

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

**Fairgreen, Naas, Co. Kildare**

**Roll No.: 17254C**  
**e-mail: [saintcorbans@gmail.com](mailto:saintcorbans@gmail.com)**

**Phone: 045 875508**  
**Website: [www.stcorbans.com](http://www.stcorbans.com)**

**Board of Management Meeting 22**

**Tues 05 April 2022**

**Agreed Report**

**Board of Management**

The twenty second meeting of the current Board of Management was held on Tues 08<sup>th</sup> February 2022. 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 08 Feb 2022 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 was 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 08 Feb 2022.

### **Covid Plan Update**

#### **Changes starting from Tues 22<sup>nd</sup> March 2022**

From Tuesday March 22<sup>nd</sup> onwards, the school gates will open at 08:45 instead of 08:40. No person (pupil or parent) should be at school gates before 08:45. All teachers are expected to be in his/her classroom before 08:35. There is 15 minutes of Assembly time. All pupils must be in class before 09:00. The school gates will be locked at 09:00 each day, except for the main gate which will be locked at 09:15.

There will be no more staggered collection times. Junior & Senior Infants will be collected at 13:25. All classes from First Class to Sixth Class will be released at 14:25 each day. Parents of boys in First & Second Class may enter the school at 14:20 to line up to collect their son. All other parents should wait outside the gate to collect boys in Third to Sixth Class as they leave.

We will retain two twenty minute breaks during the day. We will continue to stagger breaks to give the boys more space in which to play. However we will divide the school into Senior Class group and a Junior Class group and have two staggered group breaks instead of the three we had during Covid.

For breaks the school will be divided into Junior Classes Group (JI to 2<sup>nd</sup> Class) & Senior Classes Group (3<sup>rd</sup> Class to 6<sup>th</sup> Class). The Junior Classes Group will have breaks from 10:35 to 10:55 & 12:20 to 12:40. The Senior Classes Group will have breaks from 11:00 to 11:20 & 12:45 to 13:05. All pupils will have a short water & fruit break at 10:00 when teacher is calling the roll for the day on Aladdin. Johnny has assigned each class level a playing area for their breaks.

The first DLP each morning will start at 08:55 so pupils in that class are expected to be in class before this time on these mornings. Teacher will inform the class of this arrangement. DLP times will be - Session 1: 08:55 to 09:40. Session 2: 09:45 to 10:30. Claire will circulate the new DLP Timetable.

SNAs can take their break together from 11:25 to 11:55 in the staffroom. SNA roles following the lifting of Covid restrictions have been reviewed especially morning duties/routines and evening routines.

Teachers will take their break in the staffroom when they are not supervising on the yard. Mr Rock has created the new supervision timetable.

School gates will be opened at 14:15 each day for parents of 1<sup>st</sup> class & 2<sup>nd</sup> class to line up and collect their class between 14:20 & 14:25. Pupils in 1<sup>st</sup> & 2<sup>nd</sup> Class should be lined up in the yard at 14:20. Pupils from 3<sup>rd</sup> Class, 4<sup>th</sup> class, 5<sup>th</sup> class & 6<sup>th</sup> class will not leave their classroom until the bell goes at 14:25.

Teachers in Rooms 19, 20 & 21 will walk their pupils towards the Big Gates along the side of Prefabs without entering the Basketball Court. Teacher in Room 23 will walk her class out along the wall with the mural without entering the Basketball Court. Teachers in Rooms 4, 7 & 8 will exit through the Door C at the GP Room and walk their class down the yards to the

end of the Basketball Courts. Teachers in Rooms 2 & 3 will exit through the Main Door and walk their class to the end of the Basketball Court.

New Supervision Timetable has been drawn up for yard supervision

Everyone will be reminded of the changes on Monday 21<sup>st</sup> March.

Caretakers to continue with emptying bins during the days. Caretakers to continue to open and lock gates when pupils arrive late or leave early. Caretakers to open the gates at 13:20 for Junior Infants to be collected and lock them at 13:30. Caretakers open gates at 14:15 for 1<sup>st</sup> & 2<sup>nd</sup> Class collection.

Traffic Wardens have been informed about the changes to start time 08:45 and the changes to dismissal times 14:20-14:25.

Bus Companies to be informed about changes to start time and closing times.

### **Procedures that will not change this year**

Pupils/staff should stay at home if they have Covid-19, symptoms of Covid-19 or are unwell.

We ask parents to inform us if their son tests positive and we will continue to inform the parents of his classmates, so that they may access antigen tests.

Hand hygiene and sanitising continues in school.

Pupils continue to clean their own desk & chair each day.

We will continue to use Seesaw in Junior Infants to Second Class and Google Classroom in Third Class to Sixth Class.

Pupils can continue to wear their own clothes on every Wednesday as Wednesdays remain a non-uniform day for the remainder of this year.

Proposed: Marjorie Quinn. Seconded: Carrie-Anne Devitt. Adopted

### **DES Circular 08/2022 New Public Holiday from 2022**

There is a once off public holiday on March 18<sup>th</sup> this year and there will be a new permanent public holiday in early February from 2023 onwards. Consequently the requirement for a primary school to stay open will reduce from 183 days to 182 days each year.

### **Child Protection**

Child Protection Oversight Report was signed and dated by the Chairperson and the Principal.

Principal Drewett advised the Board that there had been 0 referrals to the HSE/TUSLA and 0 requests for advice since the last meeting on Tues 08 Feb 2022 in relation to Child Protection/Safeguarding.

In relation to the case identifier number 2021/01LD 07/07, Tusla issued us a letter on 09/02/2022 informing us that the referral will not be proceeding to assessment and that the case is closed. This has been placed on the file.

CPOR Report was 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 08 February 2022.

## **Admissions**

The Admissions Notice was published on Jan 6<sup>th</sup> 2022 and the Application Process began on Jan 13<sup>th</sup> 2022. We have had 89 applications for 56 Junior Infant places. We have operated our selection criteria and offered places to the first qualifying 56 children. The remainder were put on our waiting list which is now exhausted. Fifty-five Junior Infants have been enrolled for next year.

Two new Ukrainian children have enrolled in the school as we had places in Third Class. It was agreed that the Board would pay for books and materials for the boys and that they would be exempt from School expenses and swimming expenses.

## **School Calendar**

We were off on March 17<sup>th</sup> for St Patrick's Day and we had already taken Fri March 18<sup>th</sup> as one of our floating days. The government then gave workers this day as a bank holiday. So we took floating day another day. The four Catholic school Principals met and decided to take the floating day on March 21<sup>st</sup> 2022.

We took a half-day for our fourth PLC Training/In-service webinar on Weds 16<sup>th</sup> March.

Scoil an Linbh Íosa, Ballycane are to decide on our calendar for next year, as agreed. The school will open for pupils on Weds 31<sup>st</sup> August 2022 and close on Fri 30<sup>th</sup> June 2023. The DES sets the holidays for Halloween, Christmas, Mid-Term & Easter. We have 5 floating days which we will take on Mon 20<sup>th</sup> March & Tues 6<sup>th</sup> June to Fri 9<sup>th</sup> June 2022 inclusive.

## **School Community**

Past pupils of the school who were members of the Naas CBS All-Ireland winning team visited the school on Fri 1<sup>st</sup> April to present the Hogan Cup & the Br Bosco Cup to the boys. Four classes visited Barker & Jones Book Shop to do a workshop with an author.

## **ICT Developments**

We have purchased and paid for a new set of Beebots for our Junior Classes at a cost of €664:68.

We still have some problems with internet speeds which we need to address.

### ***ICT Grants:***

- Digital Strategy ICT Grant €22,015:70
- Digital Divide Grant €13,360:00

***Photocopiers:*** We purchased a new photocopier for the Main Office and we updated our service agreement with RBS to maintain the photocopiers.

We have set up our website on Google Sites as we had difficulty with weebly. We are re-stocking the website with information and material.

## **PTA Update**

The PTA meeting organised for Weds 9<sup>th</sup> March was postponed. The PTA organised an online Easter Raffle which was held on Tues 5<sup>th</sup> April 2022.

## **ISLM Team**

The ISLM Team continues to work on the embedding of School Improvement Plans and in supporting projects around the Student Council and Covid Plan implementation.

## **Croke Park Hours**

Staff Meeting on 07/03/2022 from 14:30 to 15:30.

We have stopped using our Croke Park hours for morning supervision as we are back opening at 08:45 from March 22<sup>nd</sup> 2022.

We continue to use them for CPD using Education Centre webinars, Staff Meetings, Parent-Teacher Meetings and Class-level meetings.

## **Maintenance**

We had to repair a broken window in Room 15.

We had to call on Computer Solutions to address issues with our Broadband.

We have some issues with our bell system which are being addressed.

We have received a quotation from Skellig Engineering for the maintenance of the mechanical plant in St Corban's at a cost of €970 for the year.

We may need to purchase more furniture for classrooms – tables & chairs for extra students and to provide extra table and chairs for when we split classes again.

We need to purchase another filing cabinet to store pupil files.

## **SSE & 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- surveys being completed.

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

## **Living Our Ethos**

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

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

Fr Robert Petrisor is our School Chaplain. He regularly visits our Sacramental classes and has conducted our sacramental services.

## **Staff CPD**

Teachers continue to engage with the Education Centres and to upskill on ICT and other courses.

The fourth PLC Webinar was completed for a half-day on Weds 16<sup>th</sup> March 2022. 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 finish at 14:30.

Four Occupational First Responders, Claire Bonner, John Rock, Linda Donnelly and Yvette Delaney received training in First Aid in St Corban's on Feb 10 & 11 2022.

Teachers received CPD in ICT from Eoin Stakelum of the PDST on March 11 & 25 2022. We focused on using ICT in Special Education and on developing our Digital Learning Plan for the coming year.

We had planned more CPD courses for our teachers this year which were to include ICT (Aladdin; Google Classroom; ICT in SET), Health & Safety (Manual Handling; Caretaker Training), Planning & Preparation Training. However some of these will have to be done later in the year.

### **School Building Project – Update**

We are awaiting the decision from Kildare County Council Planning Section. It was due at the end of March 2022. Kildare County Council have requested additional information and the decision has been postponed pending such information.

### **Student Council**

The Student Council guided by Shane Ryan organised a soccer blitz for Fourth to Sixth Class on Fri 1<sup>st</sup> April in our school field.

The Council has also set up Corbans News Radio which is broadcast every Friday morning on the school intercom.

### **Health & Safety**

First Aid Courses for three teachers who are trained Occupational First Responders were completed in February. A Manual Handling Course for all staff will need to be arranged for the later this year.

The Caretakers completed a Caretaker Training Course on Monday 28<sup>th</sup> February 2022.

The CO2 monitors have been deployed in classrooms 9 to 18 and in the prefabs.

The HEPA filters have been installed in all classrooms, the Computer Room and the Staffroom.

### **Daffodil Day**

Daffodil Day was held on March 25<sup>th</sup> 2022 and the school raised over €7,000. Thanks to all who contributed to this great fundraising event. Special thanks to Ms Cullagh for organising the event and to Kathleen and Sharon for collecting and counting the money.

### **DES Child Safeguarding Inspection**

The Cigire sent us the Final Report on the SSPS Inspection for acceptance. We are fully compliant.

### **Special Education**

We have 109hrs 26mins of part-time Special education hours to use before the end of the year. We will apply to the DES for the extra EAL hours to support the new Ukrainian boys

### **Teacher Class Allocation**

Teachers have been given a class preference form for the 2022/2023 school year. The Principal will consult these preferences when assigning classes.

### **Teacher EPV Days**

The Board discussed how to accommodate EPV days this year rather than carry them over to next year. Teachers are allowed to carry over 3 days to a maximum of 5 days next year. It

was agreed to wait until we see the extent of teacher absences and the prevalence of Covid after Easter before allowing teachers to take EPV days by splitting classes. We will try to facilitate as many days as possible to prevent a build-up of EPV days next year. We will allow teachers to take them in the last term as long as there is nothing special organised for that day and split the class among other classes.

### **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 were relying on the availability of Student Teachers but these have been on Teaching Practice and are no longer available to us for the month. It is a very serious situation.

### **Finances**

The Treasurer presented the balances on the Board's accounts as at 04/04/2022.

The Board adopted the Treasurer's Report.

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

### **Next Meeting**

Date: Tues 31<sup>st</sup> May 2022

Venue: School Staffroom

Time: 7pm

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

**Chairperson**

**On behalf of the Board of Management**