



St. Louise de Marillac Primary School, Drumfinn Rd., Ballyfermot, Dublin 10

Home/School/Community/Liaison (HSCL) Policy

Introductory Statement

This policy has been formulated and reviewed in line with Circular 0016/2019 as well as the Information Booklet for DEIS schools (May 2014).

The principal teacher, the HSCL teacher, staff members and the Parents Association were involved in reviewing the policy.

Rationale

St. Louise de Marillac Primary School is a DEIS Band 1 school and therefore has been assigned a Home/School/Community/Liaison Co-ordinator (HSCL) since the inception of the scheme in 1990.

Under DEIS (Delivering Equality of Opportunity in Schools) the Home School Community Liaison Scheme (HSCL) seeks to promote partnership between parents, teachers and community family support services. A HSCL Coordinator is a teacher from a participating school/s who is released from teaching duties, for a maximum of five years, in order to work intensively with and support parents/guardians. The overarching goal of the HSCL Coordinator is to improve educational outcomes for children through their work with the key adults in the child's life.

The HSCL coordinator also works in an integrated way with the other two strands of TESS; School Completion Programme (SCP) and Educational Welfare Service Statutory (EWS), in order to provide appropriate initiatives and interventions for families.

Home Visits are the primary point of contact for HSCL Coordinators, as this is where strong relationships are built with parents/guardians. In addition, HSCL Coordinators organise parent classes in the relevant school/s and provide information and guidance to parents/guardians with regard to accessing community-based programmes and supports.

The scheme also supports families as their children transition from early education to primary school, from primary school to post-primary school and finally from post-primary school to further and higher education, training or employment. The Department of Education and Skills (DES) remains responsible for the allocation of HSCL Coordinators to schools.

Relationship to the Characteristic Ethos of the School

This policy adheres to the Catholic spirit and ethos of the school which was founded as a Junior and Senior School in 1958/59 by the Daughters of Charity. In January 2012 the two schools were amalgamated to form St. Louise de Marillac Primary School.

In our school's mission statement emphasis is placed on co-operation and teamwork and this is to be reflected in this policy. We also recognise and acknowledge parents/guardians as the primary educators of their children. When parents decide to send their child to our school they are entering a very important relationship.

"Partnership is a working relationship that is characterised by a shared sense of purpose, mutual respect and a willingness to negotiate." (Gillian Pugh, *Working Towards Partnership in the Early Years*).

Objectives

A high level of parental involvement is a feature of our school community and this requires a commitment from parents.

This policy endorses the role and responsibilities of the teacher who is appointed to the HSCL post as well as the regulations and procedures regarding the appointment as set out by DES and Tusla in various circulars and information notes.

Policy Content

This policy should be read in conjunction with its appendices.

The vision, values and priorities of the HSCL scheme as well as the role and responsibilities of the HSCL Coordinator in St. Louise's are informed and directed by the publication "*Information Booklet for DEIS Schools participating in the Home School Community Liaison Scheme*" (amended version May 2014). It also lists the attributes necessary for a teacher appointed to the post. This document is included as *Appendix A* of this policy.

The appointment of the HSCL Co-ordinator within the school is governed by Circular 0016/2019, which outlines the procedures for the assignment of HSCL Coordinators within DEIS Schools. This is included as *Appendix B* of the policy.

Our school's "*Parents As Partners Policy*" which is included as *Appendix C* also informs the manner in which the HSCL coordinator will carry out the tasks associated with the role in our school.

Some of the requirements/regulations inter alia state that applicants for a HSCL post must have a minimum of three years fully registered qualified teaching service. There is a maximum period of 5 years allowed in the post. A HSCL teacher must vacate the HSCL position for a minimum period of 4 years before he/she is eligible to re-apply for the post. A Principal and Deputy Principal are not eligible to apply for the HSCL post and no job-sharing of the position is allowed.

St. Louise de Marillac Primary School has an agreed systematic cycle of review whereby new policies are reviewed after one year and subsequently every three years. In line with this, this policy will be

reviewed in the academic year 2028-2029 unless amended regulations come into place or other issues arise and the BoM deem it necessary to review the policy earlier.

Signed: *Vincent Jackson*

Date: 20/4/2026

(Chairperson, Board of Management)