



Our Lady of Mercy Secondary School, Ozanam Street, Waterford

## OUR SELF-EVALUATION REPORT AND IMPROVEMENT PLAN 2018-2019

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:

Curriculum provision is very good.	Quality of care for student is very good.
Inclusive practices are very well developed.	The learning support service is well coordinated.
Learning intentions are stated at the outset of lessons.	
Active learning approaches (including use of digital technologies) are being used to enable students to lead their own learning.	

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

We gathered observations on assessment and wellbeing (using meetings, focus groups and questionnaires) from students, parents and staff. We also reviewed recent inspection reports.

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

In the 2018/19 school year we plan to work on formative assessment and active methodologies while continuing to embed good wellbeing practices.

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

Ensure that you and your daughter are aware of the school starting and finishing times and of the shorter lunch break.  
Ensure that your daughter attends school regularly ie every day.

Encourage your daughter to eat healthily and take physical exercise regularly.

Talk to your daughter about staying safe especially on social media websites.

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

Encourage your daughter to focus on the learning intentions and success criteria shared in lessons.

Encourage your daughter to act on formative feedback given to her by her teachers.

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**.*

This year we have 167 school days, from 24<sup>th</sup> August 2018 to 31<sup>st</sup> May 2019. 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 had 5 parent/teacher meetings and 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: 20 June 2017

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