



## **Circular 05/02**

### **TO BOARDS OF MANAGEMENT AND PRINCIPALS OF PRIMARY SCHOOLS**

## **SCHOOL DEVELOPMENT PLANNING**

### **Background to the School Development Planning Service**

The School Development Planning Initiative (Primary) was launched in May 1999 to promote the practice of planning in Primary schools. The programme is funded by the Department of Education and Science under the National Development Plan, and administered by Drumcondra Education Centre.

Guidelines on the development of a School Plan were issued to schools to support this Initiative and the School Development Planning Service (SDPS) was set up to fulfil the aims of the Initiative.

The objective of the School Development Planning Service (SDPS) is to promote and strengthen development planning in Primary schools. The Service has developed a programme, which aims to support schools in the development of collaborative cooperative planning practices leading to the promotion of school effectiveness and renewal.

A National Co-ordinator and four Regional Co-ordinators were appointed to co-ordinate the implementation of the Initiative in schools. In addition, the Minister has appointed 19 full-time facilitators to assist schools with their planning. The services of part-time facilitators are available as needs arise. Facilitators engage with schools in the development of school planning processes, and they make arrangements for the provision of facilitation services in consultation with each school.

### **Schools included in the Initiative 2001/2002**

The following categories of schools are included: (*staffing levels/ disadvantaged status as of September 1999*):

- Schools serving areas designated as disadvantaged (*irrespective of school size*), including those schools in the ESL (Early School Leaver) Initiative as well as schools in the Springboard and Breaking the Cycle Initiatives.
- Schools with 1 – 6 mainstream classroom teachers;
- Schools of 24 or more mainstream classroom teachers.

### **Grant Aid to Schools**

Grant assistance, based on staffing levels on 30th September 1999, has been paid to all schools involved in the Initiative according to the following table:

| <b>School size</b>                                             | <b>Amount of grant</b> |
|----------------------------------------------------------------|------------------------|
| 1 – 8 mainstream classroom teachers ( <i>incl. principal</i> ) | £215.00 / €273.00      |
| > 8 mainstream classroom teachers                              | £415.00 / €526.00      |

Grants were issued to schools in December 2001 in respect of the 2001/2002 school year. The grants were lodged to schools' bank accounts under the new system of electronic transfer of grants and schools have been notified.

Schools may use the grant to acquire school planning materials and to enable members of staff to attend in-career development programmes under certain conditions.

The School Development Planning Service, Drumcondra Education Centre, has already circulated guidelines governing the expenditure of grant allocations.

Schools are required to submit a report on the expenditure of the grant allocation to the SDPS at the end of each school year. It should be noted that schools receiving such grant aid will not receive funding, in this or future years, unless reports on expenditure of the grant for the last school year are submitted.

Further information is available from the SDPS website: <http://www.sdps.ie>

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