**Athlone Community College**

Athlone Community College with the co-operation of its educational partners will continue to provide an environment where each student is cherished equally and is nurtured to a personal, intellectual and moral maturity. We are committed to creating an atmosphere of excellence in learning, challenging the pupils to reach their full potential. We will foster an appreciation of Arts, our national and European culture and the greater global environment. Our co-educational approach to learning places emphasis on equality of opportunity and offers flexibility in response to an ever-changing society.

Our philosophy of education is a Christian one embracing all creeds. We aspire to a holistic education encompassing the intellectual, moral, religious, personal, physical and social dimensions of our being.

Our ethos encourages a mutual respect for one another, where the joy of learning becomes a reciprocal experience.

**“Even while we teach we learn”**

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**1. Overview**

Athlone Community College has offered the Transition Year Programme since 1994. Transition Year is a one-year optional programme designed to bridge the gap between the Junior and Senior Cycle and to prepare students for adult life. Our school endeavours to achieve the mission of Transition Year which is:

**‘To promote the personal, social, educational and vocational development of the students and to prepare them for their role as autonomous, participative and responsible members of society’**

2. **Procedures for Admission**

2.1. Application for admission to Transition Year is open to all students in Junior Certificate Year 3.

2.2. For students currently enrolled in Athlone Community College, application for admission to Transition Year is made via the Senior Cycle Options Programme.

2.3. A closing date will be indicated on the Application Form and late applications may not be considered.

2.4. All applicants will be interviewed following receipt of their Application Form.

2.5. If a student is not offered a place on the TY Programme a letter is issued to the student’s parent/guardian informing them of the option the student has been offered. The parent/guardian may meet with the Deputy Principal or Guidance Counsellor if they wish to discuss the matter further.

3. **Transferring students**

3.1. Transferring students must, in the first instance, complete an official Enrolment Form for admission to the school. These applicants will be subject to the terms, conditions, procedures and criteria outlined in the school’s Admissions Policy.

3.2. Applicants will be interviewed by the Principal and/or the Deputy Principal and/or the Transition Year Co-ordinator/Year Head, should a space be available on the programme.

4. **Criteria for Admission**

Each application will be considered on its own merit. However, the following criteria will apply in assessing a prospective Transition Year student’s application:

1. The number of students that can be accommodated in Transition Year will be decided by the school’s Board of Management prior to the design of the Senior Cycle Options Programme annually. The total number on the Transition Year programme will not exceed 24 students per class up to a maximum of 6 classes. (This number will be decided by the Board of Management)
2. The student’s attendance, participation and punctuality record.
3. The student’s demonstration of personal interests and personal development.
4. The student’s record of compliance with the school’s Behaviour Policy and the Code of Conduct.
5. The student must submit a TY Application Form detailing his/her interest and suitability for the TY Programme. (Application Form attached)

**See Appendix 1**

5. **Accepting a place on the Transition Year Programme**

1. On receipt of an offer of a place on the Transition Year Programme the student & parent must confirm their acceptance by a date that will be indicated on the letter of offer & acceptance form. This will also include a contract of learning associated with the programme.
2. This acceptance should be accompanied by a deposit to secure a place on the programme.
3. It must be noted that demand is high for places in Transition Year and should any of the criteria not be adhered to the offer of a place may be withdrawn and assigned to the next student on the waiting list.
4. Athlone Community College acknowledges its duty to promote equality of access to and participation in the Transition Year Programme subject to the procedures and criteria outlined in this policy.

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| **Board of Management Ratification Date \_\_\_\_\_\_\_\_\_\_** |
| **Board of Management Review Date \_\_\_\_\_\_\_\_\_\_** |

Appendix 1

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| **Athlone Community College**  **Transition Year Programme**  **Interview Score Sheet** |

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Interview: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Criterion 1 | Interests/Personal Development | 10 marks |
| Criterion 2 | Attendance & Participation | 30 marks |
| Criterion 3 | Code of Behaviour | 30 marks |
| Criterion 4 | Application Form  & Interview | Form 20 |
| Interview +/-10 |

|  |  |  |  |
| --- | --- | --- | --- |
| Criterion 1  10 marks | Criterion 2  30 marks | Criterion 3  30 marks | Criterion 4  30 marks |
|  |  |  |  |
| 0 Poor  1-3 Fair  4-7 Good  8-10 Excellent | 0-5 days = 30  6-10 days = 25  11-15 days = 20  16-20 days = 15  21 plus days = 10 | None = 30  1-3 detentions= 20  4-5 Detentions/Minor issue = 10  Suspension = 0 | Form Interview  0-4 Poor 0 Poor  4-9 Fair 1-3 Fair  10-15 Good 4-7 Good  16-20 Excellent 8-10 Excellent |
|  |  |  |  |

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TRANSITION YEAR APPLICATION FORM 2019-2020**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tutor Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Any student wishing to apply for Transition Year must complete and return this form to the front Office by

1. **Why do you want to participate in Transition Year?**
2. **Describe your understanding of the Transition Year programme in Athlone Community College and the qualities you have which will enable you make a meaningful contribution to the programme.**
3. **Describe your personal interests/extra-curricular/ co-curricular activities and how they would assist you in the TY programme in Athlone Community College?**
4. **What career path / education path are you hoping to pursue after leaving school?**

**To assist with curriculum planning:**

**During 3rd year did you study** French,  German,  Spanish

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Student:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE RECEIVED (OFFICE USE ONLY)

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