



# News Bulletin

## School Development Planning Initiative

April 2005

www.sdpi.ie

### Programme Highlights for 2005

**SDP Grant Scheme 2005:** Last year, for the first time, schools were able to apply to the SDPI Office for grant aid towards SDP costs. We are happy to announce that, in view of the success of this development, SDP grants will be available again in 2005.

The Grant Scheme has been modified for 2005 to make it simpler and more convenient for schools. **Key points:**

- A single application form covers both incidental costs and facilitation expenses
- The amount per grant will depend partly on the total number of applications. €500 is a baseline figure
- An initial payment will be made as soon as the grant application is approved. A further payment may come later if resources allow when all applications are in
- Application forms should be submitted **as soon as possible**, but **no later than 1 December 2005**
- An application can be made in advance of the SDP activity to which it refers. It is not necessary to submit invoices with the form

A Grant Application Form and detailed Information Sheet accompany this *News Bulletin*. They are also available from the SDPI Office, from Regional Coordinators, and on the SDPI website – [www.sdpi.ie](http://www.sdpi.ie).

**Cluster-based SDP Support Groups:** Cluster-Based SDP Support Groups are part of a pilot programme to develop new support pathways for schools. The aim is to enable teachers engaged in SDP to meet, share experiences, and learn of good practice in other schools. The first cluster groups, set up in Cork, West Cork, and Carlow/Kildare/Laois in 2004, have been very effective – see **page 2** for a report on the activities of the Carlow/Kildare/Laois Cluster. Following requests from schools, SDPI is starting a number of new clusters in the autumn. These will be in the North-East, the South-East, the Midlands and Dublin. Full details will be published in the *Support Services for Post Primary Education* brochure and on the SDPI website – [www.sdpi.ie](http://www.sdpi.ie). Invitations will be sent to schools in the relevant areas.

More cluster groups may be set up early in 2006 in response to local interest. If you are interested in participating in a cluster-based support group for SDP, please contact your Regional Coordinator or the SDPI Office. See **page 4** for contact details.

**NUI Galway Diploma in School Planning:** The 2004/05 Diploma course will conclude with a national summer school in Galway, 20-24 June. The NUI Galway summer school is open only to participants who are registered for the Diploma with the University for the 2004/05 academic year.

**Invitational Seminars:** A one-day seminar for SDP facilitators and graduates of the Diploma course took place in NUI Maynooth on Saturday 9 April. The seminar, led by Dr. David Tuohy, was entitled “Planning for a Culture of Learning”. In view of the high level of demand for places, it is hoped to arrange further seminars during the next school year.

**SDP Summer School in DCU, August 2005:** SDPI offers a summer school that is open to all post-primary teachers. This year’s summer school will take place in Dublin City University, 23-24 August. Turn to **page 3** for further details.

**Services to Individual Schools:** Regional Coordinators will continue to provide information, advice and guidance on SDP and to facilitate staff planning days/sessions. Book now for staff days in 2005/06

**European Project:** Since 2004, SDPI has been involved in a European project entitled *A Study of the Development of Non-Curricular School Policies in a School Development Planning Context*. The countries participating are Ireland, Norway and Finland. The next joint meeting of project participants will take place in September 2005. The project report will be published in 2006.

**Equality and the School Plan:** The Education Act requires schools to state their equality objectives and the measures they plan to take to achieve them. SDPI is cooperating with the Equality Authority and a range of education partners in a project to develop practical guidelines for schools on the “How to” of meeting these School Plan requirements.

**Regional Seminars:** Regional Seminar materials from 2003 and 2004 are available on the website. See **page 2**. A further series of Regional Seminars will be offered in the autumn. As usual, invitations will be sent to schools, and the schedule will be published in the Support Services brochure and on our website.

**SDPI Website – [www.sdpi.ie](http://www.sdpi.ie):** The website will continue to be developed as a means of making information and resource materials readily available to schools. *The Highlights* column on the Home Page is a speedy way of accessing the most recent additions to the website. See **page 2**. Tá leathanach nua d’ábhar i nGaeilge á fhorbairt ar an suíomh agus tá leathnú á dhéanamh ar an réimse ábhar acmhainne i nGaeilge. Féach **leathanach a 3**.

**Thanks:** Our thanks to all that have shared their SDP experiences and materials with us. Special thanks to Brian Fleming, Principal of Collinstown Park CC, for his help with research on educational disadvantage (Guidelines, Unit 10) and attendance issues, and to those providing case studies on partnership with parents and students for our forthcoming publication. Full details in the autumn.

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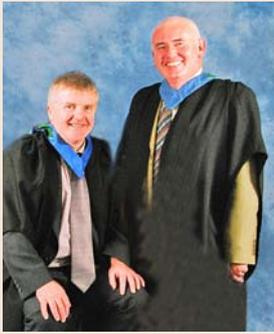
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## Good Luck, Joe!



**Joe Harrison** (SDPI Regional Coordinator 2000–2004) with **Gerry Watchorn** (Coordinator for the Midlands) at NUI Galway Conferring

We congratulate our friend and colleague, Joe Harrison, on his appointment to the Inspectorate of the Department of Education and Science. Joe joined the Inspectorate on 1 September 2004.

Joe has been associated with the School Development Planning Initiative ever since it was set up. He was selected for training as an SDP facilitator in 1999 before joining the full-time team as a Regional Coordinator in September 2000. His region was the Mid-West, but in the days when the SDPI Team was very small, he was on call to serve schools from Donegal to Clare to Dublin.

Joe played a major role in the development of SDPI, providing advisory and facilitation services to schools throughout the country, giving seminars

for representatives of hundreds of schools, and preparing resource materials on planning issues, most notably on school self-evaluation, policy-formulation, special needs, and planning for the mixed-ability class. He liaised with a wide range of education organisations, responding to requests for briefings and seminars on SDP for their members. His final assignments for SDPI included a training day on SDP for a cluster of secondary-school boards of management and the SDP Diploma Summer School in NUI Galway.

We hope that Joe has as many happy memories of SDPI as we have of him. We wish him success and fulfilment in his new role with the Inspectorate.

## News from the Clusters

Cluster-Based SDP Support Groups are part of a pilot programme to develop new support pathways for schools. Each cluster comprises schools within a defined geographical area that have accepted an invitation to participate. Participating schools nominate one member of staff to attend a series of cluster meetings – usually 2 or 3 in the year. The aim is to enable teachers engaged in SDP to meet, share experiences, and learn of good practice in other schools. The programme for each cluster group is determined by the needs and interests of the participants.

33 schools are participating in the **Carlow/Kildare/Laois** Cluster. The Group met three times this academic year. The October meeting dealt with the following topics:

- ◆ Moving up – transition from Primary to Post-Primary as a planning issue
- ◆ Mandatory school policies and how to develop ownership of policies
- ◆ The Role of the SDP Coordinator – sharing experiences

The topics for the January meeting were:

- ◆ Compiling the School Plan – SDP Template
- ◆ *Looking at our School*, Area 2: Quality of School Planning – help in looking at the process of planning in your school

In addition, 4 schools shared examples of their practice in relation to SDP coordination:

- ◆ SDP newsletter to students and parents (Coláiste Lorcaín, Castledermot)
- ◆ Developing a homework policy through subject planning (Heywood College, Laois)
- ◆ Compiling and using a development planning folder, and providing an infrastructure and system of support for teacher groups engaged in planning (Patrician Secondary School, Newbridge, and Cross and Passion, Kilmullen)

The third meeting of the Cluster took place in mid-March. The agenda included:

- ◆ *Looking at our School*, Area 2: Quality of School Planning – follow-up to January meeting
- ◆ WSE – experiences of schools in the cluster and implications for planning

### News from other clusters in our next Bulletin!

In response to requests from schools, new clusters are starting in the autumn. Details will be in the Support Services Brochure and invitations will be sent to schools. If you would like to participate in an SDP Cluster Group, please contact your Regional Coordinator or the SDPI Office

### What participants say about the Cluster Group:

*“These days are very useful because we get to hear what other schools are doing and we can all learn from one another.”*

*“I like the idea of different coordinators from different schools having an opportunity to let us know of what is working best for them. It is a good inservice idea.”*

*“Planning is much more practical as a result of these days. I can see how other schools are using the worksheets and templates.”*

*“I feel the availability of the Regional Coordinators to discuss issues about my school and give advice and help to the group is very good.”*

*“I wish that all inservice could be as practical and down to earth and as focused as this – well done, more of the same please.”*

*“The “best practice” session was especially useful. I would like to think that support will continue into the future as I am surely not the only one at the beginning of the process!”*

## SDPI Website – [www.sdpi.ie](http://www.sdpi.ie)

### New on the Resources page:

#### ● SDPI Regional Seminar Materials 2004/5

Workshop materials on the following topics can now be downloaded:

- A. Subject Department Planning
- B. School Development Planning: Implementation and Evaluation
- C. Planning for the Inclusion of Students with Special Educational Needs
- D. Attendance and Participation: Towards a "Statement of Strategy" [as required by the Education (Welfare) Act 2000]

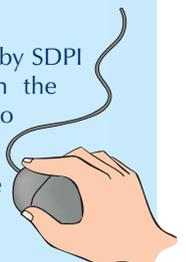
#### ● Subject Department Planning

A comprehensive Subject Plan Template is available to complement the workshop materials. See also **Unit 9** of the *Draft Guidelines, Curriculum Planning*. For suggestions on the use of these materials, contact your Regional Coordinator.

#### ● Planning the School Guidance Plan

Resource materials for guidance planning, prepared by SDPI at the request of NCGE, are now available on the *Resources* page. Links to reference works relevant to guidance planning are also provided.

**To find the most recent additions, always check the Highlights column on the Home Page.**



## SDPI Summer School Programme

### 2004 in a Nutshell

The SDPI Summer School that took place in August last year was the largest to date. 122 participants joined the SDPI Team in **Dublin City University** for a two-day programme of presentations and workshops on school development planning.

The programme enabled participants to explore different aspects of the planning process in the context of their own school experience. It featured focus-group sessions for principals and deputies, for school SDP coordinators and planning team members, and for those involved in Further Education.



Guest presenters included Anne Looney of NCCA on *Curriculum Issues and Developments at National Level*, Mary Gannon of the CDVEC Curriculum Development Unit on *Interculturalism as a Planning Issue*, and Joe O'Hara and Stephen O'Byrne of DCU School of Education Studies on *Developing a Positive Learning Programme*.

Participants came away with a heavily-laden 'goody bag' of materials and resources.

### 2005: Key Points

- ◆ **What?** 10th SDPI Summer School
- ◆ **When?** 23–24 August
- ◆ **Where?** Dublin City University
- ◆ **How?** Apply before 6 May

**Early application advisable!**  
(See **Criteria**)

### Summer School, August 2005

The 10th SDPI Summer School will take place in **Dublin City University, 23–24 August 2005**. As in the past, accommodation and meals will be provided for participants on campus, and travel expenses will be paid in accordance with rates approved by the Department of Education and Science.

The programme for the Summer School will focus on major issues in school planning at second level. It will endeavour to take account of the range of experience among participants as well as developments at national level. There will be ample opportunity for informal discussion and networking.

### How to apply

If you would like to attend the SDPI Summer School in DCU this August, please complete the enclosed application form (which can also be downloaded from the website – [www.sdpi.ie](http://www.sdpi.ie)) and return it to the SDPI Office as soon as possible, but no later than **6 May 2005**. Contact details for the SDPI Office are listed on **page 4**. If you have any queries, Jacqueline or Patricia will be happy to assist you.

### Criteria

If the number of applications exceeds the number of available places, **preference will be given to those who are currently leading or coordinating the SDP process in their own schools and to active SDP facilitators**. Thereafter, places will be allocated on a first come, first served basis, so early application is advisable.

### Waiting list

If the summer school is over-subscribed, a waiting list will be maintained from which any vacancies that arise will be filled. Disappointed applicants can also choose to go on a standby list in case there are any last-minute cancellations in August.

## Welcome, Anne and Jacqui

We are delighted to welcome two new Regional Coordinators to the SDPI Team.



**Anne Tuohy** is our new Regional Coordinator for the Mid-West, serving schools in Clare, Limerick, Tipperary NR and South Galway. She is based in Clare Education Centre, Ennis.

Anne is already well-known in her region and beyond through her work with Shannon Curriculum Development Centre, the Leaving Certificate Applied Support Service, and the Second Level Support Service. She has extensive experience of facilitation and of the design and delivery of in-service courses. She has developed modules on Enterprise and other topics with both NCCA and FETAC.

**Jacqueline Dillon** is our new Regional Coordinator for the West/North West, serving schools in Galway, Mayo, Leitrim and Donegal. She is based in Donegal Education Centre, Donegal Town.



Jacqui is well-known in her region too, through her work with the Leaving Certificate Geography Support Service and the Second Level Support Service. She has designed and delivered a wide range of in-service courses, and she has been involved in a mentoring programme for new teachers. She is noted for her work in relation to Anti-Bullying Programmes.

Both Anne and Jacqui are graduates of the NUI Galway Higher Diploma in Professional Education Studies (School Planning).



"Pleanáil ar siúl i nGaelcholáiste Cheatharlach"

### Leathanach nua ar an suíomh

Tá leathanach nua d'ábhar i nGaeilge ar an suíomh. Cuirfead réimse leathan acmhainní um PFS ar fáil air i ndiaidh a chéile. Is iad seo na príomhacmhainní is féidir a lódáil anuas i láthair na huaire:

- *Pleanáil Fhorbartha Scoile – Intreoir do Scoileanna Dara Leibhéal* (dréacht 1: tá dréacht feabhsaithe á ullmhú)
- Reachtaíocht a théann i bhfeidhm ar scoileanna – téacs na bpríomhAchtanna
- Ábhar acmhainne don athbhreithniú scoile
- Léirithe PowerPoint i nGaeilge ó sheimineáir éagsúla faoin PFS
- *An Tionscnamh um Pleanáil Fhorbartha Scoile-Tuarascáil Náisiúnta Dul Chun Cinn*

Maidir leis na *Treoirlínte* atá ar fáil i mBéarla, tá cuid mhaith den ábhar acmhainne seo aistriú go Gaeilge anois. Táthar ag súil go gceartófar na profaí sa tríú téarma agus go gcuirfead an t-ábhar ar fáil ar an suíomh idirlín go gairid ina dhiaidh sin.

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