

Board of Management members

The following persons have been appointed by the Loreto Trust Board to serve on the Board of Management from 15 October 2010 to 14 October 2013:

Trustee nominees

Sr. Helen O' Riordan, I.B.V.M., (chairperson)

Ms. Heike Huelswitt

Mr. Brian MacGonagle

Ms. Kai Gahan

Parent nominees

Mr. Owen Hillery

Ms. Patricia Hackett

Teacher nominees

Mr. Tom Gunning

Ms. Lisa Shannon

Mr. Billy O' Shea (Principal) serves as secretary to the Board in a non-voting capacity.

Agreed Report of Board of Management meeting Tuesday, 29 May 2012

Attendance

Ms. Shannon, Mr. Gunning, Mr. Hillery, Ms. Hackett, Sr. Helen, Ms. Huelswitt and Mr. MacGonagle.

Apologies were received from Ms. Gahan.

As Secretary to the Board, Mr. O' Shea also attended.

Capital Development

The Board was informed that, at the request of the DES, the school had completed an analysis of the addresses of all students currently in years 1,2, 3 and 4 and that this information had been forwarded to the Building Unit.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2011 to 29 May 2012. He also informed the Board that the auditor's half-yearly visit had taken place on 25 May 2012.

Following a submission from the Finance Sub-Committee, the Board agreed to seek the voluntary support of parents for an Administration Charge of €60 per student in 2012/2013 to cover the costs of photocopying, printing, other consumable materials, student journal, locker and 24 hour personal accident insurance. It was agreed to collect this charge in early September.

The Board decided to leave the Voluntary Contribution request at €150 per family in 2012/2013.

Calendar, 2012/2013

The Board formally ratified the school calendar for 2012/2013.

School Plan

Board members each received a copy of the School Self-Evaluation Report and warmly-welcomed its very positive findings. It was agreed to publish this report on the school website. Areas for development will be addressed in a School Improvement Plan to be considered in September 2012.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- » 6th year Graduation mass (24 May)
- » 4th year Graduation ceremony (31 May)
- » PrizeGiving (22 May)
- » The awards to Grace Cardiff and her teacher, Ms. Ann O'Gorman, by the Institute of Biology of Ireland and the school as a result of achieving the highest mark in Ireland in Leaving Certificate Biology 2011
- » The fact that there were no student suspensions in 2011/2012, the second year in a row that this had happened
- » Forthcoming Junior and Leaving Certificate examinations involving 230 students – the Board extended its best wishes to all concerned
- » The replacement of parent nominee, Mr. Owen Hillery, on the Board by Ms. Barbara Foley from September 2012 subject to appointment by the Loreto Trust Board
- » The appointment of Niamh Cullen and Jennifer Ryan as Head and Deputy Head Girl respectively for 2012/2013 – ratified by the Board

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Tuesday, 25 September 2012.

Agreed Report of Board of Management meeting Monday, 30 April 2012

Attendance

Ms. Shannon, Mr. Gunning, Ms. Gahan, Mr. Hillery, Ms. Hackett, Sr. Helen, Ms. Huelswitt and Mr. MacGonagle.

As Secretary to the Board, Mr. O' Shea also attended.

Input by Ms. Lorraine Kelly, Education Officer

The Board received an input from the school's Education Officer, Ms. Lorraine Kelly on the following topics:

1. School Self-Evaluation
2. Literacy and Numeracy
3. Junior Certificate reform

The Board formally approved an online survey of parents relating primarily to teaching and learning in the school.

The Board committed itself to the process of school self-evaluation and looked forward to working with all members of the school community in this regard.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2011 to 24 April 2012.

Report from Loreto cluster meeting

Mr. MacGonagle, Ms. Gahan and Sr. Helen reported on the recent cluster meeting for Loreto boards of management that they attended. They spoke of the range of issues considered by other boards and of the necessity for a meaningful process of school self-evaluation. They also emphasised the need for the Board to be a visible presence in the life of the school and to have good links with parents, staff and students.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- a. Orals/practicals completion
- b. LCVP/Art exams to come
- c. TY trip to Glendalough, 3 and 4 May
- d. The safe and successful completion of the Paris trip at Easter
- e. German trip, 20 to 27 May
- f. 6th and 4th year Graduations, 24 and 31 May
- g. Firebrand productions programme on bullying, filming in the school on 18 May

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 5.30 p.m. on Tuesday, 29 May 2012.

Agreed Report of Board of Management meeting Monday, 12 March 2012

Attendance

Ms. Shannon, Mr. Gunning, Ms. Gahan, Mr. Hillery, Ms. Hackett and Sr. Helen.

Apologies were received from Ms. Huelswitt and Mr. MacGonagle.

As Secretary to the Board, Mr. O' Shea also attended.

Capital Development

The Board was delighted to be informed that the school had been placed on the DES building list under the category of projects going to construction in 2015/2016 and that Minister Howlin

had indicated very strongly that the development would be on the greenfield site at Pembroke Hill, subject to planning permission and all due processes.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2011 to 6 March 2012.

The next meeting of the Finance Sub-Committee was fixed for Tuesday, 27 March at 9.30 a.m.

Timetable/curricular provision, 2012/2013

As a consequence of the reduction of 1.98 teachers in staffing levels for 2012/2013, Mr. O' Shea informed the Board of the following measures that he considered necessary so that the school could function within its departmental allocation of posts:

- A moderate increase in class teaching duties for Guidance Counselling staff
- A 4 way divide for Irish, English and Maths in 2nd year
- Discontinuing the practice of allocating a second teacher to each 1st year SPHE class
- A reduction in hours for all RPT staff

He pointed out that these measures would see the continuation of one-to-one consultations for Guidance and Counselling and the retention of all subjects on the curriculum.

The Board approved these measures.

School policies, 2011/2012

The Board was informed of the work of the Education Officer in the school, Ms. Lorraine Kelly. It was agreed that Ms. Kelly would attend the next meeting to update members on current educational developments.

The Board decided not to make any changes to its Admission Policy pending the publication of new guidelines by the DES.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- The completion of mock examinations in the school and the imminent issuing of reports
- The Information Talk for incoming 1st year students and their parents on 20 March
- The SPHE subject inspection on 22/27 February
- The recent and very successful 6th year Retreat

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Monday, 30 April 2012.

Agreed Report of Board of Management meeting Tuesday, 31 January 2012

Attendance

Ms. Shannon, Mr. Gunning, Ms. Gahan, Mr. Hillery, Ms. Huelswitt, Ms. Hackett and Mr. Mac Gonagle.

As Secretary to the Board, Mr. O' Shea also attended.

In the absence of Sr. Helen, Mr. Gunning was appointed by members to chair the meeting.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2011 to 31 January 2012.

School policies, 2011/2012

The Board ratified the appointment of Ms. Lorraine Kelly as Education Officer with immediate effect.

Mr. O' Shea informed the Board of the recent work of the School Development Planning Sub-Committee – review of arrangements for parent-teacher meetings so as to make them more user-friendly and the ongoing consideration of school self-evaluation.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- » The commencement of mock examinations in the school
- » Excellent attendance by parents at recent subject choice talks for 1st and 4th years
- » Ongoing inservice in Irish, Maths and SPHE
- » The appointment of Mary Fox as Chairperson of the Parents' Council
- » Plans to hold a "think-in" for members of the Students' Council on 1 March

Any other business

Mr. MacGonagle, on behalf of the Society of St. Vincent de Paul, formally thanked the students and staff for their donation of €4,472 at Christmas.

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Monday, 12 March 2012.

Agreed Report of Board of Management meeting Tuesday, 13 December 2011

Attendance

Sr. Helen, Ms. Shannon, Mr. Gunning, Ms. Gahan, Mr. Hillery, Ms. Huelswitt, Ms. Hackett and Mr. Mac Gonagle.

As Secretary to the Board, Mr. O' Shea also attended.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2011 to 13 December 2011.

School policies, 2011/2012

Mr. O' Shea reported on the ongoing work of the School Development Planning (SDP) group in the school. The group is recommending the appointment of an Education Officer in the school - on the same model as the existing ICT Co-ordinator - whose brief would be to ensure that members of the Loreto school community are fully-informed of current and future developments in education and to engage in all necessary research work in the school to assess/monitor teaching and learning.

The Board both welcomed and accepted this initiative.

Child Protection

It was agreed that whole- staff training on the new procedures would take place on 13 January 2012.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- » The effects of the budget measures on school staffing (reduction of 1.36 teachers) and finances (loss of €7,700 in income)
- » Forthcoming Christmas events – Trade Fair, 6th year Show, Carol Service
- » The success of the recent school musical, "Grease"
- » The school tour to Paris at Easter – formally approved by the Board
- » The continuation this year of the exchange programme with St. Ursula's school in Villingen, Germany, this time with the involvement of students and staff from St. Peter's College

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Tuesday, 31 January 2012.

Agreed Report of Board of Management Meeting Wednesday, 16 November 2011

Attendance

Sr. Helen, Ms. Shannon, Mr. Gunning, Ms. Gahan, Ms. Huelswitt, Ms. Hackett and Mr. Mac Gonagle.

Apologies were received from Mr. Hillery.

As Secretary to the Board, Mr. O' Shea also attended.

Sr. Helen welcomed Ms. Shannon (teacher nominee) to her first Board meeting.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2010 to 15 November 2011.

1st year enrolment, September 2012

The Board allocated the 120 places for 1st year, September 2012 in accordance with its Admission Policy.

School policies, 2011/2012

The Board formally ratified "Revised Child Protection Procedures for Primary and Post-Primary Schools" as set out in DES CL 0065/2011.

The Board also formally approved the protocol authorizing immediate action under section 5.2 of the "Child Protection Procedures for Primary and Post-Primary Schools".

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- » The forthcoming school musical, "Grease", in co-operation with St. Peter's College
- » Forthcoming talks for 5th and 6th year parents on "Helping your Daughter through Leaving Certificate" and a seminar for 5th and 6th year students on stress management
- » The ongoing work of Derek Madden (Health and Safety Manager)
- » The national programme on literacy and numeracy
- » The school's I.T. plan for the next two years – this was formally approved by the Board

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Tuesday, 13 December 2011.

Report to parents/guardians from the Board of Management (BOM) on the operation and performance of Loreto Secondary School, Wexford from 1 September 2010 to 31 August 2011.

Introduction

This report has been prepared to comply with section 20 of the Education Act, 1998. It covers the period from 1 September 2010 to 31 August 2011. It was approved at a Board of Management meeting on 12 October 2011.

The next report will issue in October 2012.

Spiritual

A variety of services and liturgies took place during the year, as follows:

- » Start-of-Year Mass, Graduation Mass for 6th year students, Graduation Prayer Service for 4th year students, Masses for Advent, November Remembrance Mass and a retreat in Ballyvaloo for all 1st year classes.

Unfortunately, the Christmas Carol Service was cancelled due to the heavy snowfall at the time.

- » Commissioning of Eucharistic Ministers in 6th year by Bishop Denis Brennan

The school's Religious Education department was greatly assisted by our chaplain, Fr. Jim Fegan (Adm.) and by Sr. Carmel O' Brien throughout the year.

Charity and Social Awareness

Students and staff raised considerable sums of money for the following charities:

Concern, St. Vincent de Paul, Crumlin Childrens' Hospital, The Hospice Movement, Goal, Barretstown , the Japanese Tsunami Relief Fund and Loreto Missions (with particular emphasis on the work of Sr. Winnifred in Peru and Loreto Secondary School in Sudan).

Academic

Excellent results were achieved by the 130 students taking the Leaving Certificate. Very impressive results were also achieved by the school's 119 Junior Certificate students in 2010. A detailed subject-by-subject analysis completed by Mr. O' Shea (Principal) reveals that the levels of attainment by Loreto, Wexford students in state examinations in 2011 were, once again, considerably above the national average.

The school rejoices in the academic success of all students. The BOM congratulates all students and their teachers on the continued excellence of results in the school.

The Department of Education and Skills (DES) did not conduct any subject inspection in the school during the year.

Supervised Study was organized throughout the year and was availed of by an average of 130 students each evening.

An exchange programme with the staff and students of St. Ursula's Secondary School in Villingen, Germany was repeated in 2011.14 Loreto students and 2 teachers spent a week in Villingen in May with the return leg in Wexford in September 2011.

Staffing

The school's total teacher allocation from the DES for 2010/2011 was 45.05.

Of the DES total of 45.05, 1.67 was set aside for students with special educational needs under the overall co-ordination of the school's Learning Support teachers, Ms. Wilson and Ms. M. Jordan.

Over the summer we said a sad farewell to six members of our teaching staff who retired – Ms. Brennan, Ms. Bolger, Ms. Storey, Ms. Campbell, Ms. C. Larkin and Ms. K. Larkin. All of these teachers made a wonderful contribution to life in Loreto over a long number of years and they will be sadly-missed. In addition, Ms. Kennington left Loreto to take up a position in a different school.

As a consequence of these changes, several teachers who had been on the staff in a part-time capacity were made permanent. We welcomed two new teachers to our staff – Ms. de Róiste and Ms. Kennedy.

Information Technology (I.T.)

The Anseo system continued to monitor the daily attendance and punctuality of all students. Daily text alerts were sent by Sr. Carmel (Deputy Principal) to the parents of students who did not register their attendance in school. Additionally, text alerts were sent to notify parents of certain school events e.g. changes in school calendar, dates of parent meetings.

All Transition Year students studied for the European Computer Driver Licence (ECDL) information technology qualification.

Lunchtime access to I.T. for students continued to be facilitated.

With the assistance of considerable funding from the DES, it was possible in 2010/2011 to provide broadband access, a computer and data projector in every classroom in the school. In addition, it was also possible to fully equip a second Computer Room in the school.

Capital Development

Under the Summer Works Scheme 2011, the heating system was upgraded with the fitting of two new boilers and improved controls.

With assistance from the Emergency Works Scheme 2011, fire doors were fitted extensively throughout the school.

The Board of Management funded the provision of a new changing room in the Teach Mhuire block and an extension to the existing lunchroom.

The internal re-painting of classrooms and offices continued.

A ceramic mosaic was created by students and teachers and erected on the front of the Teach Mhuire building.

There were several meetings with the DES and Loreto Trustees throughout the year in connection with the school's extension/refurbishment programme. All parties are moving towards a decision on whether to favour a greenfield site option over the existing site.

Extra-curricular and co-curricular activities

The BOM expresses its gratitude to the teaching staff for organizing the following activities for students in 2010/2011:

debating
hockey
basketball
badminton
tennis
yoga
rounders
athletics
football
self-defence
tag rugby

educational tour to France
field trips
theatre trips
school choir
supervised internet access
horse riding
Young Entrepreneurs competition
Log-on learning for senior citizens
Justice and Peace Group
Green School Committee – culminated in the award of a Green Flag in May 2011

Transition Year

110 students took Transition Year in 2010/2011.

Student and parental appraisal of the school's Transition Year programme continues to be very positive.

Full details of the Transition Year programme are to be found in the school policies section of the school website.

Child Protection

Child Protection Guidelines and vetting procedures have been in full operation throughout 2010/2011 following original staff training in December 2005 and August 2010. The Designated Liaison Person (DLP) was Mr. Billy O' Shea and the Assistant DLP was Sr. Carmel Swords.

Care of Students

All Class Teachers continued to take a keen interest in the pastoral care of their students. In addition, the school's two Guidance Counsellors, Ms. Fallon and Ms. Young, were available to assist in any possible way.

A dedicated Student Care Co-ordination Team continued to be very active in 2010/2011. Comprising the Principal, Deputy Principal, Chaplain, Counsellors, Learning Support Teachers and Class Teachers where required, this team met every Friday and ensured that adequate provision was made for all students experiencing particular difficulties in school and in their personal lives.

Student Empowerment

Susan Fox and Ciara Byrne were the Head Girl and Deputy Head Girl respectively in 2010/2011. They were assisted by prefects and vice-prefects in each class group.

The Students' Council operated with two students elected from each of the six year groups in the school. They were joined on the council by the Head and Deputy Head Girls. The Council's work was reported in depth on the school website throughout the year.

Code of Behaviour

Students continued to co-operate in a very positive way with the school's behaviour code as evidenced by favourable comments throughout the year from teachers and visitors to the school.

It is a pleasure to report that not a single student was suspended throughout the year.

The Board thanks the students for this excellent behaviour.

Parental Involvement and Contact

The school organized information meetings for parents in 2010/2011 on the following matters:

- » New 1st year students, September 2011
- » Subject choices for 2nd and 5th years
- » Central Applications Office (CAO)
- » Coping with Leaving Cert.
- » Young peoples' use of the internet
- » Parent-teacher meetings for every year group
- » Transition Year information meeting

All meetings were very well attended by parents. Due to the fact that the school does not have the space to hold large general meetings of parents and students, it continued to be necessary to use a local hotel as a venue for some of these larger meetings and events.

The school website was updated weekly and contained a great deal of information for parents on current news as well as all school policies. For families without internet access, hard copies of all updates and policies continued to be available from reception. Several useful links were added to the website through the year.

The Principal, Deputy Principal and all teachers were available on an appointment basis to meet parents to discuss any concerns about students.

The Parents' Council continued to provide hot food for students at lunchtime and prior to evening study in co-operation with Taste Restaurant.

Representatives of the Council met with Mr. O' Shea, Principal, on a regular basis to liaise on school matters and the Council was also represented on the School Development Planning Group that met on a frequent basis.

Parents were asked by the school throughout the year to help ensure a high level of attendance at school by their daughters.

Ms. Cotter was the teacher representative on the Parents' Council for the year. Mr. O' Shea (Principal) addressed the Parents' Association A.G.M., and attended several council meetings thereafter. Ms. Michele Winters served as chairperson for the year. An account of the council's activities is to be found on the school's website.

School Development Planning

All policies that make up the school plan are available on the school's website: www.loretowexford.com.

The following have been the main developments in school planning throughout 2010/2011:

- » The ongoing review of subject development plans in all departments
- » The ongoing work of the School Development Planning Group, representative of staff, students and parents, to prepare draft policies for consideration by all educational partners

in the school

» The formal review of the following policies/area of activity:

1. School self-evaluation: curriculum
2. School self-evaluation: communications
3. Child Protection and vetting of school personnel
4. Transition Year
5. In-school Management

Professional Development of Staff

Teachers attended DES and other in-service in a range of subject areas.

The teaching staff also engaged in detailed subject planning development.

Input was arranged for staff on Internet Acceptable Use.

Board of Management

The BOM held ten formal meetings in 2010/2011. At the end of each meeting an agreed report was approved for circulation by teacher and parent representatives. This report was also posted on the school website.

Financial Accountability

The Independent Auditors' Report to the trustees for the year ended 31 August 2011 concludes as follows:

" In our opinion the financial statements give a true and fair view of the state of the school's affairs as at the 31 August 2011 and of its results and cash flows for the year then ended and have been properly prepared in accordance with the Education Act, 1998.

We have obtained all the information and explanations we consider necessary for the purposes of our audit. In our opinion, the school has kept proper books of account. The financial statements are in agreement with the books of account.

In our opinion, the Board of Management's Report is consistent with the financial statements."

O' Brien Harnett & Associates,
Chartered Accountants and Registered Auditors,
97 Haddington Road,
Dublin 4.

The Board is very grateful to families who supported the Voluntary Contribution Scheme that yielded €53,012 in 2010/2011, a decrease from €58,726 in the previous year and €66,983 in 2008/2009.

There was a surplus on the Income and Expenditure Account of €10,008 compared to a surplus in 2009/2010 of €7,269

Community Links

The BOM is particularly appreciative of the assistance provided by the local Wexford community in providing work experience placements for 110 Transition Year and LCVP students in

2010/2011 and for its generous sponsorship of Transition Year mini-companies.

Billy
Secretary to Board of Management.

O'

Shea,

Board of Management meeting Wednesday, 12 October 2011

Attendance

Sr. Helen, Ms. O' Connor, Mr. Gunning, Mr. Hillery, Ms. Gahan , Ms. Hackett and Mr. Mac Gonagle

Apologies were received from Ms. Huelswitt.

As Secretary to the Board, Mr. O' Shea also attended.

Capital Development

The Board was informed that the first phase of the fire safety improvement works had been completed and that the new heating system would be commissioned shortly.

Mr. O' Shea reported on the ongoing work of Health and Safety Manager, Derek Madden, particularly in relation to staff training.

Annual report to parents

The Board formally approved the contents of its annual report to parents on the operation of the school in 2010/2011. This will be relayed to parents in the week beginning 17 October 2011.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2010 to 11 October 2011.

The Board formally approved the signing of the audited accounts for 2010/2011.

School insurance

The Board formally reviewed all buildings, contents, vehicles and personal accident cover currently in place and expressed its satisfaction with same.

School policies, 2011/2012

The Board formally ratified a new Internet Acceptable Use policy that had been submitted to it by the school's development planning committee.

Child Protection

DES 65/2011 was discussed by the Board. It was agreed to ask the development planning committee to examine this circular in detail and to submit a revised Child Protection policy to the next Board meeting for immediate discussion and implementation.

Principal's Report

Mr. O' Shea made mention of the following in his report to the Board:

- » The visit of a Music inspector on 7 October
- » Parents' Association update
- » Talk for 1st year parents, 3 October
- » LC results analysis - feedback
- » JC results – analysis shortly to be forwarded to Board members

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Wednesday, 16 November 2011.

Agreed Report of Board of Management meeting Wednesday, 7 September 2011

Attendance

Sr. Helen, Ms. O' Connor, Ms. Huelswitt, Mr. Gunning and Mr. Hillery.
Apologies were received from Ms. Gahan and Mr. Mac Gonagle.
As Secretary to the Board, Mr. O' Shea also attended.

Capital Development

The Board considered an update on the Greenfield site option.

Mr. O' Shea advised the Board that fire safety works and summer works on the heating system were both nearing completion.

The Board was also informed of the completion of the new kitchen facility for students and that the school was now registered with the Environmental Health Service as a Food Business Establishment.

Mr. O' Shea reported on the ongoing work of Health and Safety Manager, Derek Madden.

Report from Finance Sub-Committee

Mr. O' Shea, on behalf of the Finance Sub-Committee, presented the Board with an Income and Expenditure Statement from 1 September 2010 to 31 August 2011.

The Board formally approved the 2011/2012 budget proposals as submitted by the Finance Sub-Committee.

The Board was advised that the annual audit would be conducted within a week or so.

School policies, 2011/2012

The Board prioritised the following areas for review and development in the new school year:

- | |
|---|
| 1. School self-evaluation: communications |
|---|

2. School self-evaluation: teaching and learning
3. Internet Acceptable Use
4. Child Protection and vetting of school personnel
5. Healthy Eating
6. Admission
7. In-school management

Child Protection

The Board confirmed Billy O' Shea and Sr. Carmel Swords as Designated Liaison Person and Deputy Designated Liaison Person respectively for the 2011/2012 school year.

It was agreed to request all staff to sign their acceptance of the new child protection protocols in September 2011 and every three years thereafter, subject to their being no policy change in the intervening period. All new staff would be asked to sign upon appointment.

Principal's Report

- » Mr. O' Shea made mention of the following in his report to the Board:
- » Very impressive and pleasing Leaving Certificate results
- » 27 September - start of year mass
- » School tour to France at Easter – formally approved by the Board
- » German exchange visit in the week beginning 18 September 2011
- » The staging of a school musical ,“Grease”, at the end of November in co-operation with the staff and students in St. Peter's College
- » The TY Introduction Meeting for parents and students on 5 September
- » The first meeting of the Parents' Council on 12 September

Any other business

The Board discussed the contents of its Agreed Report to be placed on the school website by Mr. O' Shea.

The next meeting of the Board was fixed for 4.30 p.m. on Wednesday, 12 October 2011.