



Board of Management Annual Report for the school year 2022-2023

Board of Management 2019-2023

The board is comprised of the following members:

Niall Bradley	(chairperson)
David Dempsey	(secretary and principal)
Micheál Nolan	(treasurer and community nominee)
Lorraine Murphy-Smyth	(community nominee)
Padraic Jennings	(parent nominee)
Trina Walsh	(parent nominee)
Aileen Branagan	(teacher nominee)
Fr. Eugen Dragos	(parish nominee)

2022-2023 full-time / part-time Staff

Teachers

1. David Dempsey (principal)
2. Cormac O'Shea (deputy principal)
3. Aileen Branagan
4. Joan Brennan
5. Aoife O'Sullivan
6. Ciara O'Sullivan
7. Olivia Coomey
8. Jennifer Coffey
9. Noreen Higgins
10. Malvin Moloney
11. Orla Wright
12. Ailish O'Shea
13. Mark Fogarty
14. Niamh Campbell
15. Monica Bridge
16. Elaine Ryan
17. Breda O'Rourke
18. Brenda Callaghan
19. Dara Ryan
20. Cathy Gorman
21. Mary King
22. Ciara Heffernan
23. Jamie Headon
24. Emma Brown
25. Katie McElligott

SNAs

- Lisa Cunningham
- Deirdre Nolan
- Ann Corcoran
- Pauline Kenny
- Sandra Whelan
- Doreen Keyes

Ancillary Staff

- Susan Creggy (secretary)
- Paschal Murray (caretaker)
- Aisling Murray (School Completion Programme – Project Worker)

Staff Continuous Professional Development

- All staff took part in various CPD courses during summer holidays.
- CPD courses were taken up by various staff members during the year also.
- Whole-staff CPD provided in anti-bullying, challenging behaviours, childhood trauma and other areas this year
- Droichead probation completed by two teachers under Professional Support Team within school

Admissions

- Patrician Primary is a member of the Newbridge Parish Central Applications Committee (CAC).
- All school enrolments are processed through the Newbridge Parish Office or via our feeder school system with St Conleth's Infant School.
- There will be two 2nd classes starting in September 2023
- A large number of admissions have been processed throughout the school year. This may not be the case in the coming year due to the school reaching full capacity and oversubscription issues within the town of Newbridge.

School organisation for 2023/2024:

- Class organisation for 2023/2024 will comprise of:
 - 2nd class - Brenda Callaghan
 - 2nd class - Ciara Heffernan
 - 3rd class - Cathy Gorman
 - 3rd class - Jamie Headon
 - 3rd class - Emma Brown
 - 4th class - Mary King
 - 4th class - Breda O'Rourke / Malvin Moloney
 - 5th class - Mark Fogarty
 - 5th class - Katie McElligott
 - 5th class - Ciana O'Brien
 - 6th class - Cormac O'Shea
 - 6th class - Elaine Ryan
 - 6th class - Aoife O'Sullivan
 - SET - Joan Brennan
 - SET (shared)*- Shona Leslie / Niamh Campbell
 - SET - Jennifer Coffey / Noreen Higgins-McHugh
 - SET - Ailish O'Shea
 - SET - Aileen Branagan
 - SET - Monica Bridge
 - SET - Ciara O'Sullivan / Olivia Coomey
 - SET - Orla Wright
 - EAL - Amy Kelly
- *Shared SET with Scoil Mhuire Snr (four days a week in PPS)

SNAs

- Ann Corcoran
- Lisa Cunningham (part-time)
- Pauline Kenny
- Doreen Keyes
- Deirdre Nolan
- Sandra Whelan

Child Protection

- The school Child Safeguarding Statement and accompanying Child Protection Risk Assessment were reviewed and re-ratified by BoM in Term 2 and published on school website
- DLP (Designated Liaison Person) is David Dempsey and DDLP (Deputy Designated Liaison Person) is Cormac O'Shea
- All staff have received training in child protection guidelines
- Child protection oversight documents are presented to BoM at each meeting
- BoM members have received online training in child protection responsibilities
- Stay Safe was taught in its entirety to 3rd and 5th class this year as per school policy

Parent Association, parental involvement and community participation:

P.A.

- The AGM of the PA took place in Sept 2022
- All present were automatically elected onto the committee.
- The following were nominated as PA officers:
 - Iris Monaghan (chairperson)
 - Keelin Feeney (treasurer)
 - Mary Leenane (secretary)
 - Louise Cox (Lotto secretary)
- The Parent Association Constitution is agreed upon and is signed each year.
- A full set of Parent Association accounts are annually made available for examination. All PA accounts are subject to audit along with the main school account
- Several policies, including the child safeguarding statement and its review document, anti-bullying policy and its review document and others were examined by the PA during the year.
- The position of chairperson, secretary and treasurer will be put up for election again in September 2023.
- PA fundraising was centred around the Lotto initiative this year
- Other PA initiatives included:
 - Cake sales
 - Christmas raffles
 - Sponsoring guitar and swimming lessons
 - Helping organise duck race

Parental Involvement

- Parent-Teacher meetings took place in November
- Regular communication was kept up with all parents who needed support. This level of support is something that we are very proud of in Patrician Primary.
- School Support Plan Meetings between parents/guardians and the SET team (Special Educational Teaching, formerly known as learning support / resource) took place continuously across the year via phone-calls and with some face-to-face meetings
- Report cards were sent to all parents/guardians in June
- Weekly newsletter emails were introduced in term 3 and will continue next year

Ethos

- Patrician Primary School is a Roman Catholic school under the patronage of the Diocese of Kildare and Leighlin. A concerted effort is made to uphold, promote and celebrate the Catholic ethos of the school.
- Prayer is a part of daily life in the school and Religious Education is taught in all classes in the school
- The Sacraments of First Holy Communion, First Penance and Confirmation were prepared for and celebrated in our school this year.
- Catholic Schools Week took place in January / February 2023
- The school continues to liaise with the Diocese of Kildare and Leighlin as we take our lead from the Patronage of Bishop Denis Nulty

Finances

- A financial report is given by the treasurer Micheál Nolan / David Dempsey at each meeting of the Board of Management.
- The school accounts are audited on an annual basis by Bagnall Molloy Accountants, Newbridge, Co. Kildare.
- The annual set of school accounts were sent to FSSU (Financial Support Services Unit) in February 2023 as per government guidelines. These accounts were examined and ratified by the BoM beforehand.

Health and Safety / Building and Maintenance:

- Multiple renovations took place the school building during summer 2022
These included:
 - Electrical work in all classrooms and offices
 - Plaster work on damaged walls
 - Repainting interior of school
 - Upgrading urinals in communal bathrooms
 - Repairing damaged flooring, ceilings and windows
 - Deep clean of school interior
 - Painting new line markings on yard spaces
- The Health and Safety Committee continues to meet to ensure H&S compliance around the school
- Maintenance books and making management aware of upkeep are responsibilities of all staff
- Termly fire drills take place in the school
- A detailed review of the school Health and Safety Statement took place in Term 2/3. This included creating a school H&S risk assessment
- Members of the BoM engaged in CPD from the Health & Safety Authority (HSA)
- Staff engaged with First Aid training in term 3. The remaining staff will complete the training in term 1 of next school year
- BoM are exploring an emergency works application for replacing the tarmac in the carpark / front alleyway

Assessment

- Assessment of Learning (AoL) and Assessment For Learning (AfL) happen in our school on a daily basis in a variety of formal and informal contexts.
- Standardised tests for our school include: (this list is not exhaustive)
 - Drumcondra Reading Test
 - Drumcondra Spelling Test
 - SIGMA T (maths)
 - NRIT (Non-reading intelligence test)

School Self-Evaluation (SSE)

- Our school will continue to engage with SSE under the topic of well-being / mental health in 2023 / 2024
- The school is continuously using the 'Looking At Our Schools' DES document to improve upon several areas of teaching, learning and management
- The SSE legislative review takes place at the first BoM meeting of each school year

Special Educational Teaching

- NCSE (National Council for Special Education) are continuing the SIM project (Special Inclusion Model) and will provide the school with support from an OT (Occupational Therapist) and SLT (Speech and Language Therapist) again in 2023/24. The supports from these professionals during 2022/23 included:
 - Visual Support training for anxiety / EAL / autism needs
 - Smart Moves training for OT needs
 - Talk Time training for oral language needs
 - Environmental audits of classroom spaces
 - Support in coordinating mainstream and SET support plans
- Student Support Files were continued in the school for all children receiving SET hours (formerly known as learning support / resource)
- Multiple applications throughout the year have been submitted for Irish exemptions, assistive technology and other NCSE supports. Special Educational Teaching will continue to be a priority in the coming year
- Our SEN allocation for 2023/24 will be 5.5 SNA posts. We have also gained a full-time fixed-term EAL post.
- For the first time, we will be holding a school-based summer programme for children with additional needs in July 2023
- The application process for an autism class will continue with the NCSE and local politicians

Initiatives/projects to enhance teaching & learning (this list is not exhaustive)

- 2nd class induction visits
- School tours
- 6th class graduation
- Various extra-curricular activities
- Various in-school blitzes and competitions
- Various in-school guest speakers and coaches
- Sports Day / Active Schools Week
- Other themed weeks (e.g. Friendship Week, International Week, Book Week etc.)
- Book rental scheme (which is now going to become the Free Book Scheme)
- Student Council
- Student Magazine
- Whole-school displays of geography, history and school identity
- Swimming returned for all classes in 2022. Other PE activities such as cycling, badminton and rugby were also organised for various classes
- Gardening committee

Policies

The following policies were ratified and/or reviewed by the BoM while being shared with the relevant school stakeholders as part of the consultation process:

1. Annual Child Safeguarding Statement
2. Annual Anti-Bullying policy
3. Annual Health and Safety Statement
4. Credit Card policy
5. Online Banking policy
6. Staff Grievance and Discipline policy
7. Healthy Lunch policy
8. Uniform policy
9. Smart Device policy
10. Admission Policy
11. Swimming Policy
12. Headlice policy
13. Physical Intervention policy
14. Toileting and Intimate Care policy
15. Religious Education policy
16. English whole-school plan
17. Gaeilge whole-school plan
18. Assessment whole-school plan
19. SPHE whole-school plan
20. Administration of Medicine policy
21. Protected Disclosure (Whistle-Blower) policy
22. Digital Learning Five-Year Plan
23. Code of Behaviour

A five-year timetable for regular review of all policies is included in the School Plan.

Note of thanks:

Much appreciation is due to the Patrician Primary Board of Management for their enthusiasm, support and hard work for the school that is all done in a voluntary capacity. As their term nears an end, the principal would like to convey his sincerest thanks for everything they have done for the school, its staff and most importantly its children.