

Meánscoil na mBráithre Críostaí, Cill Chainnigh
Christian Brothers Secondary School, Kilkenny.

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SUBJECT LEVELS POLICY March 2021

School Name:	Christian Brothers Secondary School, Kilkenny
School Address:	James's Street, Kilkenny
School Details:	CBS Kilkenny is a Voluntary Roman Catholic Secondary School under the Trusteeship and the Patronage of the Edmund Rice Schools Trust. The School is grant aided by the Department of Education & Skills and is a single sex (boys) school.
School Management:	The Board of Management of CBS Kilkenny is a statutory Board appointed pursuant to the provisions of the Education Act 1998.

Mission Statement

Inspired by its founder, CBS Kilkenny aims to provide Catholic education in the Edmund Rice tradition. The school endeavours to be a caring Christian Community which promotes to the best of its ability the personal, spiritual, physical and intellectual development of its students.

Ethos

As an Edmund Rice School, CBS Kilkenny seeks to promote the five key elements of an Edmund Rice School as espoused by the ERST Charter:

- Nurturing faith, Christian spirituality and Gospel-based values
- Promoting partnership in the school community
- Excelling in teaching and learning
- Creating a caring school community
- Inspiring transformational leadership.

SUBJECT LEVELS

1. It is school policy that pupils work towards the highest level attainable in any particular subject.
2. The appropriate level for a student in a particular subject should be decided following communication between the student, teacher and parent/guardian.
3. A “Change of Level” form (see below) should always be completed by class teacher, parent and the student. This form must be signed by the Principal and filed accordingly in the Career Guidance office in line with GDPR. Consultation regarding the change of level, if necessary, should take place prior to the completion of the form.
4. Junior Cycle Students must decide their levels for the state examinations in March of 3rd year. The relevant State Exam Commission form must be completed in March coordinated by the designated teacher within CBS Kilkenny.
5. Leaving Certificate students indicate their current subject levels on the State Exam Commission form in January. This is coordinated by a designated teacher within CBS Kilkenny. Levels may change up to and including the day of the relevant Leaving Certificate examination. Any decision on subject level made in June is independent of any guidance and advice given by the subject teacher.
6. General Data Protection Regulation came into force in May 2018, and this policy has been reviewed in accordance with best practice as detailed in this legislation.
7. While renewing this policy, due consideration has been given to all aspects of the wellbeing of students at CBS Kilkenny and particularly to the Wellbeing School Improvement Plan (May 2018). The indicators of Wellbeing are embedded in this policy with due consideration given to both the parent and student voice too.

APPLICATION FORM - CHANGE OF LEVEL

Name	
Class / Year	
Date	
Subject & Current Level	
Current Class Teacher Signature	
Subject & Proposed Level	
New Class Teacher Signature	
Guidance Counsellor Signature	
Parent /Guardian Signature	
Parent/Guardian Signature	
Principal Signature	

Approval

This policy has been approved by CBS Kilkenny Board of Management.

Signed: _____
Chairperson, Board of Management

Date: _____