

Clarecastle National School

Board of Management

Annual Report 2020-2021



Clarecastle National School Board of Management

The Board of Management of Clarecastle National School is constituted in line with the provisions of the Education Act 1998. The Board of Management is appointed by the school's Patron, the Catholic Bishop of Killaloe, Kieran O Reilly. The term of office of the current Board of Management is from 1/12/2019 to 30/11/2023.

The main function of the Board of Management is to manage the school on behalf of the patron for the benefit of the students and to provide an appropriate education for each student in the school. In carrying out its functions the board must:

- Follow Ministerial policies.
- Support the ethos of the school and be accountable to the patron for this.
- Comply with the law and with any deed, charter, or similar instrument relating to the school.

The school principal, Mr. Martin Moloney, is responsible for the day-to-day management of the school and is accountable to the Board of Management.

The Board of Management is constituted as follows:

Name	Nominating Body	Role
Mr. Pat Bergin	Patron's Nominee	Chairperson
Fr. Pat Malone	Patron's Nominee	Pastoral Care Officer
Ms. Aileen McEntee	Community Nominee	Treasurer
Mr. Liam Barry	Community Nominee	Maintenance Officer
Ms. Mary Nugent	Parent Nominee	Purchasing Officer
Mr. Donal Vaughan	Parent Nominee	Premises Officer
Mr. MJ Malone	Staff Nominee	Safety Officer
Mr. Martin Moloney	Automatic member	Principal

In line with the provisions of [Department of Education Governance Manual for Primary Schools 2019-2023](#) full meetings of the Board of Management of Clarecastle National School took place on:

- ✚ 21/09/2020
- ✚ 13/10/2020
- ✚ 09/11/2020
- ✚ 30/11/2020
- ✚ 01/02/2021
- ✚ 22/03/2021
- ✚ 10/05/2021
- ✚ 14/06/2021

Child Safeguarding



At a meeting held on the **05/03/2018** the Board of Management of Clarecastle National School adopted, without modification, the Department of Education Child Protection Procedures for Primary and Post Primary Schools 2017.

In line with the provisions of the Children First Act 2015 the Board of Management appointed school principal **Martin Moloney as Designated Liaison Person (DLP)** for child protection at its meeting on **05/03/2018**.

In line with the provisions of the Children First Act 2015 the Board of Management appointed school deputy principal **MJ Malone as Deputy Designated Liaison Person (DDLDP)** for child protection at its meeting on **09/11/2020**.

In line with the provisions of Department of Education Child Protection Procedures for Primary and Post Primary Schools 2017, school principal Martin Moloney, in his role of DLP, delivered a **Child Protection Oversight Report (CPOR)** at each meeting of the Board of Management.

In line with the provisions of the Children First Act 2015 the Board of Management conducted an annual review of the school's **Child Safeguarding Statement** and associated **Risk Assessment** at its meeting on **22/03/2021**.

-  The outcome of the review was communicated to the Parents Association.
-  The outcome of the review was communicated to the school staff.

Clarecastle National Schools Child Safeguarding Statement can be viewed on the school website www.clarecastleschool.com

Anti-Bullying

In line with the provisions of the **Anti-Bullying Procedures for Primary and Post Primary Schools 2013** and **Primary Circular 0045/2013** the Board of Management of Clarecastle National School conducted an annual review of its Anti-Bullying Policies at a meeting held on **09/11/2020**.

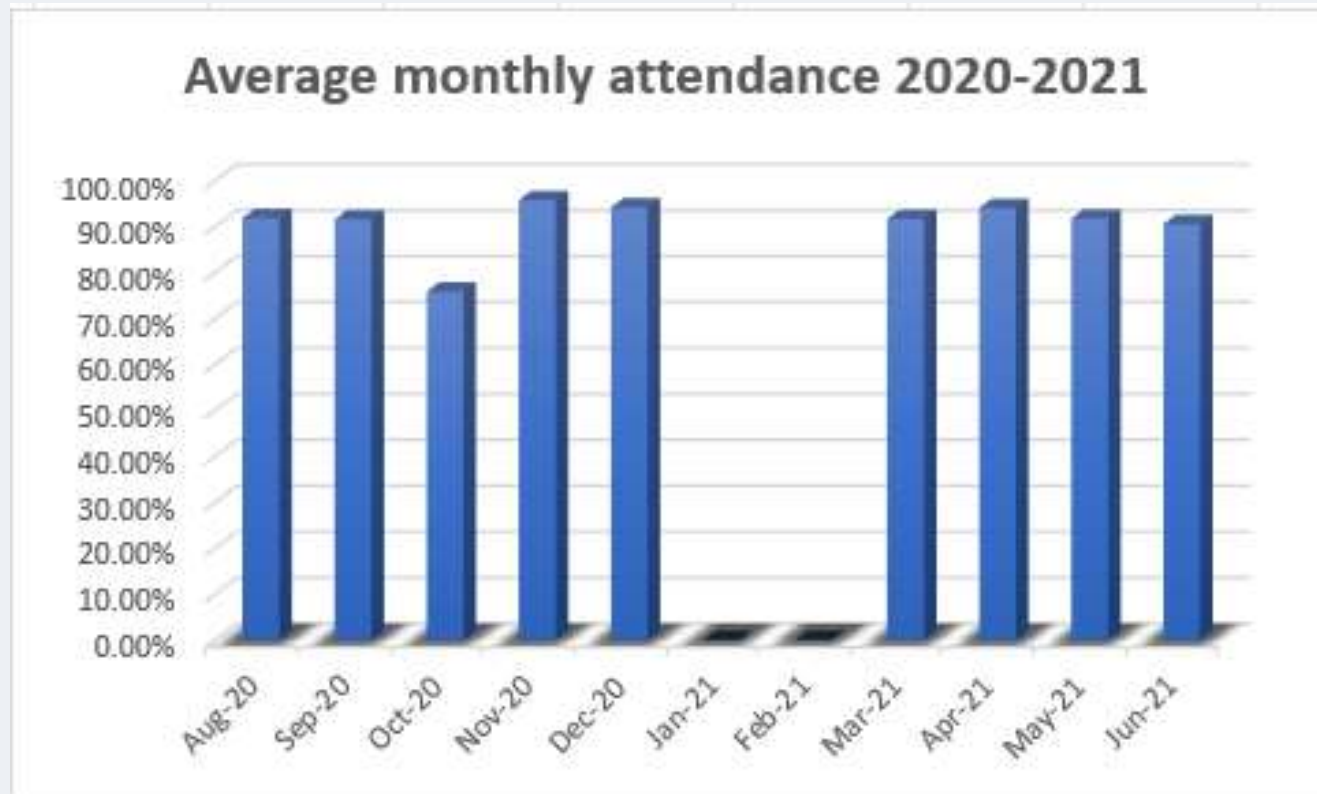
-  The outcome of the review was communicated to the Parents Association.
-  The outcome of the review was communicated to the school staff.

In line with the provisions of Department of Education Anti-Bullying Procedures for Primary and Post Primary Schools 2013 and Primary Circular 0045/2013, school principal Martin Moloney, delivered an Anti-Bullying Report each meeting of the Board of Management.

Clarecastle National Schools Anti-Bullying Policies can be viewed on the school website www.clarecastleschool.com

Attendance

In line with the provisions of the [Education \(Welfare\) Act 2000](#) a register of attendance is maintained for each day the school is in operation. Average monthly attendance was recorded as detailed below.



Enrolment

In line with the provisions of [Department of Education Primary Circular 0018/2020](#) the Board of Management of Clarecastle National School completed annual statistical returns detailing valid enrolment of pupils on 30/09/2020. Returns were submitted through the [Primary Online Database \(POD\)](#).

The valid enrolment as of 30/09/2020 was comprised of:

- 200 Boys
- 166 Girls

Total 366 Pupils

Ethos

Clarecastle National School is a Catholic school under the patronage of the [Catholic Bishop of Killaloe, Fintan Monahan](#). Pupils in all classes engaged with the Grow in Love programme. Pupils received the [Sacraments of First Penance, First Holy Communion](#) and [Confirmation](#).

Financial Report

In line with the provisions of the Education Act 1998 the Board of Management of Clarecastle National School must maintain accurate records of all income and expenditure. All accounts held in the name of the school, including those of the Parents Association are subject to annual certification by the school's accountants **LV Hogan & Co.** The certified accounts are submitted to the **Financial Support Services Unit (FSSU)** of the Department of Education and to the Patron.

Clarecastle National School

FINANCIAL REPORT TO PARENTS

Summary Financial Statement for the School Year

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INCOME

Income from State

Department of Education and Skills Funding 228,612

School Income

Voluntary Contributions 12,428

Parents Association 4,012

Other Income 12,325

Total Income 257,377

EXPENDITURE

Education Expenditure

Classroom Materials and Teaching Aids -

All Other Education Related Expenditure 42,890

School Maintenance

Light, Heat and Power 11,363

Insurance 10,907

Cleaning and waste disposal 41,128

Rent, Rates and Local Charges 2,459

All Other Caretaking and Maintenance 101,488

School Administration

Printing, Postage and Stationary 8,615

In-School Administration Systems 2,734

Telephone/SMS 1,940

All other Administration Expenses 42,276

Financial

Bank Charges, Interest, Leasing 910

Depreciation

Depreciation 3,387

Total Expenditure 270,097

Surplus (Deficit) for the year (12,720)

Maintenance

It is a core objective of the Board of Management to maintain the school building and grounds to a high standard so as to ensure the long term viability of the school for current and future generations of pupils. In addition to regular maintenance and repair the following projects were completed:

LED Lighting:

All light fittings were replaced with energy efficient LED Lighting.

Painting

The exterior of the school building was cleaned and painted.

Outdoor Classroom/Sensory Garden

It was agreed to investigate the creation of an outdoor classroom/sensory garden to be operational by June 2022.

School Plan

In line with the provisions of the Section 21 of the Education Act 1998 the Board of Management maintains a School Plan and ensures that this plan is regularly reviewed and updated. The following policies were formulated, reviewed or updated:

-  Acceptable Usage Policy
-  Admissions Policy
-  Anti-Bullying Policies
-  Child Safeguarding Statement
-  Child Safeguarding Risk Assessment
-  Code of Behaviour
-  Covid-19 Response Plan
-  Covid-19 Risk Assessment
-  Data Protection Policy
-  Equality of Access and Opportunity Policy
-  Induction Policy
-  Remote Learning Policy
-  Safety Statement
-  Special Needs Assistants Policy
-  Use of the School Premises Policy

Policies can be viewed on the school website www.clarecastleschool.com or by written request to the Principal.

Staffing

The allocation of mainstream class teachers to a school is determined by the valid enrolment of pupils on the 30th September of the previous school year.

In line with the provisions of **Appendix A of Primary Circular 0019/2021 Clarecastle National School** received an allocation of **14 Mainstream Class Teachers**.

In line with the provisions of **Section 4.3 and Section 4.4B of Primary Circular 0019/2021** the Board of Management submitted a staffing appeal to the Department of Education. The appeal was successful and the school was allocated an additional Mainstream Class Teacher for the 2021-2022 school year. This increased our allocation to **15 mainstream class teachers**.

Following the retirement of school **Deputy Principal Ms. Teresa Nugent** in October 2020 the Board of Management appointed **Mr. MJ Malone as Deputy Principal with effect from 02/11/2020**.

In line with the scope of the **General Allocation Model** for allocating teaching resources for pupils with additional educational needs the school was allocated **4.25 teaching posts**.

In line with the provisions of the **Special Needs Assistant (SNA) Scheme** operated by the **National Council for Special Education (NCSE)** the school received an allocation of **3.91 SNA Posts**.

Additional Class

The Board of Management, following application, received sanction from the **National Council for Special Education** to open a class to further cater for the needs of pupils with **Autistic Spectrum Disorder**. **1 additional teaching post** AND **1.83 SNA posts** were allocated to the school as a result.

Ancillary Staff

Funding received from the Department of Education under the **Ancillary Services Grant Scheme** enabled the Board of Management to employ the services of **1 secretary** and **1 (Part Time) Caretaker**.

Funding received from the Department of Education under the **Covid-19 Cleaning Grant Scheme** enabled the Board of Management to employ the services of **1 cleaner** to provide additional cleaning service during the school day.

Staffing Summary

1 x Principal, 15 x Mainstream Class Teachers, 5.25 x Special Education Teachers, 5.74 x Special Needs Assistants, 1 x Secretary, 1 x Caretaker (Part Time), 1 x Cleaner.

Total Staff: 31

Thanks

Parent's Association

Our **Parent's Association** plays an integral role in the life of our school. The Board of Management wishes thank the Parent's Association and its elected officers for their continued efforts on behalf of the pupils of Clarecastle National School. The contribution made is both valued and appreciated.

There is great credit due to all involved in the various fundraising activities during the year. Despite the limitations imposed by Covid-19 restrictions initiatives such as **"Cash for Clobber"** and the **School Calendar** were hugely successful. Thanks to everyone who supported these so generously. The BOM encourages all members of the school community to support the local businesses that so kindly support our school.

The Board of Management would strongly encourage all parents to take an active role in the Parent's Association.



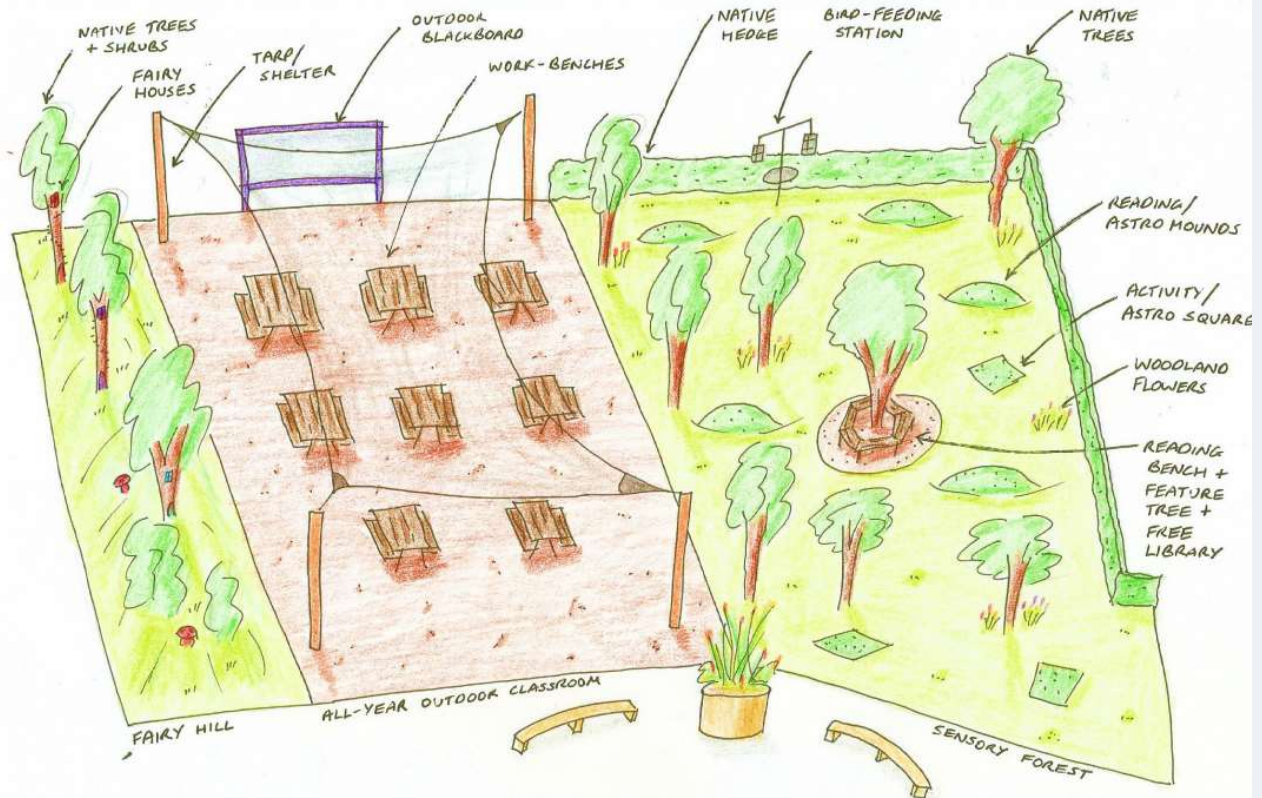
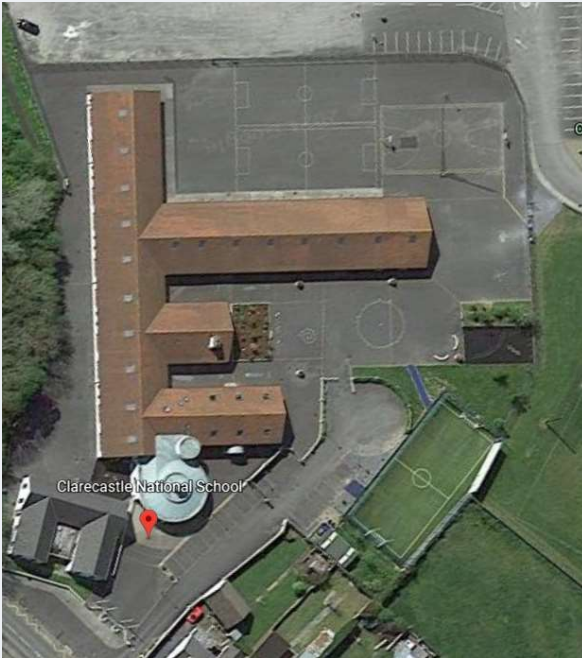
Community Groups

It is recognised that community engagement is pivotal to the operation of our school. The Board of Management acknowledges and thanks the various community groups whose contributions enrich the lives of our pupils and have significant short and long term benefits for our school community.

Our thanks to:

- 🇮🇪 Clarecastle GAA Club
- 🇮🇪 Clarecastle Community Development Company
- 🇮🇪 Clarecastle Tidy Towns Committee
- 🇮🇪 Clarecastle Playground Committee
- 🇮🇪 Clarecastle Men's Shed
- 🇮🇪 Clarecastle/Ballyea Heritage and Wildlife Committee
- 🇮🇪 Clarecastle Pastoral Council

Proposed Outdoor Classroom/Sensory Garden



Sketch based on ideas submitted by Rang 6



“I have come so they may have life and live it to the full.”

John 10:10