


ATTENDANCE POLICY & CODE OF CONDUCT

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- Students must be punctual for each study session. Latecomers will be refused admission. No exceptions.
 - The use of mobile phones and other electronic devices is strictly forbidden inside the study hall, except for study purposes.
 - 'Make-up' sessions will not be given in the case of students' absence. As a courtesy to the Supervisor we ask that you contact us if a student is to be absent.
 - Students must attend all study sessions booked. Should a student need to be excused for any reason, inform the Academy in advance.
 - Except at break-times, students will not be allowed to leave the study hall unless granted permission to do so by the Supervisor to use the toilet facilities.
 - The student is expected to behave in a respectful and appropriate manner towards the Supervisor at all times.
 - The student is responsible for understanding and adhering to the limits of the Supervisor's role.
 - Please arrive 5 minutes before study session is due to begin.
 - Any breach of the above rules may result in permanent expulsion from the 'Supervised Study' programme without refund of fees. We would ask that study sessions be a 'TALK FREE ZONE'. Silence to be maintained at all times inside the study hall.
 - By signing the enrolment form you confirm that you have read and understood the rules, terms & conditions of CTA and that you agree to abide by them.

If we do have any issue with a student we will proceed as follows:

- He/She will be given one verbal warning
- We will contact Student's parent
- If the problem persists, the student will be asked to leave the study hall. Any student who is asked to leave will not be permitted to return for the rest of the programme and the Parents will be informed accordingly



Clonmel Tuition Academy

*'The Future depends on
what you do today'
...Mahatma Gandhi*



Clonmel Tuition Academy

**SUPERVISED¹⁸
WEEKEND STUDY
(JUNIOR & LEAVING CERT)
3rd February – 3rd June**

4 MONTH PROGRAMME • 8 HOURS PER DAY

REGISTRATION CLOSING DATE 28TH JANUARY 2018

☎ 087-1623258

📍 38 Gladstone Street
Clonmel, Co. Tipperary

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**ONLINE BOOKING ALSO AVAILABLE
WWW.CLONMELTUITIONACADEMY.IE**

SUPERVISED STUDY PROGRAMME 2018

During the year, prior to the Junior & Leaving Cert. exams, supervised study can help a student to maximise their potential. At CTA, supervised study is available during term time for students who are dedicated to their studies. Students participating in the Junior & Leaving Cert. 'Supervised Study' programme at Clonmel Tuition Academy have the opportunity to study in a completely distraction-free environment, in an atmosphere that is calm and focused on learning. We will not tolerate any form of misbehaviour and students must adhere to strict rules regarding their behaviour and conduct. The weekend study programme for 2018 commences in February 2018 (subject to demand) and runs every Saturday & Sunday until 3rd June 2018.

LOCATION

The Clonmel Tuition Academy 'Supervised Weekend Study Programme 2018' takes place at the Clonmel Park Hotel, Clonmel, Co. Tipperary (Venue subject to change)

ENROLMENT PROCEDURE

Enrolment for the 'Supervised Study Programme' requires a completed enrolment form and full payment of fees prior to the programme start date. To secure your place on the programme a non-refundable deposit of €50 is required upon registration.

FEES

This course is limited to 50 students max. and the fee for the '4 month' Study Programme is €450 (for both days) or €225 (for one day).

BOOKING & PAYMENT POLICY

- Fees for the Supervised Study Programme are payable in advance to 'Clonmel Tuition Academy'.
- Places are subject to availability.
- NO REFUND OF FEES – Except where CTA needs to cancel the programme.
- Fees are non-transferable
- You can book and pay online – www.clonmeltuitionacademy.ie
- You can call us at **(087) -1623258** to book over the phone
- You can complete the enclosed application form and send it with full payment, to: **Clonmel Tuition Academy, 38 Gladstone Street, Clonmel, Co. Tipperary**

BOOKING FORM

Student Name : _____

Address: _____

Mobile No: _____

Parent Name: _____

Email Address: _____

School: _____ Year: _____

Sat ☐ Sun ☐ Sat & Sun ☐

I enclose payment of € _____

Credit Card Type: (Tick ☒)

Visa ☐ Mastercard ☐ Laser ☐

□□□□□□□□ □□□□ □□□□ □□□□

Cvv No. □□□ Expiry Date: □□ □□

Card Holder's Name: _____

Signed: _____ Date: _____

TIMETABLE 2018 (SAT & SUN)

TIME	SESSION
9:00 - 10:20 AM	SUPERVISED STUDY
10:30 - 11:40 AM	SUPERVISED STUDY
11:50 AM - 1:00 PM	SUPERVISED STUDY
1:00 - 2:00 PM	LUNCH
2:00 - 3:15 PM	SUPERVISED STUDY
3:30 - 4:45 PM	SUPERVISED STUDY
5:00 - 6:00 PM	SUPERVISED STUDY

*2 x 10min breaks in the morning & 2 x 15min breaks in the evening