

Knocknacarra Educate Together NS
Board of Management Meeting
13th October 2025, 19.00

Present: Paul Adams (chairperson), Jennifer Noonan, Emily King, Sarah Gundy, Ali Donald, Catherine Emerson, Ciara Jordan and Matt Wallen (secretary)

Apologies:

Paul chaired the meeting.

September Minutes

The minutes from the September meeting were approved.

Principal's Report

Enrolment

- There are currently 208 pupils enrolled in eight mainstream and two autism classes, with two new enrolments since last month. We officially had 207 enrolled at the end of September, and this number will be used for our grant allocations for the year.

Attendance

- The attendance percentage year-to-date is 92.7%. Attendance is particularly good among junior infants, with a 98.2% rate for that class.

Staffing

- Our draft allocation of responsibilities to members the in-school management team has been completed following one-to-one conversations. This will be shared with the Board at the next meeting.

Health and Safety

- A decision was made to close early due to Storm Amy, with all classes going home at 13.30 on Friday, 3rd October.
- A review of the Health and Safety Policy will take place soon to take into consideration the new building and the autism classes.
- A decision is required regarding a new assembly point for fire drills. It is being proposed that we use the grass area near the car park. A fire drill will be completed soon.

Curriculum Development

- A decision has been made regarding handwriting to adopt the new Twinkl handwriting scheme for 2nd class and above and then use the Edco books for infants and 1st Class.
- The working groups have met for the first time.
- An agreed plan for addressing the Belief Systems strand of the Learn Together Curriculum has been made, and this will be completed over the course of the academic year.

Policies

- Two policies up for review are ready for consideration by the Board, with minimal changes recommend, which are the Protected Disclosures Policy and the Afterschool Club Policy.

Building

- We have been informed that the snag list will be addressed for the modular build very soon.
- Consultation on developing sensory spaces has started. It is proposed to have a gross motor space in the empty support teaching room. We have one suggested quotation from one company, and two more are being sought.
- New timed lights have been installed in the toilets near the hall and office. Several light fittings have been replaced.
- We have received the completed design for the sensory garden and are quite pleased.

Misc. Events/Information

- 24 children represented to the school and the cross-country races at the Galway Race Track, and one child qualified for the finals.
- The school participated in a number of Cumann na mBunscol events for boys' Gaelic, girls' Gaelic and hurling.
- Many classes are going to Baboró events this week.
- The infant classes are going to a pumpkin patch for a special outing on Wednesday.
- A new round of afterschool clubs has begun including choir, lego, nutrition and cooking, rugmaking, Dungeons and Dragons, two dance classes and chess.

- Music Generation classes have resumed with ukulele for all children in 4th and 5th class and violin lessons for individual children.
- Lise has resumed teaching the Language Connects programme with French language lessons for 5th and 6th Class.
- 6th Class went to the university to view a documentary and participate in philosophy activities.
- Nasal flu vaccines were administered in the school today, and some staff members availed of flu and covid vaccines.
- Our tender for the hot meals programme has been cancelled as we were informed we are required to make a decision regarding delivery and consider only one option. Our current setup can not be retained indefinitely. Therefore, we need to choose one option and then restart the tendering process.
- Tomorrow is Padraic's last day of training as a teacher of an autism class. Audrey completed her training during the summer.
- Matt and Vivienne attended a one-day seminar on the new Child Protection Guidelines.
- The school will be closed on Monday, 20th October to facilitate a one-day seminar for staff members related to child protection.
- Classes are completing maths trails this week with older and younger classes working together.

Financial Report

- Full accounts for the last calendar year were presented to the Board. The accounts will be prepared to be sent for certification soon.
- A budget was discussed and agreed for this academic. Significant spending related to the sensory spaces in the autism classes will take place soon.

Admissions Policy

The Admissions Policy has been approved by Educate Together, and the Board formally ratified the technical revision.

Hot Meals

Our tender has been removed as it was not compliant. A new tender will be posted that only offers option 1 (meals delivered hot to the school) this week.

Policies for Review

The Board approved the revised Afterschool Clubs Policy with minor changes and the Protected Disclosures in the Workplace Policy with no changes.