

St Joseph's National School
Milltownpass
Co Westmeath

Roll No: 16304J
Registered Charity Number: 20137168

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Deputy Principal: Ms. Emma Martin

Principal: Ms. Emer Bermingham

13/11//2025

Dear Parent/Guardian,

The following is the Agreed Report of the Board of Management meeting held on Wednesday November 12th 2025.

- Following the Department procurement Process 'The Lunch Bag Limited Company' have been awarded the hot food contract for the 2025-2028. The Board thanks those involved in the evaluation process.
- After a review process, the school has been awarded 0.5 SNA post. Rosemary Holdwright will take up the role with immediate effect.
- All staff will participate in Child Protection training on November 13th. School will remain closed on that day.
- Parent- teacher meetings will be held on the week of November 17th.
- After a HSA audit of the gas boiler, Jason Barrett has carried out all necessary works and will provide and updated certification.
- The Board expressed thanks to the Parents' Association in advance of the 'Preloved Toy sale' and 'Clothing collection' fundraisers
- An audit request has been issued to the school regarding the use of the 'Minor Works' grant in the years 2023/24.
- Teachers, students and staff are looking forward to their Christmas Choral service on December 15th.

Child Protection Oversight Report

- Principal presented the CPOR to the Board

The Board wishes everyone a safe, happy and healthy Christmas and new year.

Yours sincerely

Emer Bermingham

Secretary to the Board of Management