***Scoil Náisiúnta na Scríne***

**Annual Board Report: 2016/2017**

**1. Board of Management**

**1.1 Board Members**

The new Board came into effect in November and comprises of:

Sr. Marie Jones (Chariperson), Fiona Wickham (principal and secretary to the Board), Anne Dempsey (teacher’s nominee), Sinéad Sunderland (parents’ nominee), Kevin Murphy (parents’ nominee), Marianne Murphy (community nominee), Hugh Murphy (community nominee) and Fr. Denis Kelly (patron’s nominee).

**1.2 Election of Officers**

* Designated Liaison Person: Fiona Wickham
* Deputy DLP: Anne Dempsey
* Safety Officer (staff): Anne Dempsey
* Safety Officer: Hugh Murphy
* Maintenance Officer: Sinéad Sunderland
* School Premises Officer: Kevin Murphy
* Key Holders: Hugh and Kevin

**1.3 Meetings**

The Board met 5 times during the year. The principal and chairperson met the accountant on one separate occasion.

**1.4 Policies Ratified by the Board**

* Statement of Strategy on School Attendance
* Critical Incident Policy
* Safety Statement and CCTV Policy

**1.5 Finances**

Finances are reviewed and certified annually by Mr. John Huston. Marianne Murphy and Anne Walsh (secretary) assist with this process. While the school is in good shape financially, we do depend on the Voluntary Contribution paid by families. This year the voluntary contribution was set at €60 with 44 out of 82 families paying this.

This year we gave the option of paying the voluntary contribution in three instalments, and sent notice of this once a term. We continue to make our bank details available for people who wish to use online banking.

**1.6 Training**

Board members completed two training workshops with CPSMA:

* The Board as a Corporate Body
* Finance and the Role of the Treasurer

**2. In-School Management**

**2.1 Staff Management**

Ms. Anne Dempsey was appointed Deputy Principal in October 2016. On assuming this role, she also became deputy Designated Liaison Person as per the school’s Child Protection Policy.

Ms. Fallon was absent for an extended period this year. During this time Ms. Róisín Barlow and Ms. Noelle Denton joined the staff.

In June 2017 Ms. Ita Connolly was appointed principal of Davidstown N.S. This resulted in a permanent teaching vacancy becoming available. The school engaged with the supplementary panel (as per Circular 17/2017) and Ms. Kate O’Brien was appointed to the school staff.

For the 2017/2018 school year Ms. Martine Derham will be on career break. Her fixed term position was filled through the interview process and Ms. Noelle Denton was appointed to the staff.

As well as involvement in all curricular planning, staff accept other responsibilities:

* Green School/gardening: Ms. Derham/Ms. Fallon
* Digital Schools: Ms. Connolly (to be updated next year)
* Discover Primary Science: Ms. Kent
* Active School: Ms. Dempsey

**2.2 ISM Team**

The In-School Management team comprises Ms. Wickham, Ms. Dempsey and Ms. Connolly (special duties post holder). This team meets regularly and carries out extra duties/responsibilities for curricular, organisational and pastoral care areas. Ms. Connolly has particular responsibility for I.T. in school. With Ms. Connolly leaving the staff, the ISM team will comprise principal and deputy principal, and as such extra duties/responsibilities will be re-evaluated for the next school year. The school will not be permitted to fill this Special Duties Post.

The principal and deputy principal meet on a formal basis at least once a week.

**2.3 Management of Pupils**

The Code of Behaviour and Anti-Bullying policies were reviewed. All new entrants to the school were made aware of these policies and signed up to both on enrolment.

All new Junior Infants were initiated into school through the Headstart Programme whereby they were invited into the classroom on 3 occasions to meet the teacher and try some activities. Ms. Wickham met with all parents during one of these sessions and outlined school life in Screen while also answering any questions. Welcome packs were given to all these families including the School Information Booklet.

Our attendance rate was 95.8%. 8 pupils missed over 20 days while 2 pupils had full attendance. Attendance records are kept using Aladdin, the school’s administration system. Annual returns were made to Túsla regarding attendance.

From this year all attendance records are being kept electronically as per DES Circular 0033/2015.

Our graduation night for 6th class took place in June 2017. The Board supported this event by providing a special cake for the evening.

Our projected enrolment for September 2017 is 145. There are 10 6th class pupils transitioning to secondary school and 21 new entrants for September 2017.

**2.4 Management of Relationships with Parents and the Community**

Ms. Wickham attended the Parents’ Council AGM as well as all their meetings during the year. The parents’ nominees to the Board also attended these meetings.

The school communicates with the general parent body through text-a-parent and notes home. This year we gave parents the option of receiving notes etc. electronically via email. This has been very successful with 78 out of 83 families taking this option.

We contribute to the parish newsletter when possible and also to the ‘Over the Water’ notes in the local paper.

The attendance rate at this year’s Parent Teacher Meetings was 100%. The teachers facilitated parents over one afternoon and evening. Anyone who couldn’t attend on the specified day was accommodated at a different time.

**3. Management of Resources**

**3.1 Human Resources**

The school presently has a full time secretary, two Special Needs Assistants (one full time; one part time) and cleaner. We employ an outside contractor to maintain the grounds: grass cutting etc.

We clustered with St. Ibar’s NS Castlebridge this year to form a full-time resource teaching post. Our teacher travelled to Castlebridge for 5 hours per week.

**3.2 School Building**

* A new fob entry/exit system was installed in school to increase safety. Work was also carried out to improve the doors in general.

**3.3 Curricular Resources**

This year, with assistance from the Parents’ Council and the greater parent body, we purchased 16 iPads for the school. These are an invaluable resource for use in the classroom.

**3.4 SEN Resources**

Over the summer work began on our new sensory room. Four past pupils: Jane Prendergast, Elaine Somers-Cashen, Thea Kehoe and Erin Kehoe created a beautiful mural in this room. Seating was built and installed by Séan Webster of One Call Maintenance, and this work was done free of charge.

Money from this year’s summer camp was used to purchase some initial materials/resources and we will add to this over the course of the next school year.

**4. Ethos**

Scoil Náisiúnta na Scríne is a Catholic school and as such promotes a Catholic ethos. This year the particular events to celebrate our ethos were:

* Start of year mass/end of year mass
* Catholic Schools Week (January)
* Grandparents’ Day: mass and open day in school
* Sacramental preparation: first confession and first holy communion
* Do This in Memory Of Me masses for 2nd class
* Communion Friends project throughout the school

**5. Health and Safety**

Child protection and bullying are mentioned at every staff meeting and Board of Management meeting, and the records show that no incidents were reported this year.

The safety officers for the Board completed a safety checklist.

Fire drill took place once each term. New procedures have been put in place for taking attendance: a laminated class list is now carried by teachers as we no longer have roll books.

A yard duty rota is adopted by staff at the start of the year. Both SNAs are on the yard for full breaks also.

A first aid inventory was completed as well as a new Medical Alert List. This is displayed in the staff room. At the first staff meeting policies relating to children with specific medical needs were reviewed.

**6. Planning and Professional Development**

**6.1 Planning**

All class teachers prepare yearly schemes of work. Fortnightly notes are also done and there is an agreed template for monthly reports. These are stored in the office and electronically.

SEN teachers complete Individual Educational Profiles (IEP) and Individual Pupil Learning Plans (IPLP).

**6.2 Professional Development**

Staff completed 36 extra hours as part of the Haddington Road Agreement. This offered opportunities to plan and develop curricular areas as well as engage with outside agencies and courses. This year we completed:

* DPST tutor training
* New primary language curriculum in-service
* IPPN Principal’s Conference
* Incredible Years with NEPS
* Taking care of the school garden

Teachers also completed summer courses which entitled them to EPV (Extra Personal Vacation) Days. These courses included:

FÍS (animation process to promote literacy), social media for education, Webtech and cloud computing, using tablets and online tools for literacy and numeracy, learning support, promoting positive mental health in the classroom, maths for senior classes and fun STEM education.

Three of our teachers are also facilitators for summer courses in I.T.

**6.3 Student Teachers**

As part of professional development we facilitate student teachers and help them as they develop their teaching methodologies and skills. This year we facilitated 2 student teachers.

We also accommodated 4 Transition Year students. Our policy is to give preference to past pupils.

**7. Teaching and Learning**

All curricular plans are up-to-date and are being delivered in our classrooms. This year we added to the already comprehensive plans by trialling or introducing new ideas set out below.

**7.1 English**

* The new language curriculum is being introduced by the Department of Education. Two teachers completed initial in-service and this was followed up by whole staff in-service.
* We took part in the Eason Spelling Bee.
* Buddy Reading too place in February and again in April. All children participated in this project.
* We took part in World Book Day and had another successful Book Swap event. Children dressed up as their favourite book character and we had a costume parade on the new walkway which parents were invited to attend.

**7.2 Gaeilge**

I rith na bliana rinneamar iarracht béim a chur ar Gaeilge neamhfhoirmiúl. Tá alán ceol, amhráin agus fearais le fail ar ríomhairí na scoile chun Gaeilge a spreagadh. Tá plean againn chun béim níos mó a chur ar an nGaeilge an bhliain seo chugainn.

**7.3 Mathematics**

* Maths stations continued this year with all classes taking part.
* Children from 3rd-6th classes engaged with our problem solving wall on a weekly basis.

**7.4 S.E.S.E. (Social Environmental and Scientific Education)**

* As part of Green Schools we are working on Biodiversity.
* A new wildflower garden was planted.
* The school achieved its 12th award for Discover Primary Science and Maths. As part of our programme of events we held a Science Fair for all students.
* The school gardening club worked throughout the year. We grew pumpkins, corn on the cob and beans as well as a variety of plants. We also grew potatoes which were served to all pupils at our annual sports day.

**7.5 Physical Education**

* Active School Week included activities such as hip hop dancing, Tai Kwon Do, obstacle courses and tag rugby. The Parents’ Council launched the week by organising a family walk at The Raven on the Sunday before. They also organised a gift for each pupil each day: water; fruit; GAA wristbands; swim pass; water safety pencil.
* Marathon Club: from January to May a group of teachers organised a running club three mornings a week before school (8.40-9.10). This was very successful with an average of 50 children taking part. From this we selected a team to take part in the first ever Schools Team Marathon competition where we achieved 4th place.
* The children from 5th and 6th class took part in the Rackard League for both hurling and football. This year the girls were victorious in the camogie final and were runners up in the football final.
* Sports For All Day was held in the final term. Every pupil participated in a selection of activities on the day. Parents/families were invited to attend in the afternoon for a picnic and céilí mór. During this event we hosted a HB Ice Cream Party in aid of Down Syndrome Ireland. There was great support for this event and a lovely afternoon was had by all.
* Skipping Day: ‘Skippy John’ spent the day in school and gave workshops to all classes on how to skip, skipping games etc.

**7.6 S.P.H.E. (Social Personal and Health Education)**

* RSE talk was delivered to 5th and 6th class in December 2016.
* All teachers delivered Walk Tall and Stay Safe to their classes.
  1. **Visual Arts**

Samples of children’s work are displayed throughout the school with each teacher changing these displays on a regular basis. We also share this work with the wider community by placing it on our social media sites.

Classes also took part in external art competitions (Credit Union; local GAA club; Diocese of Ferns Pastoral Council etc). This was done at the discretion of each class teacher.

The school took part in the ‘Christmas decoration from recycled materials’ competition run by Wexford County Council. These were then used to decorate the school in the lead up to Christmas.

* 1. **Music and Drama**

The Board continues to employ a music teacher, Ms. Siobhán Tynan, to help with preparations for sacraments, shows, masses etc.

This year the whole school took part in a performance of Resurrection Rock for Easter. This took place at night time in the church and was followed by teas etc in the school for parents while the children had a movie and treats in the classroom. This was a very successful event.

* 1. **Religion**

We have adopted the new Grow in Love Series in 1st and 2nd class.

Ms. Wickham represented the school on Parish Matters, a community radio programme run by the Christian Media Trust.

Other religious ceremonies and activities have been listed under Ethos (section 4 above).

**7.10 Information Technology**

The school received an ICT grant of €5091.36. This was used to purchase 16 iPads for use in the classroom and 5 mini iPads for use by staff. It was also necessary to update 4 laptops.

To engage with the FÍS animation programme, the school also purchased 5 tripods for the iPads and a green screen.

**8. Assessment and Supports**

**8.1 Assessment**

Each class teacher is responsible for regular assessment in the classroom. This information is kept in an assessment folder.

Each year the school completes standardised testing in the final term (usually April). These tests include:

* Sigma T (mathematics for 1st to 6th classes)
* Drumcondra Reading (1st to 6th)
* Drumcondra Spelling (1st to 6th)
* Middle Infant Screening Test (MIST for Senior Infants)
* New Non-Reading Intelligence Tests (1st and 3rd class)

The results of these tests are stored electronically on Aladdin.

**8.2 Reporting**

Standardised test results were reported to parents via the end of year report which issued on 25th June 2017.

**8.3 Support for Pupils**

The principal and deputy principal met with the educational psychologist to prioritise students in need of assessment/observation. Standardised tests, teacher observation and parental concerns are used to inform this discussion. Our NEPS psychologist is Ms. Anna Marie Cullen. This year we had an allocation of 25 hours for resource teaching and 1 post for use with GAM (general allocation model).

Our SENO (special educational needs organiser) also sanctioned 1.5 SNA posts.

Learning support and resource teaching was a balance between withdrawal and in-class support. Along with maths stations for all, we continued Literacy Lift Off for Junior Infants to 1st class (programme of station teaching to target reading and literacy skills). This was made possible through the support of parent volunteers.

The principal met with the SEN teachers once a term to track progress of pupils with extra learning needs.

Ms. Wickham also met with representatives of the secondary schools to facilitate transfer of information for pupils transitioning to post primary. Educational Passports were completed for all 6th class pupils.

**9. Parents’ Council**

The parents elected a new committee with John Fielding returning as chairperson. Ms. Wickham attended all meetings of the committee during the year. NPC training was provided to the committee at the start of the year.

The Parents’ Council paid 50% of the costs of new iPads for school (€3650).

To support parents and invite them into school, they organised a series of parent talks. They invited parents from the schools in Curracloe and Castlebridge to attend these also.

Talks included:

* Headlice
* Health lunches
* Mental Health (facilitated by NPC)

The general parent body run a uniform committee which organises the school uniform order, and they also maintain a library rota whereby they operate a lending system once a week for all the classes.

**10. School Tours, Excursions and Guest Speakers/Events**

**10.1 Tours and Excursions**

The tours this year were:

* Junior/Senior Infants: Secret Valley
* 1st - 4th Class: Let’s Go Camp, Waterford
* 5th/6th Class: Shielbaggan

We also brought classes to The Raven for guided tours.

**10.2 Guest Speakers/Events**

Other events delivered this year by outside agencies include:

* GAA coaching
* Tag Rugby
* RSE talks for 5th and 6th class, facilitated by Accord.
* Biodiversity Pollination Project
* Garda visits re road and internet safety
* Kahn Book Fair (which left the school with €332 to spend on new books)
* Coastguard visit to deliver water safety (Land PAWS)
* Skydome (the cost of this was shared between the Board and the Parents’ Council)

**11. After School Activities**

During the year we introduced a series of after school activity clubs. The main aim was to offer a variety of activities, allowing children to try new things. The clubs were open to children from 1st to 6th classes. These clubs proved very popular and the aim will be to run them again next year.

Activities offered this year included:

* Arts and Crafts
* Lego/Construction
* Baking Buddies
* Basketball
* Gardening

Summer Camp for 2017 generated €960 for the school.

**12. Conclusion**

During the 2016/2017 school year students, teachers and parents worked together to create a positive learning environment within our school. All activities were fully supported by the parents, Parents’ Council and the Board of Management and I congratulate everyone on the continued success of our school.