

Parent's Handbook



N.P.A.E.T.B.S.

Parents Information Package

All you need to know about Parents Associations in Post Primary Education

*How to become involved
and get active
with Your Parents Association*

Prepared By National Executive NPAETBS 2015

Summary

This information pack has been brought together by the National Parents Association for Education and Training Boards Schools National Executive as a living document to allow parents fast access to relevant information in their School Association and one that can be updated as educational issues change with time over the coming years. Parents need to be kept informed on educational matters and kept up to date with changes in the National Parents' Association Post Primary (NPCpp). Also we need to be aware of changes in policies coming from and being developed by the Department of Education and Science (DES).

This package outlines the main areas associated with parent's issues. It gives guidance on setting up a school association, and provides contact details to national executive officers, Parents' representatives on ETB's and relevant contacts within the DES. A list of parents elected to Education and Training Boards (ETB parent representatives) is provided and this can act as a point of contact in your local school association. An overview of the issues that can arise within schools and contact information for bodies that can offer advice, is also included. It also contains a list of abbreviations in terminology used by the school community.

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1 - **Introduction to NPAETBS**

The National Parents' Association for Education and Training Boards Schools is a completely voluntary organization of parents of second level pupils working together in schools and colleges throughout the Country with all the other education partners.

These partners are the Board of Management, Teachers, Principals, Education and Training Boards (E.T.B.'s), Department of Education and Science together with the Principals Association, the Teachers Associations (T.U.I., A.S.T.I.) and other Parent Associations and Parent Councils.

NPAETBS as the national organization of Parents and guardians with children attending E.T.B.'s has a focused interest in the vocational type of education and therefore it is important that we join together as a single body nationally to promote and safeguard the Vocational Education System.

2 - **Main Objectives of NPAETBS**

- To organize parents of pupils attending E.T.B. schools and Community Colleges.
- To promote the greater involvement of parents in partnership with School Management, Teachers and Students in the educational system, having due respect for these partners.
- To promote the establishment of Parents Associations in all E.T.B. Schools and Colleges.
- To represent at all levels, the views and interests of parents of pupils attending Second Level E.T.B. Schools
- To co-operate and negotiate with all relevant bodies in securing the best possible education and other services for the pupils attending E.T.B. Schools.
- To consult and liaise with, make representation to and where appropriate, seek representation on Local, Regional, National and International bodies as are deemed relevant to the objectives of the Association.
- To foster in every way possible our social and cultural values, as well as academic aims.
- To maintain and fully implement the statutory rights for parents to be full members of all ETBs. To keep parents informed on all matters relevant to them and to give parents at local and national level an opportunity to voice their opinions on the education of their children.
- To provide funds as may be required to defray the legitimate expenses of the Association.

3 - **What is the National Parents' Association for Education and Training Boards Schools?**

This is an organisation made up of members of the Parents Associations in ETB schools. It meets approximately once every six weeks in school time. Meetings are held in a central location so that as many parents as possible can attend. They are usually held in the Maldron Hotel, Portlaoise on a Saturday morning.

We meet in order to exchange information and support parents associations and parent representatives on the ETB boards. In 2013 16 ETBs were established replacing 33 Vocational Education Committees (VECs). There are two parents representatives elected onto each of the 16 ETB boards. Details of the election process are in Section 11 of this handbook.

ETBs manage and operate second-level schools, further education colleges, multi-faith community national schools and a range of adult and further education centres delivering education and training programmes. The National Parents Association of ETB Schools offer support and guidance to second level parents by holding training days, exchanging information and meeting with support organisations in order to assist parents in their role as parent representatives.

The organisation holds an Annual General Meeting in March where officers are elected. Details of the constitution and policy of NPAETBS are in Appendix 1. The aim of the elected executive is to promote the objectives of the association at all times and to keep the membership as fully aware as possible of the work of the association.

Additional details regarding N.P.A.E.T.B.S can be found on our website <http://www.npaetbs.ie/>

4 - **Why a Parents Association?**

It gives parents at local and national level an opportunity to voice their opinions and ideas on the very important subject of education for their children. To make this voice effective we must be organised, therefore it is in the interest of parents to have a strong Parents' Association in every school.

Parents who are active in Parents' Associations show their children that they, the Parents, are interested not only in their academic progress at school but in their development as well. Parents will know more about the school, the teachers and any extracurricular activities that are taking place.

If there are any problems such as bullying, drugs, and peer pressure etc. these can be discussed in a friendly atmosphere with other Parents and the Principal or Vice Principal who we hope will be present for some of the time at these meetings. Meetings normally take place once a term during the school year.

For far too long Parents have said goodbye to their children, sometimes at a very early hour, have not seen them again until late in the evening, have had no knowledge or say in what they did for all those hours.

Now it is possible, through a Parents Association and in co-operation with the Board of Management, Principal and Teachers to have a voice in the education of your children at school. However this will not happen unless parents get organised and let that voice be heard.

School Association

The School Association is the foundation of NPAETBS. All the parents of pupils enrolled in the school meet in September/October at their Annual General Meeting (A.G.M.) to elect a Committee/Council to represent them.

This Committee/Council elect their Officers (Chairperson, Secretary, Treasurer, etc.) and also two representatives to go forward to the County Scheme/National Executive.

County Scheme Association

The County Scheme Association is the next level (when established), two representatives from each E.T.B. school/college in the County make up the scheme, who also elect their own officers and two nominees to represent them at National level.

National Executive

The National Executive consists of the representatives of the County Schemes Schools, E.T.B. Representatives and Associate members.

5 - Why does our School need a Parents Association?

All parents/guardians should be involved by been a key part in the policy making at your School in areas such as:

Codes' of discipline

- Schools develop pastoral care policies covering the School Ethos (Moral and Social values).

- The role of Management, Staff Principal and Parents.

Bullying

- Reviews currently taking place.
- Teachers, non-teaching staff, Pupils and Parents,

to draw up a document outlining aspects of Bullying and how it will be dealt with in your school.

Careers Information

- Careers information library.
- The gathering of information.
- Careers information night.

Relationships and Sexuality Education

- Information nights.
- Drugs awareness.
- Bullying.
- Stress Management.

6 - Guidelines for School Associations

- Parents need help, support and information. This is a vital area where Parent Associations can help.
- Parents have no formal training in parenting; we pick it up as we go along.
- It is important in setting up a Parents Association that the partnership is seen as mutually beneficial to Parents, Teachers, School and Pupils and that it is also seen as non-threatening.
- If we want to be taken seriously as Parent Associations then we have to be professional.
- We have to establish a high degree of trust. If there is trust and integrity between parents, teachers and school, all parties benefit.
- Parents must be able to raise points of disagreement with the school in an organised manner or the partnership ceases to be effective.
- To be truly representative, the association must meet often with parents and if necessary teachers.

- Parents are stakeholders in the school and should be able to influence school policy through their representatives.
- It is important to remember that the Educational/Technical and Professional aspects of education belong to the teachers (Educationalists) and the school, not to the parents.
- The parent body is, potentially the most powerful group in the education system and the power of an organised parent body can be effective in influencing the relevant bodies i.e. Government Departments.

Purposes of Parent Associations

- To represent parents interests.
- To provide support for teachers.
- To provide a forum for educational discussion and a means of communication.
- To foster educational partnership between home and school for the benefit of children.
- To assist members who have difficulties.
- To actively promote the aims of NPAETBS
- To actively promote the National Educational Aims.

Role of Officers

- The Chairperson is responsible for the conduct of meetings; endeavors to let all viewpoints be heard and comes to clearly stated resolutions. Where a matter is put to a vote the chairperson has a second and casting vote in the event of a tie.
- The Vice-Chairperson takes over the chairpersons duties if the chairperson is not available.
- The Secretary records the minutes; informs the membership of forthcoming meetings and agenda for same; writes and receives correspondence on behalf of the association and brings all correspondence to the notice of the members
- The Treasurer opens and operates a bank account on behalf of the Association; is responsible for all money received; prepares a statement of accounts for each meeting and prepares and presents an annual account at AGM.
- The Public Relations Officer (PRO) is responsible, on behalf of the Association, for liaison with the media, the local community and other schools in the area.

Effective Meetings

- Effective meetings have the following characteristics:

- All parties are well-prepared.
- All documentation for discussion is sent out in advance and read by all participants.
- Everyone is aware of the need, purpose and objectives of the meeting.
- Meetings start on time and keep to an agenda.
- The meeting is efficiently managed by the Chairperson.

Fundraising is not the sole purposes of a Parent Association

- In most schools fundraising is necessary to supplement resources.
- Fundraising is not the function of parents but they can and do help.
- A separate fundraising sub-committee should report to the Parents Association and also directly to the Board of Management.
- All fundraising should have a clear purpose. It is important to note that funds raised for a particular purpose can only be spent on that particular purpose.
- The Board of Management should assist with the establishment and provide the facilities necessary to run the Parent Association in line with current legislation.

7 - Education Acts of 1998, 2000, 2003 and 2013

Education Act, 1998

- 1) This Act may be cited as the Education Act, 1998.
- 2) Subject to subsection (3), this Act shall come into operation on such day or days as, by order or orders made by the Minister under this section, may be fixed either generally or with reference to any particular purpose, function, provision or class of school, and different days may be so fixed for different purposes, functions or provisions of this Act or different classes of schools.
- 3) This Act shall come into operation in respect of any purpose, function, provision or class of school, with reference to which the Minister has not made an order under subsection (2), two years from the date of its passing.
- 4) As soon as practicable after the end of the first and second years following the date of passing of this Act, the Minister shall prepare a report on the implementation of the Act and shall cause copies of the report to be laid before each House of the Oireachtas.
- 5) The Intermediate Education (Ireland) Acts, 1878 to 1924 and this Act may be cited together as the Education Acts, 1878 to 1998, and shall be construed together as one.

Education (Welfare) Act, 2000

An Act to provide for the entitlement of every child in the State to a certain minimum education, and, for that purpose, to provide for the registration of children receiving education in places other than recognised schools, the compulsory attendance of certain children at recognised schools, the establishment of a body, to be known as the National Educational Welfare Board or, in the Irish language, An BordnaísiúntaLeasaOideachais, the coordination of its activities and those of certain other persons in so far as they relate to matters connected with school attendance, the identification of the causes of non-attendance on the part of certain students and the adoption of measures for its prevention, to repeal the School Attendance Acts, 1926 to 1967, to permit the supply of data relating to a person's educational history to certain persons, to provide for the amendment of the Protection of Young Persons (Employment) Act, 1996, and to provide for matters connected therewith. [5th July, 2000]"

Education for Persons with Special Educational Needs Bill 2003 changed from Education for Persons with Disabilities Bill 2003

Bill entitled an Act to provide, having regard to the common good, for each of the following, namely, to make further provision for the education of people with disabilities, to provide that people with disabilities shall have the same right to avail of, and benefit from, appropriate education as do their peers who do not have disabilities, to assist children with disabilities to leave school with the skills necessary to participate, to the level of their capacity, in an inclusive way in the social and economic activities of society and to live independent and fulfilled lives, to provide for consultation with parents of children with disabilities in relation to the education of those children, for those purposes to establish a body to be known as the National Council for Special Education and to define its functions, to confer certain functions on health boards in relation to the education of people with disabilities, to enable certain decisions made in relation to the education of people with disabilities to be the subject of an appeal to an appeals board and to provide for related matters

The Education and Training Boards Act 2013

The Education and Training Boards Act 2013 was passed in May 2013. The Act provides for the dissolution of Vocational Education Committees (VECs) and for the establishment of the 16 Education and Training Boards (ETBs) through a process involving the merger of some of the 33 existing VECs.

8 - Management Leadership and Learning

The Department of Education and Skills inspects schools throughout the country in order to assess the quality of education being provided. WSE-MLL is one way in which this is done. It stands for Whole-School Evaluation — Management, Leadership and Learning”. As the name suggests, during the inspection inspectors look closely at the management of the school, how it is led and how students are learning. Inspectors also look at whether the school has improved as a result of inspections already carried out in the school and how the school changes from year to year on its own initiative.

- During a WSE-MLL inspectors will:
- visit classrooms to look at the teachers and the students at work
- meet students, including members of the student council, to hear views and opinions of students
- talk to students in classrooms and other areas of the school
- look at samples of the students' work
- talk to the teachers and discuss their teaching with them
- meet with the principal, deputy principal and other teachers to discuss the work of the school and how it is run
- look at key school documents such as the school's admissions policy, code of behaviour etc.

Who is involved in the WSE-MLL?

- During the WSE-MLL inspectors meet with the following people:
- The board of management
- Parents from the Parents' Association
- The principal and deputy principal
- Groups of teachers
- Groups of students

Following a WSE-MLL, the inspection team write a report on the work of the school. This report tells parents, the board of management, the Education Training Board (if the school is a ETB school), teachers, students and the Department of Education and Skills about what the school is

doing well. It also makes recommendations on how the quality of education could be improved in the school.

9 - Role of NPCpp

National Parents Council Post-Primary is a voluntary group. It has a board of 20 members who work on behalf of parents and children without remuneration. They give their time when and where they can so are often not contactable immediately but will always return your call.

Mrs. Gemma Hussey TD inaugurated National Parents Council Post-Primary on The 8th June 1985. The new Council, the minister said, would have the same rights to consultation as the Management and Teachers unions. In recent years NPCpp has become a limited company and is now named in the Education Act 1998.

National Parents Council Post-Primary was put in place to be the umbrella group for parent associations in the secondary section of the Irish education system. The Department wanted parental representation at second level to be similar to the Primary sector but this was not acceptable to parents.

The secondary system contains a number of different types of school, Catholic voluntary schools, religious minority schools, schools run by the Christian Brothers, Community and Comprehensive schools and ETB schools. Each of these sectors has their own National Parent Association. It was agreed that an umbrella group with delegates selected by the associations would work best.

COMPASS + CSPA + FEDCBS + NPAETBS + PACCS = NPCpp. Many years have passed since the foundation of the National Parents Council Post-primary (NPCpp) whose aim was to give parents a voice.

NPCpp has worked for the involvement of parents in the education of their own child/children and to give parents a partnership in the broader education system. There were many years of struggling before the implementation of the Education Act 1998 which has given parents the statutory right to participation in the Education System.

Parents are the primary educators of their children as outlined by our Constitution. They are now united in NPCpp and seek to move forward and participate in all levels of the education system. They require active participation and are ready to accept their responsibility in an enlightened and meaningful way.

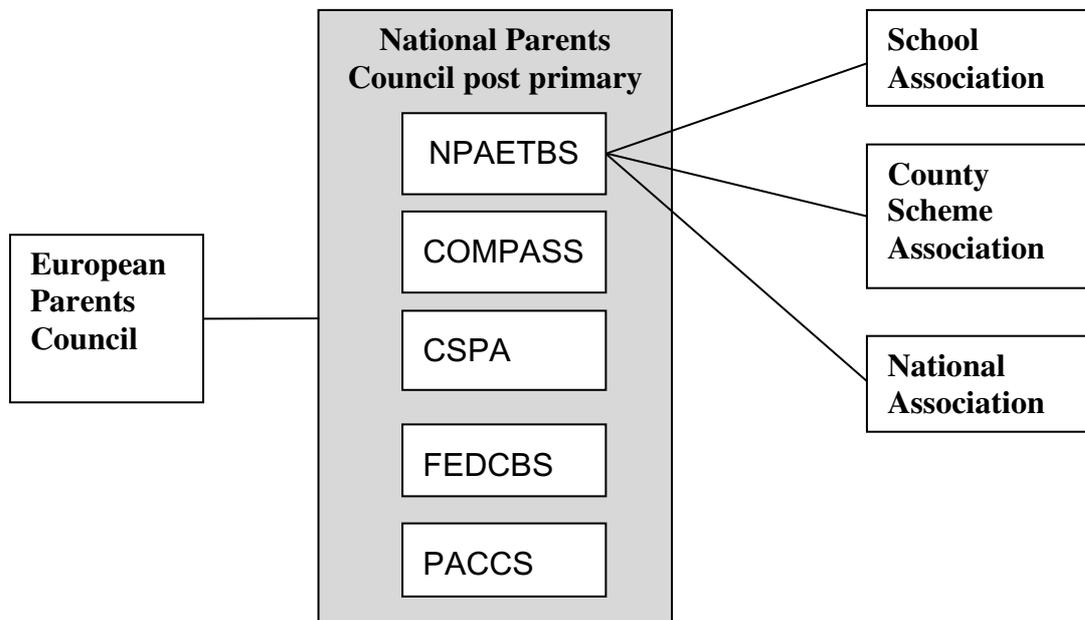
Underpinning our education system is the level of investment undertaken by the State, and this is the most important issue of concern to everyone involved in education. Unprecedented economic

growth has witnessed significant increases in educational spending but the allocation of funds is well short of our expectations.

Every year NPCpp has held formal meetings with our education partners. Many issues highlighted at these meetings have formed a common agenda to support even further the establishment of the Post – primary Education Forum. The Forum will highlight these educational issues as a priority for investment.

This is a very significant initiative for NPCpp. We welcome the support of our partners and we call on all parents nationally to focus on the education system that their children participate in daily. Parents please become involved with us so as to provide a better and brighter future for your children.

Parents Association Structure



10 - The role of the ETB's

ETBs are statutory authorities which have responsibility for education and training, youth work and a range of other statutory functions. ETBs manage and operate second-level schools, further education colleges, multi-faith community national schools and a range of adult and further education centres delivering education and training programmes.

The general functions of an Education and Training Board, stated under the Education and Training Boards Act 2013, are to:

- a) establish and maintain recognised schools, centres for education and education or training facilities in its functional area,
- b) when directed to do so by the Minister:
 - i. establish and maintain recognised schools in its functional area,
 - ii. establish and maintain centres for education in its functional area,
 - iii. maintain centres for education or recognised schools in its functional area, and
 - iv. establish, maintain or resource education or training facilities in its functional area,
- c) plan, provide, coordinate and review the provision of education and training, including education and training for the purpose of employment, and services ancillary thereto in its functional area in:
 - i. recognised schools or centres for education maintained by it,
 - ii. education or training facilities maintained or resourced by it,
 - iii. children detention schools,
 - iv. prisons, and
 - v. facilities maintained by other public service bodies,
- d) enter into arrangements with, and provide support services to, education or training providers,
- e) establish scholarships,
- f) adopt a strategy statement,
- g) adopt an annual service plan,
- h) cooperate with anybody nominated to carry out internal audit functions,
- i) provide education and training at the request of, and on behalf of, anybody which funds training out of money provided to that body by the Oireachtas,

- j) support the provision, coordination, administration and assessment of youth work services in its functional area and provide such information as may be requested by the Minister for Children and Youth Affairs in relation to such support, and
- k) assess whether the manner in which it performs its functions is economical, efficient and effective.

ETBs are active in local communities through the direct provision of training and education programmes delivered in training centres, colleges and other training and educational settings. In this way, ETBs seek to make a real difference to the lives of the people they serve.

Such responsiveness continues to be the hallmark of the education and training boards sector, looking outward nationally and internationally, while servicing education and training locally and individually.



11 - Selection of Parents' Representative on to ETB's

Application Form for Selection of a Parents' Representative to an ETB.

The following form should be filled out in total and submitted to the Secretary NPAETBS by Candidates who are seeking selection onto an ETB in the next round of ETB appointments. Forms to be returned to the National Secretary NPAETBS before 5.00pm on 21/2/2014. If more than one name is submitted for either position then a meeting of school representatives will be called by the current parent's rep(s) on ETB and the selection process will be followed.

The ETB Act of 2013 Section 28. 1 (c) deals with the selection of 2 parents' representatives to an ETB and states that:

Composition of ETB's

Section 28. 1 (c) 2 members appointed in accordance with *subsection (7)*, each of whom is the parent of a child who has not reached 18 years of age and is registered as a student in a centre for education or recognised school, or is the parent of a learner in a children detention school, prison, education or training facility or other facility maintained by any other public service.

Cessor of Membership

31.—(1) A person shall cease to be a member of an education and training board and a casual vacancy arises in its membership immediately upon he or she becoming disqualified from membership under *section 32* or where— in the case of a person appointed under *section 28(1)(c)*, and subject to *subsection (2)*, he or she ceases to have any child under the age of 18 registered as a student of a centre for education or recognised school, or a learner in a children detention school, prison, education or training facility or other facility maintained by any other public service body where the board provides education or training.

Candidate Details (*Please print clearly*)

Surname: _____

First Name(s): _____

Address: _____

Address to which correspondence should be sent if different from above:

Telephone: (Home): _____

Telephone: (Mobile): _____

Email address: _____

ETB to which you are seeking nomination: _____

Name and address of School at which your child is attending:

Date of Birth of your Child:

Childs current position in School Cycle:

Are you a Parent of any other Child in the ETB school/Centre System? Yes No

If yes give details:

Are you a Parent of any other Child in the Education System? Yes No

If yes give details:

Are you a member of the School Parents Association? Yes No

If yes give details:

Parents' Association Officership positions held (if any):

Dates: From: _____ To: _____

Have you served as a parents' rep on a School Board of Management? Yes No

If yes give details:

Other relevant details for this application:

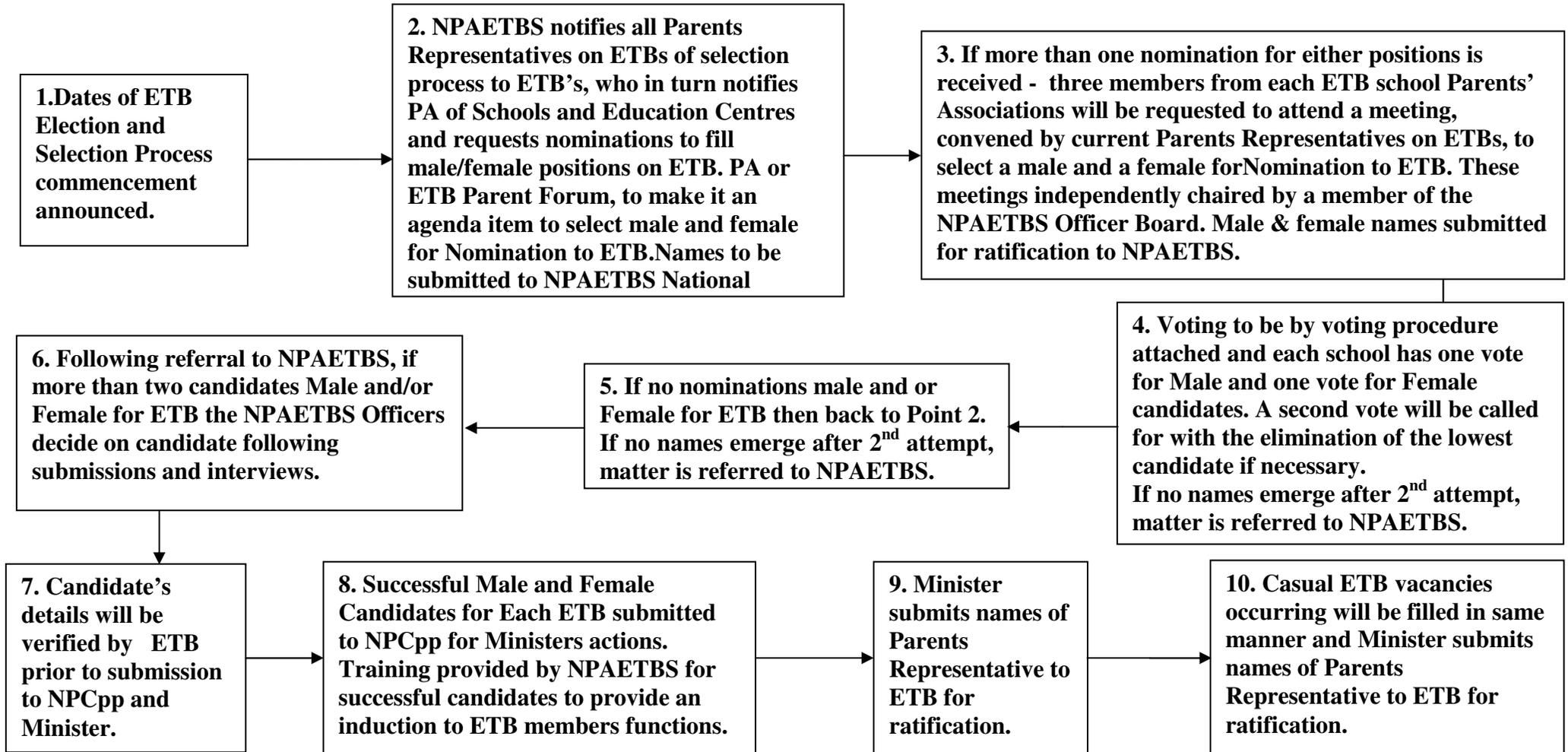
Signed Applicant:

Date:

Note: Eligibility for candidates will be verified by the relevant ETB prior to submission of names to the Minister.

NPAETBS Selection Process for Nominating of Parents to Education Training Boards

Flow chart of Selection Process



Ballot procedure for election of Parents representative's from Parents Associations in Schools to ETB 2014-2019

Procedure for conducting ballot: If there is only one candidate nominated then they are selected without a Vote. Candidates will be listed on Ballot Paper in Alphabetical order by surname ascending then first name ascending.

1. Parents from each school in ETB given one male and one female ballot paper.
2. Each school PA vote in order of preference on male & female ballot papers.
3. Ballot papers collected and separated male/female.
4. A candidate will be deemed to be nominated when they achieve greater than 50% of total.
5. If no candidate is selected then the No. 1 ballots for each candidate are counted and grouped together.
6. The candidate with lowest vote number is eliminated and their next available preference is used to allocate their ballot to the remaining candidate (it may be helpful to mark each preference that has already been used, thus allowing easy visibility of the next available preference).
7. In the event of a tie, a run-off vote will be held with only the tied candidate's names on the paper.
8. This process continues until a candidate achieves > 50%.

12 - NPAETBS Officer Board details

Position	Name	Address	Contact details	Email
President	John Gibbons	Garnaifeile, Athlone, Co Westmeath.	087 9420668	info@npaetbs
Vice President	Teresa Murray	74 Castle Dawson Maynooth, Co. Kildare	086 8985700	tmurmur.61@gmail.com
Secretary	Rosemary Callan	Anna Liffey, Strawberry Beds, Chapelizod, Dublin 20	086 8117295	secretary.npaetbs@gmail.com
Assistant Secretary	Jackie Lewis	18 Parkview, Cavan	086 0532191	jacquilewis69@hotmail.com
Treasurer	Hugh O'Connell	Bawnashehy, Castleisland, Co. Kerry.	085 1740677	hoconnell@eircom.ie
Assistant Treasurer	Catherine O'Donnell	13 St. Brendan's Estate, Rosslare Harbour, Co. Wexford	085 1160330	famodonnell@eircom.net
P.R.O.	Lynda O'Shea	93 St. Herblain Park, Kilcohan, Waterford, Co. Waterford	085 8502375	lyndamac9@hotmail.com

APPENDIX 1

Constitution and policy of NPAETBS

1. Name

The Association shall be known as National Parents Association for Education and Training Board Schools ordinarily known as NPAETBS.

2. Objectives

To organize all parents of students attending Education and Training Board(E.T.B.) Schools and Education Centres through the formation of parents associations.

- a) To represent at national level, the views and interests of such parents.
- b) To co-operate and negotiate with all relevant bodies in securing the best possible education and other services for students attending E.T.B. School Education Centres.
- c) To liaise with, make representation to, and also where appropriate, seek representation on such local, regional, national and international bodies as are deemed relevant to the objectives of the association.
- d) To promote the greater involvement of parents, in partnership with management, teachers and students.
- e) To maintain statutory representation for parents on Boards of Management and E.T.B. Committees.
- f) To obtain representation for members of the association on all Department of Education and Science bodies.
- g) To foster, in every way possible our social and cultural values, as well as academic aims.

3. Membership

- a) Membership of the association shall be open to all parents of the students who are registered at E.T.B. School Education Centres.
- b) E.T.B. Parents representatives, elected by parents described in 3(a) and nominated by the association, sitting on E.T.B. Committees.
- c) Full membership of the association shall cease at AGM of education centre, or county parents association if (a) or (b) is no longer applicable.
- d) Where (a) or (b) no longer applies to an officer of the association, he/she may continue in office up to the conclusion of the following national congress.

4. The Association

- a) The constituent bodies of the association shall be:
 - i. National Congress
 - ii. National Executive
 - iii. ETB Parents Representatives
 - iv. County Associations
 - v. School Associations
 - vi. Associate Members (Ex-members of the association who may be invited by the national executive to contribute to the work of the association from time to time).
- b) The association shall be autonomous, non-party political and non-denominational.

5. National Congress

- a) Congress shall be the body responsible for formulating the policy of the association.
- b) Congress shall consist of:
 - i. The National Executive.
 - ii. E.T.B. Parents Representatives.
 - iii. County Associations Delegates.
 - iv. Two delegates per school/education centre association who shall be parents of children attending vocational schools/education centres.
- c) Each delegate shall have one vote
- d) The national congress shall meet in March.
- e) The national executive shall be responsible for organising congress and for appointing a standing orders committee.

- f) An extraordinary congress may be called by the national executive, or by 25% of all affiliated schools/education centres, at any time, for the purpose of establishing policy on matters of crucial importance. An extraordinary congress shall, in relation to the business for which it is called, be vested with the same power as congress.

6. Business of Congress

- a) To consider and adopt the annual reports.
- b) To consider and adopt the annual financial statement.
- c) To appoint an accountant.
- d) To consider and vote on motions.
- e) To hold and announce the result of the elections for officers. These elections shall be by secret ballot.
- f) The president shall be elected at Congress. He/she shall hold office for one year and if eligible, may be re-elected annually for a second and third year term (maximum-three years.)
- g) Decisions shall be made by simple majority of the delegates. In the event of a tie, a second ballot shall be held and if necessary the Chairperson shall have the casting vote.
- h) Standing Orders committee shall decide the quorum.

7. The National Executive

- a) The national executive shall consist of the ETB parent representatives, two delegates from each county ETB area association and two delegates from each affiliated school/education centre parents association.
- b) If a vacancy occurs in the presidency the vice president shall become acting president and an acting vice president shall be elected from the national executive.
- c) The national executive shall meet as often as necessary.
- d) Eight members shall constitute a quorum for the national executive.
- e) The duties of the national executive shall be to act in all matters in accordance with association policy, or as it deems necessary in the best interests of the members where no defined policy exists, to promote the objectives of the association at all times and to keep the membership as fully aware as possible of the work of the association.

- f) The national executive shall appoint from among its members delegates to the National Parents Council, post primary Ltd. in accordance with allotted representation.
- g) The national executive shall have the power to establish sub-committees and nominate the personnel for the purpose of dealing with defined areas of work. The national executive shall have the power to dissolve these committees. In nominating the members of each sub-committee the national executive shall draw on the expertise available to it throughout the association.

8. County Associations

- a) It shall be the responsibility of the ETB parent representatives to endeavour to establish county/area associations.
- b) The county/area associations shall elect two delegates to the national executive.
- c) The county/area association shall determine its own procedures/business provided they are in accordance with this constitution. In general it should meet at least once per school term.

9. School/Education Centre Associations

- a) The school/education centre association shall determine its own procedures/business provided they are in accordance with this constitution. In general it shall meet at least once per school term. It shall elect a chairperson, vice chairperson, secretary, treasurer and PRO annually.
- b) The education centre shall affiliate to the national association.
- c) The association secretary shall forward the names and addresses of the officers to the national secretary annually or whenever changes occur.
- d) Failure to comply with the payment of affiliation fees will mean removal of all voting rights from the school/education centre association.
- e) Parent representatives on ETB's shall attend meetings of school/education centre associations in their county/area when requested to do so.

10. Finance

- a) Congress shall note annually the affiliation fee paid to NPCpp.
- b) The financial year shall correspond with the school year.

- c) A financial statement for the association shall be prepared by the end of October for the twelve months, ending the previous 31st August and examined by a registered qualified accountant's appointed by congress or by the national executive on the permission of congress. Copies of the accounts shall be circulated to all members at Congress.
- d) All funds of the association, at all levels, shall be held in a bank account.
- e) The national executive shall nominate three members for the administration of the bank account in accordance with this constitution. Two signatories shall be required for the withdrawal of funds from the account, one of whom shall be a trustee in the case of the executive.

11. Trustees

- a) The national president, national secretary and the national treasurer shall be the trustees of the association.
- b) All funds and property of the association shall be vested in the trustees.
- c) A trustee shall be removable by resolution of a majority of the members of the national executive voting for that purpose.

12 Interpretation

This constitution shall be interpreted by the national executive.

13. Constitutional Amendments

This constitution or any part thereof can be altered only on a majority vote of no less than two thirds of the delegates present and voting at congress.

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14. NPCpp Ltd.

The association accepts and ratifies the Articles of Association adopted by the National Parents Council post primary Ltd.

15. Dissolution

In the event of the association being dissolved, any remaining funds and property of the association shall be donated by the national executive to a recognised charitable organisation.

16. Strategic Framework: Vision and Values

In the context of the challenges facing us, our Vision and Values Statement sets out a vision for the organisation to be:

- A strong voice for continuous improvement and change, both in attitudes to Post Primary Education and in actions on Education Policy;
- An organisation that works to place educational issues at the heart of national and local decision-making processes. To co-operate and negotiate with all relevant bodies in securing the best possible educational and other services for our students and their parents/guardians.
- A credible and respected organisation speaking out courageously for parent's involvement in Vocational Education.
- To obtain representation for members of the association through NPCpp, on all relevant bodies.
- A first-class organisation in which Post Primary School parents are proud to join.

The NPAETBS Strategy supports the organisation's vision and is informed by the Constitution and Vision document to ensure that the Association will show:

- Integrity, independence and professionalism: We develop the necessary contacts and confidence in our people to enable them to carry out their role as parental representatives of student's in second level schools and centers of education, in a professional and confidential manner.
- Service to members: We are committed to providing an excellent service to our members.
- Respect & support for colleagues: We respect our members and partners in education as valued stakeholders with important contributions to make to our overall goals. We encourage discussion and debate to help make the best decisions on educational policy. We want to be a Parents Association of choice, where our members can achieve their needs and without discrimination on any grounds.
- Openness to different opinions: In all of our activities, we are open to new insights and greater understanding of ways to improve our organisation.
- To promote and support the greater involvement of parents/guardians, in partnership with management, teachers and students.

The NPAETBS Vision and Values will evolve and change, in a process of partnership with parents groups and with the educators, in response to their input/effort and in anticipation of new needs.

Developing Strategy

In developing the NPAETBS Strategy and implementing it, NPAETBS will continue to be alert to significant issues which may arise from its national profile, including:

- the adoption of NPCpp policy and guidelines where practicable;
- the regional distribution of meetings and the implications of this for internal communications;
- the need for funding to carry out policy research work and other duties on behalf of our members.
- the need to continue to get strong upward input from School Associations.

Organisation

- NPAETBS is managed by a Voluntary Executive Officer Board and has no permanent staff. It has four Directors on NPCpp and as such has an input into policy and actions of NPCpp in connection with the Department of the Education and skills.
- NPAETBS's has no central headquarters however it operates links with NPCpp, and with all affiliated schools and centres.

For organisational purposes, the work of NPAETBS is divided into the following areas:

- Officer body
- National Congress
- National Executive
- County Schemes
- Parents Associations/Committees

NPAETBS Mission

NPAETBS mission is to support parents of children in the Vocational Educational Sector to achieve the best advantage from the Educational System for their children, with a high level of involvement in policy making and implementation gives us the

opportunity for fulfilling objectives, in a culture of continuous improvement through partnership and negotiation.

NPAETBS VISION

NPAETBS vision is of a high performance organisation, which provides a positive involvement in education, where NPAETBS is integrally linked with education policy/planning development.

NPAETBS STRATEGY

NPAETBS strategy identifies four strategy areas, or Classes, designed to support NPAETBS's strategic framework:

Class – Funding:	Developing a better funding regime for Parents Associations to fully fulfil their role under the Education Acts.
Class – Performance:	Full input into decision making at NPCpp leading to a high performance organisation. Linking NPAETBS with the Sector.
Class Communication:	Better Internal Communications (DES, NPCpp, IVEA and teachers unions) with the active involvement of Parents Associations.
Class – Education Practices:	Positive approach to the Education practices within our Schools

We have developed a series of policy statements that are associated with each Class, designed to guide implementation of the overall strategy (FIGURE 1) and a specific strategy is associated with each policy statement.

NPAETBS ACTION PLAN

An Action Plan for the NPAETBS strategy sets out the key steps to implementing each of the NPAETBS strategies in the period 2006 to 2010. The body responsible for driving each key step is identified and a specific deadline is set for completing the step.

Class – Funding: Better funding regime role under the Education Acts	Class Performance: Linking NPAETBS with Educational Planning	Class Communication: Internal/External Communications	Class Education Practices: Positive approach to the Education practices within our Schools
<ul style="list-style-type: none"> • Set out clear funding requirements for our organisation. • Identify and report on the key NPAETBS activities undertaken that require extra funding • Work smartly and make everyone’s role clear. • Make the re-structured organisation perform effectively and overcome difficulties. • Ensure that the Officer board is seen to add value. 	<ul style="list-style-type: none"> • Develop new policy as the core vehicle for ensuring that all parent’s representatives perform at optimum level. • Continue to devolve NPAETBS organisation and links to IVEA, Unions and Education Departments. • Insist on parental input at the developmental stages of legislation, planning and curriculum change well in advance of decision making at local or national level. • Ensure the election to ETB’s of high class members to drive our policy’s. 	<ul style="list-style-type: none"> • Keep parents informed of the benefits of membership of NPAETBS. • Keep formal/informal internal communications systems open and direct, allowing information to flow down, up and across the organisation, so that we all make decisions on the basis of good information. • Equip parents with the knowledge and skills required. • Continue to develop electronic communications. Make our Web information page and Email Information System top class. • Communicate our policy and advantages to all parents. 	<ul style="list-style-type: none"> • Emphasise prevention & intervention strategies in our Health, Safety & Welfare programmes and promote work-life balance within the organisation. • Resolve personnel issues as speedily as possible, at the lowest appropriate level. • • Promote the health benefits and sense of common identity that participation in sports & social activities can bring.

Policy NPAETBS

The constitution of the National Parents Association for Education and Training Board (E.T.B.) Schools clearly defines what the aims and objectives of the Association are. All members are advised to study them and become familiar with them.

NPAETBS is a democratic, tolerant, multi-denominational, and inclusive organisation. Its chief aim is to foster, promote and preserve the role of parents as the prime educators of their children, as stated in Bunreacht na hEireann. All its efforts are directed at the welfare of the pupils in our schools and colleges through the support and guidance of their parents at local and national level. The supreme governing body of the organisation is its National Congress. Resolutions passed at the AGM automatically become the policy of the Association. They bind and guide the operations of the Officers and National Executive Committee. Resolutions may only be amended or deleted at another AGM.

The National Executive Committee, or Standing Orders Committee, or the Officers, may decide to re-arrange the sections, or even the layout of the whole document, from time to time. Originally every adopted resolution was recorded and printed. But with the passing of time and the increasing number of such resolutions it was decided by the Officers to rationalise the document. However, the intrinsic import of the resolutions remains unchanged.

Education issues usually fall into one of two categories. They may be immediate, like the proposed amendment to the 1930 Vocational Education Act, now happily accomplished, the disruption caused by the ASTI industrial action, which began in November 2000, or the need to train parents serving on Boards of Management. These immediate issues are usually resolved within a period of a few years. The other issues are long term, on-going ones. They include parental concerns about funding, discipline, transport, examinations, loss of pupil/teacher contact time, suspensions and expulsions etc. These remain important considerations for decades. Indeed some of them will remain issues of fundamental concern for the Partners in Education (Parents, Teachers, Management, and Department of Education & Science) as long as schools exist. Consequently, they will present some aspect of themselves at every AGM. Arising from that, it will be necessary to amend, adapt, modify, and update any policy document on an ongoing basis. The following document represents the policies and concerns of today's parents. While remaining true to the decisions of several Congresses, it is meant to be adaptable rather than written in stone.

NPAETBS

The operations of the Association are governed by its Constitution. These are the defined objectives of the Association, and the National Executive Committee is bound to implement them as far as possible.

Objectives:

- a) To organise all parents of pupils attending E.T.B. Schools through the formation of Parents Associations in each of these schools.
- b) To represent, at national level, the views and interests of the parents of pupils attending E.T.B. schools.
- c) To co-operate and negotiate with all relevant bodies in securing the best possible educational and other services for the pupils attending E.T.B. schools.
- d) To consult and liaise with, make representations to, and, where appropriate, seek representation on, such local, regional, national, and international bodies as are deemed relevant to the objectives of the Association.
- e) To promote the greater involvement of Parents in partnership with Management, Teachers, and Students in the education system, having respect for these Partners.
- f) To obtain statutory representation for the Association in school management at all levels.
- g) To foster, in every way possible, our social and cultural values, as well as academic aims.

Furthermore, as a constituent member of the National Parents Council, post primary, Ltd., the Association is closely linked to the European Parents Association. EPA has promulgated the "Rights and Duties of Parents in Europe". They are also an expression of the philosophy and aims of our Association. Hence, they too are included in this Policy Document.

Rights and duties of parents in Europe

- a) Parents have the right to raise their children without discrimination on the grounds of the colour of their skin, their ethnic background, nationality, beliefs, or economic position. Parents have the duty to raise their children towards a sense of responsibility to each other and for a humane world.
- b) Parents have the right to recognition to their primacy as educators of their children. Parents have a duty to raise children in a responsible way, and not to neglect them.
- c) Parents have the right to full access to the formal education system for their children on the basis of their needs, talents, and merits. Parents have the duty to commit themselves as partners in education to the school of their children.

- d) Parents have the right of access to all information at educational institutions, which concerns their children. Parents have the duty to give to their children's schools all information relevant for the attainment of the educational goals on which they work together.
- e) Parents have the right to make a choice for the education, which is closest to their convictions and to the values they hold dear in raising their children. Parents have the duty to make well-informed and conscientious choices about the education their children should receive.
- f) Parents have the right to respect from the formal education system for the spiritual and cultural background of the education they give their children. Parents have the duty to raise their children to respect and accept other people and their convictions.
- g) Parents have the right to exert influence on the policy which their children's school implements. Parents have the duty to be personally committed to their children's schools as a vital part of the local community.
- h) Parents and their associations have the right to be consulted actively about the policy of public authorities in education at all levels. Parents have the duty to maintain domestic representative organisations at all levels to represent themselves and their interests.
- i) Parents have the right to public material assistance to take away financial impediments to the access to education for their children. Parents have the duty to give both time and personal commitment to their children and their school to support its efforts-in attaining educational goals.
- j) Parents have the right to high quality educational provisions from the responsible public authorities. Parents have the duty to help each other to improve their skills as prime educators and partners in the home-school relationship.

Relations with the other partners in education

NPAETBS recognise that there are many organisations and agencies that are associated, either directly or indirectly, with the education and welfare of our children. The Association will endeavour to establish and maintain a co-operative and close working relationship with them in the best interests of our pupils. Foremost among our partners are the Partners in Education". These are:

- The Department of Education and Science, (DES)
- The Managers, represented by the Education and Training Board Ireland, (ETBI)
- The Teachers, represented by their Unions:
 - Teachers Union of Ireland, (TUI)

- Association of Secondary Teachers of Ireland, (ASTI)

We also work actively with fellow parent organisations under the umbrella of the National Parents' Council, post-primary, Ltd., (NPCpp, Ltd.).

The Association is also willing and happy to co-operate with other Government Departments, the Universities and other third level Institutes, the Union of Students and other student bodies, the Gardai, the medical profession, the media, voluntary bodies, and sporting, cultural, and recreational clubs and organisations.

- a) From the DES we determinedly seek full and practical recognition of the role of parents/guardians in the education system.
- b) Where necessary we demand training to enable parents/guardians to fulfil their role.
- c) We request that the In-career Development Unit of the DES allocates a budget of not less than €635 to the Board of Management of every ETB School for parent training and education, to include curriculum changes and career guidance.
- d) We demand direct involvement in the Whole School Evaluation (WSE) process.
- e) We demand that the DES provide direct annual funding to each of the Constituent Bodies of the National Parents' Council, post primary, Ltd.
- f) We urge the ETBI to provide all members of Boards of Management in the ETB sector with both adequate training and a handbook outlining the functions of the Boards and the duties and responsibilities of the members.
- g) We request the NPCpp, Ltd. to allocate funding on an annual basis to all its Constituent Bodies to ensure the proper long-term viability of those bodies in a changing educational structure.

The administration and funding of education

It is an over-riding concern of NPAETBS that all parents/guardians should be able to play a full and active role in the education of their children, and in the operations of their children's schools. We recognise that even in good times the DES budget is far too limited in the view of this Association. We are most anxious that the funding be spent to the best possible advantage, and that the maximum amount of money be spent in the classrooms - rather than in offices and administration

Teacher education and in-service

The quality and quantity of teachers, as well as their professional education and continuing in-service, is of great importance and concern to NPAETBS. While the Association recognises the need for and is strongly in favour of in-service and the updating of teachers' skills, it also objects to

the loss of class teaching time due to teacher absences on such courses as they are presently arranged. We're convinced too that more effort should be put into improving teachers interpersonal and communication skills along with classroom management strategies.

Curricular matters

NPAETBS recognise that the teachers play a different but equal role in the scholastic education of our children. While the content of the formal school curriculum is determined by the DES and is implemented in the classrooms by the professional teachers, nevertheless parents cannot be excluded from either its design or implementation. To do so would be a denial of their constitutional rights as the primary educators of their own children. In particular, parents are determined that their children shall have the best formal education possible. It must be of an acceptably high standard, modern, and of such a nature as to fit young adults to play a useful role in society. It must develop their skills, increase their knowledge, and form acceptable attitudes within them. It must also enable them to live and function as happy, self-fulfilled, productive members of society. Particular attention shall be paid to those pupils with special needs to enable them to reach their full potential.

Student welfare and affairs

NPAETBS hold it to be a self-evident truth that parents/guardians are profoundly interested in the holistic welfare and advancement of their children. This applies to the formal curriculum, extra-curricular activities, and also to the young people's social and recreational life and activities. Thus, parents have very real concerns about drug abuse and availability, school transport, the weight of schoolbags, examinations, mental and physical health & safety, pupils' progress, and their environment in general.

Internal NPAETBS affairs

Between Congresses the day-to-day running of the Association is the responsibility of the Officers. They shall pay due attention to the advice and guidance of the National Executive Committee. The rights and duties of the Officers, the National Executive Committee, and Sub Committees are laid down in the Association's Constitution and Bylaws. All decisions and operations must always be in accordance with the Constitution and in keeping with the decisions of Congress.

Officer Board

The Officers of the Association shall be:

President

Vice President

Secretary

Assistant Secretary

Treasurer

Assistant Treasurer

Public Relations Officer

Election of Officers

Delegates to the Annual Congress are advised to be mindful of the desirability of having a gender balance and a geographical spread of Officers.

Constraints

Officers of NPAETBS shall not hold Officer Ship in NPCpp, Ltd.

Nominees for Officer Ship must have a child in the system.

APPENDIX 2

National Elected ETB Representatives 2014-2019

ETB	First Name	Second Name	County	Mobile	Email
Cavan Monaghan	Jacqui	Lewis	Co. Cavan	0860532191	jacquilewis69@hotmail.com
Cavan Monaghan	Micheál	Martin	Co. Monaghan	0872661234	michael@abhaile.ie
Cork	Úna	O'Donnell	Co.Cork	0863094792	odonnell.una@gmail.com
Cork			Co.Cork		
City Dublin	Stephen	Glennon	Dublin City	0863784688	sglennon66@gmail.com
City Dublin	Bernadette	Lagura	Dublin City	0860556917	bernlagura@gmail.com
Dublin Dun Laoghaire	Joseph	Pitcher	Dublin	0872517894	joe.pitcher@jpfs.ie
Dublin Dun Laoghaire	Rosemary	Callan	Dublin	0868117295	rosec@dna.ie
Donegal	Bernie	Mulhern	Co. Donegal	08798004460	milltown@oceanfree.net
Donegal	Geoffrey	Browne	Co. Donegal	0872268036	info@rossmoremanor.com
Galway Roscommon	Mary	Murray	Co. Galway	0872164946	mary2murray@gmail.com
Galway Roscommon	Felim	Mc Donnell	Co Galway	0868211000	felim.mcdonnell@icegroup.ie
Kerry	Debbie	Brosnan	Co. Kerry	0877651731	debbrosnan@hotmail.com
Kerry	Hugh	O'Connell	Co. Kerry	0851740677	hoconnell@eircom.ie
Kildare Wicklow	Finula	Haran	Co. Kildare	086-3510458	finulaharan@eircom.net
Kildare Wicklow	Danny	Haskins	Co. Wicklow	0876374791	dannyhaskins@gmail.com
Kilkenny Carlow	Elaine	Kearns	Co. Kilkenny	0863894813	knsfoxfield@hotmail.com
Kilkenny Carlow	Sean	Warren	Co. Kilkenny	0872374346	twarren0@eircom.net
Longford West Meath	Willie	Dennigan	Co. Longford	0860764578	williedennigan@hotmail.com
Longford West Meath	Helen	Macken	Co. Westmeath	0863985465	mhmacken@eircom.net
Laois Offaly	Mary	Cotter Bracken	Co Offaly	0872363456	
Laois Offaly	Declan	Costello	Co Offaly	0872770703	
Limerick Clare	Dónal	Ó hAiniféin	Co. An Chláire	0872281585	donal@gmci.ie
Limerick Clare	Catherine	Haren de Parra	Co. Clare	0874179657	catharnend@Yahoo.co.uk
Louth Meath	Ashimedua	Okonkwo	Co Louth	0872113353	
Louth Meath	Cormac	Bohan	Co Louth	0877909975	cormac.bohan@ifs.statestreet.com
Mayo Sligo Leitrim	Susan Mary	Finan	Co. Sligo	0860788884	denbigh@eircom.net
Mayo Sligo Leitrim	John	Gardiner	Co. Sligo	0861044406	johngard@eircom.net
Tipperary	Margaret Mary	Dwyer	Co Tipperary	08571860841	margaretmary.odwyer@gmail.com
Tipperary	Joe	Murphy	Co Tipperary	0872515903	joeagri@gmail.com
Waterford Wexford	David	Doyle	Co. Wexford	0860795778	bosleydoyle@gmail.com
Waterford Wexford	Catherine	O'Donnell	Co. Wexford	0851160330	famodonnell@eircom.net

APPENDIX 3

ABC Anti Bullying Research and Resource Unit

Room 3125,
Arts Building,
Trinity College,
Dublin 2
01-6082573

Brainwave (Irish Epilepsy Association)

249 Crumlin Rd
Crumlin
Dublin 12
D12 RW92
01-4557500
Email: www.epilepsy.ie

Central Remedial Clinic

Penny Ansley Building,
Vernon Ave,
Clontarf,
Dublin 3
01-8542200
www.crc.ie

Dept of Education & Science

Marlborough St,
Dublin 1
DO1RC96
01-8896400
Dept of Education & Science Inspectorate
Regional Offices

Inspectorate Secretariat, Cork

Department of Education and Science
1A South Mall
Cork
(021) 4906011
Fax(021) 4275445

Inspectorate Secretariat, Galway

Department of Education and Science
Ross House
Merchants' Road
Galway
(091) 568922 / 500009

Inspectorate Secretariat, Limerick

Mid-Western Regional Office
Rosbrien Road
Punch's Cross
Limerick
(061) 430000 / 430004
Fax: (061) 310763

Inspectorate Secretariat, Sligo

Office of the Inspectorate
Kempton Promenade
Bridge Street
Sligo
(071) 9143218
Fax: (071) 9193414

Dept of Health & Children

Hawkins House,
Hawkins St,
Dublin 2
DO2VW90
01-6354000
www.dohc.ie

Dyslexia Association of Ireland

DAI, 5th Floor
Block B
Joyce's Court
Talbot Street
Dublin 1
01 8776001
www.dyslexia.ie

Dyspraxia Association of Ireland

Carmichael House,
North Brunswick Street,
Dublin 7
01 8747085
www.dyspraxiaireland.com

Educate Together

11 Hogan Place,
Dublin 2
01429 2500
Fax:01 4292502
www.educatetogether.ie

Fax(091) 561734

Enable Ireland National Services,
32F Rosemount Park Drive
Rosemount Business Park,
Ballycoolin Rd, Dublin 11,
01-8727155
www.enableireland.ie

HADD Family Support Group
(Hyperactive/Attention Deficit
Disorder)Carmichael House,
North Brunswick St,
Dublin 7
01-8748349
www.adhdireland.com

Irish Deaf Society
Deaf Village Ireland,
Ratoath road,
Cabra,
Dublin 7
01-8601878
www.irishdeafsociety.ie

Irish Stammering Association
Carmichael House,
North Brunswick St,
Dublin 7
018724405
Fax: 01 8735737
www.stammeringireland.ie

ISPCC Child line
29 Lower Baggot Street,
Dublin 2,
01 -6794944
1800666666
www.ispcc.ie

INTO
Head Office,
35 Parnell Square,
Dublin 1
01 -8047700
1850- 708708
www.into.ie

ICT Training
Dublin City University,
Dublin 9
01-7007777
www.ict.ie

**Irish Association for Speech &
Language Therapists**
Suite 108 The Capel Building,
Mary's Abbey,
Dublin 7
01-8728082
www.iaslt.com

Irish Association for Gifted Children
Carmichael House,
4 North Brunswick St,
Dublin 1
01-8735702
Fax: 01 8735737
iagc@eircom.net

**Irish Association of Teachers in
Special Education (IATSE)**
Drumcondra Education Centre,
Drumcondra,
Dublin 9
01 8787959
www.iatseireland.com

**Irish Learning Support
Association (ILSA)**
Drumcondra Education Centre,
Drumcondra,
Dublin 9
01-8576400
www.ilsa.ie

**National Council for Curriculum and
Assessment**
35 Fitzwilliam Square,
Dublin 2
01- 6617177
www.ncca.ie

National Parents Council pp

125 unit 7
Omni shopping center
Swords Road,
Santry,
Dublin 9
01- 8302740/ 8302747

National Safety Council

Fortbarrington Road,
Athy Co Kildare
059 8641387
www.nsc.ie

**National Educational Psychological Service
(NEPS)**

Department Of Education & Skills
Floor 2, Block 1,
Marlborough Street,
Dublin
01-8892700
Fax: 01 8896782
www.education.ie

Rainbows Ireland

National Office,
Loreto Centre,
Loreto College
Crumlin Rd,
Dublin 12
01-4734175
www.rainbowsireland.com

Union of Students in Ireland

Portview House,
York Road,
Dublin 4
01-4353400
email: info@usi.ie

Relevant Links

[Community National Schools](#)

[Department of Education](#)

[Further Education and Training Awards Council](#)

[The National Framework of Qualifications](#)

[National Qualifications Authority of Ireland](#)

[State Examinations Commission](#)

[Central Applications Office \(CAO\)](#)

[Higher Education and Training Awards Council](#)

[National Development Plan](#)

[Léargas - The Exchange Bureau](#)

[National Centre for Guidance in Education](#)

[National Centre for Technology in Education](#)

[National Council for Curriculum and Assessment](#)

[TUSLA Child and Family Agency](#)

[AONTAS the Irish National Association of Adult Education](#)

[School Development Planning Initiative](#)

[Scoilnet](#)

[Special Education Support Service](#)<http://www.cecde.ie/>

[Organisation for Economic Co-operation & Development - OECD](#)

[NCSE - National Council for Special Education](#)

[Careersportal information on courses/careers](#)

[Qualifax database of courses](#)

[Studentfinance educational grant information](#)

[Youthreach](#)

[Citizens Information Centre](#)

[Postgraduate Application Centre](#)

[Department of Social and Family Affairs](#)

[Health Services Executive](#)

[Community](#)

[Education](#)

[Facilitators'](#)

[Association](#)

APPENDIX 4

Abbreviations

A full list of abbreviations are available in the embedded excel file.



Abbreviations.xls

Respect People



Think
before you text!



My Rights

My Responsibilities



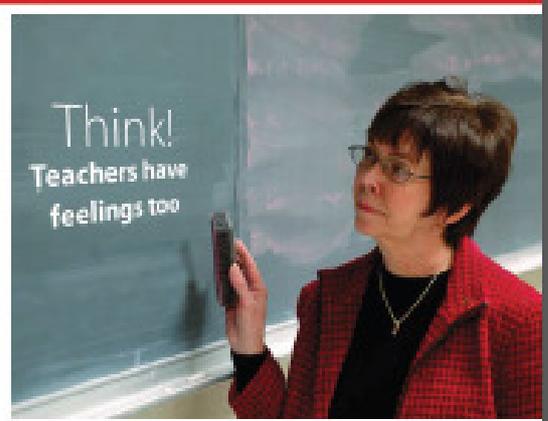
A Bully Free World Begins With ME



Exclusion Hurts

Think!

What if you were left out?



Respect Must Be Earned

Photo Credit: by iStockPhoto.com/RobertMunoz/istockphoto.com Ltd.