

## **REPORT OF THE BOARD OF MANAGEMENT 2017/2018**

**Our school is a caring, Christian community in which pupils have the opportunity to achieve academic excellence and to grow spiritually, emotionally, socially, creatively and physically in a healthy environment.**

Sections 20 and 21 of the Education Act 1998, the School Self Evaluation Guidelines and our ethos document "Continuing the Journey ... a Loreto Education" all promote open and continuing communication between the Board of Management and the school community.

The Board of Management Report on the working of the school 2016/2017 aims to synthesise the main developments during the school year and complements information contained in the Agreed Report following each meeting and now published on the website.

### **1. MEMBERS OF THE BOARD**

<u>Trustee nominees:</u>	Dr. Eilis Humphreys (Chairperson) Ms Laura Demery Mr. Colm Moore Mr. Jim Wade
<u>Parent nominees:</u>	Ms Sharon Foley Mr. Austin Lennon
<u>Staff nominees:</u>	Ms Pamela Jordan Ms Therese Ryan
<u>Secretary to the Board:</u>	Mr. Robert Dunne (Principal)

### **2. MEETINGS OF THE BOARD 2017/2018**

19<sup>th</sup> October 2017  
24<sup>th</sup> October 2017  
18<sup>th</sup> November 2017  
13<sup>th</sup> December 2017  
25<sup>th</sup> January 2018  
26<sup>th</sup> February 2018  
17<sup>th</sup> April 2018  
12<sup>th</sup> June 2018

- An agenda is set by the Chairperson and Principal and is forwarded to each member of the Board.
- All Board members are obliged to keep confidential, matters discussed at Board meetings unless otherwise agreed by the Board.
- The Agreed Report is published on the Parents' Section of the website and is circulated to the staff and members of the Parents' Association.

### **3. ETHOS**

- Personnel and resources have been made available to support the holistic development of our students, e.g. RE/Chaplaincy, Resource, SPHE, Guidance, Extra Curricular areas.
- The Board is particularly supportive of the efforts made to promote Positive Mental Health/Wellbeing in the school.
- It acknowledges the commendable work of the SPHE Support group.
- The Reflection Days for 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Year, Masses, Carol Service, the Morning Reflection, various thematic displays and Justice Outreach projects all speak to the school community of the characteristic spirit of a Loreto school.
- All Loreto schools encourage students to be conscious of injustice and to work to make the world a better place. The Outreach in Community Care in 4<sup>th</sup> Year, the Justice and Peace group and the various campaigns organised by different year groups and co-ordinated by the staff, are welcomed in this regard. The 5<sup>th</sup> Year Immersion Trip to Zambia was particularly successful in consciousness raising.
- Ms Munnelly accompanied a group of 6<sup>th</sup> Years as helpers on the Dublin Diocesan Pilgrimage to Lourdes.

#### **4. FINANCE**

- Finance issues are on every agenda of Board meetings. The Board is guided in its deliberations by a Finance Sub-Committee chaired by Mr. Colm Moore. Ms Laura Demery, Mr. Jim Connolly, Ms Sarah Collis and Mr. Robert Dunne are also part of this group.
- End of Year accounts are audited and submitted to the Loreto Education Trust and the Financial Services Unit of the JMB.

#### **5. STAFFING**

- Nine appointments were made to the staff

#### **6. CHILD PROTECTION/ANTI BULLYING**

- Reviews of the Child Protection Policy took place on 24<sup>th</sup> October 2017 and on 12<sup>th</sup> June 2018 and notifications were forwarded to the Chairperson of the Parents' Association and the Loreto Education Trust and the Student Council.
- A new Child Safeguarding policy was adopted on 26<sup>th</sup> February 2018. The Parents Association discussed Risk assessment and the new Child Safeguarding Statement at a meeting on February 7<sup>th</sup> 2018.
- Mr. Dunne is the Designated Liaison Person and the Deputy Designated Liaison Person is the Deputy Principal, Ms Breen. Both have attended Child Protection Seminars
- All staff have completed Tusla and PDST online training.
- The Anti-Bullying Policy was reviewed, notification of which was forwarded to the Chairperson of the Parents' Association on 25<sup>th</sup> January 2018.
- A Child Protection Oversight Report is presented to the Board at every meeting.

#### **7. TEACHING AND LEARNING**

- The School Improvement Plan continues in the areas of Assessment for Learning and Formative Assessment. Targets were published on the school website.
- The School Self Evaluation Group conducted a survey with parents and students focusing on the workings of the school.
- A focus group of parents, students and staff contributed to the Wellbeing Programme.
- The Board reviewed State Examination results in the Leaving and Junior Certificates and congratulated students and staff on their achievements.
- Three members of staff attended the Middle Management Course sponsored by the Education Trusts and one is completing an M.Ed. course and an Ed.D. in Maths Education.
- Staff attended Inservice in the following areas:
  - Whole school inservice on Junior Cycle and subject specific clusters on the new Junior Cycle Programme
  - General iPad in education
  - IOS 11 in Education
  - GarageBand (Apple Teacher)
  - Apple Classroom Keynote (Apple Teacher)
  - Video Creation in the Classroom with Clips and iMovie
  - Apple CPD day with Andrew Blacoe APL
  - Beyond the eBook
  - Google Drive and G Suite (Google Apps) for Students
  - Tests and Quizzes that Correct Themselves
  - Book Creator
  - iMovie
  - Multimedia and Video
  - Google Classroom
  - SPHE
  - Maths/Geography/Music/Modern Languages/Science/HE/History
- An inspection of Teaching and Learning in Business subjects took place during the year and a follow-through inspection in Spanish took place. Both reports are published on [www.education.ie](http://www.education.ie) and on the school website.
- The Board and staff reviewed the Leadership and Management needs of the school.

- Induction for new teachers – the school continues to be part of the Droichead process – the National Induction Programme for Teachers.

## **8. POLICIES**

Policies were reviewed and amendments made in relation to:

- School Enrolment and Admissions Policy 2020
- Child Safeguarding Policy and Child Protection Risk Assessment
- Homework Policy
- Health and Safety Policy

## **9. GENERAL**

- Traffic management issues.
- Plans for an additional astroturf pitch.
- A new Prospectus was published.
- The Board sanctioned tours to Italy, Rotterdam and an overnight trip to Sligo.
- The Young Entrepreneur Competition attracted a large number of our Junior Cycle students in particular and we thank the dedicated group of parents and Ms Jennifer Maginn, who organise and support such a worthwhile initiative.
- The Board congratulates our participants in the Young Scientist Competition.
- Loreto Abbey has completed the accreditation process for the Health Promoting School initiative.
- The school was awarded our third Green School Flag and we congratulate the Green Schools Committee on their work in this area.
- The Art Room was upgraded, classroom furniture replaced, new lockers purchased and the school was painted.
- The Board continues to identify cost saving energy measures.
- Loreto Abbey participated in a National Guidance project and was accepted as part of a National Senior Cycle Review.

## **10. PARENTS**

- The Parents' Association received a budget of €5,000 for their important work.
- Two parent nominees of the Board are invited to attend Parents' Association meetings.
- The Board furnishes an Agreed Report to parents which is published on the Parents' Section of our website following the Board meeting.
- The Parents' Association hosted a very enjoyable fund raising social evening in September for parents of each year and organised a very successful series of lectures on teen mental health issues.
- The Board met members of the Parents' Association Executive and the Student Council with each group providing a report on its work for the school.
- The Parents' Association is affiliated to the National Parents' Council and The Catholic Federation Parents' Group. Mr. Ross McMahon is a member of the Catholic Federation and is their representative on the National Parents' Council.

The Board of Management wishes to express its thanks to the hard working, dedicated, committed staff, appreciates the support of parents for the school and acknowledges, in particular, the work of the Parents' Association Executive.



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Robert Dunne,  
Secretary, Board of Management.  
May 16<sup>th</sup>, 2018.