



**St. Seton's Secondary School
Ballyfermot**

***Policy on Students' Use of Regulation Breaks
During Class Time***

December 2025

1. Rationale

St Seton's Secondary School recognises that some students require Regulation Breaks as part of their individual Student Support Plans in order to support self-regulation, emotional wellbeing, and engagement in learning. This policy sets out the purpose, scope, and procedures for implementing and managing Regulation Breaks in a consistent and safe manner.

2. Purpose

The purpose of this policy is to:

- Support students in developing self-regulation and self-management skills.
- Ensure the safe and structured implementation of Regulation Breaks across the school.
- Provide clarity for staff, students, and parents/guardians on the procedures involved.
- Promote consistency, accountability, and communication between teachers, SNAs, and the Student Support Team.

3. Scope

This policy applies to:

- All students who have Regulation Breaks formally incorporated into their Student Support Plan (SSP).
- All teaching staff, SNAs, and members of the Student Support Team.
- All settings and activities during the school day.

4. Definition

A Regulation Break is a short, structured, and purposeful break from classroom activity, designed to allow a student to self-regulate emotionally, behaviourally, or physically.

5. Principles

- The health and safety of all students and staff is paramount.
- Regulation Breaks are a planned intervention, not an unsupervised absence from class.
- Breaks must be approved, recorded, and supervised in accordance with this policy.
- Professional judgement and consistency of approach are expected of all staff.

6. Procedures

1. Identification and Permission

Regulation Breaks will be granted to Students with **medical conditions** or additional needs by providing a supporting letter/report or medical certificate from a healthcare professional.

The Student Support Team (SST) maintains an updated list of students with authorised Regulation Breaks. These students are marked with a Custom Aqua Blue Flag on their Compass profile. This list is shared with all staff via the Weekly Bulletin.

2. Teacher Permission

The class teacher must give permission for any student to take a Regulation Break. SNAs cannot remove a student from class without prior consultation with the teacher.

Students without the Aqua Blue Flag may not take Regulation Breaks, except in urgent health and safety situations.

3. Timing, Frequency and Regulation Break Activity

A Regulation Break may only be taken after 10 minutes into a class, except in urgent cases related to a dysregulated student / concern for health and safety. A student may take a maximum of two Regulation Breaks per day. Students should use the Toilet during a Regulation Break to avoid missing class and loss of learning time.

If a student comes to class late, they may not take a regulation break until they have settled in class for at least ten minutes. Other students who were punctual to class will be prioritised for regulation breaks ahead of a latecomer.

Acceptable Regulation Breaks include: a short walk or fresh air outside. The break should normally not exceed 5 minutes. If additional time is needed, the Year Head will arrange a meeting with the student's parent(s) / guardian(s) to discuss additional regulation break time.

4. Supervision

A student must be accompanied by an SNA during the Regulation Break. If no SNA is available, the student must remain in class. Students must not leave class to find an SNA.

5. Recording

Each Regulation Break must be recorded by the accompanying SNA on the student's Chronicle in Compass. Any exceptional or extended breaks must be reported to the Year Head.

6. Referral for Support

Staff who believe a student may benefit from Regulation Breaks should complete a referral to the Student Support Team. The SST will review and, if appropriate, approve inclusion in the student's SSP and update Compass accordingly.

7. Roles and Responsibilities

Role	Responsibilities
Principal / Deputy Principal	Oversight of implementation and review of policy;
Student Support Team	Maintaining student lists, reviewing referrals, communicating updates.
Class Teachers	Permitting Regulation Breaks during class time, being aware of students in the class with Aqua Blue Flag on Compass
SNAs	Supervising breaks, ensuring safety, recording all breaks on Compass.
Year Heads	Monitoring patterns, following up on concerns or excessive breaks.

8. Monitoring and Review

The Student Support Team will review the effectiveness of Regulation Breaks. The Board of Management will review the policy annually or as required. Feedback from staff and students will inform ongoing refinement of procedures.

9. Related Policies and Documents

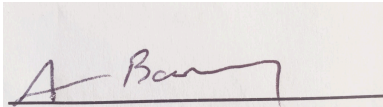
- Code of Behaviour
- Wellbeing and Inclusion Policy
- Child Protection Procedures
- Health and Safety Policy

10. Policy Development

We are also committed to the review and development of our school policies. As part of our ongoing review process, this policy will be examined to reflect feedback from our evaluation practices.

11. Adoption of Policy

This Policy was ratified by the Board of Management on 2nd December 2025.

Signed: 
Chairperson, Board of Management

Signed: 
Principal & Secretary, Board of Management

Date: 2nd December 2025