



# Holy Trinity National School

## Board of Management Annual Report June 2019

### Parent Association

The Parent Association is an integral part of our school whose efforts stretch far beyond fundraising. Over the course of the year the Parent Association has organised many events and celebrations which greatly enhance the school life for our pupils and enable parents play an active and supportive role in their children's school experience. The extraordinary fundraising efforts of the Association during the year has ensured that a sum of €24,000 is available to the Board of Management to ensure further improvement of the learning opportunities we can provide in Holy Trinity NS. The Board will outline the use to which this money is put in the school at the Parent Association AGM in September.

Some of the Parent Association activities this year included:

- ◆ Organisation of social and curriculum event at the beginning of the school year.
- ◆ Major Fundraisers including Christmas Fair and 'Bop 'till You Drop' Disco
- ◆ Organisation of monthly parent coffee mornings
- ◆ Organisation of hospitality for school events.
- ◆ First Holy Communion Breakfast.
- ◆ School Disco October 2018.
- ◆ Presentation by Parent Council on Pupil Support.
- ◆ Organising Wellbeing Practical Session for all parents.
- ◆ Liaising between parents and principal on relevant matters.
- ◆ Support with our school library Administration.
- ◆ Support with school tours.
- ◆ ZEEKO Internet Safety Talk for Parents

### School Communication

The Board acknowledges school efforts to encourage and support parental involvement and communication with the school.

Information meetings were organised for each class in September and formal parent teacher meetings were held in November. Parents were facilitated in meeting teachers by appointment at other times during the year. Regular school newsletters were prepared for parents. All of these bulletins were also uploaded on the school website. The school text service has been used significantly to highlight school events and deliver important reminders to parents during the year. This year the school website was redesigned to ensure all important information relating to the school is on hand to parents and the school community.

Parents who wish to assist in classroom or school events require Garda vetting in line with our School Child Safeguarding Statement. We thank the parents who have volunteered for events during the year and encourage further involvement in the coming year.



The Board of Management acknowledges the successes of teacher Hannah Matthews on her achievements with the Irish Hockey Team during Summer 2018. In recognition of her outstanding achievement, the Board made a small presentation to Hannah in September 2018 at a special school assembly.

### Graduation Class 2018.

We congratulate all thirty six pupils on their graduation and wish them well in the years ahead. We thank their families for enriching our school during the past eight years.

### And Finally...

As Holy Trinity draws down the curtain on a busy, productive and fulfilling year, the Board wishes to salute all pupils, parents and staff, and to acknowledge the significant contributions all have made during 2018/2019. We look forward to a bright new school-year after a well-earned break. Holy Trinity re-opens on Thursday August 29<sup>th</sup>. The school calendar for 2019/20 is available to the school community on the school website- [www.hoytrinity.ie](http://www.hoytrinity.ie)

### Introduction

We are delighted to present this report to the school community of Holy Trinity National School. The Annual Report provides a summary of information on the operation of Holy Trinity 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.holytrinity.ie](http://www.holytrinity.ie), the various monthly newsletters issued by the school, circulars to parents, the school prospectus, and all information provided to parents and school community during the school year. The report sets out to reflect on the work of the past school year 2018/19, and looks ahead to the bright future in Holy Trinity NS



### The Board of Management

The Board of Management was elected in November 2015 and will serve until November 2019. The Board's main function is to manage the school on behalf of the patron and for the benefit of the students and to provide an appropriate education for each student at the school. The board is accountable to the patron and the Minister for Education and Skills. The members of the Board of Management are:

- Mrs Mary White- Chairperson
- James Tobin – Principal and Secretary to BoM
- Fr Paul Ludden – Patron Nominee
- Gráinne Heneghan – Parent Nominee - Treasurer
- Pádraig O Conaill – Parent Nominee Finance Committee
- Caroline Walsh- Teacher Nominee Finance Committee
- Paul O Riordan- Community Nominee
- Mick Lynch- Community Nominee- Health & Safety Officer.

### Enrolment

We had 531 pupils enrolled in Holy Trinity NS in September 2018. This September we welcome three additional Junior Infant classes, taking the new enrolment number to 580 approximately.

### Staffing

The school has an administrative principal: James Tobin. The Leadership team includes Deputy Principal Brianog Brady Dawson, Assistant Principal 1, Ms Ruth Brennan and three Assistant Principal 2 positions Ms Gillian Asple, Ms Eimear Reidy and Ms Julie Walsh.

We have twenty classroom teachers and eight Special Education Teachers (SET). We have six special needs assistants supporting pupils with additional care needs. School administration is supported by our school secretary, Julie Roe assisted by Elaine O Dwyer. We also employ two part-time caretakers, John Barron and Stephen Connolly.

### School Ethos

We are an inclusive Catholic school under the patronage of the Archdiocese of Dublin.

A caring, nurturing experience of Christianity is central to the school. It has found expression this year in

- ◆ Good Friend Week
- ◆ St Vincent de Paul Christmas Hamper Collection
- ◆ Attitude of Gratitude focus
- ◆ Catholic Schools' Week Focus in January
- ◆ Confirmation for 6th Class Children on March 9<sup>th</sup>
- ◆ First Penance & First Communion for 2nd Class pupils in March and April
- ◆ Weekly School assemblies celebrating our successes in our school community.
- ◆ Prayer Services celebrating liturgical feasts.
- ◆ Sixth Class Confirmation Trip to Glendalough

The school works closely with school chaplain, Fr Peter Byrne and the Sandford Parish Pastoral Council.

The Board of Management wishes to thank Mrs Brianog Brady Dawson following the announcement of her intention to retire after twelve years of dedicated service to our school community. We wish Brianóg many years of health and happiness.

Mary White  
Chairperson Board of Management

James Tobin  
Principal



## Child Protection

The Board is mindful of its oversight role in matters of Child protection. Updated reports are presented to each Board meeting. Child Protection training has been provided to all staff during the school year 2018/19. The Board of Management has appointed James Tobin as Designated Liaison Person and Brianóg Brady Dawson as Deputy Designated Liaison Person.

The Department of Education and Skills undertook a CSS inspection in Holy Trinity NS in March. The inspection report noted that the school is fully compliant in all areas of Child Protection. The inspectors have asked to pass on their appreciation to all parents and pupils who were asked to contribute to the inspection at very short notice. The inspection report will be published on the DES website on the Department of Education and Skills website [www.education.ie](http://www.education.ie) and is also attached as an appendix to this report.

## Administrative Policy Development

During this school year the Board of Management approved the following school policies

- Child Safeguarding Statement- including ancillary policies relating to supervision, school visitors, swimming, acceptable use policy and school tour policy.
- Enrolment Policy
- Critical Incident Policy
- Health & Safety Policy
- Wellbeing Programme
- Mentoring Policy.
- Attendance Strategy

The Board of Management also received regular reports on School Self Evaluation on the three areas of progress:

- ◆ Literacy & Oral language
- ◆ Gaeilge Ó Bhéal
- ◆ Maths

## School Self Evaluation

School Self-Evaluation is a process of internal school review, culminating in the development of a School Improvement Plan. The following areas were considered in our review this year:

**GAEILGE: Teanga ó bhéal (Irish oral language development);**

**LITERACY: maintenance of initiatives;**

**MATHS: maintenance of initiatives.**

**GAEILGE: Key areas of focus during the year were the development and progression of Irish oral language and the teaching and assessment of Irish oral language. Here in Holy Trinity, we foster a 'grá' for the Irish language by organising fun events throughout the year such as 'Seachtain na Gaeilge'. Our Improvement Plan for Gaeilge 2019/2020 targets are the following:**

- To promote the use of Gaeilge ne-amhfhoirniúil throughout the school;**
- To develop the use of Irish poems and songs;**
- To develop Irish reading in school.**

**LITERACY: Key areas of focus during the year were Teacher Planning, the teaching of Poetry and Assessment in Writing. There is a high quality of pupil achievement, interest and enjoyment in oral, reading and writing activities in our school. Our Improvement Plan for Literacy 2019/2020 targets the following:**

- To further develop links between whole-school approaches and methodologies and individual teacher planning and practice;**
- To make greater use of assessment in writing and oral language to more meaningfully inform teaching and learning experiences;**
- To put greater emphasis on poetry in the school.**

**MATHS: A key focus this year was the teaching of Number Talks and the continued implementation of the PDST approaches to mathematics. In Holy Trinity, we promote a positive maths culture in our classrooms. Opportunities are provided to build evidence to justify problem-solving claims, consider multiple strategies and to challenge misconceptions. Our numeracy Improvement Plan will target the following:**

- To ensure links between whole-school approaches and methodologies and individual teacher planning and practice;**
- To improve problem-solving techniques;**
- To develop stronger links with home in relation to the teaching of maths.**



## SPHE: Social personal & Health Education

In its Action Plan for Education 2016-2023 The Department of Education and Skills identified the central role schools can play in promoting wellbeing in our school communities to support success in school and life. In Holy Trinity NS we have adopted a Wellbeing Education programme that seeks to ensure that our children and young people realise their potential now and in the future, and are able to deal with the challenges they face in life.

We have adopted the 'Weaving Wellbeing' programme which we introduced to all classes 2<sup>nd</sup> - 6<sup>th</sup>. The programme includes lessons on Character Strengths, Positive Emotions, Tools of Resilience, Positive Relationships and Empowering Beliefs. Additional focus was given to wellbeing during our Wellbeing Week in January 2019.

Support was provided by Zeeko to senior pupils and parents in the area of internet safety and social media use.

## Forbairt Project- 'Towards More Effective Feedback'

This project was undertaken in Holy Trinity NS as part of the Forbairt Leadership initiative. The project chosen relates well to our school's Growth Mindset culture, where efforts are valued and pupils encouraged to take risks, strive to improve, learn from mistakes and to be inspired by the success of others.

Going forward the school is committed to:

- ◆ Promoting a culture of improvement, directing greater attention and effort towards intended pupil learning, rather than simply evaluation of pupil task performance;
- ◆ Encouraging pupil focus on their own learning with greater attention to self-assessment and peer assessment.
- ◆ Encouraging teacher reflection on the nature and value of effective feedback.

## Assessment

Pupil progress is measured using the following assessment tools:

- ⇒ Teacher observation,
- ⇒ Teacher designed tasks and tests, Work samples,
- ⇒ Portfolios & Projects,
- ⇒ Checklists.

Holy Trinity is mindful of the importance of assessment *for* learning as well as assessment *of* learning. All pupils in 1st -6th class inclusive undertake standardised tests in reading and maths. Test scores are forwarded to the Department of Education and Skills for 2nd, 4th and 6th classes. Reports on sixth class pupils transferring to second level schools are forwarded to the relevant second level school at the end of the end of this academic year.



## Extra-Curricular Activities

In Holy Trinity, staff and outside facilitators continue to offer a broad range of extra-curricular activities to our pupils. The Board recognises that extra-curricular activities compliment in-school learning activities and provide further opportunities for pupils to explore their talents and develop holistically.

This year the school offered the following activities: Gymnastics, Lego Club, Playball, Craft & Cooking, Arts& Cards, Yoga, Speech & Drama, Fit & Giggles, Board Games Club, Ballet, Irish Dancing, Guitar, Piano, Singing.

## ICT- Digital School

Holy Trinity NS is part of a cluster of schools participating in the School Excellence IT Project.

This is a three-year programme conducted with four other schools examining the use of IT to develop and improve problem solving skills. The project was undertaken by one class in Holy Trinity in Year 1. In the coming year, the good practice models undertaken in the first year will be shared incrementally with other classes. The participating schools are supported by PDST and have decided that hands on material should be practical and supportive to developing the problem solving mind-set within their own school. Manipulatives include iZak9 cubes, BBC:Microbit, BeeBot, iPads, Arduino, Lego Robotics. The aim of the project is:

- ◆ To engage pupils in problem solving activities based in a physical environment
- ◆ To enhance problem solving vocabulary.
- ◆ To introduce problem solving rubrics.
- ◆ To encourage 'risk taking' / 'trial and error' behaviours in the children
- ◆ To introduce coding as a concept.



## Public Service Agreement

Under the terms of the Haddington Road Agreement, teachers and special needs assistants completed a schedule of additional work which included the following:

- school planning - continuous professional development - induction - policy development - staff meetings
- nationally planned in-service - school arranged in-service.

## Attendance

The Board of Management is presented with attendance data at each board meeting. The Board is satisfied that the school is compliant with mandatory reporting of pupils who miss more than twenty school days. The School Attendance Strategy and Attendance Policy was recently reviewed. Average monthly pupil-attendance for the school year 2018/19 to date is 94.5%.

The School Board sets out to increase attendance to above 95% in the coming school year.

## Finances

The Financial management of our school is conducted in strict compliance with the Department of Education and Skills requirements. The Statement of Annual School Receipts and Payments has been certified by school accountant Niall Byrne & Co. The Board receives monthly statements of income and expenditure at each Board

## School Building Health & Safety

Our school building is in excellent condition. The school Safety Officer completed a Health and Safety Audit in May. Identified hazards and issues were noted and appropriate action taken.

Minor work to the water harvesting system will be undertaken during July. Some minor internal painting, and maintenance is planned for the Summer months.

## Supporting Families

The Board of Management has acknowledged the need for provision of before and after-school care to facilitate family life. A Breakfast Club and After-School Care/Homework Club operate in Holy Trinity NS, providing parents with a care option for all pupils early in the morning and infant pupils in the afternoon from 1.30-6.30 pm. Mountainside Montessori continued to hire a room in the school building. Priority is given to pre-enrolled Holy Trinity NS pupils. Thirteen of the pre-schoolers will join junior infants in Holy Trinity NS in September.

