



*Parteen National School*

*Parteen*

*Co. Clare*

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School Development Plan  
September 2014 – June 2019

This school development plan was created in 2014 in consultation with staff and parents. It was to span over three years but was extended to take into account the whole school evaluation, building works and Covid Closures. The original plan is typed in black. The actions required in the original plan are typed in bold and the final report/ update is typed in red. All areas are now addressed and a new school development plan will be developed in 2021/2022. Thank you to the whole school community for their incredible work and achievements.

### **School Plan Background**

Under Section 21 of the Education Act, schools are required to have a school plan. According to the Primary Professional Development Service, the plan must be prepared, reviewed and updated. Every school must assess its current strengths and weaknesses, set effective and realistic objectives for building on its strengths and addressing its weaknesses, monitor and review its objectives and at the end of the period of the plan, evaluate the extent to which the objectives have been achieved. The Principal must lead this process and is accountable to the Board of Management and the Inspectorate for it.

Under School Self Evaluation, schools are required to examine their own practice to identify their strengths and areas for improvement. Schools must back up their findings with data from a variety of sources and report on the process to their own school community. Initially, this is focused on 'Teaching and Learning' and ties in with the National Literacy and Numeracy Strategy. School-Self-Evaluation is a tool to be used for the creation of the School Self -Evaluation Report and School Improvement Plan. The plan must be implemented, monitored and reviewed. While the current School-Self Evaluation Guidelines focus on 'Teaching and Learning', in the future, 'Management and Leadership' and 'Support for

Pupils' will be the focus. It is important to note however, that the aforementioned Section 21 of the Education Act still applies.

### **Data Gathering**

#### **Staff**

At the March 2014 meeting, the school development plan consultation was explained. All teachers were then given a sheet which asked the teachers to list the strengths of the school and the areas that could be developed and improved. To assist people it listed the curricular policies and the SSE Checklist. 19/21 were returned. In conclusion staff reported that

there is an overwhelmingly positive atmosphere with staff helping each other, focusing on what is best for the children, engaging in commendable teaching and extra-curricular activities. Parents are very supportive and children are very well behaved with a positive attitude. Teachers would like the development of a school plan - the curricular aspect must link directly to teacher plans and the procedural part must ensure common practice among all teachers. There is a need for school building and some resources to be developed, especially with regard to I.T., P.E. and Infant Education. The results of the teacher survey, the Parent's Association contribution and the SSE Checklist are combined to give the following plan. These are will be worked on at the monthly meetings. At the end of each year anything not completed will be put into the following years plan.

#### **Parents**

In April 2014 the Parents Association were given a document asking them to list the strengths of the school and the areas that could be developed and/or improved on. In the April newsletter all parents were informed about the consultation on the School Development Plan and anyone with individual comments were invited to contact the school. No specific responses were received on this. However, the Parents' Association have suggested as astro-turf pitch and welcome the consultation on polices. At the AGM of the Parents Association in October 2014 they suggested setting up homework clubs and introducing a foreign language into the school day.

#### **SSE Checklist**

The School Self-Evaluation Checklist was examined. Any areas that need review were highlighted and put into the School Development Plan.

#### **Legislative and Regulatory Checklist**

Issue	Relevant legislation, rule or circular	Is the school fully meeting the requirements of the relevant legislation, rule or circular?	If no, indicate aspects to be developed.
Time in school – minimum of 183 days Length of school day 4hrs 40 minutes (infants) 5hrs 40	11/95	<b>School Calendar with 183 days developed in line with guidelines.</b> School day timetable to be	<b>School daily timetable to be reviewed</b>

mins (1 <sup>st</sup> -6 <sup>th</sup> classes)		reviewed in 2014/2015  (11/95 has been partly superseded by 08/11 with regard to opening in August)	Teacher timetables reviewed and are in line with official guidelines.
Arrangements for parent/teacher and staff meetings	14/04	Yes Two evenings – one as per 14/04 and one from Croke Park.	
Implementation of Croke Park Agreement regarding additional time requirement	08/2011 52/2014	Yes Croke Park Second Tuesday of each month for 2 hours (exception Dec. and Jan.) 20 towards the extra parent teacher meeting, teachers own planning, CPD, meetings between teachers.	
Standardisation of school year	34/2011	Yes	
Valid enrolment of pupils	Section 9(1), 15 (2) and 23 Education Act Section 20 and 21, Education Welfare Act 2000 Rules 55, 64, 108 and 123, Rules for National Schools Circular 24/02 Staffing schedule	Yes Enrolment Policy revised and ratified by BOM and St. Senan's Office in June 2014.  Admissions Policy Ratified by BOM and St. Senan's Office in March 2021	
Retention of pupils	11/01 32/03	Yes. Circular revised with staff and BOM in March/April 2014.	
Development of a school plan	Section 21, Education Act	Consultation with staff and parents March- June 2014.	

		Developed for September 2014.	
Appointments to posts of responsibility	07 03 53/11	Yes  Circular 0044/2019	
Time for literacy and numeracy – assessing and reporting literacy and numeracy achievement	56/11	Literacy and Numeracy achievements reported to parents in 1 <sup>st</sup> -6 <sup>th</sup> class.	<b>Time for literacy and Numeracy to be reviewed.</b> <b>Score reported to be reviewed by staff i.e Standard/Percentile/STen</b>  60 minutes extra literacy and 70 minutes extra numeracy compared with original allocation in curriculum guidelines.  STen score given
Exemption from Irish	12/96	Yes	Circular 0052/2019 is implemented
Implementation of Child Protection Procedures	65/2011	Yes Annual audit takes place.	Child Protection Risk Assessment and Annual Audit takes place as per Child Protection Procedures for Primary and Post Primary Schools 2017
Implementation of complaints procedure as appropriate	Complaints Procedure, section 28 Education Act Primary Boards of Management Handbook	Yes. Ratified by BOM in June 2014 after teacher and parent consultation.	
Refusal to enrol	Section 29 Education Act	Yes – covered in Enrolment Policy.	
Suspension of students	Section 29 Education Act 1998	Has not occurred.	Code of Behaviour Reviewed on 21/11/14
Expulsion of students	Section 29 Education Act 1998	Has not occurred.	Code of Behaviour Reviewed on 21/11/14
Enrolment Policy	Section (15)(2)(d) Education Act 1998	Yes Ratified by BOM and approved by St. Senan's office in June 2014.	Yes

		Admissions Policy Ratified by BOM and St. Senan's Office in March 2021	
Code of Behaviour including anti-bullying policy	Circular 20/90 DES Guidelines on Countering Bullying Behaviour 1993 NEWB Guidelines Section 23, Education Welfare Act 2000	Anti-Bullying revised and ratified by BOM in 2014. St. Senan's will approve it once Code of Behaviour is reviewed.	Code of Behaviour Reviewed on 21/11/14
Attendance and participation strategy	Section 22 Education Welfare Act 2000 Equal Status Acts 2000-2011	NEWB reports made as per requirements. Strategy to be developed.	Attendance Strategy Ratified on 6/6/2019
Health and Safety Statement	Section 21 Health and Safety Act 2005	Needs updating	Reviewed annually. Assistant Principal 1 now in charge of area.
Data Protection	Data Protection Act 1988 Data Protection Amendment Act 2003	No	Policy reviewed on 29/6/2017
Special education needs policy	Education Act 1998 Equal Status Acts 2000 – 2011 Education Welfare Act 2000 Education for Persons with Special Education Needs Act (15)2004 Disability Act 2005	Yes Due for renewal	Reviewed on 5/5/2021
RSE Policy	Relationships and Sexuality Education: Policy Guidelines 1997 This document has actually been replaced by	Yes Ratified by BOM in July 2014 after teacher and parent consultation.	

	'Guidelines on Relationships and Sexuality Education (IEC)		
Child Protection Policy	Circular 65/2011	Yes Child Protection Procedures in line with Child Protection Procedures for Primary and Post Primary Schools 2017	
Parents as partners	24/91	Yes	Constitution to be updated to highlight opportunities for parents to become involved. Constitution reviewed on 20/11/2014
Public service (Croke Park) agreement – special needs assistants	71/11	To be reviewed	Used for CPD, classroom preparation, resource preparation, meetings
Other			

#### Decided on in 2014

Procedural	Curricular	Physical/Other	SSE
Anti-Bullying revised in line with new procedures. Reviewed with staff. Parents consulted. Ratified by BOM. St. Senan's will ratify with Code of Behaviour	RSE/SPHE Plan created  Also revised in 19/10/2020	Application to replace prefabs, create bigger staffroom, build support rooms, extend hall, library	First Steps implemented. Numeracy reviewed for implementation next year. Literacy reviewed for implementation next year.
Health and Safety Allianz Audit. Audit with staff. Action plan developed to address issues. First Aid supplies updated and policy developed with staff, parents		Aladdin introduced Used so far for test results, school reports and location for school plan documents.  Update of all pupil data – being inputted into Aladdin for early	

consulted and BOM ratified		2014/2015 so all pupil info available in one location.	
Yard – senior yard rules revised and agreed.		Enrolment Policy Revised in light of Section 29 hearing. Ratified by BOM and approved by St. Senan’s Office.	
Consultation on School Plan took place.		Assemblies End of month. Prayer, announcements, Principal Prize (Number in class / 10 + 1) for doing best/being nice.	
Parental Complaints ratified.			

### 2014/2015

Procedural	Curricular	Physical/Other	SSE
Code of Behaviour  <b>Behaviour very good – teacher’s survey. Ensure policy to continue this.</b> <b>St. Senan’s request.</b>  Reviewed on 21/11/14	Maths – whole school plan and maths language. <b>Based on teacher survey – need a plan</b>  <b>Maths Language agreed and policy updated May 2021</b>	School Building: Replace Prefabs Build support rooms Create staffroom Review hall possibilities <b>Based on observation and teachers survey</b>  <b>School extension fully complete – classrooms and support rooms. All prefabs removed. New staff room built.</b>	Numeracy – problem solving with measures in 3 <sup>rd</sup> -6 <sup>th</sup> . Number in Infants-2 <sup>nd</sup> .  Literacy. Continue First Steps Continue Handwriting Work Review spelling  <b>SSE Requirement SSE Plan implemented and revised annually.</b>
Health and Safety  Continue actions based on results of		PE Equipment <b>Based on teacher survey</b>  <b>Resources purchased.</b>	

<p>concerns sought from staff in 2014 and visit from Allianz rep.</p> <p><b>Legislative requirement</b> <b>Completed annually.</b></p>		<p>Play time activities <b>Parents and teacher survey</b> <b>Ball zone moved to safer area.</b> <b>When class on the astro they have one break with the ball and one without.</b></p> <p><b>Playground installed with swings, slides, play house, climbing frame, mud kitchen, story area. 2019</b></p>	
	<p>Special Education and Assessment</p> <p><b>Review as per SSE checklist</b></p> <p><b>Completed 2021</b></p>	<p>Infant resources <b>Based on request and teacher survey</b> <b>Complete. New resources purchased for all infant classes.</b></p>	
<p>Child Protection Policy <b>Annual Review</b> <b>Completed annually</b></p>	<p>ICT <b>Good time to review in line with purchase of equipment</b> <b>Complete. New flat panel screens, ipads, laptops purchased.</b> <b>Acceptable Use of IT Policy</b> <b>29/6/15</b></p>	<p>SNA use of Croke Park hours <b>SSE Checklist</b> <b>Used for CPD, classroom preparation, resource preparation, meetings</b></p>	
<p>Review Parents as Partners <b>Staff survey</b> <b>Need to update constitution</b> <b>Constitution updated 20/11/14</b></p>		<p>School daily timetable. Literacy and Numeracy time allocation</p> <p><b>SSE checklist</b></p> <p><b>Complete</b></p>	
<p>Critical Incident <b>Need plan to deal with tragedy/emergency.</b></p> <p><b>Completed 15/10/15</b></p>		<p>Review school reports-based on agreement made in 2014 and discussion on Stens/Percentiles Standard Scores</p>	



		<p>Agreed staff would review it</p> <p><b>Completed 2014.</b> <b>Agreed procedures for completing school reports and STens</b></p>	
		<p>Continue and expand use of various features on Aladdin Database</p> <p><b>Annually</b></p>	
		<p>Review Uniform</p> <p><b>Based on DES requirement and staff survey</b></p> <p><b>Revised 4/2/2016</b></p>	
		<p>Homework Clubs –</p> <p><b>Parents Association feedback</b></p> <p><b>Homework Club established</b></p>	

**2015-2017**

Procedural	Curricular	Physical/Other	SSE
<p>Child Protection</p> <p><b>Annual Review</b></p> <p><b>Completed annually</b></p>	<p>English</p> <p><b>Based on teacher survey – need a plan</b></p> <p><b>Revised and updated May 2021</b></p>	<p>Refloor main building.</p> <p>Painting of main building</p> <p><b>Observation</b></p> <p><b>All carpets removed and all classrooms now have new flooring – marmoleum.</b></p>	<p>Continue to implement First Steps, Handwriting and Spelling</p> <p>Review another area</p> <p><b>SSE Requirement Implemented in all classes</b></p>
<p>School Attendance</p> <p><b>SSE Checklist</b></p> <p><b>Attendance Strategy Ratified on 6/6/2019</b></p>	<p>Music</p> <p><b>Based on teacher survey</b></p> <p><b>Revised and updated May 2021</b></p>	<p>Healthy Eating</p> <p><b>Based on staff survey</b></p> <p><b>Reviewed 7/12/17 with</b></p>	

		<b>implementation starting 8/1/18</b>	
Sexual Harassment and Adult Bullying <b>Review of existing policy</b> <b>Reviewed 5/3/2020</b>	PE <b>For review</b> <b>Revised and updated May 2021</b>	Data Protection <b>SSE Checklist</b>	
School rental <b>Review of existing policy</b>	Art <b>For Review</b> <b>Revised and updated May 2021</b>	Explore possibility of a foreign language as per <b>Parental suggestion</b>	
Substance Misuse <b>Review of existing policy</b>		Presentation of Copies <b>Suggestion. Discussed, reviewed and agreed teachers manage presentation rules annually.</b>	
Homework Policy <b>Review of existing policy</b> <b>Reviewed 19/10/2020</b>			
Policy on staff leave <b>To ensure smooth running of school</b>  <b>Reviewed 24/1/17</b>			
Custody/ Separation <b>Review of existing policy</b>  <b>Reviewed 5/3/2020</b>			

**2017-2019**

Procedural	Curricular	Physical/Other	SSE
Child Protection <b>Annual Review</b> <b>Completed annually</b>	Gaeilge <b>Based on teacher survey – need a plan</b> <b>Revised and updated May 2021</b>	School Garden <b>Link in with SESE Review</b> <b>Created and planted in Spring 2019. Planting</b>	Continue implementation <b>SSE Requirement</b> <b>Reviewed annually</b>

		<p><b>interrupted due to school closures. Full planning to take place in 21/22</b></p>	
	<p>SESE  <b>Based on teacher survey – need a plan</b>  <b>Revised and updated May 2021</b></p>	<p>Playground – astro turf  <b>Parents Association suggestion</b>  <b>Large astro-turf pitch installed in 2016</b></p>	
	<p>Drama  <b>Based on teacher survey – need a plan</b>  <b>Revised and updated May 2021</b></p>		
		<p>Additional:  Sensory Room and Sensory Garden developed in 2019.</p> <p>Distance learning using teacher videos Google Classroom.</p> <p>Literacy-Lift-Off. Graded Reading</p> <p>Mata-sa-Rang</p> <p>New model of allocating special education teaching hours introduced.</p> <p>UL Students hired as classroom assistants.</p> <p>Droichead Teacher Induction introduced.</p> <p>Tuesday Trips for children with autism</p>	

Ratified by the Board of Management on 20/11/14

Agreement to implement WSE recommendations 15/10/15

School Development Plan extended to June '19. Original expected completion date was June '17 but WSE recommendations had to be incorporated into it and they are now implemented.

Whole School Evaluation:

<https://parteenschool.ie/wp-content/uploads/2017/03/Whole-School-Evaluation-1.pdf>

Report on Implementation of Recommendations:

<https://parteenschool.ie/wp-content/uploads/2017/03/Follow-Through-Inspection.pdf>

Assessment Policy Reviewed 6/6/19 taking further advice from Follow-Through Inspection into account.

21/5/2021