

**School Self Evaluation And Improvement Plan**

**2022 - 2024 Report**

What we are doing well:

* Our students gained very good results in their State Exams
* Teachers are well prepared, actively engage with CPD and in-house subject planning
* Students with special educational needs performed well
* The SEN Team have developed an excellent co-ordinated approach for providing support to students
* We have excellent policies and procedures in place to support our students

What we could do better:

* Surveying staff, students and parents
* Discussions
* Observations

In 2022 / 23, the Strategic Planning process identified 6 priority areas. Each area had a staff team working specifically on an area. An external facilitator, did a facilitation with staff on “Workshop Meetings” and moving forward with the Strategic Planning Process.

Each team analysed the survey results from previous year and reviewed what the school was doing well in their area and what needed to be improved on. From this work they identified a specific Action Plan and targets.

As part of our Strategic Plan 2022-2025, we have identified the following priority areas:

1. Teaching And Learning
2. Attendance
3. Infrastructure
4. Student Participation
5. Well-Being
6. School Promotion

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| **Priority Area** | **2022 – 2023 Targets** | **2023 / 2024 Targets** |
| **Teaching And Learning** | * All subjects will assess students at end of topic / chapter
* Self-assessment template to be included on assessments from March 2023
* DEAR – Drop Everything And Read to take place at registration and during non-exam subjects
* Peer mentoring to be continued and encouraged
* Common I.T. plan for 1st Years including the introduction of the Digital Champion Initiative in September 2024
 | * More consistent whole school approach to assessment, i.e. end of topic/chapter assessments
* Common IT plan for all 1st years re: Microsoft applications
* Parent workshop
* Ongoing staff training
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| **Attendance** | * Attendance officer appointed to monitor attendance.
* If student absent 8 days will be highlighted
* If absent 10 days – parents to meet in school
* If absent more than 20 days – reported to NEWB
* Student’s progress will be tracked and those underperforming will be met and goals to improve set.
 | * Accurate roll call every class on e –portal
* Draw up templates for letters home in relation to poor attendance ( letters attached and in this 2023-2024 folder)
* Complete and return Tusla Attendance strategy report
* System in place with attendance officer for dealing with absenteeism and communicating same.
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| **Infrastructure** | * Applications made to DES for Canteen / P.E. Hall / Classrooms
* Parking / Traffic Management at opening / closing times reviewed
* New School Signage
 | * Traffic management around the school. Signage to be erected in the grass area to keep traffic moving and not parking inside the front gate which can be a hazard to the school community. Wording to be decided upon. Examples: “Keep moving to student door”, “Student drop-of
* Spontaneous Fire drill. A fire drill to be carried out at a spontaneous time, not in class time, at a time when staff and students are not in class time. Frank to oversee this
* Pursue plans for large school sign
* Get a yellow box inside the main entrance to prevent traffic stopping in gateway
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| **Student Participation** | * Reflection by students on assessments for tests
* Tests to be signed by Parents from September 2023
* Students to be surveyed on a guaranteed exam question from September 2023
 | * Reintroducing exit cards from now until Halloween
* Survey staff on pros/cons after Halloween
* Implement student poll on a guaranteed question in exam
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| **Wellbeing** | * Required timetabled 400 hours in place
* Co-ordinator appointed
* Policy / Procedures in place / reviewed – SPHE, RSE, CSPE, PE, Syllabi
* Other areas of learning programme planned for each year group
 | * Healthy eating focus on food preparation / food choices / sugar content / outcomes of poor diets / no fizzy drinks
* Survey a cohort of Parents, Students and Staff
* Guests speaker: Nutritionist / Dietician
* Poster Displays: Food labelling /Sugar content
* Highlighting Healthy Eating Week
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| **School Promotion** | * Improve engagement with Social Media
* Make newsletter more visual
* Website – to be improved
 | * Continue with Social Media Postage
* Improve physical and digital signage for school
* Update incoming student prospectus
* Consistent update for digital screens in school
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| **Sustainability** |  | * Encourage staff and students to turn off lights and projectors when leaving their rooms.
* To ensure all rooms contain a general waste bin and a recycling bin and both are labelled accordingly. Also making Tyre Bins for outside school
* Looking into a method of collecting and using rainwater, making a bug hotel and a bee box
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What can parents do to help?

* Encourage your child to read / set a time aside for reading
* Join the Library / family reading time / discuss books / read
* Ensure your child has a book, magazine with them in their bag so they can read when we give reading time
* Make sure your child is in school every day, all day – absences impact on how well a student performs in their State exams
* Check that students are doing their homework i.e. writing it in journal and checking their work once completed. Discuss with them what they have learnt, thus improved their oral skills
* Let us know if you are concerned about their performance or well-being so that we can support them whilst here in school

Meanwhile the staff continued to focus on:

* Addressing gaps in learning due to Covid 19, assessment
* Well-Being addressing mental health issues / providing time for students to talk, workshops to address resilience, body image etc, extra counsellor in place
* Addressing student behaviour issues in relation to re-establishing / maintaining school routines.

**Here is some information about how we are carrying out our work and about what the Department of Education and Skills requires us to do.**

***School time and holidays***

The Department requires all post-primary schools to have **167 school days** each year, and a **28-hour school week**.

This year we had 167 school days, from 27/08/2021 to 29/06/2022. Our school week is 28 hours.

The Department sets out a **standardised school year and school holidays**.

This year we took all our school holidays within the permitted time. YES / NO

The Department sets out arrangements for **parent/teacher meetings and staff meetings**. This year we had all on-line parent/teacher meetings for every Year, but staff meetings, all in line with the Department’s regulations were held. YES / NO

***Looking after the children in our school***

The Department requires schools to follow the *Child Protection Procedures* it has set down. Our board of management has agreed in writing to do this. YES / NO

All teachers know about the *Procedures* and we have told

all parents about them and how we follow them. YES / NO

Our Designated Liaison Person (DLP) is The Principal Ms Angela Flanagan

and our Deputy DLP is The Deputy Principal Mr Niall Mc Gee

***Enrolment and attendance***

The Department requires schools to have and publish an admissions policy, to record and report attendance accurately, and to encourage high attendance and participation.

We have an admissions policy and it is published. YES / NO

We reviewed (and updated) our admissions policy on: September 2022

We keep accurate attendance records and report them as required. YES / NO

We encourage high attendance in the following ways:

Taking of Roll Call / text message home for absent student, book rental, school meals, Book Grants, Tutor/Registration.

This is how you can help: Keep your child in school all day, every day from day one!

Encourage students too be in school all day every day. Make appointments outside of school time including Friday afternoons./’

***Positive behaviour for a happy school***

The Department requires schools to have a code of behaviour, and asks us to consult parents and students about it. We do this. YES / NO

Our code of behaviour describes and supports positive behaviour. YES / NO

We have a very clear and high-profile anti-bullying policy in our school. YES / NO