Coláiste Chamuis
IS FIÚ AGUS IS FÉIDIR

Rialacha & Cód Iompar Campa Peile 2019

Réamhrá

Tá sé d'aidhm ag Coláiste Chamuis eolas ar a n-oidhreacht bheo Ghaelach a thabhairt do dhaoine óga trínár gcúrsaí Gaeltachta agus go speisialta deis a chur ar fáil dár gcuid scoláirí líofacht i labhairt na Gaeilge a bhaint amach. Is í an Ghaeilge eochair na hoidhreachta sin, dar linn. Is é taithí Choláiste Chamuis gurb é an lántumadh teanga an bealach is éifeachtaí leis an aidhm thuasluaite a bhaint amach. Dá bhrí sin, is í an Ghaeilge aonteanga chumarsáide agus chaidrimh ár gcúrsaí. Bímid ag súil leis go labhróidh scoláirí an Ghaeilge amháin le linn cúrsaí, agus tá riail ar leith ag an gColáiste maidir le labhairt na Gaeilge ar na cúrsaí (féach 3a thíos).

Ní foláir do scoláirí agus dá dtuismitheoirí/caomhnóirí dlíthiúla ("caomhnóirí") a thuiscint go bhfuil gá le rialacha soiléire d'fhonn aidhmeanna an Choláiste a bhaint amach go héifeachtach agus d'fhonn freastal ar leas coiteann ghrúpa measctha scoláirí in aoisghrúpaí éagsúla. Leanann Coláiste Chamuis rialacháin agus treoracha dea-chleachtais an Roinn Oideachais agus Eolaíochta agus an Roinn Gnóthaí Pobail, Tuaithe agus Gaeltachta in eagrú agus riaradh ár gcuid cúrsaí. Tá sé de dhualgas ar thuismitheoirí agus ar scoláirí a chinntiú go dtuigeann siad araon aidhmeanna Rialacha agus Cód Iompair an Choláiste agus go dtuigeann siad chomh maith an iarmhairt a leanfaidh má sháraíonn scoláirí Rialacha agus Cód Iompair an Choláiste.

Siúd is go ndéanfaidh údaráis Choláiste Chamuis gach faichill réasúnach ar fhaitíos na timpiste le linn dóibh ag bheith i mbun chúram scoláirí, ní ghlacann na húdaráis chéanna freagracht ar bith as timpistí ná as sárú in aonturas a dhéanfaidh scoláirí ar rialacha. Glacann scoláirí páirt in imeachtaí ar a bpriacail féin. Moltar do thuismitheoirí a ndóthain féin árachais sláinte agus timpiste pearsanta a bheith acu. Ní ghlacann An Coláiste freagracht as sealúchas na scoláirí.

Ní cheadaítear do scoláire ar bith freastal ar chúrsa de chuid Choláiste Chamuis nó go nglaca an scoláire agus tuismitheoir/caomhnóir le Rialacha agus Cód Iompair seo an Choláiste, glacadh a chuirfear in iúl trí shíniú a chur leis an gcáipéis seo san áit chuí thíos. Faoi údaráis Choláiste Chamuis atá sé an cinneadh deiridh a dhéanamh faoi bhrí Rialacha agus Cód Iompair an Choláiste.

Rialacha agus Cód Iompair

1. Faoin mbainistíocht atá sé An Coláiste a riaradh. Is iad an Príomh-Oide agus an fhoireann teagaisc a riarann na cúrsaí ó lá go lá agus ní foláir do scoláirí glacadh lena n-údarás go cúirtéiseach agus glacadh le gnáthrialacha agus nósmhaireachtaí an Choláiste mar a chuirfidh an Príomh-Oide agus an fhoireann teagaisc in iúl iad.
2. Ní foláir do scoláirí meas a bheith acu ar fhoirgnimh na scoile. Sa chás go mbriseann scoláire rud ar bith nó go ndéanann sé/sí dochar do shealúchas an Choláiste, in aonturas nó trí thimpiste, ní foláir do thuismitheoir(í) an scoláire sin cúiteamh a dhéanamh as an dochar sin. Ní foláir do scoláirí iad féin a iompar agus a ghléasadh go cuí i gcónaí. Ní foláir do Thuismitheoirí/Chaomhnóirí/Scoláirí íoc as gach costas leighis.
3. Is é taithí na Bainistíochta gur gá, ar mhaithe le leas agus sábháilteacht na scoláirí agus le dea-riaradh na gcúrsaí, scoláirí a chur abhaile ar thromchúiseanna áirithe. Sa chás go ndéantar cinneadh scoláire a chur abhaile tá sé de cheart ag tuismitheoirí/caomhnóirí an scoláire sin achomharc a dhéanamh chuig Coiste an Choláiste in aghaidh an chinnidh sin. Faoin gCoiste sin atá sé an cinneadh deiridh a dhéanamh i ngach cás. Seo thíos liosta de na tromchúiseanna faoina gcuirfear scoláirí abhaile gan fógra roimh ré:
    (a) scoláire ar bith a labhróidh abairt iomlán i dteanga ar bith seachas an Ghaeilge le linn cúrsa nó imeacht ar bith eile de chuid an Choláiste;
    (b) scoláire ar bith a ionsóidh, nó a dhéanfaidh bagairt, dochar nó bulaíocht le gníomh nó le caint, nó a sháróidh a spás pearsanta ar mhuintir a t(h)í lóistín, ar scoláire eile, nó ar bhall fóirne, nó ar dhuine ar bith eile atá bainteach leis an gColáiste. Caithfidh scoláirí cloí le Cód Frithbhulaíochta Choláiste Chamuis agus caithfidh siad eachtraí bulaíochta a thuairisciú taobh istigh de 24 uair, go háirithe más iad féin atá ag fulaingt.
    (c) scoláire ar bith a ólfaidh nó a úsáidfidh deoch mheisciúil, drugaí, nó aon substaint mhídhlisteanach eile, nó a dhéanfaidh iarracht a leithéid a shealbhú, nó a mbeidh a leithéid ina s(h)eilbh, nó a ghríosfaidh scoláire eile lena leithéid a shealbhú;
    (d) scoláire ar bith nach ngéillfidh d'iarratas ó mhúinteoir nó ó dhuine údarásach cuí a bhfuil amhras air faoi shárú riail 3(c) thuas pócaí, málaí, baill éadaigh srl., a fholmhú d'fhonn a fháil amach an bhfuil substaintí mídhlisteanacha ar an láthair;
    (e) scoláire ar bith a ghabhfaidh isteach i dteach tábhairne gan tuismitheoir/caomhnóir a bheith leis/léi;
    (f) scoláire ar bith a mbeidh caidreamh gnéasúil míchaoithiúil aige/aici le scoláire eile nó le duine ar bith eile;
    (g) scoláire ar bith a ghoidfidh sealúchas duine eile, nó a dhéanfaidh iarracht a leithéid a dhéanamh;
    (h) scoláire ar bith a fhágfaidh imeacht oifigiúil de chuid an Choláiste, nó a fhágfaidh an láthair ar iarradh air/uirthi fanacht ann, gan cead ón bPríomh-Oide nó ó dhuine údarásach cuí.
4. Beidh sé de chead ag an bPríomh-Oide nó ag duine údarásach cuí foláireamh a thabhairt do scoláire (agus tuismitheoirí/caomhnóirí an scoláire a chur ar an eolas faoi) maidir lena (h)iompar ar chúis ar bith.
5. Ní cheadaítear do scoláirí ríomhairí, cluichí ríomhaireachta, raidiónna, gléasanna taifeadta, craolta ná seinnte, ná aon ábhar léitheoireachta nach mbeidh i nGaeilge a thabhairt leo ar chúrsaí.
6. Tá scoláirí agus a dtuismitheoirí/caomhnóir freagrach as earraí pearsanta a thugann na scoláirí leo ar a gcúrsa, agus trí ghlacadh leis na Rialacha & Cód Iompair seo dearbhaíonn na scoláirí agus na tuismitheirí araon nach dtabharfaidh na scoláirí aon ní leo ar a gcúrsa, agus nach mbeidh aon ní ina seilbh acu ar an gcúrsa, a sháródh na Rialacha & Cód Iompair seo agus/no a chúiseodh dochar dóibh féin nó do scoláirí eile.
7. Beidh Rialacha & Cód Iompair an Choláiste i bhfeidhm ón nóiméad a gcláraíonn scoláire i gcéaduair ar chúrsa nó go bhfille an scoláire ar an láthair oifigiúil scoir ag deireadh cúrsa, agus beidh siad i bhfeidhm le linn cuairteanna ó thuismitheoirí agus ó dhaoine eile chomh maith.

Dearbhú tuismitheora/caomhnóra dhlíthiúil agus scoláire

Glacaimid scoláire agus tuismitheoir/caomhnóir araon le haidhmeanna, le modhanna oibre agus le Rialacha agus Cód Iompair Choláiste Choláiste (agus fé mar atá foilsithe ar www.colaistechamuis.ie). Geallaimse, an scoláire, nach labhróidh mé ach Gaeilge le linn an chúrsa agus go gcloífidh mé i gcónaí le Riail na Gaeilge agus le rialacha agus nósanna imeachta uile an Choláiste le meon dearfach rannpháirtíochta.

Coláiste Chamuis
IS FIÚ AGUS IS FÉIDIR

Rules & Code of Conduct Campa Peile 2019

Preamble

Coláiste Chamuis aims to introduce students to Irish as a living language, and to foster in them a love of the language, through courses in the Gaeltacht, with a particular emphasis on achieving fluency in the spoken language. It is the experience of An Coláiste that full language immersion is the most successful method to achieve this fluency. Therefore, Irish is the only language of communication used during courses. We expect our students to speak Irish at all times, and in order to achieve total language immersion on courses we implement the language rule, Rule 3 (a) below.

Students and their parents/legal guardians "guardians" must realise that in order to best achieve the objects of An Coláiste, as well as maintaining the discipline necessary for the overall health, safety and well-being of students of varying ages, a firm and fair code of conduct is necessary. Coláiste Chamuis follows best practice in accordance with departmental rules and regulations in the organisation and running of courses. It is the responsibility of parents/guardians to ensure that their children be aware of the Rules and Code of Conduct of An Coláiste and also be aware of the consequences should they be found in breach of this code.

The authorities of Coláiste Chamuis, while making all reasonable precautions and supervising all activities of the students, accept no responsibility for accidents or for wilful acts of indiscipline on the part of students. Students take part in all activities on an 'own-risk basis'. Parents are advised that the students should have adequate health and personal accident insurance (eg., pupil personal accident insurance). An Coláiste does not accept responsibility for student belongings.

No student may attend a course run by An Coláiste until both he/she and his/her parents/ guardians accept these Rules and Code of Conduct, which acceptance is signified by their signature(s) at the end hereof. This code is explained in detail at all pre-course information and interview sessions. Coláiste Chamuis reserves the right to final interpretation of the Rules and Code of Conduct.

Rules and Code of Conduct

1. The overall running of An Coláiste is the responsibility of the management. The principal and staff run courses on a day to day basis and students are expected to accept their authority courteously. Students must accept the rules of their courses as explained by the principal and staff on the course.
2. Students are expected to show respect to all fellow students and members of staff and to all other persons associated in any way with An Coláiste. Students are expected to respect school buildings and property. In any case of breakage or damage caused by a student, whether accidental or otherwise, parents/guardians will be expected to meet the cost. Students are also expected to act and dress appropriately. All medical expenses will also be borne by the parent/guardian/student.
3. Based on the experience of Coláiste Chamuis it has been found essential for the proper running of An Coláiste as well as the overall safety and well-being of the students that students have to be asked to leave the course for certain serious misdemeanours or serious inappropriate behaviour. In the case where a decision is made to ask a student to leave a course, the parents/guardians of that student have the right of appeal to the Committee of Coláiste Chamuis. The decision of the Committee will be final in all cases. The following is a list of misdemeanours for which students will be asked to leave the course. This list is not exhaustive.
    (a) Any student who speaks a full sentence in a language other than Irish during a course or other activity organised by An Coláiste;
    (b) Any student who bullies, threatens, undermines, interferes with, intimidates, assaults or uses violence or threatening or offensive behaviour or language against, or who violates the personal space of a fellow student, member of staff, member of the host family, or any other person. Students must abide by our Anti-Bullying Code and must report incidents of bullying within 48 hours, particularly if they themselves are being bullied**.**
    (c) Any student who consumes, purchases, supplies, attempts to consume, has in his/her possession, or who encourages any other student to consume alcohol, drugs or other illegal or banned substances or items;
    (d) Any student who visits a licensed premises without a parent/guardian;
    (e) Any student who fails to comply with the request of a member of staff or person in charge who suspects a breach of rule 3(c) or 3(d) to empty pockets, bags, items of apparel etc., in order to ascertain if illicit substances or dangerous items are present;
    (f) Any student who is involved with any other student or any other person in a sexual manner which is inappropriate;
    (g) Any student who steals or attempts to steal the property of any other person;
    (h) Any student who leaves an official organised activity of An Coláiste, or who leaves any specific location where he/she has been requested to remain, without the permission of the Principal or another person in authority.
4. The principal or any other person in authority from time to time is entitled to give any student a warning as to his/her behaviour for any reason whatsoever, and is entitled to inform his/her parents/guardians concerning the matter.
5. Students are not allowed to bring computers, computer games, radios, recording equipment, DVD players, MP3 Players, I-pods/pads etc., or any reading material other than in Irish.
6. Parents and students are solely responsible for all items of personal belongings brought to a course and by accepting these Rules & Code of Conduct both the parents and students confirm that the student(s) has not and will not bring any items to a course, or have such items in their possession during a course, that are in contravention of these Rules & Code of Conduct and/or which could cause harm to himself/herself or others.
7. These Rules & Code of Conduct apply from the moment of arrival on a course until students leaves the course, and include the duration of parental or other visits.

Declaration of acceptance by student and parent/legal guardian

We, the parent and student, have read the terms and conditions of Coláiste Chamuis (published on www.colaistechamuis.ie). We accept the aims and objectives, the teaching methods and Rules & Code of Conduct of Coláiste Chamuis contained in this document. I, the student, undertake to speak only Irish during my course and to abide at all times by the language rule and all other rules and practices of Coláiste Chamuis in a spirit of positive participation.

Coláiste Chamuis
IS FIÚ AGUS IS FÉIDIR

CEAD SCANNÁNAÍOCHTA AGUS GRIANGHRAFANNA A GHLACADH
LE LINN GNÁTHIMEACHTAÍ A BHAINEANN LE CÚRSAÍ CHOLÁISTE CHAMUIS

Ní féidir ach le tuismitheoir/caomhnóir dlíthiúil amháin an scoláire atá ag freastal ar Choláiste Chamuis an cead seo a thabhairt. Níl sé de chead ag aon duine eile an fhoirm seo a shíniú.

Tá sé i gceist ag Coláiste Chamuis scannán gearr a dhéanamh agus grianghrafanna agus físeáin a ghlacadh ina bhfeicfear na scoláirí i mbun gníomhaíochtaí éagsúla Choláiste Chamuis (m.sh. cluichí, ranganna, céilíthe, imeachtaí sa teach srl). Táimid ag iarraidh blas de shaol an Choláiste a thabhairt sa scannán agus sna grianghrafana a úsáidfear le heolas a scaipeadh maidir lenár gcuid oibre le daoine óga i gcúrsaí oideachais agus Gaeilge. Beidh toradh na oibre seo ar fáil ar shuíomh idirlín Choláiste Chamuis, ar mheáin sóisialta eile agus ar an WWW. Beidh giotaí as na scannáin agus pictiúir le fáil freisin ar shuíomh idirlín, i mbróisiúr, agus i líonraí sóisialta (Facebook, Youtube, Instagram, Snapchat srl.) an Choláiste. Ní úsáidfear sonraí pearsanta páiste ná ainm iomlán aon pháiste. Ba mhaith linn cead a bheith againn uait go mbeadh do pháiste páirteach sna tograí thuasluaite. Glacaim leis nach bhfuil aon fhreagracht ar Choláiste Chamuis, a chuid gníomhaithe, ná a chuid fostaithe ó aon éileamh na dliteanais a bhaineann leis an méid thuas.

Tugaim cead do mo pháiste/pháistí páirt a ghlacadh sna tograí thuasluaite.

Tabhair faoi deara Ráiteas Príobháideachais Choláiste Chamuis, mar a leanas:

- Bailítear agus úsáidtear sonraí eolais pearsanta maidir leat féin agus le do pháiste mar chuid den phróiseas iarratais ar chúrsaí Choláiste Chamuis, mar chuid d'fhorbairt agus seachadadh cúrsaí, agus chun eolas a chur ar fáil duit maidir leis na gníomhaíochtaí sin amháin.
- Coláiste Chamuis Teo (091 593162) amháin a riarann na sonraí a bhailítear.
- Is í Siobhán Denvir-Bairéad Oifigeach Cosanta Sonraí Choláiste Chamuis.
- Tá ár gcóras leictreonach a chruinníonn sonraí agus a phróiseálann íocaíochtaí slán sábháilte agus de réir na Rialacha Ginearálta maidir le Cosaint Sonraí. Tá na téarmaí agus na coinníollacha agus an polasaí iomlán príobháideachais don chóras seo ar fáil ar do chuntas sainiúil ar-líne.
- Tá sé de cheart agat a iarraidh orainn sonraí pearsanta de do chuid atá againn ar taifead a dhealú, nó do chomhthoiliú a tharraingt siar ag am ar bith, gan cur isteach ar dhlíthiúlacht na próiseála bunaithe ar chomhthoiliú roimh an dealú nó roimh a tharraingt siar.
- Tá sé de cheart agat gearán a dhéanamh leis an údarás maoirseachta.

CONSENT TO PHOTOGRAPH AND FILM A STUDENT DURING NORMAL ACTIVITIES RELATED COLÁISTE CHAMUIS COURSES

The consent below can only be given by parents/legal guardians of students on courses run by Coláiste Chamuis. No other person may sign this form.

Coláiste Chamuis intends to make a short film and to take photographs and video footage of all the various activities of An Coláiste (games, classes, céilís, activities in the houses etc.). The film and the photographs are intended to showcase the various activities of Coláiste Chamuis and will be used in promoting our educational work with young people and the Irish Language. The product of this work may be available from on our website and our other social media platforms on the World Wide Web. Pictures may be used for our brochure and other promotional material. Films and Pictures may be uploaded to the Coláiste Chamuis accounts on various social media platforms (Facebook, Youtube, Instagram, Snap Chat etc.). Coláiste Chamuis will not use the personal details or full names of any child. We would like your permission for your child to take part in these projects for the uses listed above. I also hereby release Coláiste Chamuis and its agents and employees from all claims, demands and liabilities whatsoever in connection with the above.

I hereby give consent for my child to be photographed or filmed for the purposes listed above.

Please note the following Coláiste Chamuis privacy statement:

- All personal data collected regarding you and your child is collected, used and managed for the purposes of of processing of applications developing and delivering courses for Coláiste Chamuis and providing you with information in respect of same.
- Coláiste Chamuis Teo (091 593162) is the Controller of the data collected.
- Siobhán Denvir-Bairéad is the Coláiste Chamuis Data Protection Officer.
- Our electronic system for collecting data and payments is a secure system fully compliant with the General Data Protection Regulations. The terms and conditions and full privacy policies are available on your dedicated online account.
- You have the right to request us to delete personal data held and withdraw consent at any time, without affecting the lawfulness of processing based on consent before its erasure or withdrawal. You have the right to lodge a complaint with a supervisory authority.