

**St. Joseph's College, Garbally.**  
**Policy on External Candidates for State Examinations**

**Scope:**

This policy is applicable to all external candidates who are requesting to return to St. Joseph's College, Garbally solely for the purpose of sitting State Examinations. The policy aims to maintain the integrity of our educational environment while ensuring that students receive a consistent and holistic educational experience.

**Mission Statement:**

Ours is a Catholic boys' school which aims to provide a holistic education for our students, enabling them to acquire the life skills necessary to live fulfilled lives. The qualities of respect, justice and compassion, which are rooted in Gospel values, should permeate all school policies. We believe that promoting healthy relationships and a spirit of collaboration within the school itself and with the wider community, are the best means of ensuring a good school. We recognise that each pupil entrusted to us is unique and has different gifts as well as different needs.

**Rationale:**

This policy is being implemented to ensure that students who have not completed their secondary education in our school do not have an unfair advantage over students who have remained in the school and have been properly prepared for state examinations. Allowing external candidates to sit State Examinations can compromise the integrity of the examination process and the credibility of the school.

**Policy Guidelines:**

1. Continuous Enrolment Requirement: Students who wish to sit State Examinations administered by our school or on our campus by the State Exams Commission must have been continuously enrolled in our educational programmes for at least one full academic year immediately prior to the examination year.
2. Case-by-Case Consideration: In exceptional circumstances, the school Board of Management may consider requests for examination participation on a case-by-case basis. Such cases must be presented with documented evidence and approved by the Board of Management.
3. Support for Transferred Students: To support students who have transferred, we will provide them with the necessary documentation and information required for sitting state examinations at their current institutions. This ensures that they are well-prepared and informed about the examination process.
4. Communication: This policy will be communicated to all stakeholders, including students, parents, teachers, and staff. It will also be included in the school's official documentation and website for easy reference.

**Review and Amendment:**

This policy will be reviewed periodically to ensure its continued relevance and effectiveness. Any necessary amendments will be made in consultation with stakeholders and based on the evolving needs of our educational community.