



# Agreed Report

## Board of Management Meetings 2024 -2025

**Date of Meeting:** Tuesday 25<sup>th</sup> March 2025  
**Venue:** Castleknock Community College - Conference Room.  
**Duration of Meeting:** 5.00p.m. - 7.15p.m.  
**Chair:** Cllr. John Walsh

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1. The Board approved the minutes of the previous meeting held on Tuesday 4<sup>th</sup> February 2025.
2. Ms Jane Daly, AEN Coordinator, made a presentation to the Board of Management on the role of the Additional Education Needs Department at Castleknock Community College with particular reference to the Department's new Indicators for Effective Practice (Supporting Students with Special Educational Needs).
3. Ms Karen Conlon, Special Class Coordinator, made a presentation to the Board on the planning for the opening of the College's first special class in August 2025. The Board was also updated on the progress of the new modular building and the ongoing planning for the refurbishment of two classrooms to provide for the new special class.
4. The Child Protection Oversight Report for the period Tuesday 4<sup>th</sup> February 2025 to Tuesday 25<sup>th</sup> March 2025 was presented to the Board. The Board approved the appointment of Ms Christina Clarke, Deputy Principal, as the Deputy Designated Liaison Person.
5. The Board was presented with a Student Discipline Report and a Student Bullying Report for the period Tuesday 4<sup>th</sup> February 2025 to Tuesday 25<sup>th</sup> March 2025.
6. Ms Claire Sayers updated the Board on the preparations for the introduction of the new Bí Cineálta Policy (Anti-bullying) to staff, students, and parents.
7. The Board approved the revised Substance Abuse Policy for the College 2025-2028.
8. The Board received an update on the Enrolment Process for the 2025/26 academic year.
9. Board members were presented with a financial statement up to the period Friday 21<sup>st</sup> March 2025.
10. Board members were updated on health and safety matters. Ongoing roof leaks continue to impact on staff morale and also compromising teaching and learning.

**The next meeting is scheduled for Tuesday 29<sup>th</sup> April 2025 @ 5.00p.m.**

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