

	Mandatory Policies	Further information / Guidelines
1	Admission & Participation	<ul style="list-style-type: none"> • Check with patron body in relation to templates for admissions • Section 15(2)(d) Education Act 1998 (as amended) • Section 19 Education (Welfare) Act 2000 • Equal Status Act • TUSLA http://www.tusla.ie/services/educational-welfare-services/school-attendance-strategies/
2	Code of Behaviour	<ul style="list-style-type: none"> • S.23 Education (Welfare) Act 2000 • http://www.tusla.ie/uploads/content/guidelines_school_codes_eng.pdf
3	Anti-Bullying Policy <i>(Training on Anti-Bullying Procedures is one of the modules of training being provided by Management Bodies & others to BOMs)</i>	Students <ul style="list-style-type: none"> • Circular 45/2013 & DES Anti-Bullying Procedures (2013) Adults <ul style="list-style-type: none"> • WRC Code of Practice on Bullying in the workplace (SI 17/ 2002) • HSA Code of Practice on the Prevention and Resolution of Bullying at Work, 2007 • Equality Authority Code of Practice on Harassment & Sexual Harassment , SI 208/2012 • School's dignity at work policy & Working Together, INTO, 2000 – Procedures and Policies for primary schools • School's dignity at work & sectoral procedures for second level schools
4	Equality & Anti-Harassment Policy	<ul style="list-style-type: none"> • Employment Equality Acts 1998 as amended- equality in employment • Equal Status Acts 2000 as amended– equality in the provision of services • SI 208/2012 – Harassment/Sexual Harassment Prevention policy • Sample 'Dignity at Work' Policy from INTO
5	Child Protection Policy <i>(Training on Child Protection is one of the modules of training being provided by Management Bodies & others to BOMs)</i>	<ul style="list-style-type: none"> • Circular 65/2011 • Child Protection Procedures for Primary and Post-Primary Schools, 2017 https://www.education.ie/en/Schools-Colleges/Information/Child-Protection/child_protection_guidelines.pdf • Criminal Justice (Withholding of Information on Offences Against Children and Vulnerable Persons) Act 2012 • Children First Act 2015. • https://www.education.ie/en/Schools-Colleges/Information/Child-Protection • http://www.tusla.ie/children-first/organisations/what-is-a-child-safeguarding-statement/how-do-i-develop-a-child-safeguarding-statement/ • Vetting: Circular 0031/2016 and FAQ circular 0016/2017 https://www.education.ie/en/Circulars-and-Forms/Active-Circulars/cl0031_2016_faq.pdf • Child protection inspection

		<ul style="list-style-type: none"> • https://www.education.ie/en/Publications/Inspection-Reports-Publications/Evaluation-Reports-Guidelines/child-protection-monitoring-by-the-inspectorate.pdf •
6	Health & Safety Statement	<ul style="list-style-type: none"> • Safety, Health & Welfare at Work Act 2005 • Health & Safety Authority (www.hsa.ie) • Guidelines on Managing Safety and Health in Post Primary Schools (HSA/DES/State Claims Agency/SDPI publication folder), 2010, <i>available in Education Centres</i>) • Guidelines on Managing Safety, Health and Welfare in Primary Schools (HSA/DES/Kilkenny Education Centre publication folder), 2013, <i>available in Education Centres</i>) • http://www.into.ie/ROI/ManagingChronicHealthConditionsatSchool/ManagingChronicHealthConditionsatSchoolResourcePack.pdf
7	Disciplinary & Grievance Procedures	<ul style="list-style-type: none"> • S. 24(3) Education Act 1998 • Circular 60/2009 (<i>teachers and principals</i>) & other agreed sectoral grievance procedures • Circular 72/2011 (SNAs) • School's own procedure or SI(Statutory Instrument) 146/2000 (<i>for other employees who do not have any specified grievance procedure outlined in their contract</i>)
8	School Plan	<ul style="list-style-type: none"> • S.21 Education Act 1998 (as amended)
9	Access to Records/Data Protection Policy	<ul style="list-style-type: none"> • S.9(g) Education Act 1998 (as amended) • Data Protection Acts 1988 & 2003 • See www.dataprotection.ie • See www.dataprotectionschools.ie • See http://gdpr4schools.ie/ • INTO have a sample Data Protection Privacy Statement post GDPR for Parents, Guardians and Pupils template for schools which may assist schools. https://www.into.ie/ROI/NewsEvents/LatestNews/Title,45744,en.php • The following documents are available in the POD section of www.education.ie <ol style="list-style-type: none"> 1. Fair Processing Notice, revised Sept 2015 2. Fair Processing Notice for Special Schools, 2015 3. Circular 25/2015 (POD in Primary Schools) 4. Circular 50/2015 (POD in Special Schools) 5. FAQs
10	Protected Disclosures Policy	<ul style="list-style-type: none"> • Statutory Instrument No. 464 of 2015 Industrial Relations Act 1990 (Code of Practice On Protected Disclosures Act 2014)(Declaration)Order 2015 provides further guidance on the 'Act' and a 'Model Whistleblowing Policy'. • https://www.cpsma.ie/the-protected-disclosures-act-2014/

Note: All legislation available at www.irishstatutebook.ie. The Management Bodies & others are providing training for BOMs on each of the following topics:

Anti Bullying Procedures	
Child Protection	
The Board as a Corporate Entity	
Appointment Procedures	
Legal Issues: Policies & Procedures	
Board Finances & the Role of Treasurer	
Data Protection	