



SANDFORD PARK SCHOOL

Our Self-Evaluation Report and Improvement Plan September 2022 to May 2023

Dear Parents/Guardians,

We hope this letter finds you well. As the academic year comes to a close, we would like to take the opportunity to share with you information regarding our school self-evaluation and improvement plan. As part of our school self-evaluation and improvement process, we utilised surveys to gather feedback from staff and students, engaged in discussions with the Student Council, and collaborated with the PTA. These initiatives helped us identify our strengths and areas for improvement, ensuring that we continuously enhance our school's educational environment.

Teaching and learning are crucial aspects of our school's mission, and we have focused our evaluation on the following areas:

1. **Wellbeing:** Our aim has been to promote good wellbeing among our students and foster inclusion and cohesion within the student body. To achieve this, we established a new wellbeing committee and implemented Jigsaw's One Good School and Dublin City University's Fuse Anti-Bullying programme. We are delighted to inform you that our school was awarded a bronze medal for its work in the One Good School initiative this year.
2. **Digital Literacy:** We focused on addressing mobile phone use and ensuring a consistent technology experience for both teachers and students. In line with the Digital Strategy for Schools 2027, we have commenced the process of updating our device strategy and made improvements such as renovating the A/B block to include a new suite of laptops and upgrading the IT room. We also upgraded the Wifi system and purchased a new suite of Surface Pro devices for Junior Cycle and Leaving Certificate PE. These improvements have led to a significant reduction in the number of IT issues reported.
3. **School Self Evaluation (SSE):** This year served as a review period, during which we focused on various areas. We reintroduced fully school trips/tours, implemented group work activities, and provided exam technique classes to mitigate the impact of Covid on student experiences, wellbeing, motivation to learn, and engagement in learning. We also considered the requirements for the use of SSE in our wellbeing promotion review and evaluated the effectiveness of SSE to date. The introduction of the behaviour points system on VSware was deemed to be the most effective outcome of SSE to date, receiving an average score of 4.9/5.
4. **Universal Design for Learning (UDL):** Our efforts in this area were directed towards early adopters. Staff members purchased and reviewed relevant books on UDL, and each subject department incorporated two aspects of UDL into their teaching.

Moving forward, we have identified the following areas to work on:

1. Wellbeing: We will focus on implementing the new SPHE syllabus and continue to develop the Fuse and One Good School programmes. We plan to hold a Wellbeing Week in the spring term of 2024 and commence a wellbeing promotion review.
2. Digital Literacy: We will modify our Acceptable Use Policy (AUP) to address the use of AI in education and develop an implementation strategy for the possible introduction of one-to-one devices.
3. School Self Evaluation: We will begin the implementation of the second phase of School Self-Evaluation 2022-2026. During this phase, schools are granted autonomy to select focus areas that address context-specific school priorities in teaching, learning, equity, and inclusion, as well as national wellbeing goals, national curriculum goals, and other national strategies such as digital and sustainable development.
4. Universal Design for Learning: We will work on embedding the strategies we have already implemented and introduce new ones to further enhance the learning experience for our students.

To support our efforts and ensure the success of these initiatives, we kindly request your assistance in the following ways:

1. Discuss your child's education and progress with them regularly to maintain open lines of communication.
2. Support the implementation of the school's uniform, attendance, code of behaviour, anti-bullying, and AUP policies.
3. Return any forms of correspondence promptly to the school to ensure efficient communication.
4. Attend parent-teacher meetings to stay informed about your child's academic progress and engage in constructive discussions with their teachers.

By working together, we can create an environment that nurtures the growth and development of our students. We sincerely appreciate your ongoing support and commitment to your child's education.

If you have any questions or require further information, please do not hesitate to contact us. We wish you and your child continued success and a wonderful summer break. Thank you for your partnership in our school community.

Yours sincerely,

Jim Murphy
SSE, SIP, and School Policy Coordinator
Sandford Park School

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 **24th August 2022** to **2nd June 2023**. 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. YES / ~~NO~~

The Department sets out arrangements for **parent/teacher meetings and staff meetings**. This year we had **6** parent/teacher meetings and **7** staff/planning 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* it has set down.

Our board of management has agreed in writing to do this. YES / ~~NO~~

All teachers know about the *Procedures*, and we have told all parents about them and how we follow them. YES / ~~NO~~

Our Designated Liaison Person (DLP) is **Edith Byrne**, and our Deputy DLP is **Shane Keogh**.

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.

We have an admissions policy, and it is published. YES / ~~NO~~

We reviewed (and updated) our admissions policy on: September 2020

We keep accurate attendance records and report them as required. YES / ~~NO~~

We encourage high attendance in the following ways: follow up on attendance with parents, recognise good attendance at prizegiving, encourage parents to make medical or dental appointments outside of school hours and not to book holidays during term time.

This is how you can help: make medical or dental appointments outside of school hours (e.g., Wednesday afternoons), inform the school office of any absences, do not book holidays during term time.

Positive behaviour for a happy school:

The Department requires schools to have a code of behaviour and asks us to consult parents/guardians and students about it. We do this. YES / ~~NO~~

Our code of behaviour describes and supports positive behaviour. YES / ~~NO~~

We have a very clear and high-profile anti-bullying policy in our school. YES / ~~NO~~