

gaelscoil na gcloch liath



Na Clocha Liatha
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Polasaí Turais Scoile

Réamh ráiteas *Introduction*

Chuireadh an polasaí seo le chéile trí chomhairliúcháin le Foireann an Scoile, Bord Bainistíochta agus Coiste na dTuismitheoirí tar éis d'fhoireann na scoile plé a dhéanamh ar an ábhar ag an lá pleanála i Mí na Samhna 2009. Cuireadh le chéile é chun eolas a thabhairt maidir le turais scoile i gcothéacs Gaelscoil na gCloch Liath, conas iad a eagrú agus na rólanna agus freagrachtaí bhaineann leo. Tuigtear gurb é “turas scoile” aon uair a fhágann grúpa páistí suíomh na scoile leis an múinteoir (m.sh ag dul go dtí an séipéal, ag dul go dtí an leabharlann, ag dul go Coill Cnoc Sinc &rl.)

This policy was written in consultation with the Staff, Board of Management and Parents' Association Committee after the staff discussed the subject at the planning day in November 2009. It was created in order to provide further information regarding tours in the context of Gaelscoil na gCloch Liath, how they are organised and the roles and responsibilities associated with them. The term “school tour” refers to children leaving the school grounds with their teacher (ie going to the church, going to the library, going to Knocksink woods etc.)

Dá mba rud é go bhfuil difríocht idir a bhfuil scríofa as Gaeilge agus as Béarla sa pholasaí seo, glactar leis an leagan Gaeilge mar an leagan cruinn agus na leagan Béarla mar aistriúcháin.

Should there be any discrepancy between the Irish and English in this policy, it is accepted that the Irish is the correct version and the English is provided as a translation.

Sainmheon na Scoile *Link to School Ethos*

Mar chuid de bhunaidhmeanna na scoile, tá sé tábhachtach dúinn go mbeadh cumas an pháiste aonair á fhorbairt trí réimsí eágsúla foghlama. Ba mhaith linn go gcothódh an polasaí seo turais scoile suimiúla, oideachasúla agus oiriúnacha do na páistí.

As one of the aims of the school, it is important that the children develop their individual abilities through a range of learning experiences. We want, through this policy, to create tours that are interesting, educational and suitable for the children.

Aidhmeanna na dTuras *Aims of School Tours*

- Eagraítear turais scoile a thugann deis do na páistí breathnóireacht agus iniúchadh a dhéanamh i dtimpeallacht nua, agus a gcuidíonn leo an gaol idir a gcuid foghlama ranga agus an ceannphointe a aithint.
- Tá súil againn go mbainfaidh na páistí tairbhe as na turais oideachasúla trí fhorbairt intleachtúil, cultúrtha agus sóisialta.
- Déantar sár-iarracht ceannphointí a phiocadh a chuireann deiseanna foghlamtha ar fáil nach mbeadh ar fáil sa seomra ranga.

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- *School tours are organised which offer children an opportunity to observe and explore in a new environment, and which help them to make a connection between their learning at school and this new environment.*
- *Educational tours are chosen which we anticipate will benefit the children's intellectual, cultural and social development.*
- *Significant efforts are made to choose destinations which provide learning experiences for the children which would not be available in the classroom setting.*

Ullmhúcháin Preparation

- Lorgófar cead ón mBord Bainistíochta maidir le turais scoile, go háirithe na turais inar gá iompar a eagrú, sula théann na páistí ar an turas.
- Déantar gach iarracht ionad a roghnú a chuireann turais ar fáil trí mheán na Gaeilge.
- Déantar gach iarracht áit a roghnú a chomhlíonfaidh na haidhmeanna thuas ar bhealach taitneamhach, idirghníomhach, spéisiúil agus sábháilte.
- Cuirtear turais in áirithe chomh luath agus is féidir sa scoilbhliain. Déanann an múinteoir socruithe leis an bpríomhoide maidir le amchlár na dturas.
- Tá liosta d'ionaid oiriúnacha do na ranganna éagsúla agus eolas maidir leo ar fáil sa chomhad *Turais Scoile* atá coinnithe in oifig an rúnaí. Cuirfear leis an liosta seo de réir mar a fhásann an scoil. Déanann an múinteoir cinneadh faoi oiriúnacht na n-áiteanna i gcomhairle leis an bpríomhoide.
- Tá sé mar dhualgas ar gach múinteoir ranga córas iompair a aimsiú agus a chur in áirithe dá rang féin trín oifig. Tá sé mar dhualgas orthu freisin a chinntiú gur chóras feiliúnach é. Coinnítear eolas maidir le córais iompair sa chomhad *Turais Scoile*. Déantar an córas iompair atá in úsáid a chur in iúl don phríomhoide.
- Cuirtear costas an turais agus na sonraí eile a bhaineann leis in iúl do thuismitheoirí/caomhnóirí roimh an turas scoile.
- Lorgófar toiliú taistil scríofa, do thurais nach bhfuil coras taistil i gceist leo, ó thuismitheoirí/caomhnóirí ag an iontrála na pháiste. Má tá coras iompair i gceist, lorgófar toiliú taistil scríofa roimh an turais.
- Bailleofar airgead do thurais trí oifig na scoile.
- *Permission is sought from the Board of Management in relation to school tours, particularly those involving the necessity for transportation arrangements, prior to the undertaking of that particular tour.*
- *Every effort is made to secure a destination which provides tours through the medium of Irish.*
- *Every effort is made to choose a place which fulfils the aims cited above in an enjoyable, interactive, interesting and safe manner.*
- *Schools tours are booked as early as possible in the year. Time-tabling arrangements for tours are made with between the teacher and the principal.*
- *A list of suitable venues for the various classes and related information can be found in the file Turais Scoile which is kept in the secretary's office. This list will be added to as the school continues to grow. Teachers make decisions in relation to the suitability of venues in consultation with the principal.*
- *It is the responsibility of every teacher to book a suitable mode of transport for their class tour through the office. Information relating to transport companies is kept in the Turais Scoile file. The principal is informed of the mode of transport to be used.*

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- *Details of the tour, including the cost, are provided to parents/guardians prior to the tour.*
- *For all tours not involving arranged means of transportation, written consent shall be sought from the parents/guardians of the children at the time of enrolment. For tours involving the use of an arranged means of transportation, written consent is requested prior to the tour.*
- *Money for tours will be collected through the school office.*

Ar an turas *On the Tour*

- *Tuigtear gurb é an múinteoir atá i gceannas ar na páistí tríd is tríd, mar a bheadh ar ghnáthlá scoile.*
- *Caitheann na páistí éadaí reatha na scoile seachas mura bhfuil siad feiliúnach do na gníomhaíochtaí atá leagtha amach.*
- *Tugann an múinteoir mála leo ar gach turas, ina bhfuil bosca garchabhar agus aon rud eile atá riachtanach don turas. Tógtar liosta uimhreacha teagmhála na dtuismitheoirí/gcaomhnóirí ar na turais i gcónaí.*
- *Cinntear go bhfuil dóthain daoine fásta i gceannas ar na páistí agus iad ag dul ar thuras. Braithfidh an méid ar an gcineál turais, aois agus riachtanaisí na bpáistí*
- *Tuigtear go mbeidh iompar na bpáistí ar thurais scoile ag dul leis an gcaighdeán atá leagtha amach i gcód iompair na scoile.*
- *Tuigtear go mbeidh an Ghaeilge in úsáid mar theanga chumarsáide ar na turais scoile.*
- *Má bhíonn aon fhadhb leis an ionad, cuirfidh an múinteoir in iúl don phríomhoide í.*
- *It is understood that it is the teacher who is ultimately responsible for the children, as is the case on a normal school day.*
- *The children wear the school tracksuit except where it is not suitable for the activities being undertaken.*
- *The teacher takes a bag on every tour which contains a first-aid kit and anything else which is necessary for the tour. Contact details of the parents/guardians of children travelling are always brought on tour.*
- *Teachers ensure that there are a sufficient number of adults travelling to supervise the children on tour. The number of adults required will depend on the type of tour as well as the age and needs of the children.*
- *It is expected that the children's behaviour while on tour be in line with that laid down in the school's code of behaviour.*
- *It is understood that Irish will be the communicative language on school tours.*
- *Any problems which might arise in relation to tours shall be reported by the teacher to the principal.*

Tar éis an turais *After the Tour*

- *Má tá moill ar ranganna ag filleadh, glaofar ar an scoil agus cuirfear in iúl do na tuismitheoirí/caomhnóirí é.*
- *If there is any delay to classes returning from tours, contact will be made with the school and parents/guardians shall be informed.*

Nasc le réimsí an churaclam *Curricular Linkage*

- Déantar gach iarracht ceannphointí atá bainteach leis an gcuraclam ranga a roghnú do na páistí. Tuigtear gurb iad na turais a dhéanann daingniú, forbairt agus fórléathnú ar chuspóirí an churaclam na cinn is éifeachtaí. Déanfaidh an múinteoir ranga cinneadh maidir le nascanna oiriúnacha leis an gcuraclam.
- *Every effort shall be made to choose destinations which are relevant to the curriculum of the children travelling. It is understood that it is the tours which reinforce and develop understanding and expand on curriculum objectives which are the most beneficial. The teacher will make decisions in relation to suitable links to the curriculum.*

Daltaí le riachtanais speisialta *Children with special needs*

- Déantar gach iarracht turais a roghnú a oireann do gach páiste sa rang, ag cur páistí le riachtanaisí speisialta san áireamh.
- Cuirtear riachtanaisí na bpáistí san áireamh agus méid na ndaoine fásta a bhéas ag taisteal á roghnú.
- *Every effort is made to select tours which are suitable for every child in the class, including those with special educational needs.*
- *The needs of the children are taken into account when deciding on the number of adults who will accompany the children on their tour.*

Rólanna agus Freagrachtaí *Roles and Responsibilities*

- Tá gach múinteoir freagrach as an turas a ullmhú dá rang féin agus as sábháilteacht na bpáistí atá faoina c(h)úram. Tá freagracht ginearálta ar an bpríomhoide cinntiú go bhfuil cleachtas oiriúnach i bhfeidhm.
- *Every teacher is responsible for organising their classes school tour and for the safety of the children in their care. There is a general responsibility on the principal to ensure that suitable practices are in place.*

Critéir Ráthúlachta *Success Criteria*

- Aischothú dearfach ó mhúinteoirí, ó thuismitheoirí/caomhnóirí agus ó dhaltaí.
- Athbhreithniú bliantúil i measc na múinteoirí.
- *Positive feedback from teachers, parents/guardians and pupils.*
- *Yearly review by teachers of tour destinations.*

Athbhreithniú *Review*

- Déanfar athbhreithniú ar an bpolasaí seo go rialta.
- *This policy will be revised regularly.*

Daingniú *Ratification*

Daingithe ag an mBord Bainsitíochta ar an 28ú Aibreán 2010.
Ratified by the Board of Management on 28th April 2010.