

Knocknacarra Educate Together NS
Board of Management Meeting
4th November 2020, 19.00 (Google Meet)

Present: Maggie Hall (patron nominee), Liz Daly (female parent nominee nominee), Aneil Rawat (male parent nominee), Paul Adams (chairperson and patron nominee), Louise Shields (community nominee), Vivienne Kelly (teacher nominee) and Matt Wallen (principal and secretary)

Apologies: Elaine Keane (community nominee)
Paul chaired the meeting.

Principal's Report

Enrolment

- There are currently 187 pupils enrolled in seven classes, with two new pupils joining tomorrow.
- The Admissions Notice has been posted, and the new enrolment procedures are in place.
- Offers for junior infant places will be sent out at the end of January after the enrolment period has passed.

Staffing

- Sarah-Jane Gilmore and Padraic Hickey have been appointed as permanent teachers.
- Florence and her daughter are now both formally employed by the school for cleaning.
- We will be granted additional support teaching hours which will now be banked as used in a block, most likely in the second term.

Attendance

- Parents have been very helpful regarding communication related to attendance and ensuring children stay home when unwell. Attendance has improved somewhat. The average attendance to date is 92%. 29% have not missed a day.

Health and Safety

- The COVID-19 plan is in operation, and the management of the re-opening has gone smoothly.
- A review of the rest of the Health and Safety Policy is required.

Curriculum Development

- The staff will begin the process of writing and reviewing the Gaeilge and Arts Curriculum Plans from the middle of November. The Learn Together Plan will be the focus in the latter part of the year, taking into account the proposed changes of the curriculum that are due to be approved by Educate Together in the near future.

Building

- The final payments for the doors replacement, bar the amount to be reserved for retention (5%) have been made. The heating repairs are complete and the final drawdown should take place soon.
- It has been difficult to get roofers to respond to the queries due to a combination of busy schedules and poor weather. We'll aim to follow up on the planned repairs in the next month.
- We are awaiting a third quote for the replacement of the taps, and once this is received we'll choose a contractor for the work.

Misc. Events/Information

- It is proposed that parent-teacher meetings be postponed until January as guidance from the Department has not been sent out and three mainstream teachers are on leave at present. The format of these meetings is yet to be determined.
- A plan for staff meetings, either in year pairs (Junior & Senior Infants, 1st & 2nd, etc.), or as a whole staff via Google Meets has been agreed for the year.
- The process of writing IEPs (Individual Education Plans) is nearing completion.
- Work is ongoing for the retention of our Active Flag as new applications for our first Green Flag and Gaelbhreach (Irish language flag).
- The school will participate in the Science Festival in a virtual manner this year. A special kit has been given to the school, and there are opportunities for participation in online activities both at school and at home.
- We continue to have a weekly whole-school assembly using Google Meets.

Financial Report

- Income and expenditure for October was reviewed.
- A budget for the year was approved by the Board.

Plan for School Re-opening

The plan continues to be followed, and there were no issues raised by the Board at present.

Annual Review of the Child Safeguarding Statement

The Board conducted the annual review of the Child Safeguarding Statement. One area to note was the importance of ensuring that substitutes are aware of the policies and procedures in place. This is included as part of a two-page information sheet given to all substitutes.

Annual Review of the Code of Behaviour and Anti-bullying Policy

The Board also reviewed the Code of Behaviour and Anti-bullying Policy.