

## **Report to Staff and Parents following Board of Management Meeting 6<sup>th</sup> December 2022**

### **Teaching and Learning**

- The Teaching and Learning Group are concentrating on Co-Teaching.
- On 21<sup>st</sup> November staff took part in their JCT day where all staff did subject department planning.
- On the 5<sup>th</sup> December all staff were given online CPD in their own subjects and the New Junior Cycle.

### **One to One Devices**

The roll out of the one to one devices with first years is going well. IT teachers are reporting that the first years are very proficient on Microsoft Office 365 and they can get a lot more done with students now that they have their own devices in the classroom. The Board agreed that we should do a survey of parents, students and teachers after Christmas to get feedback.

### **November/Christmas Exams**

House exams were conducted for 1st, 2nd, 3rd, 5th and 6th years. This year we have started to use the PE hall for exams.

### **Parent Teacher Meetings**

We will hold our first Parent Teacher Student meeting of the year on this Thursday. It is with leaving certs and will be in person. We used the scheduling system we used for online meetings so now parents have a list of appointments with individual teachers and all teachers are in their own rooms.

### **Junior Cycle Results**

The board was provided with a copy of the Junior Cycle results. The results were excellent and the board congratulated the students and teachers.

## **Whole School guidance Plan**

Whole School Guidance Plan – During our recent staff meeting the guidance counsellors did a staff audit on the Guidance offered to ‘all’, ‘some’ and ‘few’ currently in the school. The work done through the audit will inform the Guidance plan and will also be of benefit to the well-being co-ordinator.

## **Admissions Notice and Policy**

As noted in Circular Letter 0075/2022 the admissions policy needs to be updated following the enactment of new legislation.

The following mandatory text must be added to the admissions policy:

*“(Insert name of School) will cooperate with the National Council for Special Education in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 relating to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.*

*(Insert name of School) will comply with any direction served on the patron or the board, as the case may be, under section 37A and any direction served on the board under section 67(4B) of the Education Act.”*

This text has been added to the admissions policy and this change was adopted.

## **Safety Update**

At our recent staff meeting our Safety Representative –noted the location of the latest Health and Safety Statement. Risk assessments are currently being updated. A fire drill was held after mid-term. The entire system needed to be updated given the ongoing building works and new prefabs. The drill ran smoothly.

We had an unannounced HSA inspection. They were happy that we were up to date with all that is necessary and pointed out a few minor items.

## **Bus Layby**

A busy lay down area which has been added to the north of the school allowing students to alight onto a footpath and cross at a safe pedestrian crossing with traffic lights. This will significantly improve safety for students getting off buses coming from the Macroom Road and was welcomed by the Board.

## **Buildings**

1. New equipment for the woodwork and engineering rooms has begun to arrive and will greatly improve the experience of teachers and students.
2. The principal and the two deputy principals each went to a different school last Monday to look at Science labs, Home Economics rooms and art rooms in preparation for planning the equipment and layout needed for our new specialist rooms in our new building.
3. We have received funding to replace the existing lights in a large section of the building with new more efficient LED lights.
4. All 8 new prefabs are now open and are being used by transition years and sixth years. They are a great addition to the school.
5. The work on the new three storey building is now well underway. Significant progress is being made. It is causing disruption in terms of parking and a new entrance for pedestrians however, it will be worth it.
6. We are awaiting permission from the DE to go ahead with looking for planning permission for Phase 2.

## **Report from Cork College of FET – Kinsale Campus**

### **Sustaining my Educational Journey**

Learners from Kinsale Campus will avail of the Sustaining my Educational Journey programme in January 2023. This two day programme is run by the National Learning Network and funded by the REACH Fund. During the programme learners will engage in four workshops covering topics such as Wellbeing, Wellness and Resilience; Anxiety/Stress Management and Coping Strategies; Motivation: Study and Learning Tips and Strategies and Capacity Development: Sustaining the students educational future.

### **Assessments and Feedback**

Christmas exams will begin on Wednesday 14<sup>th</sup> December with a variety of assessments also taking place before the Christmas break.

All learners will receive formal feedback from their teachers before the Christmas break.

## **Enrolment**

The total number of enrolments for the 2022/2023 academic year is 184. This is a reduction in numbers from 219 in 2021/2022.

Enrollment for 2023 and 2024 is now open. Potential students can apply as per usual through [kinsalecampus.ie](http://kinsalecampus.ie) but also this year all courses are available through CAO.

## **Health & Safety**

### **HSA Visit**

The HSA visited Kinsale Campus on Wednesday 5<sup>th</sup> October. In general it was a very positive visit with some suggestions in relation to risk assessments and the Emergency Response Plan Mentioned. On recommendation of the HSA safety officer some minor building and upgrading works have been carried out on campus. Other more extensive works will need to be carried out over the coming months. CETB have been made aware of this and the hope is that these will be carried out early in the new year.

### **Health & Safety Procedures**

Amendments have been made to the Emergency Response Plan and the Safety Statement. All staff have been informed as to where the Safety Statement, Emergency Response Plan and Accident Report Forms are located (online and in hard copy) and have been asked for feedback as to how these might be improved.

### **Risk Assessments**

All staff will take part in a Health and Safety and Risk Assessment workshop before the Christmas break. This is with a view to assessing and updating (if needs be) the current risk assessments.

## **Events**

### **Delete the Junk Day**

A 'Delete the Junk Day' took place on Thursday 10<sup>th</sup> November. All learners and staff were asked to delete one email, one social media post, one saved photo, one WhatsApp message and one video they posted online. This was to raise awareness of the energy use of data centres. 'data centres (14%) are now consuming more metered electricity than all of Ireland's rural homes put together (12%).'

### **Halloween Open Mic**

An open mic Halloween celebration took place on Thursday 27<sup>th</sup> October. We had some fantastic musical performances from students and teachers as well as tarot card readings. All capped off with pizza cooked and served by the Professional Cookery students.

### **Permaculture Christmas Market**

On Thursday 1<sup>st</sup> December a Christmas Market took place on campus. This market was organised by the Permaculture students and department. There were a number of different stalls on the day selling a variety of different products and produce ranging from baking, organic produce, oils and balms etc. Pizza was also on offer for students and staff and they were all entertained by some festive music.

### **Christmas Jumper Day and Christmas Market**

Our annual Christmas Jumper Day will take place on Wednesday 7<sup>th</sup> December. This will coincide with the Professional Cookery Department running their annual Christmas Market where they will produce festive treats for all. The Childcare Department will also be involved on the day running a raffle, providing hot chocolate and cookies as well as carol singing. All proceeds of the day will go to the Simon Community.

### **Christmas Play 14<sup>th</sup> December**

The drama students will present their play 'A Mingled Yarn' on Wednesday 14<sup>th</sup> December. The students have worked extremely hard in the preparation of this play and it promises to be a fun afternoon on campus.

### **Personnel**

#### **New Members of Staff**

Two new members of staff began with us recently. Caretaker, Roy Anderson, on 11<sup>th</sup> October, and administrator Joann Beecher, on 17<sup>th</sup> October. Both have been an excellent addition to the team in Kinsale.

### **CPD**

All staff will take part in CPD before the Christmas break. This will include a Health and Safety and Risk Assessment workshop, Trauma Training, Excel Workshop (Farad Raissa), UDL Badge Showcase and AHEAD Digital Awareness Training.

Farad Raissa continues to provide workshops and one to one support tutorials with teachers in relation to Moodle and Office 365.

### **IT Equipment**

#### **Devices for staff**

The new Surface Go and Lenovo devices arrived and all staff have been set up with their new device.

### **Erasmus**

There are currently 10 learners from Kinsale Campus on an Erasmus trip to Granada in Spain. The students are taking part in classes and work experience in their chosen courses. Another 10 students will go on another trip before Easter 2023, with Italy the likely destination.

### **Cork College of FET**

#### **Information and Consultation Meeting**

An information and consultation meeting involving all staff of all the Cork College of FET campuses will take in early January. Following this initial session additional facilitated consultation and feedback sessions will take place in each campus where additional feedback on the proposals will be sought.