

### Droichead Induction Policy

**Scoil Chóca Naofa, Kilcock, Co. Kildare**

**Roll number: 11976K**

#### Purpose

To guide the whole school implementation of Droichead to support the induction of newly qualified teachers (NQTs)

To identify the roles and clarify the responsibilities across the school community in support of Droichead

To identify the protocols underpinning the Droichead process in the school

To identify the documents in support of the process

#### Professional Support Team (PST)

The Droichead process is an integrated professional induction framework for NQTs. The main objective of the Droichead process is to **support the professional learning of NQTs** during the induction phase, thus **laying the foundations for subsequent professional growth and learning** for the next phase of their career.

*Teaching Council Droichead eBook and The National Induction Programme for Teachers:*

The PST is a team of fully registered teachers in a school, ideally with five years' experience, including the principal, who **work collaboratively to support and mentor the NQT** during school-based induction, in the first stages of their professional journey. The PST have been trained by the National Induction Programme for Teachers (NIPT) to support the Droichead process. Schools may form a **school PST, an interschool PST** or they may invite **one external PST member** to join the internal school staff.

Supporting a newly qualified teacher during Droichead is always a **collaborative process**, although the **roles and responsibilities of PST members may vary** in different school contexts, and are therefore **agreed** before the Droichead process commences.

#### PST Roles:

The **dual role** of the PST is to:

- **Guide and advise** the NQT during school-based induction, in the first stages of their professional journey
- **Form a joint declaration** with the NQT that they have participated in a quality teaching and learning process

*Droichead: Policy Teaching Council, March 2017, p.3, 1.1.1.3*

### **PST Responsibilities:**

The responsibilities agreed by our PST are identified in the **appendix to this policy**.

Our PST's responsibilities are **neither exhaustive nor prescriptive** and will be **reviewed** in light of experience. Responsibilities directly relating to support and mentoring relate to all team members while other responsibilities are designated to a named team member. We recognise that is also important that these agreed responsibilities are **communicated to the NQT** at the earliest opportunity.

In support of a NQT's Droichead process, the PST will invite the **wider school staff** to provide opportunities for...

- Co-teaching
- Sharing of resources
- Engaging in professional conversations
- Facilitating class observation

### **PST members:**

<b>Name</b>	<b>Role</b>	<b>Trained</b>
Linda Daly	PST Member and Principal	2017
Louise Grimes	PST Member & Class Teacher	2016
Annette Quinn	PST Member, Class Teacher	2014
Carina Curran	PST Member & Class Teacher	2014
Ann McCabe	PST Member & Class Teacher	2014
Doireann Dunne	PST Member, API & SET	2017
Máire Diggin	PST Member, DP & Class Teacher	2016
Orlaith Tierney	PST Member, APIi & Class Teacher	2017
Anne Wilson	PST Member & SET	2022
Gemma Tone	PST Member & SET	2022
Ian Corbett	PST Member & SET	2024

### **NQT/s in current school year:**

<b>Name</b>	<b>TC Registered No</b>	<b>Class</b>	<b>Practice Period</b>	<b>Assigned PST Member</b>
Leah Fortune	317033	Senior Infants	2024/25	Ian Corbett Anne Wilson
Adam Tyrrell	308129	First Class	2024 (Term One)	Gemma Tone Carina Curran Ann McCabe

### **Protocols:**

This policy adheres to the protocols identified in the Droichead – *The Integrated Induction Framework, Teaching Council, March 2017*. This policy is specifically supported by the following sections:

Professional conversations: p. 5

Observation: p. 5

Maintaining records of the Droichead process: p. 6

Concluding the Droichead process

### **Supporting Documentation:**

This policy is part of a suite of documents to support Droichead in the school. These documents include:

- Droichead Outline drafted by the PST and finalised with NQT input
- Droichead Standards
- Needs Analysis/Induction plan – updated regularly in collaboration with NQT
- *Droichead: The Integrated Induction Framework*, Teaching Council, March 2017

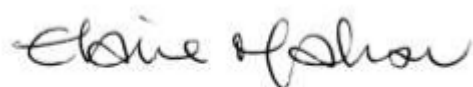
### **Relevant Links:**

- [www.teachingcouncil.ie](http://www.teachingcouncil.ie), in particular Teaching Council Standards (accompanied by our customised Indicators and Examples of School Context)
- [www.nipt.ie](http://www.nipt.ie)

### **Review:**

This policy will be subject to regular review in the light of ongoing experiences. The review of the policy will be led by the principal in collaboration with members of the PST.

Ratified by BOM on **26<sup>th</sup> September 2024**



Elaine Mahon,

Chairperson, Board of Management

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**Appendix:     PST - Roles and Responsibilities:**

- To co-ordinate the overall Droichead process in collaboration with the PST members and the NQT, including communicating meeting schedules and agendas and the co-ordination of Droichead Release Time (Droichead Coordinator)
- To brief school staff, parents and Board of Management on the nature and purpose of the school's involvement in Droichead (Droichead Coordinator)
- To co-ordinate the induction plan and activities (Droichead Coordinator)
- To ensure the Droichead Outline/Calendar is current for each NQT (Droichead Coordinator)
- To outline the PST's role at the initial meeting
- To engage in action planning with the NQT in relation to Droichead standards
- To provide support for planning and preparation for teaching and learning by NQTs
- To clarify school policies and procedures for the NQT
- To work in partnership with the NQT in the classroom e.g. observing and giving feedback
- To provide professional and pedagogical support for the NQT
- To liaise with other staff members in relation to opportunities for the NQT to visit/observe in their classrooms and work alongside them
- To work in partnership with the NQT in the classroom e.g. observing and giving feedback
- To liaise with Droichead Associate assigned by NIPT to support the PST and NQT
- To co-ordinate the conclusion of the Droichead process with the NQT and other PST members
- To keep records of meetings and observation, as part of the Droichead process