**Our Lady of Mercy Secondary School, Ozanam Street, Waterford**

 

OUR SELF-EVALUATION REPORT 2023/24 AND IMPROVEMENT PLAN 2024-2025

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:

Very positive response to the 1 hour classes and to the new wellbeing programme.

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

Students are being encouraged to reflect more on their learning.

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

We had focus groups with teachers, parents and students and considered feedback received from inspections.

This is what we are now going to work on:

In the 2024/25 school year we plan to:

(i) Continue progressing team teaching so as to support as many students as possible with their learning needs

(ii) Encourage greater use of vsware and Athena for communication and monitoring of student attendance and attainment

(iii) Encourage parents to engage more with vsware and Athena.

This is what you can do to help:

Ensure that you daughter attends school every day. Please use the vsware app to monitor your daughter’s attendance, to provide reasons for absences and to monitor her progress in school.

Talk to your daughter about being responsible eg having correct items for class including homework, using mobile phones 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.

Talk to your daughter about what she is doing in school and encourage her to get involved in extracurricular activities.

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 24th August 2023 to 31st May 2024. 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 held 6 parent/teacher meetings; the 2nd and TY parent/teacher meetings were held online. We had 4 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: 7 December 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 HSCL, 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; use the vsware app to monitor your daughter’s attendance and to submit reasons for absences; 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