



Scoil an Chlochair
Convent Primary School
Board of Management Annual Report 2025/2026

Board of Management 2025/26

Chairperson: John Lucey

Patron's Nominee/Chaplain: Fr Damien Lynch

Secretary/Principal: Sheila O'Connor

Teachers' Nominee: Jennifer O'Farrell

Parents' Nominee/Treasurer: Elaine Kiely

Parents' Nominee: Shibil Alias

Community Nominee/Health/Safety Rep: John Stack

Community Nominee: Carolyn Hogan

All 9 meetings of the BOM held during 25/26 school year had a standard agenda, were minuted & opportunities for discussion provided. Child Safeguarding Oversight Report and Report on Bullying presented at every meeting.

Fr Damien Lynch has come to the end of his term on the BOM. Sincere thanks & best wishes to Fr Lynch his commitment and dedication to the BOM and as School Chaplain since 2024.

The Board would like to thank our families, the local community, other schools, and organisations for their continued co-operation and valuable support throughout the year

School Ethos

We are an inclusive Catholic school, in the Diocese of Cloyne. In co-operation with the clergy & families. Fr Damien Lynch was our chaplain. A mass schedule is in place for all classes for the school year.

Catholic children prepared for Sacraments of Reconciliation (04/03/26), Communion (23/05/26) & Confirmation (07/05/26).

- Start of Year Mass/Mercy Day: 24/09/2025
- Grow in Love Masses: 19/10/25, 14/12/25, 22/03/26
- Confirmation Retreat: 24/4/26

Confession were held in December and at Easter and were made available for all children throughout the year. Catholic Schools Week was celebrated in January 2026

Thank you to all staff who engaged in these, as well as significant CPD carried out outside of school hours.

Finance

A financial report is presented at every BOM meeting & proposed expenditure discussed. School accounts certified annually & submitted to DES & FSSU in February. Payroll, RTC and VAT are outsourced to local accountants.

Aladdin ePayments is being used for most payments.

The following fundraising events were approved:

- School Lotto
- Pink Breakfast-staff fundraiser for Breast Cancer Research
- Halloween Non Uniform Day for Pieta
- Halloween Monster Quiz
- Christmas Cards and Annuals
- Christmas Raffle
- Christmas Jumper Day
- Gift A Bag Fundraiser
- Easter Raffle
- Return Bottle Collection

Staffing 2025/26

- Administrative Principal
- Administrative Deputy Principal
- 10 Mainstream Class Teachers
- 5 Special Class Teachers
- 4 SET Teachers
- Fixed Term EAL Teacher
- 10 additional hours of EAL per week
- 13 SNAs
- School Secretary
- Caretaker
- 5 Bus Escorts

BOM would like to acknowledge and thank all of our staff for their tireless hard work and dedication to the school, for providing a happy & welcoming learning environment & for giving our 256 pupils every opportunity to achieve their potential.



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Staff Professional Learning

- Primary Curriculum Framework,
- Child Protection Leadership Training
- First Aid Responders
- Fire Safety Training
- Restorative Practice Training
- EAL Training
- NCSE Training

Policy Review & Development

The BOM has reviewed and ratified the policies:

- Child Safeguarding Statement;
- Admissions Policy;
- Bí Cineálta;
- School Therapy Dog Policy
- Data Protection Policy
- Attendance Policy
- Statement of Strategy for School Attendance
- Protected Disclosure
- Health and Safety
- EPV Policy
- Maths Policy
- Electronic Banking
- Music Policy
- Substance Abuse Policy
- Safety Statement and Risk Assessment
- Critical Incident Policy

Thank you to all the members of the school community who made valuable contributions to these policies.

School Achievements, Activities & Events

Student Council; Health and Wellbeing Committee. Active Schools; Green Schools Committee awarded the Green Flag. Wellbeing activities; Green Schools Committee; Sciath na Scol Finalists; Swimming; Cork City Sports; Golf Taster. Local walks; Activity Week; Maths Week; Seachtain na Gaeilge; GAA Coaching & matches; Christmas Performances; school band; School Tours; Engineering Week; School Choir; carol singing. Halloween Art Project with the County Council; Spanish in 5th and 6th Classes with Say Yes to Languages; Davis College Musical was attended;

Outings to Little Rascals SEN and Liskennett; Motus Learning; Ficheall Tournament; St Mary's Musical was attended; Franks Birthday was celebrated on 4/2/25; Visit to working farm sponsored by Kerry Group; 6th Class performed at their end of year show.

Awards

Finalists in Sciath Na Scoil
Cork Sports Partnership Award
Pupils attended Allianz blitz in Croke Park.
Prize winners at Cork City Sports
Junior Entrepreneur

Frank School Therapy Dog

Video campaign filmed for My Canine Companion.
Article about Frank in the Irish Independent.
Radio interview with NewsTalk about Frank's work at the school.

Parental and Guardian Involvement

Thank you to all parents/guardians who were involved across the year in:

- Our Parents/Guardian Association
- The Monster Quiz
- Intercultural Day
- Lá Glas
- Grandparents Day
- Uniform recycling event
- Sacraments of Communion, Confirmation and Reconciliation
- Grandparents Day
- Various fundraising events
- Parent/Guardian Teacher Meetings
- End of Year show
- Feedback on policies

We look forward to even more parental involvement next year.



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Communication

Communication through Aladdin Connect
Parent Teacher Meetings were held in November.
Annual Reports were sent to families in June 26 via Aladdin Connect;
Particular/Incidental communication through text, Parents' Voice meetings, school website, Instagram, Facebook, telephone calls & in person meetings.
Communication via Aladdin ongoing.
Parents Association Meeting: 25/11/25

Buildings

Improvements:

EWS applications for fire doors and updating of water storage submitted to the DEY.
Early Intervention kitchen replaced September 25
Lockable cupboards were installed in mainstream classroom.

Building Project

The Board are continuing to canvas our local politicians and Minister of Education to progress the building of our new school as soon as possible.

- Meeting with the Minister for Education
- Visit of the Junior Minister for Education
- Meeting with local councillors and TDs

Repairs:

- Our water supply was updated by Irish Water in October 25
- Gutters Cleaned and repaired.
- Leak in heating system was repaired
- Various plumbing issues throughout the year were repaired as they arose.
- School boiler repaired

Equipment:

- Additional Laptops, SEN, Equipment, Maths Equipment purchased
- School hot water boiler replaced
- Barrier replaced.
- Shed donated for storage of outdoor toys

Health and Safety

Collaboration with the HSE

- Vaccines in the school for our pupils in EI
- School nurse visited to talk to 6th Class about RSE

Health & Safety:

HSA Inspection

Medical:

- Epilepsy Training
- Epilepsy Training
- Hydrocortizone Training

Fire Drills

- Procedures have been updated.
- Two practice sessions:
- Fire Drills were held on the 2/10/25, 24/3/26

Issues to Rectify:

Items on HSA inspection have been addressed

Training

Fire Safety Training 11/5/26

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