

# St Felim's National School



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Roll No. 18564W  
Charity No: 20109967  
Principal: Mrs. Eilís Keegan  
Deputy Principal: Mrs. Patrice Clarke

**Leiter, Bailieborough, Co. Cavan A82 CX30**

**September 2024**

## **Board of Management – Annual Report for the academic year 2023- 2024**

The purpose of this Annual Report of the Board of Management of St. Felim's National School is to provide a summary of information on the operation of the school in line with the requirements of the Education Act. This Report serves as an addition to the information provided on the school's website [www.thevalens.com](http://www.thevalens.com), the various notices issued by the school via Aladdin Connect, newsletters and information provided to parents at parent-teacher meetings and various other school events.

2023-2024 was another busy and active year for the Board of Management of our school with the following summaries of our work:

**Election of New Board of Management:** This year was an election year for a new Board of Management as the term of the old board came to an end on 30 November 2023. The term of office for the new board runs until 2027. Thanks to all those who served on our old board. Our new board are as follows:

### **Board of Management 2023-2027**

Chairperson and Patron's Nominee- Gerry Sheanon  
Patron's Nominee- Fr Ultan McGoohan  
Principal & Secretary- Eilís Keegan  
Teacher's Nominee- Kerrie Anne Moynagh  
Parent's Nominee- Pdraig Sheridan  
Parent's Nominee- Catriona Clarke  
Community Nominee & Treasurer – Geraldine Clarke  
Community Nominee & School Premises Officer- Francis Tierney

### **Ethos**

Sixth Class received the sacrament of Confirmation in St Anne's Church on Saturday 18 May.  
Pupils in Second Class received the sacrament of Penance on 14 March 2023. They received the sacrament of First Holy Communion in St Anne's Church on 27 April 2023.

Terry Leddy, Religious Advisor for the Diocese visited the school on 7 December. He commended the ongoing work in the school.

The Grow in Love programme is the religious education series in use in the school. In every class there is a sacred space that is updated regularly. We also have a sacred space in our school corridor that is updated in line with the liturgical calendar.

The school community continues to provide opportunities for prayer and opportunities to celebrate our ethos through prayer assemblies. These prayer assemblies are held monthly and are led by classes in the senior end of the school. We are grateful to Fr Ultan and Pastoral Assistant Andrea Connolly for leading the school's prayer assembly for Ash Wednesday and distributing ashes to pupils.

### Child Protection

Designated Liaison Person: Mrs. Eilís Keegan

Deputy Designated Liaison Person: Mrs. Patrice Clarke

In accordance with DES guidelines, a Child Protection Oversight Report was presented at each face-to-face meeting of the Board.

### Staffing

The school employs eleven permanent teaching staff, three SNAs, a secretary, a part-time cleaner and a part-time caretaker. The following staff were employed in the school during 2023-2024.

<b>Administrative Principal</b>	Eilís Keegan
<b>Junior Infants</b>	Martina O Connor
<b>Senior Infant &amp; DP</b>	Patrice Clarke
<b>First Class</b>	Úna McCormill
<b>Second Class &amp; AP II</b>	Kerrie Anne Moynagh
<b>Third Class</b>	Emma McShane
<b>Fourth Class</b>	Tara Kelly & Martina Smyth (Job share)
<b>Fifth Class &amp; APII</b>	Róisín McDonnell
<b>Sixth Class</b>	Sinéad Farrelly/Martha Reilly
<b>SET &amp; APII</b>	Valerie Donohoe
<b>SET</b>	Lisa Sharkey & Jane McGuinness (Job Share)
<b>SET -Shared</b>	Alannah Smith
<b>SNA</b>	Julie Phillips & Sinéad Fleming (Job Share)
	Lucia Sheridan
	Jean Brennan
<b>Secretary</b>	Marie Brady
<b>Cleaner</b>	Pauline Farrelly
<b>Caretaker (Sept-Feb)</b>	John Paul Leddy

### Policy Development

The Board ratified the following policies:

<b>Legislative/Mandatory Policies</b>	<b>Organisational Policies</b>
Child Safeguarding Statement in line with revised Child Protection Procedures 2023. Anti-Bullying Policy – Annual Review Health and Safety Statement- Annual Review Admissions Policy- Annual Review	Critical Incidents Policy – Annual Review Healthy Eating Policy Assessment Policy Special Educational Needs Policy Supervision Policy Attendance Strategy Internet Acceptable Use Policy Parent/School Partnership Policy

### Curricular Development

The following curricular whole-school plans were reviewed by the staff and ratified by the Board:

The children celebrated the following events throughout the year

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| <ul style="list-style-type: none"><li>• Maths Week</li><li>• Science Week</li><li>• Sports Day</li><li>• Engineers Week</li><li>• Grandparents Day</li></ul> | <ul style="list-style-type: none"><li>• Friendship Fortnight</li><li>• Anti-Bullying Awareness Month</li><li>• Catholic Schools Week</li><li>• Active Schools Week</li><li>• Seachtain na Gaeilge</li></ul> |
|--|---|

**Other curriculum-based school events & activities:**

Planetarium Visit – Rang 5  
Heritage in Schools Visit  
Swimming Lessons  
School Tours  
Library Visits  
Baillieborough Courthouse Project  
Internet Safety Talk – R5 & R6  
Community Garda Visits to all classes  
Weekly recorder classes from Second class – funded by PA  
Gymnastics Classes in all classes – funded by PA  
Parent Teacher Meetings  
Book Fair

**School Self Evaluation**

In 23.24, we undertook a school self-evaluation process. Irish is the area we targeted for improvement following an analysis of the data gathered in the previous year. We are working to improve the selection of texts and reading experiences offered to pupils in classes R2- R6 in Irish. We ran a pilot on some new texts in Rang 3. Following this we have purchased new reading resources and will continue to implement and review our school improvement plan throughout 2024.2025.

**Digital Learning Plan**

Work continued on the implementation of the Digital Learning Framework. All pupils used Reading Eggs throughout the school to support differentiated reading opportunities for pupils in English. We continued to use Seesaw in all classes to assign and assess reading in English and Irish in the school. Pupils also created content based on curricular areas using the Green Screen and Book creator.

**Wellbeing Policy Framework**

A new school council was elected in Term Three 23.24. Their term of office will run until the end of 2024-2025. The election of a student council was a target under KA-Relationships and Partnerships in the Wellbeing Framework.

**Special Education Teaching Hours**

We were notified of an increase in our Special Education Teaching Hours effective in 2024.2025.

## **Grant Funding**

We applied for STEM funding in 2023.2024 but our application was unsuccessful.

## **Staff Training**

Individual teachers also completed training in the following areas: Leadership & Management, Droichead, RSE, Literacy, Numeracy, Special Education, Wellbeing, First Aid, Literacy, NCSE Behaviour Training, Physical Education. The school availed of Oide Sustained support in PLC throughout 2023-2024. We have four school visits throughout the year including a half day closure. All teachers did summer courses in 23.24.

The school was closed on 23 February for staff training on new Primary Maths Curriculum.

## **Health & Safety**

A health and safety audit of the school, schoolyard and grounds was carried out at intervals throughout the year. All maintenance issues were addressed in a timely manner.

## **Croke Park Hours**

All staff completed their commitment to work their Croke Park Hours 23.24.

## **Treasurer's Report**

The financial management of our school is conducted in strict compliance with the Department of Education and Skills requirements. At each Board of Management meeting, the treasurer furnishes the board with a detailed report on school finances. The Board of Management accounts are certified each year and submitted to the FSSU, by an external accountant in line with DES guidelines. The certified accounts are then submitted to the FSSU and to the Kilmore Diocesan secretary.

## **Tusla Reporting on pupil attendance**

The school completed all mandatory reports to Tusla regarding pupil attendance at regular intervals throughout the year.

## **Work Placements**

The board facilitated two teaching placements in Senior Infants & Second Class in 23.24. We also facilitated TY and LCVP placements.

## **Parental Involvement**

The members of the Parent Association Committee 2023-2024 were:

Chairperson – Jackie Gregory

Vice Chair Dorota Keegan

Secretary – Helena Lynch

Vice Secretary – Helena O Grady

Joint Treasurers- Frances Brennan & Sinéad Murray

Meetings of the Parents Association took place throughout the school year.

The Parents Association's Annual Christmas Draw Fundraiser and Fun Run/Walk were well supported and a great success.

The money raised supported the following items/events:

1. PA Insurance and NPC membership
2. Music Lessons for all children in 2<sup>nd</sup> – 6<sup>th</sup> classes

3. Gymnastics Lesson for all classes in Term 3
4. A Christmas treat for all the children delivered by Santa
5. First Communion Refreshments & Treats for the children and the choir.
6. Entry Fee for Cumann Na mBunscol quiz (x 2)
7. Internet Safety Talk
8. Graduation Treats- 6<sup>th</sup> class

### **Extra-Curricular Activities**

Both boys and girls were delighted to be involved with Cumann na mBunscol competitions again. We participated in the Swimming and FAI soccer competition. Pupils also had a taster session of Taekwondo as part of Active Schools Week.

### **Introduction of Hot Meals**

The board were notified that their expression of interest in Hot Meals was successful in Term One 2023. Following a procurement process Glanmore Foods were awarded the contract and the meals were rolled out to all classes after Easter.

### **Community Links**

The Board wishes to acknowledge the wonderful support it receives from the local community in the form of input from various groups who help the school out on a regular basis, enriching our school programme and enhancing and maintaining our school grounds. This support is very much appreciated. Pupils from St Felim's made Christmas decorations to help decorate Santa's Grotto for the Christmas Lights Committee in December 2023.

### **School Improvement**

Thanks to David Coleman who painted the school crest on the wall in the PE hall.  
New carpet was fitted in Rang 5's classroom.

### **Free Books Scheme**

The Board received a DES school books grant in Term three 2024. This supported the purchase of free school books and copies for the incoming year.

### **Word of Thanks**

In concluding our Annual Report for 2023/2024, the Board of Management wishes to acknowledge the commitment of staff, the support of the parents/guardians and the enthusiastic cooperation of the pupils who work together to make the school a safe, happy and secure learning environment. Míle Buíochas to all who helped make 2023/2024 such a positive and productive year in St. Felim's N.S.