

**LORETO ABBEY SECONDARY SCHOOL  
DALKEY, CO. DUBLIN.**

**REPORT OF THE BOARD OF MANAGEMENT 2018/2019**

**Our school is a caring, Christian community in which pupils have the opportunity to achieve academic excellence and to grow spiritually, emotionally, socially, creatively and physically in a healthy environment.**

Sections 20 and 21 of the Education Act 1998, the School Self Evaluation Guidelines and our ethos document "Continuing the Journey – a Loreto Education" all promote open and continuing communication between the Board of Management and the school community.

The Board of Management Report on the working of the school 2018/2019 aims to synthesise the main developments during the school year and complements information contained in the Agreed Report following each meeting and now published on the website.

**1. MEMBERS OF THE BOARD**

<u>Trustee nominees:</u>	Dr. Eilis Humphreys (Chairperson) Ms Laura Demery Mr. Colm Moore Mr. Jim Wade
<u>Parent nominees:</u>	Ms Sharon Foley Mr. Austin Lennon
<u>Staff nominees:</u>	Ms Pamela Jordan Ms Therese Ryan
<u>Secretary to the Board:</u>	Mr. Robert Dunne (Principal)

**2. MEETINGS OF THE BOARD 2018/2019**

28<sup>th</sup> August 2018

2<sup>nd</sup> October 2018

20<sup>th</sup> November 2018

17<sup>th</sup> January 2019

28<sup>th</sup> February 2019

16<sup>th</sup> May 2019

20<sup>th</sup> June 2019

- An Agenda is set by the Chairperson and Principal and is forwarded to each member of the Board.
- All Board members are obliged to keep confidential, matters discussed at Board meetings unless otherwise agreed by the Board.
- The Agreed Report is published on the Parents' Section of the website and is circulated to the staff, members of the Parents' Association and the Student Council.

**3. ENROLMENT**

639 students were enrolled for the 2018/2019 academic year.

**4. WHOLE SCHOOL EVALUATION – MANAGEMENT, LEADERSHIP & LEARNING (WSE/MLL)**

The Inspectorate of the Department of Education and Skills conducted a Whole School Evaluation – Management, Leadership and Learning in November 2018. The WSE/MLL evaluation is designed to evaluate the key aspects of the work of the school and to promote school improvement. The evaluation is intended to complement our own development planning and provides us with opportunities to demonstrate our self-evaluation process.

In general, such an Inspection focuses on whole school issues relating to management, leadership, planning, learning, teaching and assessment, along with the school's progress in, and capacity for, self-evaluation. The process also looks at the recommendations of previous

subject Inspections and facilitates examination of the development and improvement in which the school has engaged following these inspections. The process identifies and affirms good practice in the school while providing clear recommendations for further development and improvement.

The report was published on the Department website - [www.education.ie](http://www.education.ie) and was circulated to parents and students.

The Board has considered the Inspection Report and made a formal response which is contained in the latter section of the publication. In summary, the Inspectorate identified that the Loreto ethos was evident in action and was the guiding vision for the school. The supportive, nurturing and positive atmosphere commented on by the Inspectors is very much part of this vision and ethos. Other strengths identified included the very effective leadership and management of the school by the Principal, Deputy Principal and Board of Management. The Board is pleased that the positive quality of teaching and learning was recognised, along with the culture of innovation and creativity which is amplified by teacher collaboration and good planning. The excellent opportunities for students to take leadership roles and the effective support to the school community of the Parents' Association are acknowledged by the Inspectorate.

The senior management and staff are currently addressing the one recommendation regarding the further development of formative assessment and differentiation practices.

The Board wishes to thank the staff, students and parents for their involvement in the process and congratulates the school community on an excellent report.

## **5. STRATEGIC PLAN**

The Board launched its Strategic Plan (2018-2023) in October. The Plan focused on five key areas for development:

1. Characteristic Spirit
2. Learning and Teaching
3. Staff Development
4. Sustainable Operations
5. Working with Stakeholders

## **6. ETHOS**

- Our 175<sup>th</sup> anniversary was celebrated at our Opening of the Year Mass in September. A Gala Concert took place in the National Concert Hall in March attended by 1,100 and was a joyful celebration of the contribution of the school to education in South County Dublin/North Wicklow.
- Significant resources have been made available to support the holistic development of our students, e.g. RE/Chaplaincy, Resource, SPHE, Guidance the extra-curricular areas.
- The Board wishes to acknowledge the work of Ms Jacqueline Munnely, Wellbeing Co-ordinator, on the formation of the Wellbeing programme for Junior Cycle students. PE, CSPE, SPHE, Guidance classes, Choir, Digital Literacy and Yoga were all offered to 1<sup>st</sup> Years as part of this strand in the new Junior Cycle Programme. A Staff Wellbeing Programme was supported by the Board.
- The SPHE Support Group comprised of students and staff met regularly to promote Positive Mental Health/Wellbeing in the school. The group organised "Mind Your Mind" Week, "Pride" Week and were involved in the "Cycle Against Suicide" Initiative. Loreto Abbey was presented with an award for its continued involvement in this programme.
- Loreto Abbey was presented with the Health Promoting Schools flag.
- Five students accompanied by Ms Munnely, assisted pilgrims on the Dublin Diocesan Pilgrimage to Lourdes in September. They were joined by 23 past pupils, a testimony to the self-sacrifice and caring nature of our graduates. The outreach to those in need continued throughout the year with the Community Care programme for 4<sup>th</sup> Years giving an opportunity for students to experience working for a week in caring settings. The Justice and Peace Group with a membership of 5<sup>th</sup> Years, co-ordinated various social

awareness and fundraising campaigns and were presented with the Worldwide Global School Award for their efforts.

- Eighteen students and seven staff directed by Ms Coyne spent part of June working on a Habitat for Humanity project in Zambia.
- Management and Staff attended a range of seminars and events organised for Loreto schools. Our links with Loreto Seville, the Mary Ward School in Augsburg and Loreto Rumbek in South Sudan, continue to develop.

## **7. SUSTAINABLE OPERATIONS**

- Finance issues are on every agenda of Board meetings. The Board is guided in its deliberations by a Finance Sub-Committee chaired by Mr. Colm Moore. Ms Laura Demery, Mr. Jim Connolly, Ms Sarah Collis and Mr. Robert Dunne are also part of this group.
- End of Year accounts are audited and submitted to the Loreto Education Trust and the Financial Services Unit of the JMB.
- A major refurbishment of classrooms and general areas was undertaken in the summer of 2018 with the replacing of furniture, lockers and the installation of new security systems for accessing the school.
- Damage to external walkways caused by Storm Ophelia was repaired.
- Cooking facilities in both H.E. rooms were upgraded.
- The Astro turf and fencing on the property was replaced in June 2019. A gabion wall was installed to support the access path through the Sue Ryder complex.
- Planning permission was sought from DLRCC for the development of an astro turf practice pitch and athletics track. Further information was sought from the Council which has delayed the developments.
- Energy saving devices were installed on the campus.

## **8. CHILD PROTECTION/ANTI-BULLYING**

- A review of our Child Safety Statement and Risk Assessment were undertaken on February 28<sup>th</sup> 2019. Notifications were forwarded to the stakeholders that the reviews had taken place.
- Mr. Dunne is the Designated Liaison Person and Ms Marie Breen is the Deputy Designated Liaison Person.
- All staff have completed the TUSLA and PDST online training.
- The Anti-Bullying Policy was reviewed by the Board on June 20<sup>th</sup> 2019 and notification was forwarded to the stakeholders that the review had taken place.
- The Child Protection Oversight Report is presented to the Board at every meeting.

## **9. POLICIES**

The following new policies were adopted by the Board:

- Placement of Student Teachers
- One to One Guidance Policy

The following policies were reviewed:

- School Tours
- SPHE/RSE
- Health & Safety
- Whole School Inclusion
- Vetting
- School Guidance
- Admissions

## **10. TEACHING AND LEARNING**

- The School Improvement Plan continues in the following areas:
  1. Literacy
  2. Numeracy
  3. Assessment for Learning
  4. Formative Assessment

Targets are published on the school website

- The Board reviewed State Examination results and congratulated students and staff on their achievements.
- Three students received Entrance Scholarships to UCD, one to Trinity and one to DIT.
- Three Fourth Year students were invited to participate in the Maths Olympiad based on their Junior Certificate Results.
- A Teaching and Learning Committee was established to review curricular provision. Taster modules for 1<sup>st</sup> Years were shortened to allow for more concentrated time for subjects of choice in the Junior Cycle. Only the new RE framework has yet to be introduced in the Junior Cycle Programme. The CBAs for 2<sup>nd</sup> and 3<sup>rd</sup> Years were implemented in a range of meetings and the subject assessment review meetings took place and moderated grades.
- Loreto Abbey was one of forty schools invited by the NCCA to participate in Phase 1 of the Senior Cycle Review. A selection of students sat the TIMS evaluation as part of an assessment of international numeracy and literacy standards.
- Seven teachers are completing inservice in the Magenta Principles Programme. Three were involved in the Middle Leaders Seminars facilitated by the Loreto Education Trust. The following workshops were provided on Digital Learning:
  1. Productivity and Creativity with DOS 12 on iPad
  2. GarageBand for all subjects
  3. Video Creation in the Classroom with clips
  4. Video Creation in the Classroom with iMovie
  5. Multimedia enhanced writing and digital portfolios with Book Creator
  6. Keynote: Going Beyond Presentations
  7. Assessment for Learning with iPad
- Loreto Abbey hosted an International group of teachers from the University of Jaen, Spain, and another from Eastern Europe observing management and teaching practice.
- Opportunities were provided for students to participate in Concern, Loreto, Gael Linn, French, Spanish, German and MUN inter-schools debating. An in-school debating Club for Juniors was established. The drama group participated in a Shakespearian drama competition in The Millbank Theatre. The Choir and Trad Group took part in the Wesley Feis and the Emmanuel Group joined other choirs at the Dublin Diocesan Liturgical Music Concert in the Helix.

## **11. GUIDANCE AND COUNSELLING DEPARTMENT**

- Each of the Sixth Year students were seen at least once throughout the academic year to provide assistance and guidance on choices pertaining to further education. All Fifth Years were met individually to guide and support their research for future career options and college choices.
- The Junior Cycle students accessed the service for personal counselling.
- DARE (Disability Access Route to Third Level Education) applications were processed for a number of Sixth Year students and a number of students throughout the school were tested for eligibility for RACE (Reasonable Accommodations for the Certificate Examinations).
- Psychometric Tests were administered to First Years. All Fourth Year students completed Eirquest and COA testing which helped identify their subject strengths.
- First Years completed a 6 week career module. Fourth Years studied the World of Work for 32 weeks which Fifth Years had a 15 week Module in Careers. Sixth Years had a weekly class for the Year. Following an evaluation, the format of this class will change for 2019/2020.
- Information sessions were held on UCAS and CAO for parents. A "College Awareness" seminar was facilitated for 2<sup>nd</sup> and 3<sup>rd</sup> Years and all 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Years attended events for Engineers Week.
- Speakers from ten Third Level Colleges addressed 6<sup>th</sup> Years. Mr. Peter Cosgrove, Ms Deirdre Duke and Dr. Aoife Ahern spoke with our senior cycle students about aspects of work.
- Students attended the Higher Options in the RDS, Maynooth University Campus Tour, and the RCSI Student Experience.
- The Careers and Guidance area of the school website was redeveloped.

**12. GENERAL**

- The Board sanctioned tours to Italy and an overnight trip to Sligo.
- The Young Entrepreneur Competition attracted a large number of our Junior Cycle students and we thank the dedicated group of parents and Ms Jennifer Maginn who organise and support such a worthwhile initiative.
- The Board congratulates our participants in the Young Scientist Competition.
- We welcomed return visits to the school from the Classes of 1979, 1989 and 1999.

**12. PARENTS**

- The Parents' Association received a grant of €5,000 from the Board of Management for their important work.
- The Board furnishes an Agreed Report to parents which is published on the Parents' Section of our website following the Board meeting.
- The Parents' Choir was established and sang at our Annual Carol Service in December and at our Gala Concert in March.
- The Parents' Association organised four well attended talks throughout the year.
- The Executive met the DES Inspectorate as a focus group during the Whole School Evaluation.
- The Parents' Association hosted a successful quiz night for First and Second Year parents and daughters.

Robert Dunne,  
Secretary, Board of Management,  
September 2019.