



Our Lady of Fatima Special School

Roll No.	19266T
Principal Teacher	Glenda McKeown
Policy	Summer Programme
Date created	May 2026
Date reviewed	
Date reviewed	
Approved by:	<i>Kaithe McKeown</i>
	Chairperson, Board of Management
Date for review	May 2027

Our Lady of Fatima Summer Programme Policy

SUMMER PROGRAMME POLICY

DESCRIPTION OF SCHOOL: Our Lady of Fatima Special school is a Catholic School under the trusteeship of the Bishop of Ferns. This school caters for pupils with special educational needs and provides specialised education for children with mild general learning difficulties, boys and girls, ranging in age from 4 to 18 years.

DESCRIPTION OF SUMMER PROGRAMME: This Programme is an extension of the school year and accordingly, the terms and conditions governing staffing and resources in the regular school year are also applicable to the Summer Programme unless otherwise stated. Staffing resources for SP, i.e. teachers and SNAs are the same as those provided for the participating children during the normal school year, having regard to the prevailing Pupil Teacher Ratio and, subject to the full participation of the relevant students.

AIMS: The key principles and approaches of the Summer Programme is to:

- Support children and young peoples' wellbeing through building their confidence and enhancing their sense of connection with their school and their peers.
- Support children and young people who are at key transition stages in their education to progress to their planned educational placement in September.
- To implement the five main areas from the March 2026 Inspectorate Summer Programme Report 2025:
 1. promoting agency
 2. exploring and learning in the local community
 3. using digital technology
 4. supporting educational transitions
 5. responsive active learning experiences

SUMMER PROGRAMME IN OUR LADY OF FATIMA SPECIAL SCHOOL

The decision for Our Lady of Fatima Special School to run a Summer Programme will be made solely by the Board of Management. A decision to run the Summer Programme on a particular year does not imply that Summer Programmes will be operational in subsequent years.

NUMBER OF AVAILABLE PLACES:

The number of available places on the Summer Programme will be determined by the availability of staff to deliver the Summer Programme. Participation in the Summer Programme is voluntary for School Staff, and it is for each Staff Member to choose whether or not to participate in the Summer Programme.


STAFFING

In the interest of safety and welfare of students and young persons, the Summer Programme shall be staffed by experienced teachers and SNAs. This is to ensure continuity and predictability for the pupils. The staffing will continue from the previous year's cohort. If staff from the previous year are not returning, they will be replaced firstly by teachers and SNAs from the School Staff who may decide to fill the available post that may arise if the Department determines the school allocation will remain the same. Staffing will follow the schools Order of Seniority list, which is posted in the Staff Room and updated as required. If no school staff are available, then the BOM will employ the most suitably qualified external teacher/SNA. All staff must be available for the full two weeks and unavailability will not be possible as substitute cover is not permitted.

DATES: The Summer Programme will run for the first two weeks during July; Dates to be decided annually by Board of Management.

TRANSPORT: Our Lady of Fatima Special School will provide Bus Escorts for the duration of the Summer Programme. A Department of Education Transportation Grant is available for the duration of the Summer Programme. Contracts Extended.

APPLICATION PROCESS FOR SUMMER PROGRAMME: Parents will be invited to apply for their child to attend the Summer Programme. Applications shall be made using the official school application form. Only applications made on this form shall be considered as valid (Telephone Calls, Emails, Text messages etc shall not be considered valid applications). Applications will be accepted between 27th April until 9th May inclusive. All applications must be returned to School office in a sealed envelope marked with Child's Name / Family Name and 'Summer Programme'.

Signed: 

(Chairperson of Board of Management)

Date: May 2026

Signed:  (Principal)

Date: May 2026