



Critical Incident Team

Dear Parents/ Guardians,

A “critical incident” can be recognized as ‘an incident or sequence of events that overwhelms the normal coping mechanism of the school.’ Critical incidents may involve one or more students, staff members or members of the local community. (Responding to Critical Incidents NEPS Guidelines and Resource Materials for Schools 2016). Situations such as the sudden death of a student or teacher can have a traumatic effect on a school. The first few days and weeks following an incident, is a time of vulnerability for staff and students and may call on all its resources to deal with the event.

We, at Swords Educate Together National School have developed a plan for responding to a “Critical Incident,” as per Department of Education and Skills Guidelines. In the event of a **Critical Incident** we would like to inform you that we have a **Critical Incident Management Team (CIMT)**. The Team comprises Karl Breen (Principal/ **Critical Incident Management Team Leader and Media Liaison**) along with Yvonne Coakley (BoM Chairperson), Eoghan Beglan (DeputyPrincipal/ **CIMT Garda and Parent Liaison**), Catriona Byrne (Secretary and **CIMT Administrator**), Fiona Mc Kiernan (Teacher Board Nominee and **CIMT Administrator**), Eibh Ni Mhordha (Class Teacher and **CIMT Staff Liaison**), Susana Santamonica (PTA Chairperson and **CIMT Parent Liaison**), Cathy Blake (Parent Board Nominee and **CIMT Parent Liaison**), Karina Lawlor (SNA and **CIMT Student Liaison**) and Alice Hamilton (Assistant Principal, **CIMT Student & Community Liaison**).

When such an event happens, schools are offered support by psychologists from the **National Educational Psychological Service (NEPS)**, an agency of the Department of Education and Skills. The Psychologist will help school management to:-

- assess the significance and impact of the event
- provide information and advice to management and staff as they come to terms with the situation
- be available for consultation to school staff as they support students
- work with teachers to identify students who are most in need of support and develop procedures for reviewing their needs.

We are writing to ask you for your most up to date contact details. In the event of a “critical incident” it is extremely important that we have your correct and relevant details. If you wish to discuss this further, please speak to Karl, Eoghan or Alice.

Yours Sincerely,

Critical Incident Management Team