



**Scoil Mhuire**

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Boards of Management of primary schools are appointed for a four year term. The term of office for this Board of Management is from 1 December 2015 to 30 November 2019.

The Board manages the school on behalf of the Patron and is accountable to the Patron, the Archbishop of Dublin and the Minister. The Board must uphold the characteristic spirit (ethos) of the school and is accountable to the Patron for so doing. The Principal is responsible for the day-to-day management of the school, including guidance and direction of the teachers and other staff of the school, and is accountable to the Board for that management.

### **School Planning**

Under the Education Act, 1998, it is the responsibility of the Board to arrange for the preparation of a school plan, and to ensure that it is regularly reviewed and updated. The School Plan sets out the educational philosophy of the school, its aims and how it proposes to achieve them. Pupil learning needs are at the centre of all planning, and the focus of the school plan should be the teaching and learning that takes place in the school. A hard copy of the School Plan is available in the Principal's office.

### **Self-Evaluation**

Under the Education Act 1998 a school is required to establish and maintain systems whereby the efficiency and effectiveness of its operations can be assessed. Effective Boards are keenly aware that self-evaluation is central to school improvement and will ensure ongoing evaluation and review of both the overall effectiveness and efficiency of the school and of the Board itself. School Self Evaluation documents & School Improvement Plan (SIP) are in the School Plan.

### **Teaching and Learning**

Under the Education Act 1998, the Principal and the other teachers, under the direction of the Principal, have statutory responsibility for the instruction provided to students in the school and shall, inter alia, encourage and foster learning in students, regularly evaluate students and report the results of the evaluation to the students and their parents.

### **Management of Resources**

Boards therefore have a statutory duty to ensure that appropriate systems and procedures are in place to ensure school resources (including grants, staffing and other

resources) are managed appropriately and efficiently and in a manner that provides for appropriate accountability to the relevant parties.

### **School Policies**

The Board has overall responsibility for school policies. There are, therefore, a range of different school policies that Boards will, from time to time, be involved in developing, implementing and reviewing as appropriate. Examples include the Enrolment Policy, Child Protection Policy, Antbullying Policy, Intercultural and EAL Policy, School Attendance Policy, Health and Safety Policy. These policies are available in hard copy or on the school website [www.smclon.com](http://www.smclon.com).

### **Child Protection**

Child protection and welfare considerations are relevant to all aspects of school life and the Board must ensure that such considerations are taken into account in all of the school's policies, practices and activities. In particular, the Board must be familiar with and ensure that the Child Protection Procedures for Primary and Post Primary Schools are fully implemented by the school.

This includes ensuring that:

- A copy of the school's child protection policy which includes the names of the Designated Liaison Person (DLP) and Deputy DLP is available to all school personnel and the Parents' Association and is readily accessible to parents on request.
- The Designated Liaison Person is the Principal.
- The Stay Safe Programme is fully implemented by the school.
- Child protection matters are reported appropriately to the Board in accordance with the procedures.
- An annual review of the Child Protection Policy and its implementation is undertaken by the Board.
- The Child Protection Procedures for Primary and Post Primary Schools are available on the Department's website at [www.education.ie](http://www.education.ie).

### **Anti-Bullying Policy**

The Board must ensure that the school meets its obligations under the Education (Welfare) Act, 2000 to have in place a Code of Behaviour that has been drawn up in accordance with the guidelines of the National Educational Welfare Board (NEWB). The Board must also ensure that the school has an anti-bullying policy. These policies are both available in hard copy or on the school website [www.smclon.com](http://www.smclon.com).