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Policy on Withdrawal from Modern Foreign Language Studies – Junior Cycle

Parents should be aware that to gain entry to some Third level courses, students must have achieved a “pass” grade in Modern Foreign Language in the Leaving Certificate

Purpose:

To outline the conditions under which a student in Junior Cycle may be permitted to discontinue their study of a modern foreign language (German, French, or Spanish), ensuring decisions are made in the best interest of the student's educational progress and wellbeing.

Scope:

This policy applies to all Junior Cycle students enrolled in a modern foreign language subject at Heywood Community School. Any requests must be submitted in September or May of 1st year or May of 2nd year to allow for timetable planning

Policy Statement:

Heywood Community School recognises the value of modern foreign language learning in developing students' communication skills, cultural awareness, and future opportunities. It is the school's belief that all students who are capable of studying a Modern Foreign Language should do so. However, in exceptional cases where a student experiences significant and sustained difficulty, a withdrawal may be considered.

Criteria for Withdrawal:

A student may be considered for withdrawal from a modern foreign language subject only if **all** the following conditions are met:

1. Compelling Educational Reason:

The student must present a substantial learning challenge or issue that significantly impedes their ability to engage with the subject. This may include:

- Diagnosed learning difficulties (e.g. dyslexia, language processing disorders) and be under the 10th percentile in a recognised test.
- Documented emotional or psychological challenges
- Other exceptional circumstances impacting learning

2. Evidence-Based Request:

The request may be supported by some of the following:

- A written statement from the parent/guardian

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- A report or recommendation from the SEN Coordinator, Guidance Counsellor, or relevant external professional
- Teacher feedback outlining the student's difficulties and efforts made to support them

3. Review of Support Measures:

Prior to withdrawal, the school must demonstrate that reasonable accommodations and support strategies have been attempted (e.g. differentiated instruction, additional learning support).

4. Alternative Curriculum Planning:

An appropriate alternative learning pathway must be identified for the student, in consultation with the Guidance Department and SMT, to ensure continuity of learning and compliance with Junior Cycle requirements.

Procedure:

1. Initial Concern Raised:

Concerns may be raised by the student, parent/guardian, or teacher.

2. Formal Request Submitted:

Parent/guardian submits a written request to a member of the Senior Management Team or Year Head outlining the reason for withdrawal.

3. Review Meeting Held:

A meeting is convened with the student, parent/guardian, Year Head, SEN Coordinator, and Guidance Counsellor to review the case. (Some or all of school staff members)

4. Decision by SMT:

The Senior Management Team (SMT) will make the final decision, considering all documentation and recommendations.

5. Documentation and Communication:

The outcome will be formally documented and communicated to all relevant parties. The student's timetable and records will be updated accordingly.

Monitoring and Review:

- The student's progress in their alternative subject or learning pathway will be monitored.
- This policy will be reviewed annually by the SMT and updated as needed.

Signed: 

Date: 16th September 2025

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Modern Foreign Language Withdrawal Form

Before completing this form, parents should familiarise themselves with the Modern Foreign Language Withdrawal Policy (2025)

| | |
|--------------------------------------|--|
| Name of student | |
| Base Class of Student | |
| MFL student wishes to withdraw from. | |
| Current teacher | |

1. Please indicate the compelling Educational Reason for your child's withdrawal: (attach any supporting documentation)

2. Please support this application with a statement of rationale behind this application:

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3. I am aware that am aware my son/daughter may be unable to access certain Third Level courses (Please tick)

Yes ☐

No ☐

Signed Parent: _____

Signed Student: _____

Please complete form and submit to Mr. Malone

For Office use:

Date of communication with parent: _____

Decision of application:

Approved ☐

Not Approved: ☐

- | | | |
|--|-----|----|
| 1. Compelling Educational Reason? | Yes | No |
| 2. Evidence Based Request? | Yes | No |
| 3. Reasonable Support measures put in place? | Yes | No |
| 4. An appropriate alternative curriculum in place? | Yes | No |

Has the student been moved to an alternative SEN class or Short Course and change made on Tyro?

Yes

No

Or

The student will remain in their MFL class and has a full understanding of their appropriate alternative learning pathway?

Yes

No

Notes on 1- 4 above: