

Sandford Park School



OUR SELF-EVALUATION REPORT AND IMPROVEMENT PLAN May 2021

In the last year, we have looked at teaching and learning in our school to find out what we are doing well. This is what we discovered:

- Digital learning – common platform of Teams and Microsoft Office
- IT skills – training, support, and equipment for teachers and students
- Remote teaching and learning – increased attendance and engagement of students
- Individual classroom teaching
- Collaboration between departments e.g., Assessment approaches
- Revamped the buddy system to include TY

This is what we did to find out what we were doing well and what we could do better:

- Surveys to staff, students, and parents
- Spoke to Student Council and PTA

This is what we are now going to work on:

- Website
- Digital learning
- Assessment – ongoing JCT Whole School day and CBA timetables

This is what you can do to help:

- Discuss your child's education and progress with them
- Support the implementation of the school's uniform, attendance, code of behaviour, anti-bullying, and AUP policies
- Return forms of correspondence to the school and attend Parent-Teacher meetings

Here is some information about how we are carrying out our work and about what the Department of Education and Skills requires us to do.

School time and holidays

The Department requires all post-primary schools to have **167 school days** each year, and a **28-hour school week**.

This year we had **167** school days, from **27th August 2020** to **28th May 2021**. 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 **5** 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 **Cyril Hoffman**

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, recognize good attendance at prizegiving, encourage parents to make medical or dental appointments outside of school hours

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 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~~