



COLÁISTE BRÍDE



Coláiste Bríde Annual Report 2017 – 2018

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Introduction

This Annual Report provides a summary of the operation of Coláiste Bríde throughout the year, 2017/2018.

Coláiste Bríde is a fantastic school founded by the Sisters of Mercy. We are fortunate to have an extremely dedicated and committed staff and a wonderful student body and acknowledge the contribution of each member of our school community in maintaining consistently high standards. Coláiste Bríde is a Catholic Voluntary Secondary School for girls under the trusteeship of CEIST, with an enrolment of 678 students in the school year 2017/2018. We operate an open enrolment system with the vast majority of students coming from the primary schools of Enniscorthy and the surrounding hinterlands. Coláiste Bríde is a school with an established tradition of excellence in all aspects of curricular and co-curricular performance. We consistently perform above the national average in state exams.

We believe that Coláiste Bríde is more than a school. It is a community of people, working together to provide all of our students with an education that prepares them for success today and into their future. Success is measured by the extent to which, each individual realizes her full human potential, as a person made in the image and likeness of Christ. Throughout the year, we promoted academic excellence and the broad dimensions of education. We provided opportunities for students to think creatively, to work collaboratively and to develop spiritually. We endeavoured to ensure that students could foster their own human qualities, their social and emotional skills, and to enable them to live happy and healthy lives while making a positive contribution to society.

Mission & Vision

Mission Statement

We believe in the value of the Catholic School and in it seek to integrate growth in Christ with the cultural enrichment acquired through human knowledge and skills. Our response requires deep commitment and dedication to the implementation of our mission statement.

"We are working to promote a secure and caring community environment, where respect, responsibility and Christian commitment grow; drawing forth the positive potential of each individual."

Aim of Our School

To maintain a caring, stable environment where each student feels safe and secure.

To foster in each child a sense of respect and tolerance for herself, for others and for the wider community.

To encourage each student to take responsibility for herself, her learning and her property, and to instil in her an overall sense of honesty, loyalty and integrity.

To develop in each pupil her diverse talents and potential: Spiritual, Academic, Social, Physical, Creative and Emotional.

To recognise and reward effort and achievement, thus promoting a true sense of confidence and well-being.

CEIST Charter



Senior management made every effort in 2017/2018, to ensure that all decisions, policies and practices in Coláiste Bríde were guided by the vision and values of Catherine McCauley, the Mercy Philosophy of Education, the teaching of the Catholic Church and the core values in the CEIST Charter.

School Context



Enrolment

678 students were enrolled in September 2017, this was an increase from 669 students in September 2016. The enrolment profile for each year group was as follows;

1 st Year	117
2 nd Year	136
3 rd Year	112
Transition Year	113
5 th Year	102
6 th Year	108

Teachers

The teacher allocation in September 2017 was 40.76 Permanent & 5.59 Part time. In 2017 one teacher was granted a CID.

School Grounds, Building & Facilities

Home Economics Kitchen

In May 2017 the Board of Management of Coláiste Bríde was informed that the school had been granted funds from the Department of Education for the construction of one new Home Economics kitchen. As the Board had applied for funding for the development of two kitchens the decision to grant only one kitchen was appealed to the Department. The school was eventually informed that this decision would not be overturned and that the school should proceed with the building of one kitchen.

ICT Infrastructure

Following an open competitive tendering process, (Wireless Networking & Associated Services Framework), a Wifi network was installed. This network will be built up in future years as the need arises.

A tendering process was also held to replace the school's Windows 2003 server, this upgrade was completed in July 2017.

A small number of new PCs and IT resources were purchased on a need's basis.

The school has moved all staff to the Office 365 platform for school email.

In April 2018 the school switched from the Eportal administration programme to VSware.

Management Structures

Senior Management Team

The Senior Management team of the school consist of Principal Kiera O’Sullivan and Deputy Principal Niall Moynihan.

Board of Management

A new Board was constituted in October 2017. The current members are;

- **Chairperson:** John Martin
- **Trustee Nominees:** Emmett Boyne, Dermot Davis & Pat Martin
- **Teacher Nominees:** Mary Kavanagh Osborne & Niamh Duggan
- **Parents’ Nominees:** Angela Long & Dervla Tierney

The BOM met 6 times from October 2017 to June 2018. The BOM acted in accordance with the Articles of Management for Voluntary Secondary Schools, the direction of the Trustees, CEIST and the guidance provided by the JMB. The Finance Subcommittee met before each BOM meeting.

Middle Management Team

In September 2017 there were five Posts at Assistant Principal I under Circular 03/2018. In January 2018 the school was granted a further API post to bring the total to six.

The school has also been allocated one post for Programme Coordinator at AP I level.

There were 11 Special Duties Posts, renamed under Circular 03/2018 as APII level.

In October 2017 the school began a review of the Post of Responsibility structure. This review was completed in November, however following the publication of Circular 03/2018 a further review of the Post of Responsibility structure took place in March 2018 under the new criteria. The following structure arose from this review:

Assistant Principals I:

- 1st Yr. Year Head & Uniform & Home School link
- 2nd Yr. Year Head & Uniform & Home School link
- 3rd Yr. Year Head & Uniform & Home School link
- 5th Yr. Year Head & Uniform & Home School link
- 6th Yr. Year Head & Uniform & Home School link
- School Development Planning/SSE/Policy Convenor

Assistant Principals II:

- Book Rental & Book Lists
- Awards Night & Open Night & Public Relations
- Wellbeing Coordinator
- Junior & Leaving Cert Exam Secretary
- House Exams
- 1st Yr. Assistant Year Head & Classroom Clean-up
- 2nd Yr. Assistant Year Head & Fundraising
- 3rd Yr. Assistant Year Head & Environment
- 5th Yr. Assistant Year Head & Literacy & Numeracy
- 6th Yr. Assistant Year Head & Fire Drill

Policies & Practices

Policies

Policy review and development was on the Agenda for each BOM meeting. The following policies were reviewed and ratified by the BOM in 2017/2018;

- Anti-Bullying Policy
- Child Safeguarding Statement which replaced our Child Protection Policy
- Data Protection Policy
- Internet Acceptable Use Policy
- Critical Incident Policy
- One to One Teaching Policy
- Administration of Medicine Policy
- Vetting Policy
- Intimate Care Policy

Health & Safety

The following Health & Safety activities were conducted during the year:

- Fire Drills were conducted.
- Fire Exits were regularly checked.
- Emergency lighting was checked.
- Pre-opening and closing supervision is provided.
- Break-time and lunchtime supervision is provided.

Child Protection & Vetting

The BOM & Senior Management adhered to all guidelines & regulations with regard to Child Protection & Vetting. Child Protection/Bullying was on the Agenda for each BOM Meeting & the Principal reported on any Child Protection concerns that arose. From March 2018 a Child Protection Oversight Report was made at each Board meeting.

During 2017/2018 the following was implemented;

- The Principal and Deputy Principal completed DLP/DDLP Child Protection training.
- A school closure took place to allow all staff to complete the Tusla Online Child Protection training module and the PDST Child Protection module.
- Vetting of new staff members.
- Retrospective vetting of all teaching staff.
- Vetting of all visitors to the school who engage with students.
- Child protection questions were asked of candidates in all interviews.
- The BOM completed its mandatory Annual Review of Child Protection Procedures.
- The BOM ratified the Child Safeguarding Statement.

Management Meetings

Each morning the senior management team meets.

Senior management held weekly meetings with Care Team to support & develop practice.

Finance

School Accounts

The BOM has a Finance Subcommittee and the school secretary, Martina Foley, provided a summary of accounts for each meeting of the subcommittee throughout the year.

The school accounts were forwarded to the new auditors at the end of the financial year.

The BOM was satisfied that the school was in a financially sound position and a clear budgeting plan was in place.

Trustee Directives

Coláiste Bríde submitted its budget online to CEIST.

The school accounts were also submitted online to CEIST and the FSSU.

A reporting template for the school to advise CEIST on the accounts is completed following each meeting of the Finance Subcommittee.

Fundraising

A number of school fundraising events took place during the school year:

- The Annual School Walk raised €2889
- The Transition Year Fashion Show raised €3328
- The Christmas Quiz raised €1317
- The Parents' Council raised €958

The students, their parents and the teachers are to be highly commended for their efforts in fundraising.

The school conducted various fundraising throughout the year for charities including Down Syndrome Ireland, Christmas Shoebox Appeal, Irish Pilgrimage Trust, St Vincent De Paul Society, Alzheimer's Society of Ireland.

Links with Parents

Parents' Council

The Parents' Council AGM was held at the beginning of every school year and the council met regularly throughout the year.

During the 2017/2018 school year the Parents' Council:

- Organised talks for parents
- Consulted the school about policy development and policy reviews
- Organised fundraising events which supported the school.

Parent Support

During the 2017/2018 school year the following events took place to support parents:

- Adolescent Mental Health Talk
- Internet Safety Talk
- CAO Information Talk
- 5th Year Subject Choice Talk
- 2nd Year Subject Choice Talk
- Junior Cycle Information Talk
- Transition Year Information Talk
- DATS Results & Information Talk
- Incoming First Year Information Talk

School Newsletter

A Digital Newsletter was published four times during the school year. The newsletter was emailed to all parents who have subscribed for it and is also published on the school's Twitter feed and website <http://www.colaiстеbride.ie/newsletter.html>.

Open Night

An Open Night took place in October 2017. It was well attended, and each Subject Department was represented.

Parish

Father Paddy Banville, our school chaplain, was always available to the Senior Management team and the general school community throughout the year. He gave advice, visited the school, celebrated at each Mass, visited on Ash Wednesday and lots more.

Local Community

The school linked with various groups and representatives in the local community for various educational and pastoral projects. Some of the projects included volunteering with;

- St Senan's Primary School
- St Aidan's Primary School
- St Patrick's Special School
- Community Workshop
- St John's Hospital

Staff Professional Development

Whole staff professional development in 2017/2018 included;

- Whole Staff Junior Cycle CPD
- Junior Cycle Subject CPD
- Tusla Child Protection Module
- PDST Child Protection Module
- VSWare training.
- Teaching & Learning, AfL techniques, peer observation
- Data Protection
- Transgender Awareness

Small Group CPD included;

- NIPT/Droichead
- Peer observation
- First Aid: CP4 for Schools
- Office 365
- Junior Cycle Subject CPD

Individual Teacher CPD included;

- Relationships and Sexuality Education – PDST
- Junior Cycle Subject CPD
- The Role of the Year Head in the Post Primary School
- Subject Association CPD
- Subject Association Conference Workshops
- Backwards Planning a Unit
- Digital Technology for Maths Teachers
- LCVP Case Study
- Assessment & Digital Technology
- Home Economics Food Studies Assignments
- A Common Approach to Grammar in MFL
- SafeTalk Suicide Alertness
- Science Coursework Investigations

- Teaching the Earth & Space Strand Science
- Droichead
- LC PE
- First Aid
- Revised Assessment Framework for LC Art – PDST
- Creating Logical Consequences
- Addressing Barriers to Parental Involvement
- Annotation as an Interactive Reading Strategy
- Cracking the Comparative English Teacher Workshop
- Helping Students Believe they “Can” Achieve
- Learning Support/Guidance Department Training
- RACE – SEC
- CEIST Middle Leadership Training
- Proactive Classroom Management Strategies
- Addressing Bullying Behaviour
- Coping with Teacher Stress
- Authentic Assessment
- Building Relationships with Students

Principal & Deputy Principal CPD;

- Tánaiste Training
- CEIST Training for new Deputy Principals
- JMB new Deputy Principal Training
- DLP/DDLP Child Protection – PDST
- SSE Seminar –PDST
- VSWare Timetabling
- JMB Allocations
- Data Protection/GDPR
- ICT Workshops
- Junior Cycle Management Training

Ancillary Staff Training;

- CEIST Finance Training

Faith Formation



Religious Education

All students had Religious Education every week in accordance with the guidelines issued by the Episcopal Conference. Religious Education was timetabled for three classes per week for all year groups. All teachers who taught Religious Education in 2017/2018 were qualified to do so.

Faith formation was promoted through the following:

- A Morning Prayer is read each school day over the school intercom
- Annual Opening of Year/Mercy Day Mass
- November Masses for all Year Groups
- Advent
- Christmas Carol Service
- St. Brigid's Day Mass
- Feast of St Blaise
- Ash Wednesday
- Lenten Mass each Wednesday in Lent

- Retreats for all Year Groups
- 6th Year Graduation Mass
- Catholic Schools Week
- Fundraising for Charities
- Lourdes Pilgrimage Assistants

2011 saw the departure of the Mercy Sisters from Enniscorthy. In recognition of the many years of dedication to education in the town, and in particular to Coláiste Bríde, we have a special award in their honour. At our Awards Night the Staff award The Mercy Cup to a 3rd year student who they feel has truly embodied the Mercy ethos of love and service to others. The Mercy Cup Award is presented to a student who has met the challenge of living a life where Mercy values are lived and not just spoken.



Since 2015 we also present have an award at our Awards Night from our school Trustees CEIST. The CEIST award goes to a 5th year student who reflects the spirit and values of CEIST. This student is good at creating community; she shows respect for everyone, takes responsibility and strives for justice in all that she does.

The school was represented at the CEIST Student Leadership Conference, 2018.

Links with CEIST & Sisters of Mercy

CEIST kept in regular contact with the school through;

- Regular correspondence with Mr Gerry Watchhorn

- Forwarding the minutes of BOM meetings to CEIST
- Emails from CEIST Office
- Both the Principal and Deputy Principal attended Regional Network Meetings

The Sisters of Mercy keep in regular contact through;

- Sister Elizabeth Breen facilitates the First Year Retreat
- Visits by individual Sisters to the school
- Correspondence & invitations from the congregation
- Attendance by members of the congregation at school liturgical events

Quality in Teaching & Learning

Evaluation of Teaching & Learning

As part of the School Self Evaluation process, students, parents and teachers completed an evaluation of the quality of teaching & learning. From our review we identified Teachers' Collective & Collaborative Practice as the area of focus for our School Improvement Plan for the school year 2017/2018. Our School Improvement Plan is available for parents to view on our website.

Droichead

Droichead, (the Irish word for bridge), is the National Induction Programme for newly qualified teachers (NQTs). The programme includes both school-based and additional professional learning activities to address the needs of NQTs as they begin their careers in teaching.

Although Coláiste Bríde was not required to have a trained Droichead Team in place we felt that the induction programme would support our school self evaluation focus on professional collaboration. Each of the school's Droichead team members completed four days of training during the 2017/2018 school year. The Droichead team members mentor newly qualified teachers and support them in the important early stages of their teaching careers. The team facilitated three NQTs to complete the Droichead induction programme during the school year.

Academic Attainment – Analysis of Trends

As part of our subject department planning and School Self Evaluation the Senior Management team, teachers and subject departments, analysed LC & JC results for all subjects in 2017. Results in 2017 were excellent for both Junior and Leaving Cert students. Details regarding attainment levels in specific subjects are used as part of the school's School Self Evaluation process

Broad Dimension of Education

As is usual in Coláiste Bríde, a wide range of activities was offered outside the classroom in to promote the holistic development of the students. The breadth of extra-curricular and co-curricular activities was reported to the BOM in each Principal's Report.



In summary, activities included;

- I am Worth it Mental Health Week
- Italy Trip
- German Trip
- French Exchange
- Irish Language Trip
- Table Quizzes in Maths & German
- Basketball
- Camogie
- Football
- Hurling
- Soccer
- Equestrian
- Gaisce
- Watersport, Hiking & Adventure
- Debating
- WellRead
- Tours
- German Language Exchanges,
- Excursions & Field Trips
- Subject Related Activities
- Enterprise Activities
- Educational Clubs including Science, Maths & Book Clubs
- Voluntary Work & Fundraising for Charities
- Choir
- Traditional Music
- Artwork & Creativity
- Mental Health Education
- Online Safety Workshops
- History, Geography, Religion, Art, LCVP, Business trips

WellRead

As part of our promotion of literacy, Coláiste Bríde took part in the Wellread initiative. As a Wellread school we encourage reading for enjoyment throughout the school community. There have been many events that have taken place in which both students and teachers have got involved including Reading Challenges, teachers sharing their favourite books, our Junior Book Club, visits by authors, Drop and Read and One Book One School for which the whole school community read *The Breadwinner* together.



As part of this on-going reading initiative all students are encouraged to have a book in their bag at all times. In Coláiste Bríde we believe that developing a habit of reading is beneficial in so many ways to all of our students.

I am Worth it Mental Health Awareness Booklet

In November 2016 the students of Coláiste Bríde launched a mental health awareness booklet and website www.iamworthit.ie. The launch was the culmination of a year of hard work from the Coláiste Bríde student council who deserve huge praise for their devotion and determination in relation to this project.



The student council became aware that local mental health support information was not readily available for or specifically aimed at teenagers and vowed to take action to promote a greater awareness of mental health services available in Wexford.

As a result, they produced “I am Worth it”, a thirty- two page booklet promoting positive mental health and a supporting website which mirrors the booklet. The word Worth in the title “I am Worth it” stands for “Wexford Offers Reliable Teenage Help”. Apart from developing the booklet, the student council also held fundraisers and raised sponsorship to cover the cost of graphic design, printing and development of the website. The booklet was distributed to 13,000 teenagers in every post primary school in Wexford.

The importance of this initiative resulted in the student council receiving the South East Radio Overall Junior Achievement Award at a ceremony in January 2018.

Intercultural Day



In May 2018 the students and staff of Coláiste Bríde, celebrated our first Intercultural Day. The event was a resounding success with students from 29 different nationalities taking the opportunity to share the diversity of their different cultures. There were stalls to appeal to all the senses as students showcased beautiful displays of artefacts, personal belongings, posters and flags. Students and teachers alike took the opportunity to taste new foods and to learn from engaging with enthusiastic representatives from a wide range of cultural backgrounds.

Student Supports

Learning Support

Key aspects of the provision of Learning Support are summarised below;

The Total Special Education Teaching Allocation for 2017/2018 was 131.63 hours.

The school was also allocated 3.5 SNAs for the school year 2017/2018.

Weekly meetings were established for the Core Team of Learning Support Teachers.

In the State Examinations, there were 9 Leaving Certificate students and 10 Junior Certificate students who completed their exams in Special Centres.

Guidance

Management have continued to support the guidance provision in the school by the provision of a greater number of hours to guidance than allocated.

The school had a School Guidance Inspection in April 2018 which resulted in an extremely positive report. The inspection highlighted that “the quality of teaching and learning was very good” with very good formative and summative assessment evident. It was stated that “the overall provision for guidance is very good” and that “there are very good student support structures” and that it is “commendable that the school places a high priority on physical and mental well-being of staff and students”. The report also found that “an extensive, high quality guidance plan has been developed by the guidance counsellor”.

Student Leaders

The Sixth Year Head Girls, the Student Council and the Meitheal team provided excellent support for students throughout the school year.

Both the Head Girls and the Student Council under the guidance of Niamh Wheeler, provide a link with school management as the voice of the general student body.

The Meitheal team, under the guidance of Marguerite Furlong, provide supports for First Years which helps with the transition of our new students to life in our school.