



ST. PAUL'S SCHOOL
RE-ENGAGEMENT POLICY.

BACKGROUND AND PURPOSE

The St. Paul's School Referral Procedure covers the circumstances under which a pupil is enrolled in the school. During this process an assessment of the pupil's needs, and of the School's ability to meet these needs is made. On the basis of this process, an Education Plan for this young person is developed.

However, a set of circumstances may arise, under which a young person can be absent from the school for a lengthy period of time. The Board recognises that the original Education Plan or Individual Student Profile, even though subject to regular ongoing review, may not be adequate to meet the changing set of circumstances which have emerged as a result of the absence and the reasons behind it. To review the circumstances mentioned and to endeavour to meet the young person's needs in this situation, a re-engagement/re-enrolment/re-contracting policy is needed.

There may be many reasons for such absences. The following sets of circumstances are likely to be the most common:

- I. If a pupil is returning to school after a lengthy absence (in excess of 20 days) brought about by the self-withdrawal or withdrawal by parents/guardians, of the pupil.
- II. If a pupil has been suspended/excluded by the Board of Management for a period in excess of 20 days.

ELEMENTS OF POLICY

The re-enrolment/re-engagement procedure involves the following elements:

- A. A meeting(s) of staff to decide what changes they recommend to the pupil's individual educational policy in the light of the emergent situation.
- B. A meeting(s) with parent(s)/guardian(s) and the young person to discuss and to seek their contribution to developing an addendum to the original plan.
- C. If deemed necessary, a further meeting with staff to discuss this.
- D. A meeting with the young person and parent(s)/guardian(s) to agree and sign the amended plan.
- E. A compulsory Review meeting. Depending on the circumstances, an agreement may be made to build in a regular set of Review Meetings.

It is possible that (B) above can be carried out to some extent by the Community Worker in a therapeutic context under a mandate from staff/parent(s)/guardian(s), if this is felt to be beneficial to the young person in clarifying his/her needs.

CONTRACT

In contracting for re-enrolment, an official school form is used.

An official form is also used for Review Meetings.