

# School Policy Regarding Student Teachers

Coláiste Mhuirlinne/ Merlin College  
Doughiska, Galway City.



**Ratified by the Board of  
Management on 17<sup>th</sup>  
December, 2015.**

## School Policy concerning Student Teachers

1. The student teacher should be supplied with the teacher induction Pack during the pre-visit.
2. All teachers in a subject department should be offered the choice of working with the student.
3. It is strongly recommended that the student teacher should not be given a class for the full schedule of periods each week e.g. two or three classes out of five.
4. Examination classes should not be given to the student teacher.
5. Transition year classes are suitable for student teachers.
6. The student teacher must work closely with the class teacher outlining areas covered.
7. Discipline: The normal discipline system will be used. Again consultation with class teachers is essential. The class teacher may remove problem students if it is deemed necessary.
8. The student teacher is expected to remain in the school throughout the school day and is encouraged to get involved in extra-curricular activities.
9. Class preparation is vital. All equipment, apparatus for experiments etc. should be organized prior to the commencement of class.
10. External examiners should consult with the class teacher at the end of the teaching practice session.
11. Students on work experience are welcome in the staffroom. Students must observe confidentiality in relation to any matters that are discussed there. Occasionally sensitive issues in relation to students are discussed. During such discussions students on work experience may be asked to absent themselves from the staffroom.
12. In all aspects of work within the school confidentiality must be observed.
13. Due to time constraints with the completion of course work assignments in Science many classes assigned to a student teacher will be part of the Transition Year programme. If assigning junior or fifth year classes it will be for a maximum of two class period per week.