A logo of a school

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**OUR SCHOOL SELF-EVALUATION REPORT AND IMPROVEMENT PLAN 2024/2025**

In the last year, we have looked at teaching and learning in our school to find out what we are doing well. This is what we discovered:

* Use of MS Teams highly effective
* Use of Learning Intentions and Success Criteria in all classes
* Wellbeing Promotion & Mentoring
* Use of UDL & assistive technology
* Effective Questioning
* LGBTQI+
* Target Setting using Athena Tracker

***This is what we did to find out what we were doing well, and what we could do better:***

* Staff surveys
* Student surveys and student voice/feedback on SDP committees
* Parent surveys/workshops and feedback at Student/Parent/Teacher Meetings.
* Feedback from Parent’s Association
* Feedback from staff meetings and focus groups.
* Feedback from DE Wellbeing Evaluation

***This is what we are now going to work on:***

* Formative Feedback on Reports
* Formative Feedback to Students
* Increased use of UDL
* Incorporating the GAT student in classroom
* STE(A)M
* Groupwork
* Reflection
* Co-creation of Success Criteria

***This is what you can do to help:***

* Develop an understanding of **learning intentions, success criteria, formative feedback** and **student reflection.**
* Discuss the **formative feedback** received on your child’s learning. Encourage your child to follow the guidance received from their teachers to improve their work.
* Assess your **child’s progress** through VSWare and Athena Tracker and consult with their teachers to ensure their full potential and target grades are reached.
* Attend **Parent/Student/Teacher meetings**.
* Ensure that your child is in school on time each day and remains in school for the duration of school day.
* Encourage your child to develop a **reflective approach** to classwork and homework.

**Here is some information about how we are carrying out our work and about what the Department of Education requires us to do.**

***School time and holidays***

* The Department requires all post-primary schools to have **166 school days** each year, and a **28-hour school week**.
* This year we had 166 school days, from August 28th 2023 to May 31st 2024. Our school week is 28 hours.
* The Department sets out a **standardised school year and school holidays**. This year we took all our school holidays within the permitted time.
* The Department sets out arrangements for **parent/teacher meetings and staff meetings**.
* This year we had **4 parent/student/teacher meetings** and **6 staff meetings**, all in line with the Department’s regulations.

***Looking after the children in our school***

* The Department requires schools to follow the ***Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)***it has set down. Our board of management has agreed in writing to do this.
* All teachers know about the ***Child Protection Procedures*** and we have told all parents about them and how we follow them.
* Information is available on school website [www.borrisokanecc.ie](http://www.borrisokanecc.ie) and at the school office. Our **Child Safeguarding Statement and Risk Assessment** is on display at the school reception.
* Our **Designated Liaison Person (DLP)** is Paula Molloy (Principal) and our **Deputy DLP** is Caitríona Maher (Deputy Principal). Information regarding Child Protection, DLP & DDLP is on display in all classrooms throughout the school.

***Enrolment and attendance***

* The Department requires schools to have and publish an admissions policy, to record and report attendance accurately, and to encourage high attendance and participation. This policy along with all other policies are available on our website [www.borrisokanecc.ie](http://www.borrisokanecc.ie).
* We have an admissions policy and it is reviewed annually and published on our website
* We reviewed (and updated) our admissions policy on: **[27/05/2024)**
* We keep accurate attendance records and report them as required.
* Our attendance officer works with student at risk of poor attendance and liaises with parents/guardians, yearheads and senior management.

***We encourage high attendance in the following ways:***

* Reporting of attendance in all subjects on VSWare and reported on regularly.
* Teachers record student’s attendance in all lessons.
* Good attendance is encouraged through mentoring and year assemblies, by the yearhead and attendance officer
* Teachers remind students of the importance of good attendance regularly in lessons
* Management emphasise this at all information evenings to parents.
* Encourage students to reflect on attendance and link attendance and achievement.

***This is how you can help:***

* Try to organise appointments after school hours or during the holidays.
* Discourage your child from Signing Out during the school day.
* Encourage your child to attend school daily and on time.

***Positive behaviour for a happy school***

* The Department requires schools to have a code of behaviour and asks us to consult parents, staff and students about it. Our COB is updated and reviewed annually.
* Our code of behaviour describes and supports positive behaviour.
* We have a very clear and high-profile anti-bullying policy in our school which is reviewed and updated annually
* Both COB and Anti-Bullying policies are published in our school student journal and on our school website

***Our School Development Planning committees for 2024-2025:***

* Wellbeing & Mentoring
* Teaching & Learning
* Creative Schools
* Active Schools
* STE(A)M
* Digital Learning
* Erasmus+
* Sustainability
* Inclusion