

# ACCS

## Newsletter Nuachtiris

Cumann na Scoileanna Pobail is Cuimsitheacha Association of Community and Comprehensive Schools

No. 1 2012/2013

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Visit our website at  
[www.accs.ie](http://www.accs.ie)



This newsletter is a private and confidential document for circulation only to Boards of Management and Principals.  
Please circulate to Board Members.



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## The New School Year

2012/13 will be another very challenging year for all our schools. Boards of Management, Principals and staffs of schools deserve great credit for the resilience and coping skills they have demonstrated in maintaining a high-quality educational service to students since the downturn and the reduction in resources from 2009. In our schools some of the major difficulties have arisen from the effects of the moratorium on middle management and on clerical officer positions. It is quite disgraceful that vital new Assistant Principal posts cannot be offered because decisions based on a Government review of allowances across the public sector have not been made yet. The review was to be completed by the end of February.

We welcome the announcement of the 14 new Post-Primary schools recently made by the Minister. We congratulate the successful Patrons who will operate the new schools and wish them all well. In particular we congratulate our Centrepoint neighbours, Educate Together, and welcome them to the realities of Post-Primary Patronage in two of the new schools. We look forward to working with them in the new Community School in Drogheda and continuing our work with Co-Patron, Co. Louth VEC in this school.

In ACCS we have also undergone some fundamental changes. In particular, we have had the benefit of the full-time services over the past year of Assistant General Secretary, Eileen Salmon and Anne Marie Dillon has taken over the position of Human Resources Manager. Both Eileen and Anne Marie have made very significant contributions to the work of the organisation and we know that many Principals and Boards are very appreciative of the support they have received.

Eileen tells us: "I have really enjoyed my first year with ACCS. I think that because of my more recent experience as a school Principal I have been most comfortable in dealing directly with queries from Principals and working with Boards of Management. My continuing engagement with the NCCA is very useful for my work, especially now when the major educational themes relating to Junior Cycle change, Literacy & Numeracy and School Self-Evaluation are beginning to play out in our schools. My 'inside' knowledge of these developments has helped ACCS in giving support in these areas through our conferences,

the work of the Education Sub-Committee and our contacts with network schools. I'm passionate about this work and try hard to ensure that educational impact is always linked with efficient management and administration. We cannot have one without the other and that is our continuing challenge." Eileen's work on the development of a new ACCS Strategy Plan will be another example of commitment to this aim.

While Eileen has developed through her involvement in the Community and Comprehensive sector Anne Marie's experience has been in totally different environments. Anne Marie tells us: "It has taken me some time to get to know the educational system and the Community and Comprehensive sector in particular. However, ACCS both at Head Office and at individual school level is a very warm and welcoming sector and the transition from the private sector to education has been very comfortable for me. Sometimes, in the rush to get things done, the Human Resource processes may have taken second place at school level. This can lead to issues into the future and we are now supporting schools to overcome some of these historical issues while at the same time providing templates and working practices which will ensure that such issues will not recur into the future." In her work with ACCS Anne Marie has been particularly active in developing Human Resources in-service relevant and appropriate to Board members, Principals, experienced and less experienced, and Adult Education Directors. At Head Office level she has now further developed the availability of information and resources on the ACCS website in the Human Resources section.

Susan and Debbie have also been particularly busy in bedding down a very challenging Customer Relations Service at Head Office. The operation of this system will streamline the work of the office and help us to deal more efficiently with queries from schools. At the same time it will provide a much more easily retrievable recording system which will make sharing knowledge and resources much easier at all levels of the organisation.

As we all face our challenges for the new school year, at school and Head Office, I would like to say another big thank you for your continuing commitment to your work on behalf of our students and wish you well for the year ahead.

*Ciarán Flynn, General Secretary*

## HSF Health Plan

The Department of Education and Skills has introduced a payroll deduction facility for any employee who wishes to join HSF health plan.

HSF health plan is an organisation that gives cash back for everyday medical expenses including dental bills (ALL dental procedures are covered), optical, GP, prescriptions, chiropody, physiotherapy plus many more areas of cover. HSF also provides a number of free help lines, including a GP advice line available 24 hours per day, 7 days a week.

Many people are now finding the cost of their private medical insurance simply unaffordable. HSF health plan premiums start from as little as €2 per family per week, making it affordable for everyone.

HSF health plan can either be used to complement private medical insurance or as a low cost alternative,

but unlike private medical insurance, HSF health plan does not impose an excess on claims.

HSF health plan is the trading company of the charity, The Hospital Saturday Fund. Based in Ennis, they have been operating in Ireland since 1949.

Each year HSF donate their excess profits to local hospitals, hospices and medical charities and in 2011 they donated €540,000 to worthy causes.

Posters will be sent to your schools shortly – please display them on your notice boards.

For further information on HSF health plan visit [www.hsf.ie](http://www.hsf.ie) or contact (lo-call) 1890 451451.



## The Role and Function of a Board of Management

### Objectives

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This in-service gives both new and existing Board Members an opportunity to learn about their role and function in the school. The DES supports Boards of Management being informed and engaged with what is going on in their schools and, through the Inspectorate at Whole School Evaluation, is asking how Boards are fulfilling their function.

Board Members will have the opportunity to gain an insight into their responsibilities as Members of a Board of Management of a Community or Comprehensive School. The emphasis is on the heightening of awareness necessary to facilitate transparency, accountability, understanding and wisdom on how schools function and operate. Participants will be encouraged to raise practical issues for discussion and clarification.

The in-service can take place in an individual school with an individual Board or a small group of local schools can have this in-service together. Alternatively, if there are only a few new Members of your Board of Management who require in-servicing, they can attend an in-service organised for October 25, 2012.

### Content Includes:

- Deed of Trust/Deed of Indenture
- Characteristics of a Community/Comprehensive School
- Roles of Chairperson, Secretary and Member
- The Board of Management as an Employer
- School's Policies and Practices
- Pastoral Care and Behaviour
- Accounting Procedures
- Curriculum Planning
- Current Issues

### Who should attend?

New and recently appointed members of a Board of Management; School Principals; Experienced Board Members who want to be updated on their role.

- In-service may be organised with individual Boards by request to ACCS.
- Hodson Bay Hotel, Athlone on October 25, 2012. [€110 per participant]

## Accountability and Management of the DES Administrative & Financial Guidelines

### Objectives

Principals carry onerous responsibilities in finance and administration in their schools. They are ably assisted by their Clerical Officers. This in-service supports both Principal and Clerical Officer in understanding the importance of the processes underpinning financial accountability in their school. They will become aware of the pitfalls which should be avoided and how to avoid them.

We will clarify aspects of the Guidelines as they impact on school administrators.

We are currently engaged in a review of the guidelines with the DES.

### Content Includes:

- Board of Management Responsibilities
- Financial Returns/ Audits

- Allocations: Funding & Staffing
- School Internal Controls
- Purchasing, Tendering, Quotations etc.
- Asset Management
- Receipts, Payments & Banking Arrangements
- Adult Education
- Record Keeping
- Use of School Facilities by Outside School Agencies
- Finance sub-committee

### Who should attend?

Principals and /or Clerical Officers who are charged with the responsibility for the preparation of school accounts.

- ACCS Head Office on October 3, 2012. [€60 per participant]

## Human Resource Management – Best Practice in Schools

### Objectives

Principals and Board Members need to have the necessary knowledge and support to enable them to play an effective role in managing staff and securing their commitment to the school.

Participants on the course will get an introduction to the legislative obligations on employers, become familiar with the agreed policies and procedures in the Community & Comprehensive Sector, gain an understanding of handling the non-routine HR issues that arise in schools and get advice on staying 'complaint compliant'.

### Content Includes:

- Contracts of Employment (teaching & non-teaching staff), Contracts of Indefinite Duration, Fixed Term Contracts, Adjudication Process and case studies
- Occupational Health Service, Managing Absenteeism
- Grievance & Disciplinary Procedures
- Disciplinary procedures under Section 24.3
- ACCS, IMPACT & SIPTU Grievance, Discipline and Dismissal Procedure
- Dignity at Work (Bullying & Harassment)
- Complaints from a Parent
- Health & Safety at Work
- Leave entitlements
- Relevant DES Circulars and ACCS website

### Who should attend?

Principals, Chairs of Boards, Members of Boards of Management.

- – Woodlands House Hotel, Adare, Co. Limerick on October 24, 2012
- – Sligo Park Hotel, Sligo on November 7, 2012
- – ACCS Head Office, Dublin 12 on January 29, 2013 [€80 per participant]

## Codes, Policies and Section 29 Appeals

### Objectives

It is important for all school managements to understand and be empowered in the development and periodic review of school codes/policies and their relevance to the appeal process. The Code of Behaviour and Admission/Enrolment Policies are of particular relevance here.

# SCHOOL PRACTICE

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The presenters have extensive experience of Section 29 facilitations and hearings and will be in a position to discuss some of the issues which schools have experienced in these processes. Important lessons for school policies and practices arising from Section 29 processes will be shared with the participants.

## Content Includes:

- Legislation
- Admission/Enrolment Policy
- Code of Behaviour
- Section 29 Appeal Process
- Guidance and Best Practice garnered from practical experience

## Who should attend?

Principals, Chairs of Boards, Members of Boards of Management.

- Hodson Bay Hotel, Athlone, January 24, 2013.  
[€80 per participant]

## Recruitment, Selection and Promotion Procedures in Community & Comprehensive Schools – Good Practice

### Objectives

Principals and Members of Selection Committees are encouraged to avail of this opportunity for training on the whole recruitment and selection process as it relates to staffing appointments and promotional opportunities in Community & Comprehensive Schools. Hiring the right person for the job is an important process for schools. Participants will gain insight into their responsibilities under employment legislation and the issues which currently affect their work on Selection Committees. They will receive clarification and insight on advertising, recruitment, probation, interview skills, contracts, equality issues, the impact of legislation and the pitfalls to be avoided.

### Content Includes:

- The Selection Process – pre-interview stage
- The Selection Committee
- Relevance and implications of legislation for the appointment process
- Criteria Setting and Short Listing
- The Interview Process and Evaluation Schemes
- References, Garda Vetting, Teacher Registration, Medical Examinations, Contracts of Employment
- Roles of Chairperson and Secretary of the Board of Management
- Record Keeping
- Post of Responsibility Selection & Appeal

### Who should attend?

School Principals & Secretary Board of Management, Members of Selection Committees.

- Hodson Bay Hotel, Athlone, April 11, 2013.  
[€80 per participant]

## Teacher Allocation [Redeployment in afternoon]

### Objectives

This in-service is being held prior to allocations being

distributed to schools by the DES. The intention is that schools will be alerted to any changes emanating from the Budget and will be updated on any DES changes to allocations. We will discuss how schools can use their allocation to best effect and how curricular concessions should be sought. Some of our school principals are very experienced in seeking curricular concessions and best practice in this regard will be shared. In the afternoon we will work with any of our schools who are likely to find themselves in a redeployment situation.

### Content Includes:

- Current issues affecting allocation
- Initial Allocation / Final Allocation
- Curriculum Check List /Audit
- Curricular Concessions Best Practice
- Appeals Board
- Redeployment

### Who should attend?

Principals, Chairs of Boards.

- Mullingar Park Hotel on December 12, 2012.  
[€110 per participant]

## Clerical Officer/ School Secretary In-Service

NEW

### Objectives

The work of the Clerical Officer/ School Secretary is very varied and very responsible. This In-service will be practically based. It will give both new and experienced Clerical Officers an opportunity to discuss their concerns and to share best practice in schools. The topics to be covered are those prioritised through a recent survey of our Clerical Officers.

### Content Includes:

- Update on changes: P.Pod; Paypal; New Administrative Systems; New Financial & Administrative Guidelines
- On-line Banking – the practical realities
- Human Resource Management Issues for Clerical Officers
- The “Cash-Less” School – best practice
- The opportunities provided by Procurement
- IT Systems – best use of
- The Principal/ Clerical Officer Relationship
- Refresher on the OLCS system

### Who should attend?

Clerical Officers and School Secretaries.

- Sheraton Hotel, Athlone, on October 17, 2012 or
- Dunraven Arms Hotel, Adare on November 13, 2012.  
[€80 per participant]

## Booking Arrangements

Notice of arrangements will be sent to schools with appropriate enrolment forms prior to each course. Electronic booking forms are available on the ACCS website at [www.accs.ie](http://www.accs.ie). Each completed booking form should be accompanied with the appropriate participant fee when bookings are made.

## ACCS Continuous Professional Development Programme 2012/2013

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Date and Location	Programme Title	Participants
16/08/12 - 2.30 p.m. – 6.30 p.m. 17/08/12 - 9.30 a.m. – 1.00 p.m. Hodson Bay Hotel, Athlone, Co. Westmeath.	Induction of New Principals & Deputy Principals in Community & Comprehensive Schools.	All recently appointed Principals & Deputy Principals for an introduction to the sector.
04/09/12 Mount Errigal Hotel, Letterkenny. 06/09/12 ACCS Head Office, Dublin 12. (Dublin Meeting) 10/09/12 Woodlands House Hotel, Adare, Co. Limerick. 12/09/12 Lough Rea Hotel & Spa, Loughrea, Co. Galway. 13/09/12 ACCS Head Office, Dublin 12. (Leinster Meeting)	ACCS Area Information Meeting. 6.30 p.m. - 8.30 p.m.	Principal/Secretary Board of Management plus 2 Members of the Board of Management.
03/10/12 ACCS Head Office, Dublin 12.	Accountability & Management of the DES Administrative & Financial Guidelines. 9.30 a.m. – 4.00 p.m.	Newly appointed Principals with their Clerical Officers.
17/10/12 Sheraton Hotel, Athlone, Co. Westmeath. 13/11/12 Dunraven Arms Hotel, Adare, Co. Limerick.	Clerical Officer/School Secretary In-Service. 9.30 a.m. – 1.30 p.m.	Clerical Officers/School Secretaries.
24/10/12 Woodlands House Hotel, Adare, Co. Limerick. 07/11/12 Sligo Park Hotel, Sligo. 29/01/13 ACCS Head Office, Dublin 12.	Human Resource Management – Best Practice in Schools. 10.00 a.m. – 1.00 p.m.	Principals, Chairs of Boards and Members of Boards of Management.
25/10/12 Hodson Bay Hotel, Athlone, Co. Westmeath.	The Role & Function of a Board of Management. 6.30 p.m. - 9.30 p.m. <b>In-Service may be organised with individual Boards by request.</b>	New and recently appointed Members of a Board of Management/School Principals.
22/11/12 & 23/11/12 Knightsbrook Hotel, Trim, Co. Meath.	In-School Management Conference. 1.30 p.m. - 7.15 p.m. 9.15 a.m. - 1.15 p.m.	Principals & Deputy Principals of Community & Comprehensive Schools (Documentation to follow).
12/12/12 Mullingar Park Hotel, Co. Westmeath.	Teacher Allocation 9.30 a.m. – 1.00 p.m. Redeployment 2.30 p.m. – 4.00 p.m.	Principals, Chairs of Boards of Management.
24/01/13 Hodson Bay Hotel, Athlone, Co. Westmeath.	Codes, Policies and Section 29 Appeals. A best practice guide to reviewing and operating a Code of Behaviour and an enrolment policy with lessons learned from Section 29 appeals. 2.00 p.m. – 4.30 p.m.	Principals, Chairs of Boards and Members of Boards of Management.
07/03/13 - 09/03/13 Slieve Russell Hotel, Co. Cavan.	ACCS 2013 Convention.	School Principal plus 2 Members of the Board of Management.
11/04/13 Hodson Bay Hotel, Athlone, Co. Westmeath.	Recruitment, Selection & Promotion Procedures in Community & Comprehensive Schools – Good Practice. 9.30 a.m. – 1.00 p.m.	Members of the Selection Committee, School Principals & Secretary Board of Management.
24/04/13 Hodson Bay Hotel, Athlone, Co. Westmeath.	Education Conference. 9.45 a.m. - 4.00 p.m.	Principals, Deputy Principals, School Personnel & Member of Boards of Management.
15/05/13 Mullingar Park Hotel, Co. Westmeath	ACCS National Trustee Forum 5th Annual Conference. 9.00 a.m. – 3.15 p.m.	Patrons & Trustees of Community & Comprehensive Schools.

## Retirements and New Appointments

ACCS offers its congratulations to recently appointed Principals and Deputy Principals and its thanks and best wishes to those retiring or moving to pastures new.

### Retired Principals and Deputy Principals

#### An Scoil Chuimsitheach An Bóthar Buí

Principal: Mr. Tim O'Neill

#### Bailieborough C.S.

Deputy Principal: Mr. Seamus Sheridan

#### Ballincollig C.S.

Deputy Principal: Mr. Ted Kennelly

#### Bishopstown C.S.

Deputy Principal: Mr. Barry Duncan

#### Blackwater C.S.

Deputy Principal: Ms. Anne Fitzgerald

#### Castlecomer C.S.

Deputy Principal: Mr. Maurice Johnson

#### Donahies C.S.

Deputy Principal: Mr. Michael Kennedy

#### Heywood C.S.

Deputy Principal: Ms. Mary Fitzgerald

#### Moate C.S.

Principal: Mr. Kevin Duffy

#### Pobalscoil Chloich Cheannfhaola

Principal: Mr. Patrick McVicar

#### Pobalscoil Íosa

Principal: Mr. John Molloy

Deputy Principal: Dr. Pat Callan

#### Pobalscoil Rosmini

Principal: Mr. Ivan O'Callaghan

#### Ramsgrange C.S.

Deputy Principal: Ms. Marie Diskin

#### St. Aidan's C.S., Brookfield

Principal: Mr. Frank Moran

#### St. Brendan's C.S.

Principal: Mr. Tom Foley

#### St. Kilian's C.S.

Principal: Mr. Michael Sheridan

#### St. Peter's C.S.

Deputy Principal: Ms. Eileen Mawe

#### Tallaght C.S.

Principal: Mr. Patrick Coffey

### New Principals and Deputy Principals

#### An Scoil Chuimsitheach An Bóthar Buí

Principal: Ms. Mary O'Keeffe

#### Bailieborough C.S.

Deputy Principal: Ms. Martha Lievens

#### Ballincollig C.S.

Deputy Principal: Ms. Edith Waterman

#### Bishopstown C.S.

Deputy Principal: Mr. John Farrell

#### Blackwater C.S.

Deputy Principal: Mr. Maurice Geary

#### Castlecomer C.S.

Deputy Principal: Mr. Paul Behan

#### Donahies C.S.

Deputy Principal: Mr. Peter Keohane

#### Heywood C.S.

Deputy Principal: Ms. Geraldine Ryan

#### Moate C.S.

Principal: Mr. Tom Lowry

Deputy Principal: Ms. Carmel McCormack

#### Mountmellick C.S.

Principal: Mr. Larry Curtin

#### Pobalscoil Chloich Cheannfhaola

Principal: Ms. Maeve Sweeney

#### Pobalscoil Íosa

Principal: Ms. Patricia McDonagh

Deputy Principal: Ms. Jean Marie Ward

Deputy Principal: Mr. Tony O'Rourke

#### Pobalscoil Rosmini

Principal: Ms. Philomena Cherry

Deputy Principal: Ms. Bernadette Bourke

#### Ramsgrange C.S.

Deputy Principal: Ms. Louise Walsh

#### Scoil Phobail Mhic Dara

Principal: Dara Ó Maoilchiaráin, Uasal

#### St. Aidan's C.S., Brookfield

Principal: Sr. Ann O'Donoghue

Deputy Principal: Ms. Karen Quigley

#### St. Brendan's C.S.

Principal: Ms. Ming Loughnane

Deputy Principal: Mr. Brian Hensey

#### St. Kilian's C.S.

Principal: Mr. John Murphy

Deputy Principal: Ms. Leah Bools

#### St. Louis C.S.

Principal: Mr. Cahil Doherty

#### St. Peter's C.S.

Deputy Principal: Ms. Bláid Quane

#### Tallaght C.S.

Principal: Mr. Austin Naughton

Deputy Principal: Ms. Teresa Hennessy

#### St. Columba's Comprehensive School

Deputy Principal: Mr. Dominic Gallagher

### Convention 2013

The ACCS Convention will take place in The Slieve Russell Hotel Golf and Country Club, Ballyconnell, Co. Cavan on the 7th, 8th and 9th March, 2013.

#### Dates to remember

**7th December, 2012** Nominations for Presidency and motions for Convention to be submitted.

**7th January, 2013** Draft agenda of business and nominations for Presidency – including motions to be issued to Member Boards and Executive Members. Member Boards will be invited to submit amendments to the motions.

**7th February, 2013** Latest date for receipt of amendments to the motions.

**21st February, 2013** A final agenda will be issued to Member Boards.

## Areas of focus for 2012/2013

### Literacy & Numeracy:

Following from CL 25/12, every school has to begin implementing a Literacy & Numeracy Strategy from September 2012.

- Principals to inform their feeder Primary Schools of names of students from their schools for whom enrolment has been confirmed. Our schools should receive a copy of the end of year report cards for incoming First Years by end of first week in September.
- Each First Year class should be timetabled daily for both English and Maths.
- Principals should register a 'link' teacher for literacy or numeracy with PDST.
- Principals should ensure that their Maths teachers are fully qualified/ fully in-serviced in Project Maths.

### School Self-Evaluation (SSE):

It is necessary to commence with SSE from September 2012. Each school has to have a Three Year Plan in SSE. The focus of SSE is to improve Teaching & Learning.

- Principals will be invited to attend CPD on SSE with the PDST during the year.
- Depending on whether you have registered a 'link' teacher for either literacy or numeracy, you will quite likely start your SSE with either literacy or numeracy.
- Guidelines will issue regarding SSE from the Inspectorate.
- An example of the timeframe for SSE would be:  
Year 2012/2013: A three year improvement plan with specific targets in Literacy will be drawn up.  
Year 2013/2014: A three year improvement plan with specific targets in Numeracy will be drawn up.  
Year 2014/2015: A three year improvement plan on another aspect of teaching, for example assessment for learning, or key skills, or active learning methods would be drawn up.

There are six steps in the process:

- Gather Evidence: use report cards from primary school and end of year assessments for starters, survey pupils/parents, focus group discussion, staff reflection.
- Analyse Data: once information is gathered, it should be benchmarked against standards that will be set out in the Guidelines [from the Inspectorate].
- Draw Conclusions: judge where the school is doing well and where it needs to improve in the chosen area.
- Complete the Self-Evaluation Report: a short report recording findings, summarising strengths and areas for improvement.
- Develop a School Improvement Plan: one/two page plan, outlining targets for improvement, actions required to achieve targets, those who must undertake actions, how school will check if targets have been achieved, timeframe for achievement of targets. [This should be done by February 2013]
- Implement and Monitor the Plan: this is vital. Schools agree actions for improvement that must be implemented. All teachers should be aware of the actions to be implemented at individual teacher, class, or whole-school level. Classroom actions should become part of the normal teaching and learning process.

Principals should note that they will be supported in the process by Guidelines from the Inspectorate of the DES, through in-service with the PDST and through advice from ACCS at the Area Meetings.

ACCS is part of an Advisory Working Group set up by the Inspectorate on SSE.

## In-School Management Conference "Meeting the Challenges"

The ACCS will be holding its annual In-School Management Conference for Principals and Deputy Principals in the Knightsbrook Hotel, Trim, Co. Meath on November 22 and 23, 2012.

Three aspects to the Conference.

- Dr. Tony Bates will address our Conference. He is the founding director of Headstrong- The National Centre for Youth Mental Health in Ireland. His recent input into 'The Sanctuary' Conference on The Mindful Leader led us to engage him for our Conference. We don't doubt that he will inspire us all.
- A Human Resource emphasis. A new Grievance Procedure will be introduced to our schools in this academic year. The procedure will be explained in detail and the inclusion of a further stage, whereby an Independent Officer appointed by the LRC would hear a grievance at the final stage, will be explained. A representative of the Labour Relations Commission will give an overview of the new procedure at the Conference. Any further developments / updates on Codes and Circulars relating to Human Resources will also be discussed.
- Leaders of Learning. Lessons from Practice. Some of our schools have been engaged in a practical research project of TL21 Transfer Initiative with various Education Centres. This programme involved a Principal/ Deputy Principal from each school plus a small number of teachers. The great advantage of the programme was that each school took ownership for its own development and disseminated its work back to staff in the school. Each school developed a project in their own school and have agreed to share their work with us. Project topics include: Assessment for Learning; the Teaching of Maths/ Numeracy; Homework-bridging the gap between Primary & Secondary.

## ACCS Education Conference 2013 Junior Cycle Framework in Action

This Education Conference is taking place on April 24, 2013 because at that stage eight of our schools who are involved in the NCCA Network of Schools will have had the opportunity of developing different aspects of the Junior Cycle Framework in their own schools supported by the NCCA.

Our network schools will be developing in one or more of the following areas:

- Key Skills in teaching and learning
- Short Course development
- School planning and timetabling
- Assessment

Our plan is to have some of our schools present their experiences at the Conference and have discussions about what is/ isn't feasible. This will give schools ideas about how they can plan in 2013/ 2014 for the introduction of the Junior Cycle Framework in all schools in September 2014.

## ACCS Area Meetings

A series of Area Meetings are scheduled for the month of September. These meetings will provide the opportunity for Boards of Management members and Principals to discuss the particular difficulties which arise from the current changes in resources and procedures. Participants can advise ACCS of issues which require attention during the course of the year.