



Communication in Le Chéile

Claregalway Educate Together
National School



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NATIONAL SCHOOL

Communication in the Autism Classes

The staff in Le Chéile offer the use of the Seesaw platform for parents. This platform is only offered to pupils in the Autism classes as staff recognise the need for more frequent communication with parents in these classes.

Seesaw replaces the traditional communication diary in SEN/AEN classrooms. It is used for day-to-day communication. Parents are asked to respect the use of the platform as a tool for positive collaboration. Seesaw is not always the most productive form of communication as there are limitations to its usage. For example, not all staff members can access the platform, staff with access may be absent or there may not be time to regularly check messages during the busy school day.

While parents are free to post on Seesaw whenever they have the time to do so, teachers are not expected or required to respond to any form of communication outside of their working hours. The level of communication between staff and parents differs from child to child. The response time will be dependent upon the time available to the teacher or the nature of the query.

Please ensure all messages follow the protocol below. The bus escort is not responsible for relaying messages to the staff in the Autism class.

Failure to adhere to these procedures will result in the removal of a parent from the Seesaw platform.

Seesaw can be used by parents for:

- Notifying teachers of anything that may affect your child's day at school. This could include but is not limited to: lack of sleep, poor breakfast, hormonal issues, dysregulation, etc.
- Clarification on previous correspondence from your teacher.
- Updating the staff in Le Chéile on how homework is going at home.
- Updating the staff in Le Chéile on developments from CNDT/Primary Care/GP, CAMHS, etc.
- Photographs/videos of activities or events that a child may like to share with their teacher or class. This is encouraged by teachers in Le Chéile.



Seesaw is used by teachers for:

- Notifying parents of how the child's day went (if the child doesn't currently have the capacity to communicate this with their parents)
- Requesting information from parents
- Modelling of teaching methodologies, if necessary.
- Updates on developments from CNDT/Primary Care/GP/CAMHS, etc.
- E-portfolios: Sharing your child's achievements and progress with photographs and videos.

Seesaw is not used for:

- Complaints. All correspondence in the form of a grievance or complaint should be sent to the school email. All correspondence of this nature will not be replied to by the teacher on the Seesaw app.
- Explaining absences. This should be done through Aladdin for Schools in line with common practice in the school.
- Notification of early/late collections. This should be done through Aladdin for Schools in line with common practice in the school.
- Alerting the teacher to changes to the agreed after-school activity schedule for the child. This should be sent to the school email.
- Issues that require urgent attention. Please phone the school rather than posting on Seesaw.
- Clarifying homework outside of staff working hours.
- Requesting information on the mainstream class teacher's homework or scheme of work. This should go through the school email for the attention of the relevant teacher.

The school email should be used for:

- Written confirmation for all after school activities.
- Changes to your child's after school activity schedule.
- Complaints or grievances.
- Early or late collections if notice is being given past 9.20am on the day in question.
- Communication with your child's relevant mainstream teacher.

Aladdin should be used for:

- Explanation of full school absences.
- Notification of early/late collections before 9.20am on the day in question.

