**SKERRIES ETNS BOM MINUTES**

**Date:** 29th September 2022

**Time**: 7.15pm

**Venue**: Staffroom

**In attendance**: CD, RY, SH, SF, AG, BR, EB

**Opening and Welcome**

* Conor welcomed everyone to the meeting.

**Minutes of previous meeting and matters arising**

* Ellie read the minutes from the last meeting in June and the meetings to ratify teacher and SNA appointments.
* There has been a slight change in SNA positions due to another SNA’s career break.
* There were also changes in the teacher positions offered. Some of the candidates did not accept the job offers. There was some discussion about the best time of year to advertise for teaching positions.
* Pupil Insurance issue was not included in this year’s bookbill. The issue of insurance needs to be settled as soon as possible. Ellie will call Skerries Community College to see how they manage this there.

**Summary of correspondence and matters arising**

* Conor read the summary of correspondence.
* A staff member has accepted the terms and conditions of the Department of Education contract. The contract is for 30 hours per week. Conor has agreed to keeping flexible hours and working time in lieu.
* A staff member’s unpaid leave was approved.
* A teacher’s wedding leave was approved.

**Principal’s Report**

* Conor read through the Principal’s Report. See attached.

**Child Protection Oversight Report**

* Conor read through the CPOR.

**Review and Ratification of Child Safeguarding Statement and Risk Assessment**

* Sheelgah made some small edits/changes and the policy was ratified by the Board and signed off by RY and CD.

**Review and Ratification of Anti-Bullying Policy and Checklist**

* The Board discussed this policy and its implementation at length. Conor and Ellie explained how the school communicates and delivers the anti-bullying policy and curriculum. The Board considers this issue to be very important. The Board expects to see evidence of the implementation of this policy in teacher’s CM’s each month.

**Treasurer’s Report**

* Sheelagh briefly read through the accounts.

**Finance/Fundraising/Parental Involvement**

* This issue is too important to discuss as part of the overall meeting so it was agreed to meet within the next two weeks to discuss this separately. Conor will send an email with a suggested date.

**Anti-Bullying Update**

* This was discussed as part of the previous item on policy.

**ASD Extension Project Update**

* Conor circulated an email confirming that planning was granted on the 3rd of August.

**Policies for ratification**

* The admissions policies for both the AS Class and all other classes were ratified. It was agreed we would return to discuss the dignity at work policy and the communications policy at the next meeting.

**Agreed Report**

* Staff Names

**Next Meeting**

* Conor will send an email to confirm the date and time of the next meeting.