

Cáipéis 6

Taithí Oibre: Eolas agus Treoir Ghinearálta

Is cuid lárnach agus riachtanach í an taithí oibre d'fhorbairt an dalta le linn na bliana agus tá ról an tuismitheora/chaomhnóra fíorthábhachtach chun tacaíocht a thabhairt don dalta le linn na dtréimhsí oibre.

Tarlaíonn an Taithí Oibre **gach Aoine** le linn na scoilbhliana agus bítear ag súil go gcuirfidh an dalta lá iomlán oibre isteach. Níl cead aon airgead a shaothrú ón taithí oibre, de réir coinníollacha árachais na scéime.

Is 'lá scoile é' gach Aoine. Muna mb íonn do pháiste ag an ionad oibre, caithfidh said a bheith ar scoil. Muna bhfuil do pháiste ábalta dul ar scoil caithfidh tú é sin a chur in iúl don bhfostóir agus don scoil.

Foirmeacha le líonadh isteach ag Tuismitheoir:

- Foirm 1: Líon isteach an fhoirm seo roimh gach Taithí Oibre agus seol ar ais í go dtí an scoil sula dtosnaíonn an dalta ar gach Taithí Oibre.
- Foirm 2: Líon isteach í agus tabhair don bhfostóir le síniú. Ansan tabhair thar n-ais don scoil í le Forim 1, sula dtosnaíonn an dalta ar gach Taithí Oibre.
- Foirm 5: Líon isteach cuid 1 den fhoirm seo. Tabhair don fhostóir í le clúdach litreach faoi stampa is seoladh na scoile. Iarr ar an bhfostóir Cuid 2 a líonadh isteach agus í a sheoladh thar n-ais díreach chun na scoile ag deireadh na taithí oibre.

3 fhoirm/cháipéis le fágáil leis an bhfostóir sula dtosnaíonn an taithí oibre:

- Cáipéis 3: Litir ón bPríomhoide
- Cáipéis 4: Teastas Árachais
- Foirm 5: Foirm Mheasúnachta

Work Experience: General Information and Guidelines

Work Experience is an essential and integral part of the student's overall development throughout the Transition Year programme. The support given by parents/guardians is extremely important in ensuring that the student gains every advantage from the various types of work experiences he/she undertakes throughout the year.

Work Experience takes place every Friday during the school year and students are expected to work for the full working day. For insurance reasons, students are not allowed to receive any payment for their work.

Fridays are 'school days'. If your child is not at their place of employment they must be in school. If they are unable to attend work you must inform the employer and the school.

Forms to be filled by Parent:

- Form 1: Please complete this form before each Work Experience Placement and return it to the school before the student begins each work experience placement.
- Form 2: Fill it in and give it to the employer to sign. Return it to the school along with Form 1, before work experience begins.
- Form 5: Please fill in section 1 of this form. Give it to the employer with a stamped envelope addressed to the school attached. Ask the employer to fill in Section 2 and to send it directly to the school at the end of the student's Work Experience.

3 forms/documents (3/4/5) to be left with the employer before work experience begins:

- Document 3: Letter from Principal
- Document 4: Insurance Certificate
- Form 5: Assessment Form