



Board of Management Meetings Agreed Reports for Parents

9th February 2021

School Reopening

For CSE on 22nd February.

We have a full complement of staff to reopen for the CSE safely

In terms of updates to Covid-19 response plan protocol, additions include:

- Updated RTW form for staff to include questions about travel
- LWR for return/interim: Graham (in the building full time)
- Parents of return children have to sign a declaration that they have adhered to Government guidelines
- Additional ventilation guidelines (opening windows for set periods)
- Provision of medical grade masks to all staff in the CSE (EN14683/Type 2)
- All other provisions stand.

Continued distance learning for mainstream classes

- No provisional date as yet from Department with regard to full school reopening
- Seesaw the primary platform for distance learning with social conference call/check-in once a week. Senior class have moved over to Teams as have access via iPad – as always child safeguarding remains at the forefront of video conference calls and all available safety routines have been put in place.
- Teachers/SNAs for junior classes have been in this week preparing a second batch of workpacks for the junior classes who do not have access to the 1:1 devices
- These will be delivered to homes on the Monday after the midterm.
- Parent teacher meetings to be carried out by phone between now and the Friday after midterm.

Policy Ratification

- Child safeguarding and risk assessment updated to include Covid-19 response plan and risks and actions associated with live conferencing calling with children.
- Health and Safety Statement - Identification of health and safety risks around the school; Identification of school safety officer and persons responsible for ensuring compliance with health and safety actions as laid out in the statement
- Fire and Fire Drill procedures drawn up for the school. We will undertake a fire drill when all children are back together in Term 3 (with Departmental go-ahead)
- Administration of Medicines policy (updated). Currently contact all parents of pupils with lists allergies/conditions, have an up-to-date list and it is imperative that we maintain this as we go forward.
- SEN policy for the school. Lays out the roles and responsibilities of all personnel. The procedures and routines for providing additional support to children with additional needs.
- Schedule of duties. We have started to delineate out specific responsibilities this year as prescribed by the leadership and management circular and as it applies to staff members who hold sanctioned posts of

responsibility which currently in the school is Paul O' Callaghan as Deputy Principal and Jacinta Murphy and Laura Duff as AP2 postholders.

24th November 2020

School Reopening

The school reopening has gone well and the Covid-19 Response Plan and associated procedures are working well overall. One case of Covid-19 associated with the school on the second day of reopening (28th August).

Class and teachers identified as close contacts following risk assessment conducted by Public Health Officer and required to restrict movement for period of 14 days.

We have had no cases of pupils contracting Covid-19 reported to the school since, either by the HSE or families.

Enrolment

Enrolment currently stands at 281 pupils.

With our figure of 281, we met the criteria for the third developing post. We currently have 11 mainstream class teachers, 2 special class teachers and five additional support teachers. Following interviews in July, we now have 13 permanent teachers.

Following the SNA appeal initiated last April, the NCSE granted the school one additional full-time SNA in early November for 10 children for whom applications were submitted. This post has been advertised and will be filled in December following interview on 1st December.

New Admission Policy

Policy is in place with all details on the website and we have accepted our first round of Junior Infant applications for the 2021/22 school year.

School Website

Work is happening behind the scenes to upgrade the school website. The admin interface is dated and as a result, difficult to navigate. The upgraded interface will make it easier to update and share information. We are working with the Web Centre who do the websites for all CNS schools.

PTP

The PTP in collaboration with the Creative Team, they are working with an external company to produce a school calendar which will be sold across the school in December. They are currently in the final stages of production.

They are to run a clothing/food drive in December for two local charities (adhering to social distancing guidelines).

The previous year's PTP fundraising is to go towards extending the schools PM reader stock, both increasing the number of levels and books at each level.

School Activities

- Welcoming ceremony for Infants
- Update on MDM system for current 3rd Class children and other new children (online webinar)
- Maths Week (STEM team lead)
- Science Week (STEM team lead)
- Winter Show as a live webinar event (Creative team lead)
- Half-term Dress-up/non-uniform Day
- Working on our Green Flag this year (Health & Wellbeing team – M. Alyson)
- Received SFI Discover Science and Maths Award 2019/20 – STEM team
- INSPA Positive Primaries Flag

Ethos

GMGY CPD ongoing across each of the three terms this year. M Sarah is GMGY coordinator. We are currently doing up the entrance foyer to be reflective and celebrative of our school ethos and thanks to the Creative and Health and Wellbeing Teams who have taken the lead on this.

18th August 2020

Covid-19 School Response Plan

Covid-19 Response Plan which documents the planning and procedures in the place to the return to school ratified by the Board.

- Induction Training
- Return to work forms
- Lead Worker Representatives
- In-school Signage
- Changes to school layout and class configuration
- H&S Risk Assessment
- Access to school building and school contact log
- Control measures to minimise the risk of the introduction of Covid-19 into the school
- Knowledge of Covid symptoms and respiratory and hand hygiene (Staff, parents and pupils)
- Physical distancing (staff)
- Classroom layout/Staff room layout
- Split yard times
- Sharing of resources
- Uniforms
- Use of PPE
- Curriculum and extra-curricular considerations
- School cleaning
- Procedures for dealing with a suspected case of Covid-19
- SEN considerations
- Staff duties

Communication with Parents/Guardians

Parent Return to School Safely Booklet highlighting the main areas for parental consideration on return to school, and the measures the school has put in place to meet HSE/NPHET and Departmental Guidelines to be disseminated to school community.

- Covid symptoms – keeping pupils at home and procedures to follow
- Traffic Management Plan
- Staggered starting times
- Arrival and collection procedures
- PPE
- Curriculum, wellbeing and homework
- Communicating with the school
- Breaktimes & Playground
- School Uniform
- Physical distancing in classrooms
- School cleaning schedule
- After-School Clubs
- Signage
- iPad usage
- Pupil Supplies
- Hand Sanitising and Hygiene incl respiratory hygiene
- Pupils who have been abroad
- Pupils with symptoms in school
- Returning to school after illness
- Scenarios whereby children should not attend school

8th June 2020

School Closure

Schools to remain closed until the start of the academic year 2020/21. No information/guidance as yet with regard to the manner by which the schools are to reopen, e.g., split classes, staggered start/finish times, blended learning, etc.

iPad management system

- Parent meeting was unable to go ahead 2nd April due to lockdown.
- Working with the DDLETB and Wriggle, we have organised 2 parent information webinars
- The first for parents whose children's devices are required to be changed over to the new management system is taking place tomorrow (Tuesday 9th June) at 7.30 pm.
- The second meeting relating to the purchasing of new iPads for parents of incoming 2nd class pupils is to take place on Tuesday 16th June at 7.30pm.

School Activities

- The school has been awarded the Amber Flag. It is a primary and secondary level education initiative by Pieta House promotes Positive Mental Health and Wellbeing. Thanks to well-being team for coordinating the activities which led to this success.
- The last two weeks of school are traditional a time for winding down with events and activities such as school tours and Active Weeks where the focus is not on academic activities. The relevant teams are currently finalising planning and preparations for Active Week which will run next week (15th to 19th) and Well-being Week which will run in the final week of term from 22nd to 26th June.
- Staff will also be coming into the school in the final two weeks to organise children's work which will be available for parents to collect in the final week of term, the dates are to be finalised. The end of year school reports will also be available for collection with the children's work. Collection will be from the school hall. It will comply with Government Guidelines re social distancing so there will be separate entrance/exits; max number of ppl allowed in the hall at one time, similar to the supermarkets.

- An information evening for new Junior Infants and new enrolments in other classes is to be held on Wednesday 24th June at 7.30pm. It is hoped that by holding off until this date, we will have more information regarding the reopening of the school building in late August.

Ethos

M. Kate has continued to attend the online CNS meetings for *Goodness Me, Goodness You* coordinators. The focus for next year across CNS schools will be to further embed the CNS ethos into daily life at school and to ensure that teachers have the confidence and capacity to teach the new GMGY programme.

27th April 2020

School Closure

An expression of thanks to all staff for their professionalism in organising for the school closure and preparing work in the difficult circumstances of just a couple of hours notice, and also their continued commitment and strong work ethic while working from home.

Teaching and Learning has moved online in the form of distance learning. In line with patron direction, the platforms being used are ClassDojo for the younger classes and Seesaw for the older classes with weekly emails outlining the learning activities. Feedback to date has been positive.

Note of thanks to M. Laura, our IT coordinator who has attended the DDLETB conference IT meetings for ETB and CNS schools and provided feedback re various platforms

Parental Involvement

Féile which had been due to go ahead on Monday 16th March and Book Fair (23rd March) has been postponed until the school reopens.

Proceeds from the Winter Show are being put to expanding the PM reader sets held by the school to include earlier levels.

Pop-up Uniform shop held 14th February.

Concerns reported re parking in the morning/evenings. Consideration of drop and go system in the morning whereby parents do not accompany children into the school yard rather drop to gates where staff will direct children to their lines. Request that parents with children in classes from 2nd to 6th (come September) park outside the school gates and that children walk to the gate in the morning, or to the collection point in the evenings.

Note of thanks to the PTP for their ongoing and valued commitment to the school.

School Activities

The school has been working towards the Amber Flag this year. It is a primary and secondary level education initiative by Pieta House promotes Positive Mental Health and Wellbeing. The final school-level initiative this year was to be a fundraising event at the end of March for Pieta House. This has been moved online and a Well-being walk is taking place this Thursday with the option to sponsor via a link. Parents have been asked to share pictures of their walk with the class teacher and the team will put together a video of this to share with the school community.

Note of thanks to M. Michaela, M. Fiona and M. Eoin for their work on the Amber Flag this year.

Sport

M. Eoin and C. Graham have been running Gaelic and soccer practice. The Spar 5 schools' tournament which the school had entered has been postponed.

Note of thanks to M. Eoin and C. Graham for their efforts with regard to the school teams this year.

Ethos

Teachers have all attended CPD training with regard to our patron's programme *Goodness Me, Goodness You* this year. Further training has been postponed for now but will resume either in person or online depending on circumstances moving forward.

Draft Admissions Policy

Examined submissions put forward by staff and parent body. Final draft to DDLETB by 30th April.

10th February 2020

- New Principal Claire Downes welcomed by the Board
- Child Safeguarding Statement and Risk Assessment ratified
- Claire Downes as DLP and Paul O' Callaghan as DDLP ratified
- IT/Internet Acceptable Usage Policy Ratified