

Appendix 4: Overview of the School Plan

General School Details	Vision and Mission	Curriculum Plans	Organisational Policies	Procedures and Practices	Development Section
<ul style="list-style-type: none"> History Personnel Subjects taught Opening and closing times Books Uniform Extra Curricular Activities Other relevant details 	<ul style="list-style-type: none"> Vision and Mission Statement 	<ul style="list-style-type: none"> Gaeilge English Maths Visual Arts Drama Music Geography Science History Physical Education S.P.H.E. 	<p>Mentioned in Legislation</p> <ul style="list-style-type: none"> Enrolment Health and Safety Code of Behaviour Anti-bullying policy Equality Sexual Harassment Access to records Attendance Parental Involvement <p>Supported by National Guidelines</p> <ul style="list-style-type: none"> Learning support RSE Substance Use Child Protection Intercultural Education Assessment <p>Other</p> <ul style="list-style-type: none"> Administration of medicines Accidents and injuries Communications Homework ICT and Internet Use Induction of new teachers Staff development Record keeping 	<ul style="list-style-type: none"> School calendar Visitors –sales reps., others Arrival and dismissal of pupils Exceptional closures Supervision duties Photocopying and copyright issues Text book selection Book rental scheme Use of mobile phones Healthy lunches Class / classroom allocation Keeping of class records and roll books Transfer of essential information Teacher absences Staff meetings Reception of substitute or student teachers School tours Extra curricular activities Promotion/marketing of commercial products Participation in competitions/festivals Contact with other schools Transition to second level Other... 	<ul style="list-style-type: none"> Development plan/Strategic Plan Planning diary Action plan Pilot Projects Any other document/list that provides evidence of work in progress