



Gaelscoil Ruairí

Maigh Nuad

Polasaí Cumarsáide na Scoile

Réamhrá:

Tá caidreamh éifeachtach idir na múinteoirí, an príomhoide agus na tuismitheoirí riachtanach d' oideachas, sláinte agus beatha an pháiste fad is a bhíonn siad ar scoil.

Braitheann eispéireas na bpáistí agus a bhfoghlaím ar scoil ar chumarsáid agus ar cé chomh éifeachtach is a bhíonn sé.

Braitheann atmaisféar uile na scoile ar chumarsáid éifeachtach agus sin an fáth go bhfuil an-bhéim ar chúrsaí cumarsáide i nGaelscoil Ruairí.

Mar atá luaite inár sainspiorad scoile, tá béim faoi leith ar mheas a léiriú ar a chéile inár scoil. Is bunchloch í seo a threoraíonn pobal na scoile ar fad agus chuile ní a tharlaíonn i nGaelscoil Ruairí.

Bíonn córais shoiléir de dhíth chun éifeacht na cumarsáide a chinntiú, córas atá le feiceáil thíos. Tuigimid freisin áfach go mbíonn an-éifeacht uaireanta ag comhráite neamhfhoirmiúla agus neamhphleanáilte a tharlaíonn i measc phobal na scoile. Bíonn brú ama i gcónaí ar scoil agus seo an fáth nach n-oibríonn na modh seo i gcónaí. Tuigimid gurbh iad na páistí ár dtosaíocht ach ní chiallaíonn sé seo gur féidir le daoine i bpobal na scoile a bheith ar fáil do chomhrá am ar bith gan coinne.

Seo an cineál cumarsáide a tharlaíonn go rialta i nGaelscoil Ruairí, cumarsáid;

1. i measc na bhfoirne
2. idir na múinteoirí agus na tuismitheoirí
3. idir an oifig agus na tuismitheoirí
4. idir an phríomhoide agus na tuismitheoirí
5. idir na tuismitheoirí agus na múinteoirí
6. idir na tuismitheoirí agus an oifig
7. idir na tuismitheoirí agus an príomhoide
8. idir an bord bainistíochta agus pobal na scoile
9. idir choiste na dtuismitheoirí agus pobal na scoile
10. idir an fhoireann agus na páistí
11. idir na páistí agus an fhoireann
12. idir an scoil agus an pobal ginearálta

Gaelscoil Ruairí, Maigh Nuad, Cill Dara.

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Tá na córais chumarsáide atá againn mínithe thíos:

Tá an polasaí seo á chur le chéile againn le linn srianta ag leibhéal a 5 de bharr Covid-19. Níl aon chumarsáid aghaidh ar aghaidh ceadaithe ag an am seo seachas i measc foirne na scoile.

1. Cumarsáid i Measc na bhFoirne:

Cruinnithe Foirne:

Bíonn cruinnithe foirne míosúla ag foireann na scoile.

Córas Riaracháin na Scoile:

Tá Aladdin in úsáid sa scoil. Tá go leor gnéithe ar seo a chabhraíonn le cumarsáid i measc na bhfoirne.

Ríomhphoist:

Tá seoltaí ríomhphoist na scoile ag gach ball foirne agus úsáidtear an mhodh seo chun cumarsáid a dhéanamh.

Grúpa Whatsapp na Foirne:

Uaireanta bíonn an mhodh seo éifeachtach don fhoireann. .

2. Cumarsáid idir na Múinteoirí agus na Tuismitheoirí:

Ríomhphoist:

Tá ríomhphoist scoile ag gach múinteoir. Foilseofar na seoltaí seo ag tús gach scoilbhliain sa nuachtlitir. Is féidir le múinteoirí ríomhphoist a sheoladh chuig tuismitheoirí.

Fón:

Is féidir leis na múinteoirí glaoch a chur ar thuismitheoirí. D'fhéadfadh le téacsanna a bheith seolta ach níl an modh seo molta.

Cruinnithe Fíorúil:

Is féidir le múinteoirí cruinnithe fíorúil a eagrú le tuismitheoirí.

Nótaí:

Is féidir le múinteoirí nótaí a sheoladh abhaile i málaí scoile na naíonán nó i ndialann obair bhaile na bpáistí ó R.1 ar aghaidh.

Litreacha:

Is féidir le múinteoirí litreacha a sheoladh abhaile leis na páistí do na tuismitheoirí.

Seesaw:

Is féidir le múinteoirí cumarsáid a dhéanamh leis na tuismitheoirí thar Seesaw.

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Nuachtlitir:

Uaireanta bíonn eolas ó na múinteoirí i nuachtlitir na scoile.

Cruinnithe Thús na Bliana:

Eagraíonn múinteoirí cruinnithe ag tús gach scoil bliain chun cumarsáid a dhéanamh le tuismitheoirí.

Is féidir le seo tarlú sa rang nó thar Zoom.

Cruinnithe Eile:

Bíonn múinteoirí ag eagrú cruinnithe eile le tuismitheoirí ó am go ham. Is gá go mbeadh fáth an chruinnithe i gcónaí ar eolas ag na tuismitheoirí roimh ré.

Cruinnithe Tuismitheoirí / Múinteoirí:

Eagraítear cruinnithe tuismitheoirí / múinteoirí sa chéad téarma gach bliain.

3. Cumarsáid idir an Oifig agus Tuismitheoirí:

Ríomhphoist:

Tá ríomhphoist ag oifig na scoile, oifig@gaelscoilruairi.ie

Is féidir leis an rúnaí ríomhphoist a sheoladh chuig tuismitheoirí.

Fón:

Fón na Scoile: 086-8226872

Is féidir leis an rúnaí glaoch a chur ar tuismitheoirí.

D'fhéadfadh le téacsanna a bheith seolta ach níl an modh seo molta.

Litreacha:

Seolann an oifig litreacha sa phost.

Seolann an oifig litreacha abhaile le páistí.

Nótaí:

Seolann an oifig nótaí abhaile leis na páistí ó am go ham.

Nuachtlitir:

Seoltar nuachtlitir seachtainiúil amach thar ríomhphoist.

Suíomh Gréasáin:

Foilsítear nuachtlitir ar shuíomh gréasáin na scoile go seachtainiúil.





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Is féidir leis an oifig suíomh gréasáin na scoile chun chumarsáid a dhéanamh le tuismitheoirí.

4. Cumarsáid idir an Príomhoide agus na Tuismitheoirí:

Ríomhphoist:

Tá ríomhphoist ag príomhoide na scoile, príomhoide@gael scoilruairi.ie

Seolann an príomhoide ríomhphoist chuig tuismitheoirí.

Iarrann an príomhoide ar an rúnaí teagmháil a dhéanamh le tuismitheoirí ar a son.

Fón:

Fón na Scoile: 086-8226872

Glaonn an príomhoide ar thuismitheoirí.

D'fhéadfadh le téacsanna a bheith seolta ach níl an modh seo molta.

Litreacha:

Seolann an príomhoide litreacha sa phost chuig tuismitheoirí.

Seolann an príomhoide litreacha abhaile le páistí.

Nótaí:

Seolann an príomhoide nótaí abhaile le páistí ó am go ham.

Nuachtlitir:

Seoltar nuachtlitir seachtainiúil amach thar ríomhphoist.

Suíomh Gréasáin:

Foilsítear nuachtlitir ar shuíomh gréasáin na scoile go seachtainiúil.

Is féidir leis an bpríomhoide suíomh gréasáin na scoile chun chumarsáid a dhéanamh le tuismitheoirí.

Cruinnithe Aonaracha:

Bíonn cruinnithe ag an bpríomhoide le tuismitheoirí ó am go ham. Is gá go mbeadh fáth an chruinnithe i gcónaí ar eolas ag na tuismitheoirí roimh ré.

Cruinnithe Eile:

Is féidir leis an bpríomhoide cruinnithe a eagrú le tuismitheoirí ranga amháin nó le pobal na scoile ar fad ar scoil nó go fíorúil.

5. Cumarsáid idir na Tuismitheoirí agus na Múinteoirí:

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Ríomhphoist:

Tá ríomhphoist scoile ag gach múinteoir.

Is féidir le tuismitheoirí ríomhphoist a sheoladh chuig na múinteoirí

Fón:

Fón na Scoile – 0868226872

Is féidir le tuismitheoirí glaoch a chur ar fhón na scoile chun labhairt le múinteoirí nó chun coinne a dhéanamh labhairt le múinteoirí.

Litreacha:

Is féidir le tuismitheoirí litreacha a sheoladh chuig na múinteoirí.

Nótaí:

Is féidir le tuismitheoirí nótaí a sheoladh isteach chuig na múinteoirí.

Cruinnithe Fíorúil:

D'fhéadfaí le cruinnithe fíorúil a bheith eagraithe idir tuismitheoirí agus mhúinteoirí.

Seesaw:

Is féidir le tuismitheoirí cumarsáid a dhéanamh le múinteoirí thar Seesaw.

Cruinnithe Tuismitheoirí / Múinteoirí:

Eagraítear cruinnithe tuismitheoirí / múinteoirí sa chéad téarma gach bliain sa scoil nó go fíorúil.

Cruinnithe Eile:

Bíonn tuismitheoirí ag eagrú cruinnithe eile le múinteoirí ó am go ham. Is gá go mbeadh fáth an chruinnithe i gcónaí ar eolas ag na múinteoirí roimh ré.

6. Idir na Tuismitheoirí agus an Oifig:

Ríomhphoist:

Tá ríomhphoist ag oifig na scoile. oifig@gaelscoilruairi.ie

Is féidir le tuismitheoirí ríomhphoist a sheoladh chuig an oifig.

Is féidir leis an oifig iad a sheoladh ar aghaidh chuig an bpríomhoide nó chuig múinteoirí eile má bhaineann siad leo.





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Fón:

Fón na Scoile: 086-8226872

Is féidir le tuismitheoirí glaoch a chur ar fhón na scoile chun labhairt leis an rúnaí.

Litreacha:

Is féidir le tuismitheoirí litreacha a sheoladh isteach chuig an oifig.

Nótaí:

Is féidir le tuismitheoirí nótaí a sheoladh isteach chuig an oifig.

7. Idir na Tuismitheoirí agus an Príomhoide:

Ríomhphoist:

Tá ríomhphoist ag príomhoide na scoile. priomhoide@gaelscoilruairi.ie

Is féidir le tuismitheoirí ríomhphoist a sheoladh chuig an bpríomhoide.

Is féidir leis an bpríomhoide iad chur ar aghaidh chuig an rúnaí san oifig nó chuig baill foirne eile más é sin an bealach is éifeachtaí ábhair an ríomhphoist a fhreagairt.

Fón:

Fón na Scoile – 0868226872

Is féidir le tuismitheoirí glaoch a chur ar fhón na scoile chun labhairt leis an bpríomhoide nó chun coinne a dhéanamh chun labhairt leis an bpríomhoide.

Litreacha:

Is féidir le tuismitheoirí litreacha a sheoladh isteach chuig an scoil nó chuig an oifig don phríomhoide.

Nótaí:

Is féidir le tuismitheoirí nótaí a sheoladh isteach chuig an oifig don phríomhoide.

Cruinnithe Fíorúil:

D'fhéadfaí le cruinnithe fíorúil a bheith eagraithe idir tuismitheoirí agus an príomhoide.

Cruinnithe Eile:

Bíonn tuismitheoirí ag eagrú cruinnithe leis an bpríomhoide ó am go ham. Is gá go mbeadh fáth an chruinnithe i gcónaí ar eolas ag an bpríomhoide roimh ré.





8. Idir an Bord Bainistíochta agus Pobal na Scoile:

Nuachtlitir na Scoile:

Cuireann Bord Bainistíochta na scoile mír isteach i nuachtlitir na scoile nuair a bhíonn eolas le scaipeadh.

Suíomh Gréasáin na Scoile:

Foilsítear nuachtlitreacha na scoile ar shuíomh gréasáin na scoile gach seachtain.

Litreacha:

D'fhéadfadh le Bord Bainistíochta na scoile litreacha a sheoladh chuig baill phobal na scoile.

9. Idir Choiste na dTuismitheoirí agus Pobal na Scoile:

Is féidir le tuismitheoirí mar chuid den fhoirm chhlárúcháin na scoile eolas a líonadh isteach do Choiste na dTuismitheoirí. Má fhaigheann an scoil cead an t-eolas seo a chur ar aghaidh chuig an gCoiste, déantar é sin. An t-eolas atá ann ná ainm an tuismitheora, uimhir fóin an tuismitheora agus seoladh ríomhphoist an tuismitheora.

Nuachtlitir na Scoile:

Seolann Coiste na dTuismitheoirí eolas amach tríd nuachtlitir na scoile.

Ríomhphoist:

Tá cuntas ríomhphoist ag Coiste na dTuismitheoirí, coistetuisti@gael scoilruairi.ie

Is féidir leis an gcoiste teagmháil a dhéanamh le tuismitheoirí na scoile tríd an gcuntas ríomhphoist seo.

Suíomh Gréasáin:

Foilsítear nuachtlitreacha na scoile ar shuíomh gréasáin na scoile gach seachtain.

Facebook:

Tá leathanach facebook príobháideach, Tuismitheoirí Gaelscoil Ruairí (do thuismitheoirí na scoile amháin) ag Coiste na dTuismitheoirí agus déanann an coiste cumarsáid le pobal na scoile tríd an leathanach seo.

Cruinnithe:

Bíonn Cruinniú Cinn Bliana á eagrú ag Coiste na dTuismitheoirí do phobal na scoile go bliantúil. Is féidir le seo tarlú sa scoil nó go fíorúil.

Is féidir le Coiste na dTuismitheoirí aoichainteoirí a eagrú do phobal na scoile agus d'fhéadfadh leis na cruinnithe seo tarlú sa scoil nó go fíorúil.





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Grúpaí Whatsapp:

Eagraíonn an Coiste grúpaí whatsapp ranga nuair a thosaíonn na páistí i naíonáin bheaga. Is féidir le tuismitheoirí cumarsáid a dhéanamh lena chéile tríd na grúpaí seo.

10. Idir an Fhoireann agus na Páistí:

Bíonn foireann na scoile i mbun cumarsáide leis na páistí an t-am ar fad. Tarlaíonn sé seo in alán bealaí. Déantar é seo sa rang, sa chlós, timpeall na scoile agus go fíorúil.

11. Idir na Páistí agus an Fhoireann:

Bíonn na páistí i mbun cumarsáide leis an bhfoireann an t-am ar fad ar scoil. Tarlaíonn sé seo sa rang, sa chlós, timpeall na scoile agus go fíorúil.

Bunófar Coiste na bPáistí sa scoil i Meán Fómhair 2023. Beidh ár rang is sine i R.3 ag an bpointe sin. Beidh ionadaithe ó gach rang ó R1 ar aghaidh in ann suí ar an gcoiste. Athrófar na baill gach bliain trí chóras daonlathach vótála. Eagrófar cruinnithe idir an choiste agus foireann na scoile go rialta chun ábhair spéise na bPáistí a phlé. Beidh a thuilleadh oibre le déanamh roimh a thosóidh sé seo.

12. Idir an Scoil agus an Pobal Ginearálta:

Suíomh Gréasáin na Scoile:

Úsáideann an scoil suíomh gréasáin na scoile www.gaelscoilruairi.ie chun cumarsáid a dhéanamh leis an bpobal.

Facebook:

Úsáideann an scoil leathanach Facebook na scoil chun cumarsáid a dhéanamh leis an bpobal.

Cruinnithe Poiblí:

D'fhéadfadh leis an scoil cruinnithe poiblí a eagrú don phobal ginearálta ó am go ham. D'fhéadfadh leis na cruinnithe seo tarlú sa scoil nó go fíorúil.

Gearáin:

Bíonn gearáin ag daoine ó am go ham. Is rud nádúrtha é seo. Má bhíonn gearáin nó cúis inmí ag tuismitheoir is gá an próiseas thíos a leanúint;

Seo an próiseas atá le leanúint má bhíonn gearáin ag tuismitheoir.

Céim 1: Déantar coinne agus téann an tuismitheoir chuig an múinteoir ranga chun iarracht a dhéanamh an gearán a réiteach.

Céim 2: I gcás nach bhfuil an gearán réitithe leis an múinteoir ranga déantar coinne le bualadh leis an bpríomhoide chun iarracht a dhéanamh an gearán an réiteach.

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Céim 3: I gcás nach bhfuil an gearán réitithe leis an bpríomhoide déantar coinne le bualadh leis an gCathaoirleach chun iarracht a dhéanamh an gearán a réiteach.

Céim 4: Mura bhfuil an gearán réitithe ag an bpointe seo is féidir leis an tuismitheoir an gearán a chur i scríbhinn chuig an gCathaoirleach don Bhord Bhainistíochta. Déanann an Cathaoirleach gach iarracht an gearáin a réiteach leis an múinteoir taobh istigh de chúig lá.

Céim 5: Mura bhfuil an gearán réitithe go neamhfhoirmiúil tugann an cathaoirleach cóip den gearáin scríofa chuig an múinteoir agus eagraítear cruinniú leis an Múinteoir, an príomhoide agus an cathaoirleach taobh istigh de deich lá chun iarracht a dhéanamh an gearán a réiteach.

Céim 6: Mura bhfuil an gearáin réitithe ag an bpointe seo cuireann an cathaoirleach an gearáin os comhair an bhoird Bainistíochta agus leanann siad leis an bpróiseas.

Conclúid:

Tá gach duine i bpobal na scoile i dteideal go ndéantar gach cumarsáid leo ar bhonn éifeachtach agus béasach agus go léirítear meas orthu i gcónaí.

Tá cód iompair sa scoil a chuireann béim ar mheas agus a bhaineann le gach duine i bpobal na scoile.

Tá sé molta go ndéanann pobal na scoile cumarsáid oifigiúil lena chéile le linn na gnáth amanna oifige más féidir.

Tá an polasaí seo curtha le chéile ag pobal na scoile uilig sa scoilbhliain 2020/21.

Déanfar athbhreithniú ar an bpolasaí seo nuair is gá.

Ghlac Bord Bainistíochta na Scoile leis an bpolasaí seo ar an 1 Márta 2021

Síniú an Chathaoirligh:

Damhnait Uí Ruairc

Síniú an Phríomhoide:

Póla Ní Chinnsealaigh





School's Communication Policy:

Introduction:

The positive relationship between teachers, the principal and parents is essential for the children's education, health and wellbeing while they are in school.

The children's experiences and learning in school depend on this communication and on how effective it is.

A school's atmosphere depends on effective communication and this is why there is a strong emphasis on communication in Gaelscoil Ruairí.

As stated in the school's characteristic spirit, there is particular emphasis placed on showing respect in our school. This is the foundation that guides everyone in the school community as well as everything that takes place in Gaelscoil Ruairí.

A clear system is needed to ensure the effectiveness of our communication which is outlined below. We are also aware that informal and unplanned conversations between members of the school community can at times be quite effective. We all must remember that time is a very precious commodity in schools and that time pressures always exist and it is for this reason that these unplanned encounters can sometimes fail. We all understand and agree that the children are all our priorities but this doesn't necessarily mean that members of the school community can be expected to be available for a conversation at any time without a prior appointment.

The following is the type of communication that takes place in Gaelscoil Ruairí. Communication;

1. between staff
2. between teachers and parents
3. between the office and parents
4. between the principal and parents
5. between parents and teachers
6. between parents and the office
7. between parents and the principal
8. between the board of management and the school community
9. between the parents committee and the school community
10. between the staff and the children
11. between the children and the staff
12. between the school and the general public

Our Communication Systems are explained below:





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This policy is being devised during level 5 restrictions due to Covid-19. No face-to face communication is permitted at this time apart from between school staff.

1. Between School Staff:

Staff Meetings:

The school staff have monthly staff meetings.

School's Administration System:

The school used Aladdin. There are plenty of aspects to this that help with communication between staff.

E-Mails:

Every member of staff has a school email account and these accounts are used for communication.

Staff WhatsApp Groups:

At times this can be an effective method of communication.

2. Between Teachers and Parents:

Email:

Every teacher has a school email account. These emails are published in the school newsletter at the beginning of each school year. Teachers can email parents.

Phone:

Teachers can call parents.

Teachers can send text messages but this is not recommended.

Zoom:

Teachers can organise Zoom calls with parents.

Notes:

Teachers can send notes home in the infants' school bags or in the homework journals of children from 1st class.

Letters:

Teachers can send letters home with the children for their parents.

Seesaw:

Teachers can communicate with parents through Seesaw.

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Nuachtlitir:

There can sometimes be information from the teachers in the school's weekly newsletter.

Meetings at the Start of the Year:

Teachers organise meetings for parents at the start of each school year. These can take place in the classroom or on Zoom.

Other Meetings:

Teachers organise other meetings with parents from time to time. Parents must always know the reason for the meeting prior to the meeting taking place.

Parent / Teacher Meetings:

Parent/ Teacher Meetings take place during the first term each year.

3. Between the Office and Parents:

Email:

The school's office has an email account, oifig@gaelscoilruairi.ie
The secretary can email parents.

Phone:

School's Phone Number: 086-8226872

The secretary can phone parents.
The office can send text messages but this is not recommended.

Letters:

The office sends letters by post.
The office sends letters home with the children.

Notes:

The office sends notes home with the children from time to time.

Newsletter:

A weekly newsletter is sent by email.

Website:

The school's newsletter is published on the school's website weekly.
The office can use the school's website to communicate with parents.





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4. Between the Principal and Parents:

Email:

The principal has a school e-mail account, priomhoide@gael scoilruairi.ie
The principal sends emails to parents.

The principal asks the secretary to contact parents on her behalf.

Phone:

School Phone number: 086-8226872

The principal calls parents.

The principal can text parents but this is not recommended.

Letters:

The principal sends letters by post to parents.

The principal sends letters home with the children.

Notes:

The principal sends notes home with the children from time to time.

Newsletter:

A weekly newsletter is sent by email.

School Website:

The school's newsletter is published on the school's website weekly.

The principal can use the school's website to communicate with parents.

Individual Meetings:

The principal organises meetings with individual parents from time to time. The reasons for these meetings must be known by the parents prior to the meetings.

Other Meetings:

The principal can organise meetings with parents from different class groups or with all the parents. These can take place in the school or virtually online.

5. Between Parents and Teachers:

Email:

Every teacher has a school email account.

Parents can contact teachers by email.

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Phone:

School Phone number: 086-8226872

Parents can call the school phone to speak with teachers or to make an appointment to speak with teachers.

Letters:

Parents can send letters to the teachers.

Notes:

Parents can send notes into the teachers.

Virtual Meetings:

virtual meetings may be arranged between parents and teachers.

Seesaw:

Parents can communicate with teachers through Seesaw.

Parent/Teacher Meetings:

Parent/Teacher Meetings are organised during the first term each year. These can take place in school or virtually.

Other Meetings:

Parents organise other meetings with parents from time to time. The reason for these meetings must be known by the teachers beforehand.

6. Between Parents and the Office:

Email:

The school office has an email account. oifig@gaelscoilruairi.ie

Parents can email the office.

The office can forward on these emails to the principal or to other members of staff when appropriate.

Phone:

School Phone: 086-8226872

Parents can call the school phone to speak with the school secretary.

Letters:

Parents can send letters into the office.

Notes:

Parents can send notes into the office.

Gaelscoil Ruairí, Maigh Nuad, Cill Dara.

F: +353 (0) 86 822 6872 | E: priomhoide@gaelscoilruairi.ie | www.gaelscoilruairi.ie |  

Uimhir Rolla 20527F





7. Between Parents and the Principal:

Email:

The principal has an email account. priomhoide@gaelscoilruairi.ie
Parents can email the principal.

The principal can forward on these emails to the secretary in the office or to other members of staff if appropriate.

Phone:

School Phone: 086-8226872

Parents can call the school phone to speak with the principal or to make an appointment to speak with the principal.

Letters:

Parents can send letters into the principal.

Notes:

Parents can send notes into the principal.

Virtual Meetings:

Virtual meetings may be organised between parents and the principal.

Other Meetings:

Parents organise meetings with the principal from time to time. The reasons for these meetings must be known by the principal beforehand.

8. Between the Board of Management and the School Community:

School Newsletter:

The Board of Management places a segment into the school's newsletter when there is information to be shared.

School Website:

Weekly newsletters are published on the school's website.

Letters:

The Board of Management can send letters to members of the school community.



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9. Between the Parents' Committee and the School Community:

Parents as part of the school's enrolment form can fill out some information to be forwarded to the Parents' Committee. If the school receives permission to pass on this information it will do so. The information shared is the parent's name, phone number and email address.

Newsletter:

The Parents' Committee can disseminate information through the school's newsletter.

Email:

The Parents' Committee have an email account, coistetuisti@gaelcoilruairi.ie

The Parents' Committee can communicate with parents using this account.

School's Website:

The school's newsletter is published on the school's website weekly.

Facebook:

The Parents' Committee have a private Facebook page, Tuismitheoirí Gaelscoil Ruairí (solely for school parents) and can communicate with the parents this way.

Meetings:

The Parents' Committee organise an AGM annually. This can take place in the school or remotely.

The Parents' Association can invite guest speakers for the school community and these meetings can take place in school or online.

WhatsApp Groups:

The Parents' Committee organise class WhatsApp groups when the children start in junior infants.

Parents can communicate with each other through these groups.

10. Between the Staff and the Children:

The school staff is constantly communicating with the children. This is done in a variety of ways in class, in the yard and around the school.

11. Between Children and the School Staff:

The children communicate with the school staff all the time in school. This happens in class, in the yard, around the school and virtually.





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A Children's Committee will be founded in the school in September 2023. Our eldest class will be in 3rd class at this point. There will be representatives from each class from 1st class and older on this committee. The members will change each year through a democratic voting system. Meetings will be arranged regularly between the school staff and the committee to discuss issues of interest to the children. More work will be needed to organise this before it starts.

12. Between the School and the General Public:

School Website:

The school uses the school website, www.gaelscoilruairi.ie to communicate with the general public.

Facebook:

The school uses the Facebook page to communicate with the general public.

Public Meetings:

The school can organise public meetings from time to time. These meetings can happen in the school or virtually.

Complaints:

People have complaints to make from time to time. This is very natural. If parents have a complaint or a reason for concern they must follow the following procedures;

Complaints Procedure

The following is the agreed procedure for processing complaints by parents.

Step 1: The parent makes an appointment and approaches the teacher with the view to resolving the complaint.

Step 2: Where the complaint is not resolved an appointment is made to approach the principal with a view to resolving the complaint.

Step 3: Where the complaint is not resolved with the principal an appointment is made to approach the Chairperson with a view to resolving the complaint.

Step 4: Where the complaint remains unresolved the parent may hand a written complaint to the chairperson. The chairperson brings the complaint to the notice of the teacher and seeks to resolve the matter within five days.





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Step 5: If the complaint is not resolved informally the chairperson supplies the teacher with a copy of the written complaint and arranges a meeting with both the teacher and principal within ten days.

Step 6: If the complaint is still not resolved the chairperson takes the complaint to the Bord of Management and they continue with the process.

Conclusion:

Everyone in the school community is entitled to and deserving of all communication to be made with them in an effective, polite and respectful manner.

The school's Code of Behaviour places an emphasis on respect and applies to everyone in the school community.

It is advised that members of the school community communicate with each other in an official capacity during normal office hours where possible.

This policy has been devised by the school community during the 2020/21 school year.

This policy will be updated when necessary.

The Board of Management ratifies this policy on the 1 Márta 2021

Chairperson's Signature:

Damhnait Uí Ruairc

Principal's Signature:

Póla Ní Chinnsealaigh

