

**Knocknacarra Educate Together NS**  
**Board of Management Meeting**  
**20<sup>th</sup> January 2025, 19.00**

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

**December Minutes**

The minutes from the December meeting were approved.

**Principal's Report**

**Enrolment**

- There are currently 205 pupils enrolled in eight classes, with no changes since last month.
- The window for the submission of admissions applications for the 2025-2026 school year has closed, and offer letters for junior infants will be posted at the end of this week.

**Attendance**

- The attendance percentage year-to-date is 91.8%. There has been a significant number of children who have returned to their home countries for family visits. Ten children have now crossed the 20-day threshold, and this will be notified to Túsla. In contrast, about 20% of children have missed one day or less of school since the end of August.

**Staffing**

- The in-school management team has written work plans for themselves.
- We are considering having a half-in half-out staff meeting to accommodate specialised training for staff related to managing behaviours of concern.
- The NCSE will be visiting the school on Thursday to complete a review of our SNA allocation.

**Anti-bullying**

- Matt and Eileen attended a one-day seminar on the new Bí Cineálta guidelines. A half-day closure will take place later this year, and a new policy needs to be ratified by the end of the academic year.

**Curriculum Development**

- The School Self-Evaluation Process continues, and the staff have agreed a School Improvement Plan related to Wellbeing that is ready for consideration by the Board.
- In relation to the plan, teachers are exploring difference resources related to wellbeing and anti-bullying lessons for children.

**Policies**

- Three policies are ready for review. The Critical Incidents Policy has been reviewed to broaden the roles to include all members of the in-school management team. The Garda Vetting and Retention Policy are ready for review by the Board with minimal changes recommended.

**Building**

- A serious leak was eventually identified related to the heating system. This was repaired as well as another less serious leak, and a new water storage tank was installed.

**Misc. Events/Information**

- In consultation with other local principals and based on weather warnings and forecasts, the school did open late one morning during the recent period of cold weather.
- A talent show will be hosted by the Parent-Teacher Association on Friday.
- The PTA met in-person and online last week. They are proposing an opt-in contract regarding when families will purchase smart phones for children. They also would like to survey children and parents about the hot meals programme.
- Hearing and vision assessments take place this week.
- The School Choir will participate in the Peace Proms at University of Limerick in February.
- 6<sup>th</sup> Class is writing letters to French penpals who will visit the school later this year.
- The Green School Committee had a visit from the Galway City environment officer to look at safe routes to school and to support active transport.
- Two teams will participate in the Credit Union Quiz in early February.

---

Signature

---

Date

- Alyson Barber is delivering music sessions with junior and senior infants.
- The junior and senior infants attended the Teddy Bear Hospital at the University last week.
- A new term of afterschool clubs is underway, including dance, choir, Dungeons and Dragons, podcasting, rug making, soccer and GAA.

### **Financial Report**

- The budget targets are being met.
- We received a large donation from Irish Socksociety. We will discuss how we will use this.

### **Policies Review**

Three policies were reviewed and ratified by the Board: Critical Incidents, Garda Vetting and Retention Policy.

### **Wellbeing School Improvement Plan**

The School Improvement Plan was reviewed and agreed by the Board.

### **In-School Management Team Long-Term Plans**

As these were just sent out today, we will look at these at the next meeting.

---

Signature

---

Date