

Edmund Rice Secondary School, Carrick-on-Suir, Co Tipperary.

Junior Cycle School Book Scheme 24/25 & Senior Cycle Book Rental Policy.

School Name: Edmund Rice Secondary School, Carrick on Suir.

School Address: Mount St. Nicholas, Carrick on Suir, Co. Tipperary.

School Details: ERSS Carrick on Suir 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 ERSS Carrick on Suir is a statutory Board appointed pursuant to the provisions of the Education Act 1998.

Mission Statement:

Inspired by its founder, ERSS Carrick on Suir's mission is to "To provide a caring Christian community which celebrates effort and talent in an environment of hope and happiness", with a vision to "Learn together, succeed together in a respectful environment. "

Ethos:

As an Edmund Rice School ERSS Carrick on Suir 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 and inspiring transformational leadership.

Please Note:

Personal data collected about prospective students/students and their parents/guardians will be retained and used strictly in accordance with the provisions of GDPR legislation as introduced 25th May 2018. Further details on data protection are set out in the school's Data Protection Policy.

Note: Schools are operating the School Book Scheme on a predefined and limited budget as determined by the Department of Education.

Note: It is important to note that the budget, as determined by the Department of Education, is subject to change annually and so we cannot guarantee the same provision year on year.

Rationale

It is the policy of ERSS to establish and maintain a book rental scheme, which is fair and equitable for all. All senior students are facilitated to have textbooks at minimum expense to their parents. Junior cycle students are now considered under the Junior Cycle Book Scheme 24/25.

Procedure for teachers and Post Holders

Senior Cycle:

The Post Holder in charge of book rental will look at the subjects offered at Senior Cycle and will create the current book list for all Senior Cycle students.

Prior to creating a book list for the school year:

- Teachers and Subject Departments will be consulted.

Once the list is finalised, the books will be ordered from the book reps or local bookstores in time for the new academic year. The number of books ordered will depend on the number of students taking the subject and replacements are ordered if necessary.

Junior Cycle:

The Post Holder in charge of book rental will look at the subjects offered at Junior Cycle and will create the current book list for all Junior Cycle students.

Prior to creating a book list for the school year:

- Teachers and Subject Departments will be consulted.

The Junior Cycle students will receive free books and stationery for three years (Junior Cycle period) in the Edmund Rice Secondary School.

The scheme, announced by the Minister for Education in 2024 will entitle all 1st Year students (in school year 2024/2025) to new school books and stationery.

2nd and 3rd Year students will receive some books and necessary stationery.

Procedure for Existing Students

Students are reminded that the books are school property and must be looked after.

Students are responsible for returning all loaned books into the system when they have finished using them.

Procedure for Parents/Guardians:

Parents/guardians are expected to:

- support their child's education by ensuring they have the necessary materials for learning, including textbooks and stationery. This includes the safeguarding of books/equipment/stationery for the duration of Junior Cycle as per School Policy.
- check and monitor regularly the condition of books and stationery items provided to students is encouraged. Any issues should be promptly reported to the school.
- notify the school immediately in cases of loss or damage to books and stationery and to arrange for replacement or reimbursement as required.

Financial constraints should not hinder a student's access to education resources.

Parents/guardians facing difficulties in meeting these obligations are encouraged to communicate with the school to explore available support options.

School Facility Fees 2024/2025:

Parents/Guardians of students in Transition Year, 5th year and 6th Year will be required to pay the School Facility Fee which includes Book Rental.

Return of books

Books are returned into the system when students have finished using them.

Maintenance of books

Students are responsible for all textbooks and stationery issued to them by the school. While all textbooks remain the property of the school, students are required to handle them with care.

Lost or Damaged Books: Free Book Scheme and Book Rental Scheme:

Lost or damaged books must be replaced by the student or the **full cost of the book** must be paid to the school and ordered by the relevant person.

Stationery (Lost or in need of replacement) 1st Year 2024/2025:

The Edmund Rice Secondary School will provide a standard stationery pack for all students, as outlined in Department of Education guidelines.

This pack is intended to cover basic stationery needs for academic purposes.

Parents/guardians should be aware that the provided stationery pack may not fully cover the total stationery and equipment requirements for all subjects.

If a student loses stationery the replacement of the item is **not** the responsibility of the school and must be replaced by the person in question.

If a student for example fills up an A4 hard back the student is entitled to a new A4 hard back, however, if a student is to lose or damage an item, the item of stationery is to be replaced by the student and the responsibility does not lie with the school.

Used and/or lost stationery is to be replenished/replaced by Parents/Guardians.

Important Information regarding books in circulation currently:

It is important to note that schools will continue to use books already in circulation under the Edmund Rice Secondary School Book Rental Schemes. Schools will also re-use the books purchased under this scheme.

It is the responsibility of parents/guardians to ensure that students handle the books with care to facilitate their reuse by the school in subsequent years.

Parents/guardians are expected to cover the cost of replacing any lost or damaged books, beyond ordinary wear and tear. This includes damage caused by negligence or mishandling stationery.

Approval:


This policy has been distributed to staff, parents and students for their approval. Amendments have been made after consultation with these stakeholders.

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Amendments have been made after consultation with these stakeholders.

This policy has been ratified by the Board of Management of Edmund Rice Secondary School, Carrick-on-Suir.

Chairperson:



Date:

25/6/2024

This policy will be due for review on:

June 2026

