Senior Cycle Coursework

A guide for parents and guardians

What is expected of your child, and how you can help

All coursework for the State exams must be your child's **own individual and authentic work**, completed **in school** under the **regular supervision of their class teacher**. Please read this with your child.

Your child must...

✓ Do all the work **themselves**, in school, with their teacher overseeing it regularly.

✓ Follow the **SEC rules** and the **subject brief**.

✓ **Show their work as it develops** and keep drafts.

✓ **Meet the deadlines.** They must stop work on the completion date.

✓ **Reference every source** and document any AI use.

✓ **Sign Form P.2** to declare the work is their own.

How you can help

✓ Make sure they know the **rules** and the **consequences**.

✓ Encourage **steady work over time**, not last-minute rushes.

✓ Encourage them to **ask their teacher early** if they are stuck.

✓ Talk to the school **early** if you have concerns, for example about **reasonable accommodations** or whether a subject suits your child.

✓ Talk about **honesty**. Their signature on Form P.2 is a declaration.

Please don't...

✘ **Write, rewrite or "tidy up"** their coursework. Help from a family member counts as inappropriate assistance.

✘ **Arrange for anyone else to do it**: a tutor, friend or online service.

✘ **Let AI write it.** AI may be used for ideas or research only if it is documented.

✘ **Arrange private tuition for coursework** and expect the school to sign it off. It will not be accepted.

✘ **Expect the school to extend a deadline.** Only the SEC can, for extenuating circumstances, with evidence, before the deadline.

Good to know

Where it must be done

• Coursework must be done **in school** (or another school/centre **recognised by the SEC**), as a timetabled subject.

• Work done **on their own or with a private tutor** outside a school **will not be accepted**. The coursework marks are lost.

• An **extra subject in another recognised school** needs Form P.3 for each subject.

• **Home-tutored** students should liaise with a recognised school. Contact the school.

• **Repeating 6th year?** They must do this year's brief. Old coursework can't be reused.

Artificial intelligence (AI)

• **Not allowed:** using AI to generate coursework content, or copying or paraphrasing AI text.

• **Allowed** for ideas, research, planning and clarifying, **if documented**: tool and version, developer, date, how it was used, and the prompts.

• AI material included earns **no marks itself**.

• Using AI without saying so is **plagiarism**.

How it is checked

• Teacher oversees throughout. Your child signs **Form P.2**, then the teacher authenticates and the principal verifies.

• If they can't confirm the work is your child's, the principal **tells your child** and a **Form P.20** report goes to the SEC.

• Your child can **respond**. The Department of Education and Youth decides, and your child can **appeal**.

If the rules are broken

• It is a **breach of regulations**: plagiarism, someone else doing the work, AI misuse, or not letting the teacher oversee the work.

• Usually your child loses **all the marks for the coursework**.

• It can go as far as losing the **whole subject**, **all results**, or being **debarred** from State exams for a period.

Talk to your child. Do they know the work must be **completely their own**, that AI use must be **documented** and never used to write it, their **deadlines**, that every source must be **referenced**, that a private tutor can't do coursework, and to **ask their teacher early** if they are stuck?

Questions? Speak to your child's teacher or the school.