



# Castleknock College

## Parents Representative Association

### Update

#### **Who we are**

In Castleknock College the aspiration is to have a partnership approach with parents to develop students through a balanced participation in religious, intellectual, cultural and sporting activities. The Parent Representative Association & Core Groups provide a practical means to partner with the College and facilitate a structured interaction.

The Parents Representative Association is comprised of nominees from each Core Group, a Parents Representative from the Board of Management and the Headmaster.

At any stage please feel free to give your ideas to any member of the PRA or Core Groups. The members are listed on the back.

#### **What do we do?**

The purpose of the PRA is:

- To facilitate the interaction of Core Groups across the college & to allow them to share and benefit from their experiences
- To provide the college with a cohesive parent feedback from across all years
- To be an effective and supportive 2 way communication process from the College to the parents and vice versa
- Based on the 2 way communication, co-ordinate/organise beneficial activities through the PRA /Core Groups, particularly those common across all years

Over the past 18 months, the PRA have worked on your behalf to provide the following services to the college.

### Parent Involvement



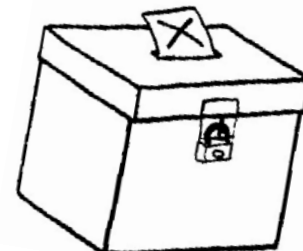
Last year we published a guide titled 'Building Parent - College Partnerships', which explains in detail the structure for parental involvement in Castleknock College. The structures are outlined with roles, composition, activities and supporting information clearly explained and is

provided as a resource for parents. This publication can be downloaded from the Core Groups section of the college website.

### Board of Management Elections

In 2010 the PRA conducted the inaugural election of Parent Representatives to serve a 3 year term on the incoming Board of Management. The process included:

- Seeking Nominations: All parents were contacted; advised of the election; the responsibilities involved and invited to stand in the election
- The PRA then promoted all the candidates to all parents
- In September 2010 the PRA conducted the election and ratified the elected parents Board of Management  
Nominees - Mary McGoldrick & Jim Healy.





## Communications

Following feedback from the Core groups, the PRA gave input on the perceived gap in the type and frequency of communications to parents.

Through this interaction, the weekly Headmasters Newsletter was established and

consistently gets positive feedback for keeping parents informed.



## End Of Year Ceremony Survey

In recent years, the format of the End of Year Ceremonies have taken a different format; around Union Day and Each Years ceremony.

The Headmaster was anxious to get the feedback from parents as to how they perceived the changes and to gather any suggestions.

The PRA were anxious to gather as much feedback as possible and introduced an online survey (Survey Monkey) to allow all parents to give their feedback.

We had a good response and both a Quantitative and Qualitative report was given as input to the Headmaster demonstrating the results from parents.



## Code of Behaviour Review

The college has reviewed the existing 'Code of Behaviour' and invited parents to give feedback or suggestions.

In a co-ordinated manner, each Core Group reviewed the existing Code and the feedback was collated through the PRA. The new Code of Behaviour is now in place and will be uploaded to the college website.

## Complaints Policy

The PRA has consulted with the Core groups and drafted a proposed policy document, recommending a formal Complaints Policy to be implemented by the college

## Talks & Presentations

The PRA & Core Groups have been active in arranging Talks & Seminars in the course of the year.

From Study Techniques for exam years to Online Protocol, these talks have been well attended and also offer an opportunity for parents to meet socially.

The PRA are also working to formalise the Talks over a school year and to facilitate a central

repository of information to support the events.



If you have a suggestion for a talk or seminar, please contact one of your Core Group members or the PRA.



## Parent Panel Survey

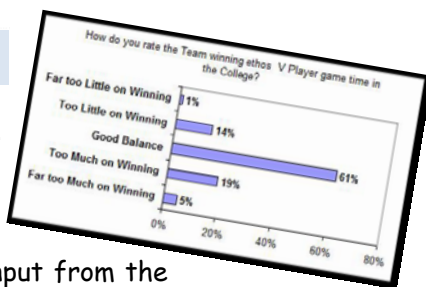
Following discussions at PRA, Core Groups and feedback from the college, there was a mutual desire to have external support to share career experiences with the students.

The PRA conducted a recruitment survey among parents and pastmen to harness individuals willing to assist.

The PRA have now supplied a 'Parent Panel' database of 50 volunteers prepared to assist the college, across a range of industries. Some of these volunteers have assisted in this years career evening 25th October.

## Sports Survey

Earlier this year the college sought input from the PRA regarding the Sports Curriculum in Castleknock College.



The PRA constructed an online survey which was distributed to all parents and again a good deal of feedback received.

This was analysed and a comprehensive report presented to Headmaster on behalf of parents.

## Tours Policy

In consultation with the Core groups, the PRA proposed that a Tours Policy be adopted by the college.

A draft document was composed by the PRA and given as an input for consideration by the Board of Management.

A Tours Policy is currently under review.

## Funds Review

The PRA have recently undertaken a comprehensive audit of the Parent Fund. All expenditure is reviewed and agreed through the PRA/Core Groups.

## Tips Document

*Learning lessons from past performance is a good opportunity to get the best return from repeated activity.*

With this in mind the PRA has captured a 'Tips Document' from each Core Group at the end of the school year.

This is then given to the incoming Core Group for that year and draws their attention to practical suggestions to help them maximise the year.

## Assisting Headmaster & College

The PRA endeavour to act as a constructive resource for the Headmaster and College in the running of college affairs.

Cognisant of this we are currently preparing a Recruitment Survey among all parents asking for assistance in a range of college activities.

We hope that parents will positively consider how they can contribute to college life and consequently their sons' experiences, by committing some time to supporting the college e.g. running Teas/Coffee after a rugby match.



# Castleknock College

## Parents Representative & Core Group Volunteers

These are the parent members of the PRA & Core Groups. The Headmaster sits on the PRA and Ms Doran attends Core Group meetings through the year. The legends C, S, T & P are used for Chairperson, Secretary, Treasurer & Representative to the PRA, respectively.

### Parents Representative Association

Mary McGoldrick C  
 Donal Hanlon S  
 Francis McGeough T  
 Patricia McNamara  
 Eileen Foley  
 Declan McCarthy

Paul O'Brien  
 Lorcan Power  
 Regina Grenham-Noone  
 Shay Farrell  
 Gerry O'Neill  
 Christy Fagan

### 1st Year Core Group

Francis McGeough C & P  
 Adrienne O'Sullivan S  
 David Noone T  
 Patricia McNamara P  
 Catherine McGinley  
 Gerry Phelan  
 Adrian Proudfoot  
 Eimear Hannon  
 Imerda Coyne

### 2nd Year Core Group

Declan McCarthy C & P  
 Mary Fleury  
 Neil O'Hare  
 Sarah Galvin  
 Susan Rutherford T  
 Caireann Shannon  
 Helen Townsend  
 Grainne Birmingham  
 Paul O'Brien S & P  
 Rebecca Gibney  
 Colin Murtagh

### 3rd Year Core Group

Lorcan Power C & P  
 Siobhan McKeon S  
 Francis McGeough T  
 Adrienne Jordan  
 Ann Marie Briody  
 Chris Peters  
 Gerard O'Donoghue  
 Gillian Donnolly  
 Jacinta Ingle  
 June Phelan  
 Mary Davis  
 Regina Grenham-Noone  
 Sharon Daly  
 Tony Mulligan  
 Margaret Fortune

### 4th Year Core Group

Eileen Foley C & P  
 Tom Brosnahan S  
 Orla Guildea T  
 Mary McGoldrick P  
 Mary Mc Quillan  
 Derry O Riordan  
 Declan Murray  
 Claire Cullen  
 Margot Brennan  
 Teresa Hawkes  
 Dave Power  
 Colm Hannon  
 Brenda King  
 Imelda Reilly  
 Sharon Finnegan  
 Joan O Hare

### 5th Year Core Group

Shay Farrell C & P  
 Gerry O'Neill T & P  
 Aidan Griffin  
 Fakazile Biyela  
 Geraldine McElvaney S  
 David Blagburn  
 Geraldine O'Riordain

### 6th Year Core Group

Christy Fagan C & P  
 Donal Hanlon S & P  
 Liz Rossiter T  
 Susan O'Regan  
 Mairin Maher  
 Bernie Graham  
 Ed O'Riordan  
 Grainne Raof  
 Neil Condon