

# 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**

November 23

## **Board of Management – Annual Report 2022- 2023**

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.

2022-2023 was another busy and active year for the Board of Management of our school with the following summaries of our work:

### **Board of Management 2019-2023.**

Chairperson and Patron's Nominee- Gerry Sheanon  
Patron's Nominee-Fr Ultan McGoohan  
Principal & Secretary- Eilís Keegan  
Teacher's Nominee-Martina Smyth  
Parent's Nominee-Padraig 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 4 March 2023.

Pupils in Second Class received the sacrament of Penance on 29 March 2023. They received the sacrament of First Holy Communion in St Anne's Church on 29 April 2022.

Terry Leddy, Religious Advisor for the Diocese visited the school on 8 December. He commended the ongoing work in the school and in particular the schools engagement with him during Covid.

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.

The school held a Christmas Concert 'One Night in Bethlehem' in St Anne's on 14 December which was a wonderful success and celebration of Christmas. Pupils from Infants and First performed a 'Nursery Nativity' in school on 16 December.

### 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 Board approved a career break and two job share arrangements for teaching staff last year.

KA Moynagh, S. Farrelly, E. McShane respectively were employed to cover the resulting positions. Ms Ú. McCormill was appointed to cover a maternity leave last year.

The Board also approved an SNA Job Share arrangement and J. Brennan was appointed to cover the position. The Board appointed Ms KA Moynagh to an AP II Leadership Position.

### Policy Development

The Board ratified the following policies:

Legislative/Mandatory Policies	Organisational Policies
<p>Child Safeguarding Statement                      Anti-Bullying Policy – Annual Review                      Health and Safety Statement- Annual Review                      Admissions Policy- Annual Review                      Code of Behaviour                      Protected Disclosures Policy</p>	<p>Critical Incidents Policy – Annual Review                      Toileting &amp; Intimate Care Policy                      Parent School Partnership Policy                      Droichead Policy                      Induction Policy                      Swimming Policy                      Irish Exemption Policy                      Medical Care Needs &amp; Administration of Medicine Policy                      CCTV &amp; Data Management Policy                      EPV/Course Day Policy                      Substance Use Policy                      Work Placement Policy                      School Uniform Policy                      Dignity at Work Policy</p>

### Curricular Development

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

<p>Maths – Policy Review                      Visual Arts – Policy Review                      Drama – Policy Review                      Digital Learning Plan 22.23</p>
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The children celebrated the following events throughout the year

- Maths Week
- Science Week
- Sports Day
- Engineers Week

- Friendship Fortnight
- Anti-Bullying Awareness Month
- Catholic Schools Week
- Active Schools Week

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

Internet Safety & Cyberbullying Workshop – Fourth, Fifth & Sixth Class

Anti-Bullying Awareness Workshop – Fourth Class

Heritage in Schools Visit

Weekly recorder classes from Second class – funded by PA

### **School Self Evaluation**

In 22.23, we undertook a review of the impact of Covid on pupils' educational experiences, wellbeing, motivation to learn and engagement in learning. This review was informed by pupil and parent surveys completed this year and throughout the pandemic. We also reviewed the effectiveness of school SSE initiatives to date. The review and report highlighted needs in the following areas: pupil wellbeing, Irish and English.

### **Digital Learning Plan**

Work continued on the implementation of the Digital Learning Framework. We introduced Reading Eggs to pupils 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 relevant classes in the school.

### **Staff Training**

Individual teachers also completed training in the following areas: Leadership & Management, Droichead, RSE, Literacy, Numeracy, Special Education, Wellbeing and Physical Education.

### **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 have completed their commitment to work their Croke Park Hours 22.23

### **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.

### **Parental Involvement**

The members of the Parent Association Committee 2022-2023 were:

Chairperson – Jackie Gregory

Secretary – Jim Crosbie

Joint Treasurers- Frances Brennan & Claire Clarke

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

The Parents Association's Annual Christmas Draw Fundraiser was 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. A Christmas treat for all the children delivered by Santa
4. First Communion Refreshments & Treats for the children and the choir.
5. Entry Fee for Cumann Na mBunscol quiz (x 2)
6. Internet Safety Talk
7. 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 Cross Country Running and FAI soccer competition.

### **School Improvements**

The Board undertook the following school improvements in 2022/2023:

- The school was deep cleaned in preparation for our reopening at the end of August.
- The temporary classroom in the hall erected during Covid was dismantled.
- Two new Smart Interactive Panels were fitted in First & Fifth class.
- The PE hall and one classroom was painted over the summer. The hall was deep cleaned also.

### **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 2022.

### **Free Books Scheme**

The Board received a DES school books grant this year for the first time. This enabled the school to provide free school books and copies to all our pupils. This DES initiative was welcomed by the Board.

### **New Boards of Management**

The term of office of the current board of management ends on 30 November 2023.

### **Word of Thanks**

In concluding our Annual Report for 2022/2023, 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 2022/2023 such a positive and productive year in St. Felim's N.S.

