



One to One Teaching/Counselling Policy

Provided it is deemed appropriate for an individual, one-to-one teaching will be provided. Timetabling for one to one teaching will be drawn up by the Special Educational Needs (SEN) teacher in conjunction with the class teacher. A copy of the timetable will be given to the principal and will be on display in the classroom.

These are some examples of cases when one to one teaching may be necessary:

- A particular designed supervised one to one intervention such as Reading Recovery
- A targeted individual speech and language programme from HSE
- A targeted individual programme from O.T
- A confidential social/emotional therapy such as art therapy/play therapy.

When one to one teaching takes place, the classroom door will be generally closed to provide for a quiet/private learning environment. Most doors are fitted with vision panels in line with child protection guidelines. However, if doors have not been fitted with glass panels they will remain open during 1-1 sessions and the blinds on windows in the S.E.T. rooms will remain open too.

Work being carried out by SNAs will be carried out under the direction of the class teacher and in an open environment.

If a child needs one to one teaching, parents/guardians should be informed as part of the I.E.P./school support process. When getting written permission the 1-1 approach must be explicit.


Substitute teachers are Garda vetted and therefore follow the SEN timetable and continue with one to one teaching as timetabled.

Students on teaching practice or on work experience should never be on a one to one setting with pupils in the school.


If a counsellor is employed to provide one to one counselling to a student in the school, he/she must have fulfilled all Garda vetting requirements prior to this visit. He /She must show proof of identification and qualifications to the school principal before commencing any counselling session. The counsellor will follow all procedures set out in this policy. Parental consent will be required prior to the commencement of any counselling/therapy sessions.


Signed:  Chairperson

Date: 29/11/21

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