

Trinity Comprehensive School



## OUR SELF-EVALUATION REPORT AND IMPROVEMENT PLAN 2018-2019

**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:**

-We are providing excellent supports for students in each year group who present with difficulties, (emotional, behavioural, etc.), through weekly Care Team meetings where appropriate interventions and supports are put in place.

-All our subject departments have increased planning around differentiation and sharing learning intentions and success criteria with our students.

-Our teachers are encouraging our students learning by providing regular positive, formative and summative feedback.

-We have increased communication with parents and students around the progression of TY students into fifth year with a very informative information evening and presentation of the various subject choices available.

-We continue to promote literacy and numeracy in our school through a shared whole-school approach and extensive JCSP Library initiatives.

- We launched a new initiative **The Arts Guarantee** whereby the school 'guarantees' a number of creative, cultural and arts experiences for each and every one of our students from 1st year right through to 6th year. All students are given the opportunity to experience an aspect of the curriculum through the medium of the Arts. They also create art for community projects, take part in creative writing and poetry workshops with authors and poets, and all get a chance to learn a musical instrument. Drama is also a core part of the curriculum

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

- Discussion forums.....Student Council and Parents' Advisory Group
- DEIS Team meetings
- Surveys of parents/guardians/students
- Parent-Teacher meetings
- Staff meetings
- TY Team meetings
- Care Team meetings
- Teaching & Learning Team meetings
- Senior Management & AP1 post holder meetings

**This is what we are now going to work on:**

- Promoting importance of good attendance and punctuality.
- Improving how we record attendance & late coming on E-Portal and the official reg.
- Implementing a whole-school approach by teachers around the use of AFL with a specific focus on the use of Graphic Organisers/KWL and questioning techniques with all classes.
- Continuing the whole-school approach to sharing learning intentions and success criteria with our classes.
- Promoting the importance of numeracy in everyday life.

**This is what you can do to help:**

- Ensure your son/daughter attends school daily and on time.
- Check journal each evening and ensure all homework is completed.
- Analyse term reports with your son/daughter and focus on areas for improvement in each subject.
- Attend Parent-Teacher meetings and information meetings during the year.

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 27<sup>th</sup> August 2018 to 31<sup>st</sup> May 2019. 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

The Department sets out arrangements for **parent/teacher meetings and staff meetings**. This year we had 3 three- hour parent/teacher meetings and 3 staff 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

All teachers know about the *Procedures* and we have told all parents about them and how we follow them.

YES

Our Designated Liaison Person (DLP) is Frances Neary and our Deputy DLP is Fiona Gallagher

### ***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

Our admissions policy is currently under review.

We keep accurate attendance records and report them as required. YES

We encourage high attendance in the following ways: Promoting good attendance in the school, texting system to parents, Attendance awards, HSCL home visits.

This is how you can help:

Encourage your child to attend school daily and to be punctual. Talk to them about the importance of good attendance.

***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

Our code of behaviour describes and supports positive behaviour. YES

We have a very clear and high profile anti-bullying policy in our school. YES