

**St. Corban's Boys National School.**

**Fairgreen, Naas, Co. Kildare**

**Roll No.: 17254C**

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**Board of Management Meeting 20**

**Tues 14<sup>th</sup> December 2021**

**Agreed Report**

**Board of Management**

The twentieth meeting of the current Board of Management was held on Tues 14<sup>th</sup> December 2021. It was held in Room 3 in the school.

***Current Officers of the Board:***

Chairperson: Johnny McMahon

Secretary: John Drewett

Treasurer: Marjorie Quinn

Health & Safety Officer: Jan O'Donoghue

Members: Robert Kennedy

Carrie-Ann Devitt

Deacon Fergal O'Neill

Yvette Delaney

**Minutes of Previous Meeting**

The Minutes of the meeting of Tues 09 November 2021 were reviewed, adopted and signed.

**Covid 19 Distance Learning Plan**

The COVID 19 Return to School Plan was updated with amendments.

**Child Protection**

The Child Protection Oversight Report was shared by the Principal with the Board of Management. It was discussed, accepted and signed by the Chairperson.

Ms. Bonner is the Deputy Designated Liaison Person.

Mr Drewett is the Designated Liaison Person.

Child Protection Training has been completed by all Staff members and all of the Board of Management. We have a register of the personnel and the training they have undergone.

CPOR Report to be discussed and signed by the Chairperson and the Principal.

**Anti-bullying Report**

Principal Drewett advised the Board that there had been no issue relating to bullying reported to him, since the last meeting on Tues 09 November 2021.

### **Covid Plan Update**

#### **Tuesday 16<sup>th</sup> November 2021 Update**

The government has changed the guidelines on close contacts again. A close contact of a positive case in a family must now isolate at home for 5 days and take 3 antigen tests. If he/she is then negative and symptom-free then he/she can return to school/work.

#### **Antigen Testing November 2021**

When the parents of a child in the school inform us that he has tested positive for Covid 19 we will contact the parents of the pupils in his pod / desk through Aladdin and advise them that they may avail of free antigen tests for their sons. Pupils may continue to attend school as long as they have a negative Antigen or PCR test. Any pupil who tests positive on the antigen tests, must get a PCR test. If more children outside the pod test positive for Covid, then the whole class will be offered antigen tests.

#### **Face Masks / Coverings Dec 6<sup>th</sup> 2021**

Every pupil from 3<sup>rd</sup> class to 6<sup>th</sup> class is required to wear a face mask/face covering in the school from Monday 6<sup>th</sup> December 2021 as instructed by the government.

Each pupil should bring his own mask to school. Parents are advised to provide their son with a small ziplock bag for holding and storing the face mask when it is not being worn at breaks.

In the event that the child forgets, loses or damages his mask, during the course of the school day, the school will provide a replacement.

Pupils must put on their mask before entering the school building and classroom.

If a pupil forgets, loses or damages his mask, the teacher will provide a replacement at the classroom door.

Children will have mask breaks regularly throughout the day.(at least every 90 mins.) Breaks from mask wearing will be built into the school day.

- Eating time
- Yard time outdoor
- PE outdoor
- Fruit/water break at 10.00am (windows open & doors open)

On wet days when pupils cannot get out in the yard to play at breaks, pupils take off masks to eat and put them back on if stuck indoors for break. Teachers to try to find time outside for walk/break at some stage on wet days.

Parents seeking an exemption must meet the criteria set out in the government directive and provide medical certification as part of the application for exemption.

In the limited circumstances where a face mask/covering cannot be worn clear visors must be considered.

If a parent claims that their child cannot wear a mask for the following reasons, they must contact the school immediately. Exemptions will only be considered for:

- any pupil with difficulty breathing or other relevant medical conditions
- any pupil who is unable to remove the cloth face-covering or visor without assistance
- any pupil who has special needs and who may feel upset or very uncomfortable wearing the cloth face covering or visor, for example pupils with an intellectual or developmental disability, mental health conditions, sensory concerns or tactile sensitivity.

### **Mask Wearing Update**

The Department of Education seems to have changed its policy and instructions to schools on the consequences of pupils refusing to wear masks in primary school. Initially it stated that pupils would be refused entry to schools but now pupils will not be refused entry to schools for not wearing masks.

Our interpretation of this change of mind, is that pupils cannot be sent home or refused entry to school for not wearing masks. This instruction which was included in the first communication to schools on face masks on December 1<sup>st</sup> 2021, no longer applies.

This new position will guide our interactions with parents of pupils who do not wear masks as required. Pupils in Third to Sixth Classes are still expected to wear face masks as **required** by the government but they will not be excluded from school for a refusal to wear them.

### **HEPA Filters in Classrooms**

The information on HEPA Filters which had been conducted by Robert Kennedy was discussed by the Board. The school is trialling a HEPA filter in the classrooms to determine its suitability to our needs. It was agreed in principle to purchase HEPA filters for all classrooms and the staffroom. It is hoped that the DES will provide grants to schools for such filters in the new year. The Principal will enquire from other schools who are using filters about their effectiveness. At the moment the preferred option based on Robert's research is the Daikin model. We hope to have these in place for the start of the new year.

### **Admissions Policy**

The Admissions Policy for 2022 has been approved by the Patron and an approved copy has been received from the Diocesan Office. The Admissions Notice will be published on Jan 6<sup>th</sup> 2022 and the Application Process begins on Jan 13<sup>th</sup> 2022. The policy was ratified by the Board of Management.

### **SSPS Inspection**

On Tues 14<sup>th</sup> December the Cigire, Stephanie Fitzpatrick conducted a Supporting the Safe Provision of Schools inspection. This involved a Level 1 Child Protection Inspection and an inspection of our Covid School Plan and procedures. She spoke with the Principal, Lead Worker Representative and 10 classroom teachers. The school was fully compliant.

### **Christmas Newsletter**

We will send out a digital School Christmas Newsletter to all the school community through Aladdin and by email in the last week.

### **ICT Developments**

We are awaiting our next ICT Infrastructure Grant before we purchase more iPads or Chromebooks. We have purchased another set of Beebots for Infants. We are reviewing our Digital Learning Plan which was also one of our School Improvement Plans. We had sourced Sustained Support from the PDST to help us develop ICT in Special Education and to develop our Assessment practices using ICT, however these support staff have been redeployed as substitute teachers. Circular 60/2021 explains that we will be getting a grant from the DES through the National Recovery and Resilience Plan to address the needs of learners at risk of educational disadvantage arising from a lack of access to necessary digital infrastructure. We are in the Primary enrolment group of 250 to 499 pupils and so we will receive €13,360. We must make a plan on how to spend this grant. We also received the Digital Strategy ICT Grant of €22,015:70 which will be spent on ICT developments in the school.

### **Parent-Teacher Meetings**

The Parent-Teacher Meetings took place as online Zoom meetings from Mon 15<sup>th</sup> November to Fri 19<sup>th</sup> November 2021 for classes from First Class to Sixth Class. The Parent-Teacher Meetings for Junior Infants & Senior Infants will be held in January 2022.

### **PTA Update**

The first fundraising event is a Christmas Card fundraiser. They are suggesting holding an online Easter Raffle for Easter to raise funds. The PTA held a Zoom Meeting on Thurs 2<sup>nd</sup> Dec 2021 at 20:30 to elect a new Committee and draw up plans for the coming year.

### **PTA Governance**

The Board has been informed of governance issues relating to the PTA which need to be implemented. At each Board meeting the PTA is required to provide accounts to the Board and these must be recorded in the Minutes. The Parents Representatives on the Board of Management are required to be signatories on the PTA accounts and one representative should attend each PTA meeting.

### **Croke Park Hours**

We continue to use our Croke Park hours for morning supervision (5 mins each morning for 183 day), CPD using Education Centre webinars, Staff Meetings, Parent-Teacher Meetings and Class-level meetings. We used 3 hours for our Parent Teacher Meetings last month and one hour for decorating the school this month.

### **Maintenance**

Alpine Alarms were called on a number of occasions to deal with issues around the intruder alarm. Some PIRs had to be replaced.

Moon Pest Control completed a quarterly inspection of the school grounds. He was also called out to put down some rat traps.

The sewers at the field side of the school were blocked again in December.

Abbey Electrical were called in to address some electrical issues in classrooms.

Trundles Plumbing was called in to mend a leaking waste pipe at the back of the prefab 21.

The actuator in Room 17 is broken and had to be replaced on Weds 08 Dec.

There was a short circuit of the electricity in Room 9 due to a leaking water-heater which is being addressed. We had to contact the electrician and the plumber.

### **School Self-Evaluation & School Improvement Plans**

SIP 1: Teacher Planning - ongoing

SIP 2: ICT Development - ongoing

SIP 3: Covid 19 Return to School Plan – being implemented and evolving as needed.

SIP 4: Wellbeing Policy & Practices – in progress

SIP 5: Gaeilge – to be initiated, ground work being done.

### **Living our Ethos**

The agreed dates for sacraments this year are:

Confirmation: Fri 4<sup>th</sup> March 2022 at 11:30 & 13:00 in The Church of the Irish Martyrs.

First Communion: Sat 21<sup>st</sup> May 2022 at 10:00 & 11:30 in The Church of the Irish Martyrs.

Fr Robert Petrisor is our new School Chaplain and he will officiate at our sacramental events this year.

Due to Covid restrictions, each class will have its own Christmas Mass/Service in the classroom.

### **Staff CPD**

Teachers continue to engage with the Education Centres and to upskill on ICT and other courses. We completed the third PLC Webinar for a half-day on Weds 24<sup>th</sup> Nov 2021. We closed between 11:30 and 11:50 with staggered collection. Teachers had their lunch from 12-12:20 and the CPD started at 12:25 and finished at 14:30.

Two Occupational First Responders, John Drewett & Sharon O'Brien received training in First Aid in St Corban's on Thurs 25<sup>th</sup> Nov, Fri 26<sup>th</sup> Nov and Mon 29<sup>th</sup> Nov 2021. Claire Bonner was absent on sick leave and could not do the training. She will complete her training with the next group in the Spring.

### **Policy Ratification**

The updated Covid 19 Return to School Plan was ratified.

The Admissions Policy for 2022 has been approved by the Patron and was ratified by the Board on Tues 14<sup>th</sup> December with appropriate changes to Diocesan Office on October 22<sup>nd</sup> 2021. The policy was ratified by the Board.

### **School Building Project - Update**

We have received DES approval to move on to Stage 2(b).

The Patron's representative Bryan O'Reilly is preparing a letter to address the lease arrangements for the DES owned land with the DES. We are waiting for him to get back to us.

The presentation of the New Building Plans was conducted Fri 12<sup>th</sup> Nov from 10:00 to 14:00. The architect has requested site plans to show the ownership of the whole site before submitting an application for planning permission. We are searching for these at the moment.

### **Health & Safety**

First Aid Courses for teachers who are trained Occupational First Responders were completed at the end of November.

A Manual Handling Course for all staff will need to be arranged for the Spring.

We need to send our Caretakers on a Caretaker Training Course.

Based on our research project, it has been decided to deploy the CO2 monitors in classrooms 9 to 18 and in the prefabs.

We are looking at the use of HEPA filters in classrooms.

### **Substitute Teacher Crisis**

It is almost impossible to source substitute teachers at the moment. We have to use SETs to cover classroom teachers who are absent and we have no cover for SETs who are absent. We are relying on the sporadic availability of Student Teachers. It is a very serious situation.

### **Finances**

A new email address for the Treasurer has been created [treasurerbom@stcorbans.com](mailto:treasurerbom@stcorbans.com)

The FSSU has instructed Boards that all payments must be authorised by the Treasurer and the Principal. The Treasurer is researching how this might be done remotely. The final procedures will be agreed at the next meeting.

The Treasurer presented the Board with an Income & Expenditure budget for the coming year. This will guide the spending over the year.

### **Next Meeting**

Date: Tues 8<sup>th</sup> Feb 2022

Venue: School, Room 3

Time: 7pm

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Chairperson**

**On behalf of the Board of Management**