Our Lady of Mercy Secondary School, Ozanam Street, Waterford



OUR SELF-EVALUATION REPORT 2022/23 AND IMPROVEMENT PLAN 2023-2024

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:

Learning intentions and success criteria are being shared with students in classes.

Students are being encouraged to reflect more on their learning.

Students are given regular feedback on their work.

Worksheets are being translated for EAL learners.

Subtitles are being used with YouTube clips for EAL learners.

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

We surveyed teachers, parents and students and considered feedback received from inspections.

This is what we are now going to work on:

Continue to encourage students to reflect on their learning.

To translate powerpoints and PDFs for EAL students.

To provide more team teaching to support as many students as possible with their learning needs.

To introduce a monitoring and tracking programme (eg Athena) to help monitor students progress and determine where support is needed.

This is what you can do to help:

Ensure that you daughter attends school every day.

Talk to your daughter about being responsible eg having correct items for class including homework and producing notes if absent, using mobile phone and digital platforms responsibly.

Encourage your daughter to focus on the learning intentions and success criteria shared in lessons, to act on formative feedback given to her by her teachers and to reflect on her learning.

To check your daughter’s progress please click into vsware and look at your daughter’s journal regularly.

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* ***166 school days*** *each year, and a* ***28-hour school week****.* This year we have 166 school days, from 25th August 2022 to 2nd June 2023. Our school week is 28 hours for all students.

*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 provided progress reports to some parents in lieu of parent/teacher meetings and we held some parent/teacher meetings remotely. We had 5 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 the Principal, Mary Meade

and our Deputy DLP is the Deputy Principal, John Brennan

***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: 07 Dec 2022

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

*We encourage high attendance in the following ways:* by providing a positive school atmosphere that is conducive to good school attendance, promoting good self-image and self-worth, the school curriculum is flexible and relevant to the needs of students, providing a range of extra-curricular activities, support is available from the pastoral care and student support teams and utilisation of the Education Welfare Officer if required.

*This is how you can help:* encourage regular and punctual attendance every day, write a note in your daughter’s journal if she cannot attend school, refrain from taking your daughter on holidays during school time and contact the school if any concerns arise.

***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