## Whole School Guidance Plan 2024/25

The Whole School Guidance Team was set up in September 2023. The members of the team are Diane Birnie, Grainne Malone, Eoghan O' Neill, Imelda Higgins, Colette Clarke, Jason Carey, Edel McManus and Eileen O' Gara. The focus of the Whole School Guidance Team in 2024/25 was as follows:

- > To carry out audit of existing documents and upload onto Teams
- > To keep a record of all feedback from students carried out within school and from external agencies
- > To develop Section 6- Assessment
- > To develop Section 7- World of Work

Section	Area of Guidance	Stage of Development
Introduction	Relevant Guidance Documents	All available documents uploaded to date
1	Organisation	In progress
2	Guidance curricular & co-curricular Programme	In progress
3	Communication- student & parent supports, internal & external communication	In progress
4	Inclusion	In progress
5	Guidance- related policies & procedures	In progress
6	Psychometric & standardized assessment	In progress
7	World of work: work experience, work shadowing, business & industry links	In progress
8	Improvement Planning	In progress

Vose Holan 16/06/25

## Whole School Guidance Plan 2023/24

The Whole School Guidance Team was set up in September 2023. The members of the team are Diane Birnie, Aisling Kirwan, Lorraine Quirke, Imelda Higgins, Colette Clarke, Jason Carey, Edel McManus and Eileen O' Gara. The focus of the Whole School Guidance Team in 2023/24 was as follows:

- > To set up a Whole School Guidance Team
- > To set up Whole School Guidance on Teams where all planning documents would be stored
- > To carry out audit of existing documents and upload them on Teams

Section	Area of Guidance	Stage of Development
Introduction	Relevant Guidance Documents	All available documents uploaded to date
1	Organisation	In progress
2	Guidance curricular & co-curricular Programme	In progress
3	Communication- student & parent supports, internal & external communication	In progress
4	Inclusion	In progress
5	Guidance- related policies & procedures	In progress
6	Psychometric & standardized assessment	To be developed in 2024/25
7	World of work: work experience, work shadowing, business & industry links	To be developed in 2024/25
8	Improvement Planning	To be developed in 2024/25

## Whole School Guidance Plan- Programme of Activities 2025/26

Focus of	First Year Guidance for All	
Learning	Guidance for All	Personnel
Developing	Information Evening 6	
My	<ul> <li>Information Evening for parents of incoming 1st y (discussion of subject options)</li> </ul>	ears • Principal/Ye
Career Path	of subject options)	Head/
	1	Incoming 1st
		Year
Developing	• 1st Veer Indust' P	Coordinator
My .	<ul> <li>1st Year Induction Programme (see WSG Plan)</li> </ul>	Coordinator/
Learning	)	Guidance
		Counsellor/
	I .	
	A Charles	Pastoral Care
	Gluais Group- mentoring/buddy system	Team/ Gluais
	- J - J stelli	Coordinator &
	A Parrie M	Gluais Group
	Parent Teacher Meeting	Members
	Year Group Assembly	<ul> <li>All staff</li> </ul>
		<ul> <li>Year Head, DP</li> </ul>
	Maths Hub	& Principal
Developing		<ul> <li>Mathematics</li> </ul>
Myself	SPHE/ RSE Programme, (See WSG Plan)     Wellbeing Programme,	Department
- LJ SCII	Wellbeing Programme, (See WSG Plan)	<ul> <li>Tutors/SPHE</li> </ul>
9	s Samme, (see wsG plan)	Teachers
4	<ul> <li>Guidance Related Learning Module</li> </ul>	2000 100 100 100 100 100 100 100 100 100
1	Actualed Learning Module	Guidance
	NEART (TBC)	Counsellors
- 1	(IBC)	Link Teacher
	Extra-curricula- P	& Team
1.	Extra-curricular Programme	Relevant Staff
- 1	Workshops on relevant topics for student health and wellbeing as required	• Outside
1.	Pastoral Comp	Agency
1.	Pastoral Care Programme, (see WSGP)	Co-ordinator
		& Class Tutors
1.	Student Leadership Opportunities at School Events	Year Head
	as comon Events	&Tutors
		& lutois

Objectives	Guidance for Some	
To Identify incoming 1st Years		Personnel
With Additional Needs	<ul> <li>Additional Educational Needs Plan</li> </ul>	• Incoming 1st Year Coordinator
To Identify and provide in- school support to students following self/parent/ staff referral	Student Support Meetings     Personal/Social/     Educational Counselling	AEN Department     Guidance Counsellors,     Year Head, SEN, DP,     Principal
To support student voice in the school	<ul> <li>Student Council</li> </ul>	Ctudent & D
	<ul> <li>Diversity Group</li> </ul>	<ul> <li>Student &amp; Parent Voice Coordinator</li> <li>Link Teacher &amp; students</li> </ul>

Objectives	Guidance for a Few	Personnel
dentify students who need to be referred to outside agency	Personal Counselling	Guidance Counsellor/ Principal/ DLP/Parent/ Outside Agencies
Identify gifted and talented students	Participation in Centre for Talented Youth DCU	All Staff

	2 <sup>nd</sup> Year	Personnel
Focus of Learning Developing My Career Path Developing My Learning	Guidance for All     Guidance Related Learning     Module     Parent Teacher Meeting	Guidance Counsellor     All Staff     Vear Head, DP & Principal
Developing may a	Year Group Assembly     Maths Hub	Mathematics Department     Class Tutor
Developing Myself	<ul> <li>SPHE/ RSE Programme</li> <li>Wellbeing Programme</li> <li>Educational Trip- outside Ireland</li> <li>Extra-curricular Programme</li> <li>NEART (TBC)</li> <li>Workshops on relevant topics for student health and wellbeing as required</li> <li>Pastoral Care Programme, (see WSGP)</li> <li>Student Leadership Opportunities at School Eyents</li> </ul>	Wellbeing Committe     Year Head and Tutors     Extra-curricular coordinator and staff members     Link Teacher & Team     Outside Agency

Objective	Guidance for Some	Personnel     AEN Department
To provide ongoing support for students with Additional Needs To Identify and provide inschool support to students	Additional Educational Needs Plan     Student Support Meetings	Councellors
following self/parent/ starr referral	Personal/Social/     Educational Counselling	Guidance Counsellor     Student & Parent Voice
To support student voice in the school	Student Council     Diversity Group	Coordinator Link Teacher & Studen

Objective Identify students who need to be referred to outside agency	Guidance for a Few Personal Counselling	Personnel Guidance Counsellor/ Principal/ DLP/Parent/ Outside Agency
Identify gifted and talented students	Participation in Centre for Talented Youth DCU	All Staff

Students		
	3rd Year	Personnel
E of Loarning	Guidance for All	Tersoning
Focus of Learning		

		(
Developing My Career Path	Guidance Related Learning Module	Guidance Counsellor
	Explore My Future	<ul> <li>Staff Members</li> </ul>
	Evening Event 2025,	
	(under review)	
Developing My Learning	Study Skills Workshop	External Agency- Inspire     Education
	Parent Teacher Meeting	All Staff
	Information Evening for parents &students	Year Head & DP
	Information Evening for	Programme Coordinator,
	parents & students on TY & LCA routes	Year Head, Principal
	Year Group Assembly	Year Head, DP & Principal
	Maths Hub	Mathematics Department
Developing Myself	SPHE /RSE Programme	Class Tutor
	Wellbeing Programme	Wellbeing Committee
	Extra-curricular	Extra-curricular
	Programme	coordinator and staff
	*	member
	<ul> <li>NEART(TBC)</li> </ul>	<ul> <li>Link Teacher &amp; Team</li> </ul>
	<ul> <li>Pastoral Care Programme,</li> </ul>	<ul> <li>Co-ordinator &amp; Class</li> </ul>
	(see WSGP)	Tutors

Objective	Guidance for Some	Personnel
To provide ongoing support for students with Additional Needs		AEN Department
To Identify and provide in- school support to students following self/parent/ staff referral	<ul> <li>Student Support Meetings</li> <li>Personal/Social/ Educational Counselling</li> </ul>	Guidance Counsellors, Year Head, SEN, Deputy Principal, Principal
To support student voice in the school	Student Council     Diversity Group	Student & Parent Voice Coordinator     Link Teacher & Students

Objective	Guidance for a Few	Personnel
Identify students who need to be referred to outside agency	Personal Counselling	Guidance Counsellor/ Principal/ DLP/Parent
		Outside Agency

**Transition Year** 

Focus of Learning	Guidance for All	Personnel
Developing My Career Path	<ul> <li>TY Guidance Programme, (see WSGP)</li> <li>Think Languages</li> <li>Explore My Future Evening Event 2025, (under review)</li> </ul>	Guidance Counsellor     Modern Languages     Department     Staff Members
Developing My Learning	Subject Choice     Information Evening for parents &students on subject choice	<ul> <li>Guidance Counsellor</li> <li>Year Head. Guidance Counsellor &amp; DP</li> </ul>

	<ul> <li>TY Graduation</li> <li>TY Programme</li> <li>Maths Hub</li> <li>Year Group Assembly</li> </ul>	<ul> <li>Programme Coordinator, Year Head, Principal &amp; All staff</li> <li>TY Coordinator</li> <li>Mathematics Department</li> <li>Year Head, TY Co-ordinator, DP &amp; Principal</li> </ul>
Developing Myself	<ul> <li>SPHE/RSE Programme</li> <li>Wellbeing Programme</li> <li>Extra-curricular Programme</li> <li>TY Programme</li> <li>NEART (TBC)</li> <li>Pastoral Care Programme, (see WSGP)</li> <li>Debunking the Myths</li> <li>Lift Leadership Programme</li> <li>Student Leadership Opportunities at School Events</li> </ul>	<ul> <li>Class Tutor</li> <li>Wellbeing Committee</li> <li>Extra-curricular coordinator and staff members</li> <li>TY Coordinator</li> <li>Link Teacher &amp; Team</li> <li>Co-ordinator &amp; Class Tutors</li> <li>External Agency</li> <li>Link Teacher</li> <li>Year Head &amp; Tutors</li> </ul>

Objective	Guidance for Some	Personnel
To provide ongoing support for students with Additional Needs	<ul> <li>Additional Educational Needs Plan</li> </ul>	AEN Department
To Identify and provide in- school support to students following self/parent/ staff referral	Student Support Meetings     Personal/Social/ Educational Counselling	Guidance Counsellors, Year Head, SEN, DP, Principal
To support student voice in the school		Student & Parent Voice Coordinator  Link Transport & Students
3011001	Diversity Group	Link Teacher &

Objective	Guidance For A Few	Personnel	225
Identify students who need to	Personal Counselling	Guidance Counsellor/	-51/5*
be referred to outside agency	8	Principal/ DLP/Parent	

5th Year and Leaving Certificate Applied Year 1

Focus of Learning	Guidance for All	Personnel
Developing My Career Path	Guidance Programme     RightCareers4Me     Assessment/Campus     Trip/Speakers     Explore My Future     Evening Event 2025,	Guidance Counsellor     Staff Members
Developing My Learning	(under review)  Study Skills Workshop Parent Teacher Meeting  Maths Hub	Year Head     Teachers, parents, Year     Head, Principal, DP     Mathematics Department

	Year Group Assembly     Team Maths Competition	Year Head, DP & Principal     Mathematics Department
Developing Myself	SPHE/ RSE Programme     Wellbeing Programme     Extra-curricular Programme      NEART(TBC)     Pastoral Care Programme,(see WSGP)     Student Leadership Opportunities at School Events	Class Tutor Wellbeing Committee Extra-curricular coordinator and staff members Link Teacher & Team Co-ordinator & Class Tutors Year Head & Tutors

Objective	Guidance for Some	Personnel
To provide an alternative senior cycle option for students	<ul> <li>Information Evening for parents on LCA</li> <li>LCA Programme</li> <li>Vocational Preparation and Guidance Module</li> </ul>	<ul> <li>Programme         Coordinator/Year Head/         Principal/ DP</li> <li>LCA Teachers</li> <li>Guidance Counsellor &amp;         Staff member</li> </ul>
To provide ongoing support for students with Additional Needs	Additional Educational Needs Plan	AEN Department
To Identify and provide in- school support to students following self/parent/ staff referral	<ul> <li>Student Support Meetings</li> <li>Personal/Social/ Educational Counselling</li> </ul>	Guidance Counsellors, Year Head, SEN, DP, Principal,
To support student voice in the school	Student Council     Diversity Group	<ul> <li>Student &amp; Parent Voice Coordinator</li> <li>Link Teacher &amp; students</li> </ul>

Objective	Guidance For A Few Activity	Personnel
Identify students who need to be referred to outside agency	Personal Counselling	Guidance Counsellor/ Principal/ DLP/Parent/Outside Outside Agency

6th Year and Leaving Certificate Applied Year 2

Focus of Learning	Guidance for All	Personnel
Developing My Career Path	<ul> <li>Guidance Programme, (see WSGP)</li> </ul>	Guidance Counsellor
	<ul> <li>Individual Meetings for students</li> </ul>	
	<ul> <li>Explore My Future Evening Event 2025, (under review)</li> </ul>	Staff Members
Developing My Learning	Study Skills     Information Evening for parents &students on	Guidance Counsellor     Year Head. Guidance Counsellor & DP

	CAO, Further Education, Apprenticeships, Traineeships	
	6 <sup>th</sup> Year Graduation	Year Head, Tutors,     Principal, DP, All staff
	Parent Teacher Meeting	Year Head, Teachers,     Principal, DP
	Maths Hub	Mathematics Department
	Team Maths Competition	<ul> <li>Mathematics Department</li> </ul>
Developing Myself	SPHE/RSE Programme	Class Tutor
	Wellbeing Programme	Wellbeing Committee
	Extra-curricular     Programme	Extra-curricular coordinator and staff members
1	NEART (TBC)	<ul> <li>Link Teacher &amp; Team</li> </ul>
	<ul> <li>Pastoral Care Programme, (see WSGP)</li> </ul>	Class Tutors

Objective	Guidance for Some	Personnel
To provide an alternative senior cycle option for students	<ul> <li>LCA Programme</li> <li>Vocational Preparation and Guidance Module</li> </ul>	Programme Coordinator/ Teachers     Guidance Counsellor & Staff member
To provide ongoing support for students with Additional Needs	Additional Educational Needs Plan	AEN Department
To Identify and provide in- school support to students following self/parent/ staff referral	<ul> <li>Student Support Meetings</li> <li>Personal/Social/ Educational Counselling</li> </ul>	<ul> <li>Guidance Counsellors, Year Head, SEN, DP, Principal</li> <li>Guidance Counsellor</li> </ul>
To encourage students' attendance at college Open Days of their choice	College Open Days	Guidance Counsellor
To support student voice in the school	Student Council     Diversity Group	Student & Parent Voice     Coordinator     Link Teacher & students

Objective	Guidance For A Few Activity	Personnel
Identify students who need to be referred to outside agency	Personal Counselling	Guidance Counsellor/ Principal/ DLP/Parent/ Outside Agency