



Gaelscoil Eoghain Uí Thuairisc

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Polasaí Cumarsáide idir Tuismitheoirí/Caomhnóirí agus Múinteoirí Parent/Guardian - Teacher Communication Policy

Réamhrá

I nGaelscoil Eoghain Uí Thuairisc, aithnímid an tábhacht a bhaineann le caidreamh dearfach, oscailte agus measúil idir tuismitheoirí/caomhnóirí agus múinteoirí. Tá ról ríthábhachtach ag an dá pháirtí i dtaca le forbairt oideachasúil, shóisialta agus mhothúcháinach an pháiste. Cuireann an polasaí seo treoir ar fáil chun cumarsáid éifeachtach agus chuí a chinntiú idir baile agus scoil.

Introduction

In Gaelscoil Eoghain Uí Thuairisc, we recognise the importance of positive, open and respectful communication between parents/guardians and teachers. Both parties play a vital role in supporting each child's educational, social and emotional development. This policy provides clear guidance to ensure effective and appropriate communication between home and school.

Aidhm an Pholasaí

- Caighdeán soiléir agus comhsheasmhach cumarsáide a bhunú idir tuismitheoirí/caomhnóirí agus baill foirne.
- Meas, comhoibriú agus tuiscint a chur chun cinn.
- Córas trédhearcach le haghaidh fiosrúchán agus inní a chur ar fáil.
- Tacú le cuspóirí teanga agus cultúir na scoile.

Aims of the Policy

- To establish clear and consistent standards for communication between parents/guardians and staff.
- To promote respect, cooperation, and mutual understanding.
- To ensure transparency in dealing with queries or concerns.
- To support the school's linguistic and cultural ethos.

Prionsabail Threoracha

1. Meas agus Béasaíocht: Déanfar gach cumarsáid le meas, le foighne agus le dearcadh dearfach. Ní ghlacfar le cumarsáid mhíbhéasach ná le haon chineál iompar maslach i leith baill foirne ná tuismitheoirí/caomhnóirí.
2. Gaeilge mar Phríomhtheanga na Scoile: Úsáidfear an Ghaeilge i gcumarsáid inmheánach agus foirmiúil, le haistriúchán go Béarla más gá. Spreagtar tuismitheoirí/caomhnóirí úsáid na Gaeilge a chleachtadh chomh fada agus is féidir.
3. Modhanna Cumarsáide: Clár Fógra Aladdin nó Nótaí Scoile sa Dialann Scoile le haghaidh faisnéise laethúil. Coinní le múinteoirí le socrú roimh ré tríd Aladdin nó Oifig na Scoile. Déantar glaonna tríd Oifig na Scoile amháin.
- Úsáideann roinnt múinteoirí uirlisí eile mar Google Workspace for Education, Class Dojo nó Seesaw mar uirlis breise ina s(h)eomra ranga. Úsáidfear na huirlisí seo chun *eolas a roinnt le baile amháin*.
4. Amanna Oiriúnacha: Ní dhéantar plé faoi pháistí ag doras an tseomra ranga ag tús an lá scoile nó ag am bailithe. Is féidir cruinnithe a eagrú d'am comhaontaithe. Tugtar 24–48 uair an chloig le haghaidh freagra ar Nóta ar Aladdin mura bhfuil sé práinneach (seachas ag an deireadh seachtaine nó

ar shaoire).

5. Ceist nó Imní: Moltar do thuismitheoirí/caomhnóirí dul i dteagmháil leis an múinteoir ranga ar an gcéad dul síos. Má tá a thuilleadh tacaíocht de dhíth, is féidir í a ardú leis an bpríomhoide. Déanfar gach imní a láimhseáil go discréideach, cothrom agus gairmiúil.

Guiding Principles

1. Respect and Courtesy: All communication will be conducted respectfully and with patience. Abusive or disrespectful communication towards staff or parents/guardians will not be tolerated.

2. Irish as the Main Language of the School: Irish will be used as the primary language for school communications, with English translations provided where necessary. Parents/Guardians are encouraged to use Irish as much as possible.

3. Methods of Communication: Aladdin Noticeboard or school notes in the School Diary may be used for sharing day-to-day information. Meetings should be arranged in advance, through Aladdin or the School Office. Phone calls will be made through the School Office only.

- Some teachers may use other tools such as Google Workspace for Education, Class Dojo or SeeSaw as an additional tool within their classrooms. These are *solely for sharing of information with home*.

4. Appropriate Times: Discussions about pupils will not take place at the classroom door either at the start of the school day or at collection time. Meetings can be arranged for a mutually agreed time. Notes on Aladdin will normally receive a reply within 24–48 hours when the query is not urgent (excluding weekends and holidays).

5. Queries or Concerns: Parents/guardians should always contact the class teacher in the first instance. If the issue requires further support, it may be referred to the principal. All communication will be handled confidentially, fairly, and professionally.

Freagrachtaí

- Múinteoirí: Cumarsáid shoiléir, mhachnamhach a chothú le thuismitheoirí/caomhnóirí.
- Tuismitheoirí/Caomhnóirí: Dul i dteagmháil ar bhealach cuí agus am cuí, agus muinín a léiriú as an bhfoireann scoile.
- Príomhoide: Cinntíonn go gcloítear leis an bpolasaí agus go ndéantar athbhreithniú rialta air.

Responsibilities

- Teachers: Maintain clear, professional, and timely communication with parents/guardians.
- Parents/Guardians: Communicate appropriately and at suitable times, and show trust in school staff.
- Principal: Ensure the policy is implemented and reviewed regularly.

Athbhreithniú ar an bPolasaí

Déanfaidh an Bord Bainistíochta athbhreithniú ar an bpolasaí seo gach trí bliana, nó nuair is gá.

Policy Review

This policy will be reviewed every three years, or sooner if necessary, by the Board of Management.

Glacadh an bPolasaí/Policy Adoption

Glacadh leis an bpolasaí seo ag cruinniú de Bhord Bainistíochta Ghaelscoil Eoghain Uí Thuairisc ar an dáta: 19/01/2026

This policy was ratified by the Board of Management of Gaelscoil Eoghain Uí Thuairisc on 19/01/2026.

Síniú: Úna Ní Ghógáin

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Cathaoirleach

Síniú: Ruth Ní Chearbhalláin

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Príomhoide