

# 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**

## **Board of Management – Annual Report 2020-2021**

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.

2020-2021 was another busy and active year for the Board of Management of our school with the following summaries of our work:

### **Board of Management 2020-2021**

Chairperson and Patron's Nominee- Gerry Sheanon  
Patron's Nominee-Fr Ultan McGoohan  
Principal & Secretary- Cathriona Molloy  
Teacher's Nominee-Martina Smyth  
Parent's Nominee-Pdraig Sheridan  
Parent's Nominee-Catriona Clarke  
Community Nominee & Treasurer – Geraldine Clarke  
Community Nominee & School Premises Officer- Francis Tierney  
Mrs. Eilís Keegan served on the Board in Mrs. Molloy was on approved leave.

### **Child Protection**

*Designated Liaison Person:* Mrs. C. Molloy  
*Deputy Designated Liaison Person:* Mrs. E. Keegan

In accordance with DES guidelines, a Child Protection Oversight Report was presented at each face to face meeting of the Board. It was not presented at meetings held remotely during the time of school closure.

### **Ethos**

Sixth Class 2020/2021 received the sacrament of Confirmation in St Anne's Church on the 4<sup>th</sup> September 2021.

Pupils in Second Class 2021/2022 received the sacrament of Penance in school on 23<sup>rd</sup> March 2021. They received the sacrament of First Holy Communion in St Anne's Church on 18<sup>th</sup> September 2021.

The Grow in Love programme is the religious education series in use in the school.

All classes have a sacred space in their classroom and these are changed regularly. We also have a sacred space in our school corridor which 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. Last year they were held remotely over zoom in line with Public Health Advice.

### Staffing- 2020/2021

The school employs eleven permanent teaching staff, three SNAs, a secretary, a part time cleaner and a part time caretaker.

<b>Permanent Teaching Staff</b>	<b>Special Needs Assistants</b>	<b>Ancillary Staff</b>
<i>Cathriona Molloy-Principal Eilís Keegan- Deputy Principal Valerie Donohoe –APII Róisín McDonnell- APII Martina O Connor Lisa Sharkey Annette Purcell Tara Kelly Jane McGuinness Martina Smyth Katie Roache</i>	<i>Julie Phillips-Full day Lucia Sheridan- Full Day Sinéad Fleming-Infant Day</i>	<i>Secretary-Marie Brady  Cleaner-Teresa Tierney  Part time caretaker-John Paul Liddy</i>

The Board approved a career break, parental leave, a maternity leave and a job share arrangement for teaching staff last year.

KA Moynagh, S. Farrelly, E. McShane & C. Roache respectively were employed to cover these positions.

The Board approved an SNA Job Share arrangement and J. Brennan was appointed to cover the vacancy which arose as a result.

E. McGuinness was employed as a part time cleaner in 2020-2021.

#### ***New Appointments***

2020/2021 brought a change in Leadership in St Felim's National School when our Principal Mrs Cathriona Molloy left us to take up a new position closer to her home in co. Louth. Cathriona Molloy was appointed in January 2011 and served as Principal and secretary to the Board of Management over the last ten years. The Board of Management would like to acknowledge Cathriona's commitment and dedication to our school over the last decade. We wish her well in the next chapter of her career.

The BOM appointed Mrs Eilís Keegan as Principal in June. Eilís has been teaching in St Felim's since 2001 and has been the Deputy Principal in St Felim's for the last ten years. She will take up her position in September.

Mrs. Patrice Clarke was appointed to the position of Deputy Principal. Mrs Clarke has taught in Killinkere NS for many years and we are delighted to welcome her to our school.

The Board wishes our new school leaders well in their new roles and assures them of our full support.

#### **Croke Park Hours**

All staff have completed their commitment to work their Croke Park Hours 2020/2021.

#### **Tusla Reporting on Pupil Attendance**

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

#### **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.

### **Policy Development**

The Board ratified the following policies:

#### **Legislative/Mandatory Policies**

Code of Behaviour  
Child Safeguarding Statement  
Anti Bullying Policy – Annual Review  
Health and Safety Statement  
Admissions Policy

#### **Organisational Policies**

Critical Incidents Policy – Annual Review  
Remote Teaching, Learning & Communication  
Policy  
Internet Acceptable Use Policy  
Assessment Policy  
Covid Response Plan & Risk Assessments  
Healthy Eating Policy  
Digital Technology Policy  
Supervision Policy  
Special Education Policy

### **School Events**

The children celebrate the following events throughout the year:

- ❖ Maths Week
- ❖ Science Week
- ❖ Sports Day
- ❖ Friendship Fortnight
- ❖ Anti-Bullying Awareness Month
- ❖ Catholic Schools Week

### **Professional Development**

Staff completed training on the following topics:

- Seesaw Training – full staff
- COVID 19 Training – full staff
- PDST – Wellbeing

Individual teachers also completed training in the following areas:

- Leadership & Management
- Planning & Assessment
- Literacy
- Special Education
- Visual Arts

Congratulations to E McShane who completed the Droichead Process under the Guidance of PST Members Cathriona Molloy & Eilís Keegan.

### **Curricular Development**

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

- PE – Policy Review
- English – Policy Review
- Music – Policy Review
- Health and Safety Statement
- Digital Learning Plan
- SSE – Digital Learning Plan Year 3

### **School Self Evaluation**

Work continued on the implementation of the Digital Learning Framework in 2020-2021. Teachers implemented year 2 of our school improvement plan. Sixteen additional iPads were purchased bringing the total number of pupil iPads to 32. All staff members engaged in an online training webinar series on Seesaw, an online digital learning platform. Croke Park hours were set aside to facilitate peer to peer support and training in the use of seesaw tools. This training provided teachers with the necessary skills to support pupils to create digital content on seesaw. The BOM acknowledges the successful implementation of our school improvement plan as evidenced through the high level of engagement on seesaw during the period of remote learning.

### Maintenance

#### **Summer Works Scheme**

The Board of Management applied for the Summer Works Scheme in 2019 for funding under Category 2: Roof Works for an upgrade to the roof of our original school building. Our application was approved in December 2020.

Tenders were sought and the contract was awarded to Cranston Construction. Work commenced in June and the project was completed in August.

The roof was replaced and the chimneys were repaired. New internal ceilings and lighting were fitted in the three classrooms in the original school building.

The three classrooms at the front of the school were repainted. These rooms and other areas affected by the works were given a deep clean before the school reopened in August.

### Community Links

The Board wishes to acknowledge the wonderful support it receives from the local community 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.

### Parental Involvement

The members of the Parent Association Committee 2020-2021 were:

Chairperson – Jackie Gregory

Secretary – Jim Crosbie

Joint Treasurers- Francis Brennan & Claire Clarke

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

The Parents Association's Annual Christmas 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 children in 1<sup>st</sup> – 6<sup>th</sup> classes (Part of Year)
3. Science & Maths Resources
4. A Christmas treat for all the children delivered by Santa
5. First Communion Treats
6. Treats on Graduation Day for 6<sup>th</sup> Class

The Parents Association also ran a 'Design a Jersey Competition'. Pupils in all classes were invited to submit a design for a new school jersey. Pupils submitted their designs during lockdown. This project is ongoing.

The Board of Management would like to extend their sincere thanks to the Parents Association for the excellent work carried out during the last school year. We would like to acknowledge the wonderful fundraising that you do for the good of the pupils in our school. Míle buíochas díobh go léir.

### Word of Thanks

In concluding our Annual Report for 2020-2021, the Board of Management wishes to acknowledge the commitment of staff, the support of the parents/guardians and the enthusiastic co-operation of the pupils who work together to make the school a safe, happy and secure learning environment.

Míle Buíochas to all who helped make this year such a positive and productive one in St. Felim's N.S.