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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 primary schools to have **183 school days** each year. This year we had **140** school days plus **43** closures for 3rd - 6th class pupils and **33** closures for Junior Infants - 2nd class pupils.

The Department sets out a **standardised school year and school holidays**. This year we took all our school holidays within the permitted time.

The Department sets out arrangements for **parent/teacher meetings and staff meetings**. This year we had **one** set parent/teacher meetings and **nine** 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 / 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 **Mr. Morgan Doran**
and our Deputy DLP is **Ms. Norma McElligott**

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: **01.12.20.**

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

We encourage high attendance in the following ways: A text notification is sent to parents when their child is absent for a total of 10, 15 and 20 days. At 20 days, a letter is sent and, depending on the reasons provided for the absences, a meeting may be arranged.

This is how you can help: Refrain from taking holidays during school time.

Positive behaviour for a happy school

The Department requires schools to have a Code of Behaviour, and asks us to consult parents and children 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**