

INTRODUCTION



It is very exciting to introduce the second edition of the Development Team Newsletter and the last edition of 2021.

This newsletter captures the transformative work of teachers in our schools and the progressive leadership occurring daily across DDLETB. It is a privilege to be the CE of this organisation. I would like to extend my thanks to Adrian and the Development Team (Caroline, Frances, Janet, Mary and Lorna) for their unwavering dedication to the development of all DDLETB schools and for highlighting all of the great work.

I recently sent out a staff survey as part of the consultation process for the new DDLETB Statement of Strategy, I hope that you will find a few minutes to send your feedback. Your voice is essential to shaping the direction of DDLETB. I want to acknowledge the contribution of each and every staff member and to thank you all sincerely.

I would also like to take the opportunity to wish you and your families a safe and peaceful Christmas. I look forward to 2022 as we continue to support all of our students to learn, achieve and succeed.

Caitriona Murphy,
CE DDLETB

READING COMPETITION FOR EAL STUDENTS

And the winners are.....

This term, almost 600 EAL students were tested in various DDLETB schools. Students' language skills were tracked over lockdown using the Cambridge English Placement test. Those who were A1 and A2 (and entitled to language support) this time last year were re-tested this term to measure improvement.

This is valuable data for SSE as it is evidence of improvement and tracks outcomes for our most vulnerable learners. Of those tested, 15 students from 13 schools whose reading skills improved most were identified and put forward for the DDLETB reading competition.

These students improved hugely – in all cases by more than one CEFR (Common European Framework of Reference) level - **Well done to all!**

 Cambridge Assessment English
Authorised Exam Centre

SCHOOL	STUDENT
Adamstown CC	MH MP
Balbriggan CC	DU BG Now in Skerries
Col Pobail Setanta	CC
Donabate CC	FM
Griffioen CC	EM
Kishoge CC	AG Now in CPS
Lusk CC	NO PN
Luttrellstown CC	ZL
Mount Seskin	RT
Rathdara CC	EI
St Finian's CC	PB
St Kevin's CC	AK

CLIL TRAINING IN DONABATE CC

There will be a Content and Language Integrated Learning training course for teachers in Donabate CC as per schedule below. To date, this training has already been hosted in 15 DDLETB schools. It is for subject teachers (maths, science, history etc) who would like to support the language and literacy development of students in their classes. It has most impact for students the more teachers who do the course in the same school.

SESSION 1 12th January 3.30 to 5.30

Session One: Knowledge of CLIL and Principles of CLIL.

1. Aims and rationale for CLIL
2. Language across the curriculum.
3. Communication skills across the curriculum
4. Cognitive skills across the curriculum
5. Learning skills across the curriculum

SESSION 2 26th January 3.30 to 5.30

Session Two: Lesson Preparation.

6. Planning a lesson or series of lessons
7. Language demands of subject content and accompanying tasks
8. Resources including multi-media and visual organisers
9. Materials selection and adaptation
10. Activity types

SESSION 3 2nd February 3.30 to 5.30

Session Three: Lesson Delivery.

11. Classroom language
12. Scaffolding content and language learning
13. Methods to help learners develop learning strategies
14. Consolidating learning and differentiation

SESSION 4 16th February 3.30pm to 5.30

Session Four: Assessment.

15. Focus of assessment
16. Types of assessment
17. Support strategies for assessment

MOCK EXAM 2nd March 3.30

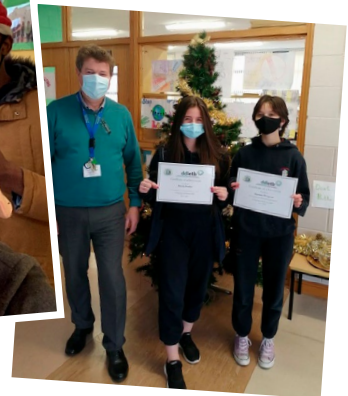
Session five: Teaching Knowledge Test CLIL mock exam. Held in host school for DDLETB staff. Corrected in Cambridge. Results maximum take 3 weeks to come back by email.

LIVE EXAM 30th March

Session six: Cambridge Teaching Knowledge Test CLIL live exam held on premises in Donabate CC



Kishoge CC students



adamstowncc @adamstowncc

Certificates of excellence awarded to Mariana and Mirela in recognition of their achievements in language and literacy skills. Both students have demonstrated that reading really does improve your vocabulary and fluency. Congratulations. Pictured with EAL

NETWORK MEETING

The EAL network will meet virtually on **Wed 19th Jan, 2pm to 3.30pm**. More anon.

CAMBRIDGE B2 FIRST EXAM FOR TEACHERS

I have been contacted by teachers who are new to our organisation and who would like help with their English.

Cambridge B2 First exam will take place for adults in Blanchardstown and Balbriggan in early June. If you would like to sit the exam or link in with colleagues preparing for the exam, please contact. This will be funded for DDLETB staff on a first come first served basis (€180 in UCD, UL, UCC).

Contact: marykenny@ddletb.ie

If the above location, days/times don't suit, please contact to run a course in your own school from Sept 2022. Sessions are face to face in your school (including exam) and take place on day/at a time to suit staff in your school. Exam fees to Cambridge are funded for DDLETB teachers and SNAs – including PMEs.

LEADERSHIP CONNECT NEWS:



A big thank you to Michael Flynn, Principal of Ériu Community College for his valuable input into both TLP and MLP this term. Participants of TLP were led through valuable insights into the interview questions commonly asked and the rationale behind them. While our Middle leaders were given some terrific tips on how to alleviate stress and deal with anxiety.



Michael was followed by Shane Martin who gave a wonderful session to our MLP participants titled 'The Psychology of Renewal'. Shane's sessions are always thought provoking and full of insightful tips on how to manage stress and look after one's mental health and wellbeing. You can visit Shane's website for more information www.moodwatchers.com.

"Having recently returned home after nine year's secondment to the European schools, I signed up for DDLETB's Middle Leaders Programme to gain some insight into how the roles and responsibilities of leaders in Irish schools have changed. So far, the course has been fantastic and for the first time since the beginning of the pandemic, I actually look forward to logging onto Teams for our MLP sessions!"
Majella O'Brien, Kingswood Community College.

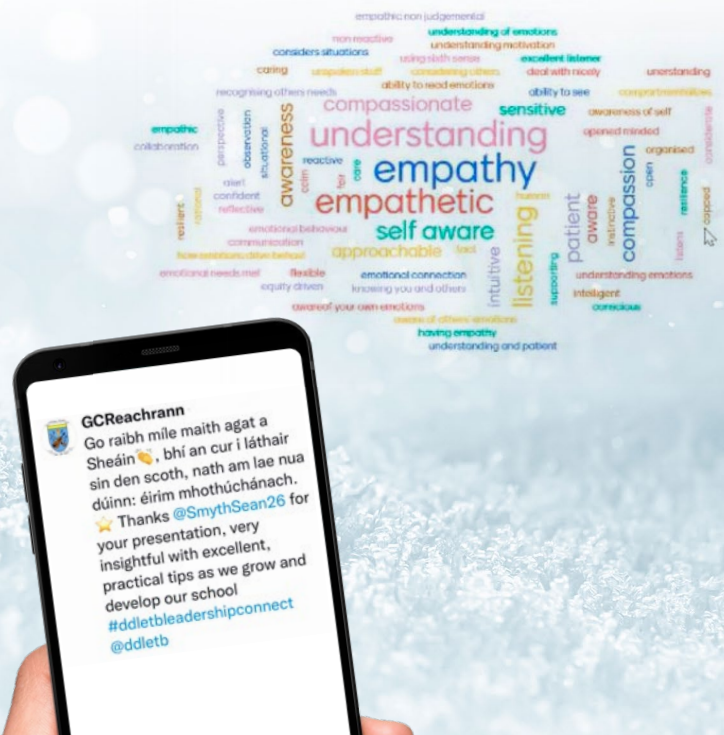


Our first Leadership Connect session took place on Wednesday November 24th. It was a huge success, and we were delighted to welcome 90 participants from both TLP and MLP to the session. A huge thank you to Seán Smyth, Principal of Grange Community College for his informative and engaging session 'The Emotionally Intelligent Leader'. This was our first ever Leadership Connect session which brought participants of both TLP and MLP together and Seán's wisdom and knowledge was the perfect start to these events!

"Sean's openness about his own educational story was very inspiring, it reminds us that we all have our educational stories, experiences and reasons that shape who we are as teachers and leaders. As leaders, the ability to instill abilities and confidence in others, be they students or staff, while taking into account the situations they find themselves, is a skill never to be underestimated."

Denise McNamee,
Luttrellstown Community College.

WHAT IS YOUR UNDERSTANDING OF BEING AN EMOTIONALLY INTELLIGENT LEADER?





KEY DATES:

Tuesday January 11th: TLP Facilitators Training Day

Tuesday January 25th: TLP Team Planning Session

Tuesday January 18th: MLP Session 4 – Teamwork and Team Leadership –
Lucan CC Management Team

Tuesday February 1st: TLP General Learning Session 3 - Mapping Success, John Cronin

Tuesday February 15th: MLP Session 5 – The BOM and Record Keeping, John Cronin



TLP Spotlight: Dundrum College of Further Education 'Habits of Resilience'

The TLP project for DCFE will focus on resilience. The aim is to allow the vision and mission of the College to become more embedded in college life while also supporting the student population to build resilience in the current challenging times and beyond.

THE HABITS OF BUILDING RESILIENCE



DDLETB DIGITAL MEDIA STRATEGY

Our DDLETB Digital Media Strategy is well under way. Our team have been carrying-out extensive primary research into social media usage and behaviours in our schools and centres and are in the process of collating the results. This research along with the work we are carrying out with Brightspark Consulting will enable us to complete our DDLETB Digital Media Strategy.

We are looking forward to working more closely with the Social Media coordinators in each of our schools and centres and sharing our strategy with them.

We follow all our schools and centres on social media, and we want to celebrate your achievements and news as a DDLETB community. We are proud to share your posts with our wider DDLETB followers, so please don't forget to tag us when posting on social media.
@ddletb #Teamddletb @ETBIreland

SOCIAL MEDIA

@ddletb
 #ddletbLeadershipConnect
 #TeamDDLETB

DDLETB ETHOS IN ACTION:



Learn more about the ETBI's Patron's Framework on Ethos - [YouTube](#)



“RESETTING THE CLOCK”

The COVID-19 pandemic has been a disruptive experience for all of us across schools and centres in DDLETB. Since September, Leadership Teams have begun to look again at priority areas in their schools and centres. Many new issues have arisen over the last eighteen months such as wellbeing (teacher and student), learning loss, attendance, technology enhanced learning/ digital learning, student engagement, etc.

To assist schools and centres in dealing with some of these priority issues a new School Self-Evaluation (SSE) Focus Group has been set up to support the SSE process.

What is SSE?

School Self-Evaluation is a collaborative, inclusive and reflective process of internal school review. SSE is an evidence-based approach that involves gathering information from a range of sources and making judgements based on that information. This approach is adopted with a view to bringing about improvements in students' learning.

The members of the group are:

Sean Smyth, Grange CC
Mairead O'Halloran, Castleknock CC
Carmel Boyle, Firhouse CC
Niall O'Connor, Ardgillan CC
Mary Murphy, Kingswood CC
Peter Whitty, CP Setanta
Frances Gibson, DDLETB and
Lorna Lavelle, DDLETB.

The group hopes to support the SSE process across all DDLETB schools and centres by enabling collaboration in relation to school improvement.

The first event, a meeting of all SSE Coordinators was held on December 15th between 9.30am-10.30am. We hope to have up to six meetings in this school year to assist SSE Coordinators in their hugely important work in schools and centres.

If you are an SSE Coordinator, please email Lorna Lavelle with your details at llavelle@ddletb.ie.

DIVERSITY IN OUR SCHOOLS:

LUCAN COMMUNITY COLLEGE



As Principal of Lucan Community College, it gives rise to a great sense of pride to see students and staff members who are passionate about inclusion, who want to ensure that every member of the school community has a voice, is respected, and can express a concern if they feel they or others are not fully included.

Our Diversity Team of students and staff are seeking out ways to highlight a variety of themes during this year and they began with Stand-Up week focussing on raising awareness of issues that can affect members of the LGBTQI+ community. From raising the Pride flag, to creating a Positivity Post-It board, to themed intercom announcements, to running poster competitions and providing resources for teachers to use in Wellbeing classes, the focus week showed that we all have something to learn about developing terminology and changing understandings about members of the LGBTQI+ community.

Our activities to promote Black History Month also ensured that our students and teachers had an opportunity to share examples of promoting different cultures and different traditions and highlighted strong leaders from the Black community. One of our students also shared her personal story over the intercom of what it meant for her to be Black and Irish - a powerful speech.

These focus weeks prompted me to engage in the Anti-Bias Anti-Racism online training sessions. The combination of facts and statistics, images and videos, stories and experiences shared by the presenter and by participants in break-out rooms, further assisted my engagement with and learning around bias and racism. They provided opportunities to self-reflect on privilege and hidden racism and provided resources for use in the classroom for calling out bias and racism gently but firmly where it occurs.

Diane Birnie, Principal, Lucan Community College



Diversity Team
Positive Message Board.

Diversity: a Student's Voice

Our Diversity Team aims to promote inclusion and improve how we as students treat each other and make sure that everyone in our school community is treated with respect and dignity regardless of race, culture, colour, sexual orientation, religious faith, disability, or gender.

Our Diversity team is open to all members of our school community. We meet each week to work on ways to promote equality within our school. We hope to apply for the Yellow Inclusivity Flag next year and find ways to create a positive environment for all students.

We are currently working on ways to promote religious celebrations throughout the year for all religious faiths. We are aiming to use what we learn in a positive way outside of the classroom.

Abbey Harkin, 2nd Year student in Lucan Community College

SEN UPDATES

TO GET ACCESS TO THE
SEN CONNECT TEAM PLEASE CONTACT

Paul Byrne, paulbyrne@ddletb.ie, or
Frances Gibson, francesgibson@ddletb.ie.



SEN Connect

STEP BY STEP APPLYING FOR ASSISTIVE TECHNOLOGY

ddletb
Bord Oideachais agus Oiliúnaí, Dubháin and Dún Laoghaire
Átha Cliath agus Othair Longphoirt, Education and Training Board

RECOMMENDATION OF AT
On receipt of the recommendation letter for AT from the Ed.Psych/OT etc, review **Device Options List** to see what is available. This document gives a summary of the specs for iPads, laptops and peripherals to help you choose the right device for each student.

NEEDS ASSESSMENT
Review students needs. (Survey)

How will the student use the device?
How does it link with their learning targets?
Will the student need peripherals, e.g. head/earphones, stand, case, USB ports, etc.

DES APPLICATION
Átha Cliath agus Othair Longphoirt, Education and Training Board
Complete the **Application to NCSE for Assistive Technology (Circular 0010/2013)**
You may be requested to provide 3 quotes. Quotations can be found in SEN Connect Team - Applying for Assistive Technology - **AT Quotations**.

ITORDERS@DDLETB.IE
Apply to itorders@ddletb.ie

Include the DES letter of approval for Equipment.

Make sure to include the peripherals that will be needed by the student.

DEPLOYMENT

PLAN FOR IMPLEMENTATION
Set out the plan for training, maintaining and maximising the use of the equipment by completing the **Student AT Implementation Plan**

REVIEW
Review as agreed in the Implementation Plan

ddletb
Bord Oideachais agus Oiliúnaí, Dubháin and Dún Laoghaire
Átha Cliath agus Othair Longphoirt, Education and Training Board

STEP BY STEP CLAIMING A REFUND FOR ASSISTIVE TECHNOLOGY

ddletb
Bord Oideachais agus Oiliúnaí, Dubháin and Dún Laoghaire
Átha Cliath agus Othair Longphoirt, Education and Training Board

REFUND OF PAYMENT
The school claims a Refund of Payment for approved Equipment under Circular Letter 0010/2013 from Dept. of Ed. - Schools Division Financial @ HTPayments@education.gov.ie

DES REQUIREMENTS
The DES are looking for the schools to complete the form and include receipts, when submitting a claim there are a couple of things needed to ensure it is not returned to the school requesting more information, please include the following:

1. Appendix 1 (Application for the refund of Payment for approved Equipment under Circular Letter 0010/2013)
2. Original signatures and dated
3. An original receipt, and invoice if the receipt references one.
4. A sanction letter from The Department of Education
5. School bank statement with invoice, should you not be able to get the receipt.

PROOF OF PAYMENT
An original receipt, and invoice if the receipt references one.

- Upload a copy of invoice on FIDO
- See Remittance Advice (lists invoice numbers and amounts)
- Print Screen FIDO

POINTS OF CONTACT SUMMARY
Budget Printout - Treasury
Remittance - Payments Team
Ordering - itorders@ddletb.ie

ddletb
Bord Oideachais agus Oiliúnaí, Dubháin and Dún Laoghaire
Átha Cliath agus Othair Longphoirt, Education and Training Board

Many thanks to all of the SAEN Coordinators who attended our network this month. As mentioned at the meeting the Department of Education have slightly changed the process for applying for assistive technology for our students. To make the process easier for schools we have put together a Teams platform with all of the information (quotes, device options, implementation plans) to support your applications.

APPLE DISTINGUISHED SCHOOL



Huge congratulations to Kingswood CC on their award as an Apple Distinguished School, for more information on their journey go to www.kingswoodcc.com



**UDL
BADGE**



ahead

ELISH'S UDL TOP TIPS



ASK YOURSELF

Choice:

Have I offered my students different routes to access this learning?

PLANNING:

Can I remove or scaffold any barriers/difficulties they may encounter?

Engagement:

Can my students see the value and purpose in this piece of learning?

Assessment:

Do my students have choice in how they can express their learning?

COLLABORATION:

Have I asked for my students input in these areas?

**HAPPY CHRISTMAS TO YOU ALL
FROM ALL AT #TEAMDDLETB**

DEVELOPMENT SUPPORT TEAM:

janetmurphy@ddletb.ie
carolinedaly@ddletb.ie
francesgibson@ddletb.ie
marykenny@ddletb.ie
lornalavelle@ddletb.ie

SOCIAL MEDIA

@ddletb
 @ddletb
 #TeamDDLETB

We've just completed our first week of the digital badge in Universal Design for Learning. We're delighted to see participants from Kishoge, Balbriggan, Fingal, Adamstown, Lusk, Firhouse, Colaiste Cois Life, Kingswood, Eriu and multiple teams taking part from St. Kevin's, Lucan, Greenhills, Deansrath. Swords CC has a whooper 8 groups taking part. The best of luck to everyone on their UDL journey, we're really looking forward to seeing the great work you're doing. In the meantime, let's put our UDL hats on and get some top tips to include the needs, interests and strengths of your students from **Elish in Kingswood CC.**