



DOMINICAN COLLEGE

REPEAT YEAR POLICY

1. INTRODUCTION

1.1 Dominican College, Taylor's Hill, is a Catholic voluntary secondary school under the trusteeship Le Chéile. The school is committed to the provision of high quality education in an environment which is conducive to effective learning, teaching and discipline. Dominican College has as its objective the development of the personal, spiritual, physical and academic potential of each student in its care. The uniqueness and dignity of each individual are values enshrined in the Dominican philosophy of education. The Board of Management seeks to create an ethos in the school in which truth, justice, compassion and understanding are evident at every level.

1.2 Dominican College is committed to educating the whole person to her full potential in a caring, supportive and happy environment. In accordance with the Vision and Mission Statements of the school, each student is directed and helped to become the best person she is capable of becoming. In order to undertake this task, the Board of Management recognises the importance of regular attendance at school and of students being given the opportunity to avail fully of the educational opportunities open to them in Dominican College. It recognises that it may occasionally be the case that due to circumstances beyond their control, or a lack of engagement, that students may benefit from repeating a year in school or may not be in a position to successfully transition to the subsequent school year. In all instances, the Board of Management seeks to act in the best interests of the students' academic progress and overall wellbeing and development.

2. RATIONALE

2.1 This policy is considered necessary in order to:

- Provide clear guidelines for students and parents in relation to the criteria for repeating a school year.
- Ensure that students are facilitated in, and encouraged to, engage fully in their education.
- Provide a mechanism by which students who have missed a significant amount of time from school be facilitated in, or required to, repeat a school year.

2.2 The repetition of a school year or "Repeat Year" refers to the process by which a student is permitted or required to undertake a full year of school as for the first time despite having previously sat part or all of that year.

3. AIMS AND OBJECTIVES

3.1 This school policy seeks to:

- Promote good school attendance among students.
- Provide students with the best opportunity to achieve their academic potential.
- Support students whose educational progress has been hampered due to circumstances which may be out of their control.
- Provide clarity around the procedures for repeating a school year.
- Enable the teaching staff to ensure that the cohort within each year group has received sufficient tuition to keep up with the curriculum on an ongoing basis and to ensure that students have sufficient knowledge and understanding to follow the curriculum in subsequent years.

4. REPEAT PROCEDURES

4.1 The Department of Education & Skills' guidelines on repeating a school year are set out in circular M02/95. This specifies that students may repeat a year in the following cases:

- Prolonged absence from school for a valid reason such as ill-health.
- Serious illness which does not necessitate prolonged absence from school but which has a seriously damaging effect on the pupil's academic performance at school.
- Serious family trauma (e.g. death of a parent, separation of the parents, violence in the home etc.) which the school authorities can show has had a seriously damaging effect on the pupil's academic performance.
- Very poor academic record which requires regular remedial treatment where there is sufficient evidence to establish that (a) the pupil's academic record is very poor (b) that the pupil is in real need of regular remedial treatment and (c) that the pupil can benefit from the extra year.
- Change of school necessitating a repeat year due to missed content or taking up new subjects.

Full details of these conditions are outlined in circular M02/95.

4.2 The parents of any student wishing to repeat a year must submit an application in writing to the Principal by the end of the first week of May each year. In such an instance they must first meet with the school Principal to discuss the possibility of repeating and the reasons for wishing to do so. A

4.3 Applications to repeat a year will only be considered if:

- a) The applicant meets the conditions outlined in in circular M02/95 and any subsequent circulars which may relate to students repeating a year.
- b) There is space available in the year group sought, with consideration given to language and option choices.
- c) The Principal is of the view that repeating the year will be of benefit to the student.
- d) The Principal is of the view that the student will put in the required effort in the repeat year to achieve her academic potential.

4.3 In the case of high levels of absenteeism where a student is under 16 years of age and in the first three years of their post primary education, the school management may decide that it is not educationally feasible for that student to progress into the subsequent year. Such a decision to require a student to undertake a Repeat Year will be made in consultation with the student, their parents/guardians and other relevant agencies where appropriate (CAHMS, Tusla, EWO).

4.4 In the case of students over 16 years of age and who have completed three years of post-primary school, who have missed 25% or more of their scheduled classes for the year, school management may decide that it is not educationally feasible for them to progress into the next school year and may require them to repeat their current school year. Any such decision will take into account the individual circumstances of each student and will be made following consultation with the student, her parent/s and her teachers.

4.5 In the case of school management requiring a student to repeat a year, parents may appeal this decision to the Board of Management. This appeal request should be made in writing no later than 10 days after receipt of school management's decision to require the student to repeat the year, and should outline in detail the reasons as to why the student should not be required to do so.

4.6 In the case that the school proposes to allow more than 5% of a Leaving Certificate year-group (Year 1 or Year 2) to repeat, the prior approval of the Department of Education & Skills must be obtained in the case of each individual pupil.

4.7 Pupils who have sat the Leaving Certificate examination may be enrolled as recognised pupils to repeat 6th Year. The decision to allow a student repeat 6th Year will be made by

school management following consultation with the student, her parents and her teachers. Should a student be refused permission to repeat 6th Year she, if over the age of 18, or her parents, may appeal the decision to the Board of Management. The Department of Education and Skills requires a repeat course fee of €126.97 per pupil. Pupils whose parents or guardians are the holders of current medical cards will be exempted from the payment of the course fee on production of the medical card for noting by the school authorities.

4.8 Repeat Year students must undertake the class schedule for that year in its entirety.

4.9 Repeat Year students are expected to attend classes and engage with the curriculum during the Repeat Year in the same way as normal. Failure to engage with the programme may result in sanctions in line with the school's Code of Positive Behaviour.

This policy was ratified by the Board of Management of Dominican College on 27th May 2019.