



# Our Lady's School

Founded 1953  
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## OUR SELF-EVALUATION REPORT AND IMPROVEMENT PLAN 2017-2018

**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:**

- Junior Cycle classes are more interactive than a year ago and teachers have made extensive use of Assessment for Learning resources (AFL) think-pair-share, wait time and student self-reflection sheets
- Classroom layout has changed in approximately 70% of classrooms to reflect more interactive classroom work
- All subject departments encourage students to add up all grades and to percentage their grades, reinforcing numeracy skills
- Students write homework and their own study plan into their journal every night. They tick off work completed reflecting students taking greater ownership of their learning
- The PDST WELL Read Award was launched in September 2017 to continue the promotion of literacy which has enhanced Reading week activities. Sarah Crossan the author of the 'One School One Book' visited the school
- Students are engaged in their studies and aspire to achieve well in class tests

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

- Base line data about student learning was gathered in September 2016 and September 2017 through a survey of staff and students
- Observation of staff discussions at staff meetings August and November 2017

- Staff were consulted on students' needs at a meeting in Nov 2017. Written feedback was correlated on the students' needs. This assisted decisions made related to the School Improvement Plan
- A review of the minutes from all Subject Departments during the academic year 2016-2017
- Parents were asked to join a parent and Student Focus group at a Parent Information Evening on the Junior Cycle in Nov 17.
- Results were correlated from a Parent and Student Focus Group who filled in a survey in Nov 2017
- Classroom observation which shows that students are over reliant on staff to lead them in areas of their learning.

**This is what we are now going to work on:**

*Looking at Our Schools 2016 A Quality Framework for Post Primary Schools*

• **Domain; Learner Experience and the Standard;**

*"Students reflecting on their progress as learners and developing a sense of ownership of and responsibility for their learning has been selected and prioritised for further improvement."*

- Staff will focus on the use of **Assessment for Learning** to assist moving this standard from *Effective Practice to Highly Effective Practice*
- Staff have been given an overview of the results from the School Self Evaluation process 2017.
- Staff have been supplied with a resource pack highlighting the use of KWL, Placemat and Success Criteria to develop AFL within the classroom.
- The Teaching and Learning Committee tried out lots of AFL resources in their classrooms and recommended KWL, Placemat and Success Criteria as resources that assist students to reflect on their progress and develop a sense of ownership of their own learning.
- They followed this up with a second resource pack for staff with a selection of AFL resources to use in the classroom.
- The Teaching and Learning Committee presented video clips to the staff of the use of these resources in their own classrooms.
- The Learning and Teaching Committee will continue to promote Assessment For Learning teaching tools to the staff throughout the year.

- The Board Of Management, the Senior Management Team and the School Self Evaluation Committee will set specific, measurable, attainable and time bound (SMART) targets to assist the move to *Highly Effective Practice*

**This is what you can do to help:**

- Join the Parent and Student Focus group to give us feedback on your daughter's learning
- Encourage your daughter to take greater ownership of her learning
- Encourage your daughter to plan her own revision
- Remind your daughter to reflect on her learning and to note areas for improvement on each unit of work she is studying
- Check that your daughter is taking on board formative feedback
- Remind your daughter that AFL is a very effective learning resource that compliments summative assessment
- Ensure that your daughter fills in her journal for every subject each night also noting study that she will do

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 **167 school days** each year, and a **28-hour school week**.

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 had all parent/teacher meetings and all staff meetings, 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 Pauline Meany

Our Deputy DLP is Marguerite Gorby

### ***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: Sept 2017

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

We encourage high attendance in the following ways:

- Certificates and Awards at the end of the year
- Assisting students to feel a connection with the school community
- Pastoral care system which encourages and monitors attendance

This is how you can help:

- Encouraging full attendance in school where possible.
- Ensuring that notes are sent to school if a student is absent.

### ***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**