



SN Cholmeille Naofa

Board of Management – Annual Report June 2018



Board of Management 2015-2019

Chairperson	–	Mr. Stephen Hosty
Treasurer	–	Marie Callaghan
Secretary	–	Aoife Winston
Patron’s Nom-		Fr. Michael Reilly
Teacher Nom.	–	Mary Mc Mahon
Parent Nom.	–	Jason Roache
Community Nom.	–	Marion Fleming Christy O’ Boyle

As Marie Callaghan has taken up her position as Secretary a new female Parent Nominee will be appointed in September .

School Ethos

The school marked the various Religious feasts and festivals throughout the year. Confirmation and Communion were celebrated in March and April respectively.

Achievements

The Board would like to congratulate the staff & pupils on a most productive & successful year. There were so many wonderful causes for celebration this year including SEAI National Champions, County Champions Credit Union Quiz,

Buildings

The BOM has made significant progress regarding the development of a permanent ASD class and ancillary rooms and an additional mainstream classroom. The works will also include the development of a safe parking and drop off area. The project has now gone through the tender process and a contractor will be appointed subject to DES approval. The BOM has also successfully secured funding for fencing that will span the perimeter of the school and will, it is hoped, be erected in October. Thank you to the Board who has worked as a team to bring the projects to this advanced stage. Our school will be a safer and more comfortable environment for our pupils.

Staffing

For September 2017 the school has four mainstream class teachers, four SETs, one ASD class teacher and four SNAs. We will have 2.5 SNA posts in September 2018 as we are unfortunately losing 1.5 posts.

Policy Development

The following policies were developed/reviewed this academic year,

- English School Plan
- Maths School Plan
- SESE Plan
- SPHE Plan
- Child Safeguarding Statement
- Bullying
- Health and Safety
- DEIS
- Swimming
- Intimate Care and Toileting
- Data Protection
- Mobile Phone

After School Activities

- After school music
- After school IT class
- Club Óige/Ogras
- Yoga
- Guitar
- Camogie
- Homework Club

Sincere thank you from the Board to the teachers who facilitated the afterschools

Curricular Development

The staff has continued to develop & implement the literacy & numeracy requirement of the SSE & DEIS process. A third area of focus for SSE- Art, was selected. The INTO directive not to engage with SSE was enforced in May 2016. A significant investment was made this year into extending our graded reading programme.

Staff Meetings/Training

Staff meetings were held monthly in addition to the three ‘half in half out’ meetings (one per term). The meetings focused on school planning, organisational and policy issues as well as staff training and CPD in class blogs, mindfulness, new language curriculum, playworks etc.

Parents’ Association

The Parents Association met initially in October 2017 and held meetings during the year. Some fundraising was done through sponsored walk and clothes collections bringing the total in the fundraising account to in excess of €20, 000.



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Annual Report of the Board of Management to the Parents of Castlegar National School, School Rd. Castlegar, Galway

2017/18

The purpose of this Annual Report to Parents is to provide a summary of information on the operation of Castlegar National School in line with the requirements of the Education Act.

The Report serves as an addition to the information provided on the school website, www.castlegarns.ie, the various monthly Newsletters (where an agreed report from the BOM meetings is published) issued by the school, circulars to parents, the Information Booklet provided to all new parents in June of each year, the School Prospectus and information provided to parents on all other occasions.

- All Board members are obliged to keep *confidential* matters discussed at Board meetings, unless otherwise agreed by the Board, with this information being distributed by means of an *Agreed Report*.
- Members of the Board may be placed in a difficult situation when individual parents / community members / teachers may ask them to comment directly on a particular situation or ask them to bring a situation to the attention of the Board. *This means of communication is to be avoided. If a parent or a teacher or a community member requires an issue / concern to be discussed at a Board of Management meeting, this issue must be submitted in writing to the Secretary of the Board of Management.*
- The respective issue will be addressed in accordance with agreed procedures and any resulting communication from the Board will be in writing.
- It is important to note that Board members are **not delegates of their electorates** and will consider each issue collectively, from a neutral and an objective viewpoint.

The following summaries are now provided to parents, members of the school community and members of the wider community.

1. School Enrolments and Staffing

School staffing can be outlined as follows;

Principal	1
Mainstream Teachers	4
Support Teachers	4
Special Class Teacher	2 (jobshare)
Special Needs Assistants	4
Administration	1
Caretaking / Cleaning	1
HSCL	1
SCP	1

3. Trusteeship, Management and Representation



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Castlegar National School is a catholic primary school with Bishop Brendan Kelly, Bishop of Galway as our Patron. Subject to the terms of our Admission / Enrolment Policy, our school welcomes and enrolls pupils of other faiths or of no faith and respects their beliefs and practices.

The Trustees of our school are nominated by our Patron.

The Board of Management meets a minimum of five times per year or as business requires. Outside of these meetings, the Chairperson and the Principal regularly communicate with each other.

The Board is supported by the Parents Association. It comprises of representatives of parents of current students in the school.

The Student Council is elected annually and it comprises of student representatives from each class in the school.

All of these bodies play a highly supportive and active role in our school.

4. Financial Management and Accounting

The financial management of our school is conducted in strict compliance with Department of Education requirements. The School Accountant is J. Gibbons and Co. who certifies the school accounts annually for the Board of Management. The Accounts are in turn examined by the Treasurer of the Board of Management Marie Callaghan. The Treasurer issues financial reports re Account Balances at each Board of Management meeting. The Accounts of the school are computerised by the Treasurer. School finances continue to be tight and require prudent financial management. Additional funds are provided by school fund raising activities and Parents' Association fund raising activities. The main costs that the school has to meet are wages, cleaning, light and heat, insurance, repairs and IT expenses.

5. Staffing

The Board of Management recognises and applauds the outstanding hard work of our teaching staff, who are very dedicated to their vocation of teaching and who also are most flexible and willing to participate in after-school activities. A special word of thanks to our extra-curricular teachers, Special Needs Assistants, Caretaker, Cleaner and Secretary for maintaining such excellent standards in our school.

6. School Improvements

During the year 2017/18 the following improvements were effected in Castlegar.

- Building work for classrooms, car park and drop off is at tender stage
- Funding for perimeter fencing was secured
- Internal Painting of rooms , hallway
- Development of the outdoor classroom and school garden
- New noticeboards in classrooms



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Noteworthy Events

- Grandparents' Day
- Seachtain na Gaeilge/ Lá Glas
- Confirmation and Communion
- Afterschool clubs
- The 'C Factor'.
- SEAI National Winners
- Book Fair
- Hospice Coffee Morning
- New language curriculum training
- Credit Union Quiz County Champions
- SEN –Continuum of Support : In-class literacy support continues to be a feature of SEN approach and the practice of Station Teaching, Team Teaching is evidenced throughout the school. The Primary Language Curriculum continues to be explored at school level and resourced at school level. The 2017 reviewed English plan incorporates the new approach to Oral Language through the identification of reached milestones in language, using progression steps to further oral language skills, Junior Infants to Second Class.
- **Standardised Assessment Tests, School Self-Evaluation and School Improvement Plan:**
- SAT results for all classes were reported to the BoM. The results this year show improvement in all areas. The Board expresses its appreciation to all the staff for their hard work toward the achievement of targets identified in the DEIS Plan

Other Board of Management Work

- Other work undertaken by the Board of Management during 2017/18 can be summarised as follows;
 - Reviewing Department correspondence, circulars, etc.
 - Staff Appointments
 - Vetting & Garda Clearance Certificates
 - Teacher's Monthly Progress Reporting and SIPS
 - Maintenance of existing school & yard
 - Planning additional Resources for school extension
 - Planning for the future
 - Monitoring and reviewing child protection and anti-bullying policies and procedures.

Designated Liaison Person for Child Protection: Ms. Aoife Winston
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