin Bailey & Niamh Murphy at their **InSync!** Company Stand at the Carlow County Enterprise Awards 2019.

Tullow C.S. students Stephen Murphy, Paraic Deering, Brian Byrne & Dylan Brennan at their **Movie Central** Company Stand at the Carlow County Enterprise Awards 2019.

Tullow C.S. students Alicia Henderson, Millie Francis, Kim Doogue, Aoife Kearney & Sophie Byrne at their **Ty Ball 2019** Company Stand at the Carlow County Enterprise Awards 2019.

Tullow C.S. submitted four Company's to the Carlow County Enterprise Awards 2019 which was held in the Institute of Technology Carlow where the high standard of their Company's was recognised by receiving two of the top awards.



Beanie Abú provided personalised Beanie Hats to a number of Primary Schools in County Carlow. They have a **Total Sales figure of €1048.00** to date with a **Net Profit of €524.00**



Movie Central organised their own after School Cinema. They have a Total Sales figure of €1136.00 to date with a **Net Profit of €1063.00**. This has provided them with a **94% Net Profit on their Sales**.

Tullow Community School Transition Year Programme



Ty Ball organised the first ever Ty Ball for Tullow C.S. students. They won the award for **The Best Business Report 2019** at the County Enterprise Awards.

14 NEWS

Enterprising students organise hilarious lip-sync extravaganza

By Elizabeth Lee
A GROUP of enterprising students from Tullow Community School set up a company called InSync to organise a lip sync battle in the school recently.

to the good humour of the event, while MD on the night was teacher Brian O'Reilly. He did an excellent job of introducing the acts and ensuring the night ran smoothly.

students ran a shop at the interval and also sold extra tickets to audience members who wanted to buy extra votes. They also ran a raffle on the night, with most prizes sponsored by local businesses.

teacher Brian Larkin congratulated all his students on organising such a fabulous night.



The Spicebag Girls were Michelle Eustace, Aoife Kearney, Aoibhain Quinn, Rachel Hutton, Abbie Bolger and Lisa O'Callaghan. (Missing from photo are Sophie Kane, Sean McGrath and Keren Malver)

15 January 2019 | THE NATIONALIST | 15 January 2019



Members of the InSync company with the three judges, Conor Kelly, Keith Kenna and Seán O'Brien



Eoghan Lennon, Eoghan Cummins and Dylan Hanley were the Jonas Brothers

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saltcarlow@gmail.com 70 Tullow St., Carlow



The InSync company: Niamh Murphy, Aoibheann Brennan, Róisín Bailey, Emer Dempsey and Conor O'Neill surrounded by the Lip Sync contestants



The Ladies, consisting of Niamh Murphy, Chloe Murphy, Millie Francis, Emer Dempsey, Kim Doogue, Aoibheann Brennan, Sophie Byrne and Róisín Bailey



The winning act: Le Seachta Booties, with Tadhg Black, Stephen Metcalfe, Craig Staunton and Eoghan Cleary



Runners-up were Out of Sync, a group made up of teachers!

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InSync! organised a very successful **Lip Sync battle** between the students from Tullow C.S. Their company made a **Total Income of €2038.52** with a **Net Profit of €1788.40**. This has provided them with an **88% Net Profit on their Sales!** They won **The Carlow Finalist Award 2019** at the County Enterprise Awards.



Tullow C.S. students Lee Coleman, Niamh Keogh, Aoife Hutton, Eadaoin O'Toole, & Sorcha McWilliams presenting their **Boonie Abul** Company at the Carlow County Enterprise Awards 2019.



Tullow C.S. Students in the lecture theatre in the Institute of Technology Carlow getting ready to present their **Business Idea**.



Tullow C.S. students Alicia Henderson, Millie Francis, Kim Doogue, Aoife Kearney & Sophie Byrne at their **Ty Ball 2019** Company Stand at the Carlow County Enterprise Awards 2019.



Tullow C.S. students **Paralec**, Doering, Stephen Murphy, Brian Byrne & Dylan Brennan presenting their **Movie Central** Company at the Carlow County Enterprise Awards 2019.



Tullow Community School

Policy on Admission to Transition Year 2022/23

Transition Year (TY) is a valuable educational experience for most students. As it is an optional year, TY students need to be suitable for the Transition Year Programme in order to benefit from and contribute to the shared learning experience of the group.

The Board of Management of Tullow Community School wishes to make the Transition Year option available to registered students of Tullow C.S. who would like to avail of a sixth year of second-level education and who are deemed suitable to benefit from and contribute to the TY experience, subject to the maximum number of students the School can accommodate in TY in any year. At the discretion of the Board of Management, a small number of places in TY may be reserved for students in exceptional circumstances e.g., certified history of illness etc. Please be advised that the identity of any student afforded a reserved place will remain confidential. Applications from students in other schools will be processed only after all applications from registered students of Tullow Community School have been processed and finally decided.

The number of students that can be accommodated in Transition Year is subject to;

- (a) D.E.S. staffing allocations, and
- (b) The capacity of the school.

The maximum number is determined each year by the Board of Management subject to (a) and (b) above.

Tuition / Work experience may take the following format i.e., Tuition five days per week with two weeks of work experience (*where possible*) assigned to any full academic week (*normally the week before the October Mid Term Break and the week before the February Mid Term Break*). The Tuition / work experience format used will again be subject to (a) and (b) above.

The following are the application procedures for a place in Transition Year:

1. TY Application Forms, including a copy of the school's Policy on Admission to Transition Year, will be posted on the school website in December. The closing date will be stated on the Application Form.

(If parents have difficulty accessing the website, a hard copy of the Transition Year Policy and the TY Application Form may be requested from the school office.)

Tullow Community School
Transition Year Programme

2. Completed TY Application Forms must be returned to the School Office by the closing date. It is the responsibility of each student and their parents/guardians to ensure that their application form is submitted in full and on time.
3. Late applications will be processed only after all applications submitted on time have been processed and finalised.
4. The decision to deem an applicant suitable or not suitable for the Transition Year Programme will be made by the Transition Year Coordinator with the assistance of the School Principal and the Senior Leadership Team who will take into account each of the following as deemed appropriate:
 - a. The information supplied on the students TY Application Form
 - b. The students TY Interview (*If the Interviews are possible*)
 - c. The students Conduct & Behaviour Record
 - d. The students Attendance & Punctuality Record
 - e. The student's suitability and the recommendation of their teachers
5. Parents/Guardians of a student who is refused a place in Transition Year and who take the view that the terms of this policy were not strictly adhered to may appeal the decision to the Board of Management by outlining in detail and in writing the grounds for their appeal. Please be advised that the decision of the Board in this regard is final.
6. Any serious breach of the school's Code of Behaviour prior to the commencement of Transition Year may result in the withdrawal of the offer of a place in TY.
7. A student who accepts a place in Transition Year and subsequently withdraws from the programme, regardless of when they withdraw, is advised that their application for oversubscribed subject options in 5th Year will be placed at the end of the waiting list for each of the oversubscribed subjects.

This policy will be reviewed regularly.

Approved by Tullow Community School Board of Management on Tuesday 9th March 2021.



Tullow Community School

Transition Year Application Form

2022-2023

For Office Use Only

Places in Transition Year are limited and are allocated based upon this completed TY Application Form, TY Interview, Conduct/Behaviour, Attendance/Punctuality and Suitability.

Information provided on this form will be used to design a unique TY Programme for the particular cohort of students.

Completed Transition Year Application Forms must be returned by **hard copy to the school office** for the attention of the Transition Year Coordinator Mr. Brian Larkin or as an attachment by email to the Transition Year Coordinator Brian.Larkin@tullowcs.ie by 4 p.m. on Wednesday 12th January 2022.

Student Name: _____ Class: _____

1. What are your reasons for choosing Transition Year with regards to the following?

Personal Development _____

Social Development _____

Educational Development _____

Vocational Development _____

What subject are you most interested in studying in T.Y.? _____

2. Outline details of your contribution to school life in Tullow Community School so far.

3. What talents and abilities would you like to develop further?

4. What foreign language are you studying at the moment? _____

Declaration

- I wish to apply for a place in Transition Year 2022 - 23.
- If offered a place, I promise to engage fully with the learning experiences in Transition Year.

Signature of Student _____

Class _____

Address _____

Signature of Parent/Guardian _____

Date: _____

Late applications for a place in Transition Year will be processed only after all applications submitted on time have been fully processed and finalised.



Tullow Community School

To nurture the wellbeing of all so that they may grow in knowledge conscience and compassion



Tullow Community School

Transition Year 2022-2023

Contract for Learning

The Mullawn
Tullow
Co. Carlow
(059) 9151473

Transition Year will help you make the transfer from Junior to Senior Cycle.

The aims of Transition Year are to allow you:

- The time and space to develop and mature without the pressure of examinations
- To aid your social, personal, physical and academic development through taking part in a broad range of activities
- To become involved in subjects and activities that you may not experience otherwise
- To experience the world of work (*if possible*), to become more employable by completing workplace certification and to examine possible future careers.

Tullow Community School has high expectations of you in Transition Year. Here we outline our requirements about work and behaviour. To receive Certification for Transition Year you must contract with the school to fulfil these requirements throughout the year:

- Develop work and study habits as directed by subject teachers
- Establish positive and respectful relationships with both fellow students and staff
- Participate in classwork, complete homework, projects and assignments on time and to the required standard
- Meet with organisational deadlines e.g. return of signed Consent Forms as required etc.
- Observe the rules and regulations of the school
- Endeavour to participate fully in Transition Year by maintaining a satisfactory attendance record
- Participate fully in the complete range of Transition Year activities.

I have read and accept the terms of this contract.

Signed: _____ (Student) Date: _____

Signed: _____ (Parent/Guardian) Date: _____

Signed: _____ (Transition Year Co-ordinator) Date: _____

I understand that details of all trips will be provided to parents in advance. I give my general consent that my son/daughter may travel to, or take part in, all activities organised by the school during his/her Transition Year. If I withdraw my consent for a particular event, I will inform the school in writing in advance of the event.

Signed: _____ (Parent/Guardian) Date: _____



Tullow Community School

Transition Year 2022-2023

Work Experience Placement

The Mullawn
Tullow
Co. Carlow
(059) 9151473

Re: Work Experience Placement (Dates from & to)

To whom it may concern,

Tullow Community School actively participates in a Transition Year (TY) Work Experience Placement programme for our students where possible. As part of this programme, each TY student is encouraged to gain Work Experience.

The school's insurance policy generally covers each pupil during this period of Work Experience.

The students understand that they must comply with any conditions you lay down regarding activities, safety, and confidentiality. They are also given instructions beforehand about attendance, punctuality, and codes of behaviour in the workplace.

The school appreciates your assistance in accommodating one of our pupils on work experience. I would be most grateful if on completion of the work experience you could complete the enclosed **evaluation form**. Your evaluation is part of their end of year grade and provides valuable feedback for the student.

If you require any further details, please do not hesitate to contact me by email at Brian.Larkin@tullowcs.ie or by phone at 059 9151473.

Thank you for your cooperation and time.

Kind Regards,

Mr. Brian Larkin
Transition Year Coordinator
Tullow Community School



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Tullow Community School

Transition Year 2022-2023

Work Experience Placement Form

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(059) 9151473

This form is to be completed by the Transition Year student when the employer has confirmed that he/she is accepting the student on work experience. It should not be sent to the employer. It should then be returned to the Transition Year Coordinator Mr. Brian Larkin on or before **Date and Time**.

TY Student's Name _____ Class: _____

Name of Employer: _____ Address of Employer: _____

Tel/Mobile of Employer: _____

Employer's relationship to student _____
(e.g. Parent, friend, uncle, none...)

What will the T.Y. student be doing during the work experience? _____

Contact Person (full name) _____

Work begins and ends at (times) _____

Date of placement: _____



Tullow Community School

Transition Year 2022-2023

Work Experience Attendance Form

The Mullawn
Tullow
Co. Carlow
(059) 9151473

Work Experience Attendance Form 2022 -2023

Week 2: Monday 24th to Friday 28th October 2022

Day	Attendance Yes/No	Hours completed
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

TY Student Signature: _____

Employer Signature: _____



Tullow Community School

Transition Year 2022-2023

Work Experience/Shadowing Diary

The Mullawn
Tullow
Co. Carlow
(059) 9151473

TY Student's Name: _____

Class: _____

Dates of Work Experience: _____

Introduction

Week 1

Name of Employer/Organisation: _____

Address: _____

Description of Business/Organisation:

Reason for choice of placement

(e.g. choice of L.C subjects, interests/hobbies, skills/experience you hope to obtain, etc)

Tullow C.S. Transition Year 2022 - 2023
Work Experience/Shadowing Diary

Week 1: Day 1 Monday

1. Outline the tasks/duties you were given to do today:

2. What skills and qualities did you learn/develop today?

3. Identify some things you did well today:

4. What did you find difficult or challenging today?

5. How well did you respond to the challenges presented to you today?

6. Describe how well you related to:

- Supervisors _____
- Fellow workers _____
- Customers/clients _____

Tullow C.S. Transition Year 2022 - 2023
Work Experience/Shadowing Diary

Week 1: Day 2 Tuesday

1. Outline the tasks/duties you were given to do today:

2. What skills and qualities did you learn/develop today?

3. Identify some things you did well today:

4. What did you find difficult or challenging today?

5. How well did you respond to the challenges presented to you today?

6. Describe how well you related to:

- Supervisors _____
- Fellow workers _____
- Customers/clients _____

Tullow C.S. Transition Year 2022 - 2023
Work Experience/Shadowing Diary

Week 1: Day 3 Wednesday

1. Outline the tasks/duties you were given to do today:

2. What skills and qualities did you learn/develop today?

3. Identify some things you did well today:

4. What did you find difficult or challenging today?

5. How well did you respond to the challenges presented to you today?

6. Describe how well you related to:

- Supervisors _____
- Fellow workers _____
- Customers/clients _____

Tullow C.S. Transition Year 2022 - 2023
Work Experience/Shadowing Diary

Week 1: Day 4 Thursday

1. Outline the tasks/duties you were given to do today:

2. What skills and qualities did you learn/develop today?

3. Identify some things you did well today:

4. What did you find difficult or challenging today?

5. How well did you respond to the challenges presented to you today?

6. Describe how well you related to:

- Supervisors _____
- Fellow workers _____
- Customers/clients _____

Tullow C.S. Transition Year 2022 - 2023
Work Experience/Shadowing Diary

Week 1: Day 5 Friday

1. Outline the tasks/duties you were given to do today:

2. What skills and qualities did you learn/develop today?

3. Identify some things you did well today:

4. What did you find difficult or challenging today?

5. How well did you respond to the challenges presented to you today?

6. Describe how well you related to:

- Supervisors _____
- Fellow workers _____
- Customers/clients _____



Tullow Community School

Transition Year 2022-2023

Work Experience Placement

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Tullow
Co. Carlow
(059) 9151473

Employer Evaluation Form 2022 – 2023

TY Student's Name _____

Class: _____

Name of Employer: _____

Employer Address: _____

Employer Tel/Mobile: _____

At the end of the placement please rate the student by placing a tick in the appropriate boxes.

Many thanks for taking the time to fill out this evaluation.

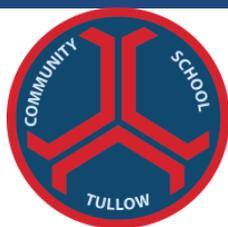
We would be grateful if you could return it to the student as soon as possible.

Rating: <i>(Please tick the most appropriate)</i>	Excellent	Good	Fair	Poor
1. Attendance & Punctuality/Time Keeping				
2. Ability to follow Instructions and learn new skills				
3. Level of competence in completion of tasks given				
4. Engagement with the job, Work Ethic & Initiative				
5. Overall attitude towards the job				
6. Ability to communicate with staff, supervisors, the public				
7. Ability to work as part of a team				
8. Suitability for this type of work				

Any additional comments you would like to make: _____

Employer Signature: _____

Date: _____



Tullow Community School

Transition Year 2022-2023

Student Reflection

The Mullawn
Tullow
Co. Carlow
(059) 9151473

Student Reflection After Work Experience Placement

Student Name: _____ Type of Employment/Work: _____

1. Does this type of career appeal to you? Yes/ No.

Why? _____

2. What are the main differences between the world of work as you experienced it and work in school?

3. In the light of your work placement, what do you consider to be the most important factors employers look for in their employees? _____

4. How can this work experience/shadowing help your future studies/career aspirations? Are there any extra skills you now feel you need to develop while you are still at school? _____

5. How can what you have learnt from your work experience placement be used?

(a) In the home _____

(b) At school _____

(c) In the local community _____

6. What skills and personal qualities did you develop as a result of your work experience?

Skills	Qualities

7. How well do you think you performed during your work experience placement?

	Excellent	Very Good	Fair	Poor
Attendance & Punctuality				
Engagement with the job, Work Ethic & Initiative				
Ability to relate to staff/supervisors/customers/the public				
Teamwork				

Student signature: _____

Date: _____

Transition Year Coordinator: _____

Date: _____