Knocknacarra Educate Together NS
Board of Management Meeting
17th November 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.

October Minutes
The minutes from the October meeting were approved.

Principal's Report
Enrolment
- There are currently 206 pupils enrolled in eight mainstream and two autism classes.

Attendance
- The attendance percentage year-to-date remains at 92.7%.

Staffing
- The allocation of responsibilities for postholders is complete and ready for consideration by the Board.

Health and Safety
- A review of the Health and Safety Policy will take place soon.
- A revision of the fire evacuation plan is complete. We had an unplanned fire drill when the fire alarm system developed a fault. It was repaired, and based on advice, we replaced all detection heads older than 12 years throughout the school.

Curriculum Development
- The working groups will meet again in December. Implementation is underway for the revised Handwriting scheme.

Policies
- Three policies up for review are ready for consideration by the Board, with minimal changes recommended, which are the Code of Behaviour, Dignity in the Workplace Policy and Staff Allocation Policy.

Building
- Most of the snag list for the modular building has been addressed. Partial wifi connection has been achieved and should be completed by the end of the week.
- We now have three proposals for the sensory rooms and gross motor room and will make a decision soon. It is likely the installation will take place in January or February.

Misc. Events/Information
- Parents, staff and Board members are encouraged to complete the Primary School Survey which is seeking opinions about school ethos in order to gauge interest in transferring school patronage.
- All staff completed a full-day seminar on Child Safeguarding and Child Protection in late October.
- The Minister for Special Education and Deputy John Connolly visited the school last week to see the new autism and learning support rooms. We intend to invite him to return early next academic year when the sensory spaces, sensory garden, gross-motor room, nurture room and outdoor classroom are completed.
- Two teams represented the school at the Galway Primary Science Quiz, finishing 3rd and 14th out of 40 teams.
- The school will have an Open Evening on Thursday, 27th November from 18.30-19.30. Our 6th Class school ambassadors will be present to answer questions and give tours. Parents, staff and Board members are welcome to attend as well.
- Our school has been awarded the Gold Award as a Child Rights School. Representatives will visit the school on Thursday as we celebrate World Children's Day.
- The PTA is hosting an intercultural event for families on Friday evening. All are welcome.
- 1st Class participated in a focus-group project to help Branar develop their next theatrical work.
- 4th and 6th Class participated in focus-group discussions led by members of the Department of Philosophy in the University related to the performance of "The Little Prince" they attended during Baboró.
- A pupil-led soccer tournament is underway in the senior yard with 6th class children acting as referees.
- End-of-term assemblies and potlucks have been scheduled.

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Signature Date

- A team-building event for staff took place Friday evening.
- Sixth Class are complete Cycle Right training. They also received their graduation hoodies.
- Margaret will visit the school on Wednesday to interview children and staff about how we promote child voice in the school for an upcoming NCSE (National Council for Special Education) podcast.
- A past pupil completed work experience in our school for two weeks. Other transition-year students will be in the school in the coming weeks.

Financial Report

- Budget targets are being met. Some significant spending related to the sensory spaces and IT for the modular build remain.

Policies for Review

The Board approved the revised Code of Behaviour, Dignity in the Workplace Policy and Staff Allocations Policy.

In-School Management Policy

The Board approved the revised In-School Management Policy.

Hot Meals

Our tender deadline was Friday, and we received three tenders. We will definitely be switching to hot delivery. The intention is to complete the review of the tenders by the end of the week involving a group of parents.

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Signature Date