



Supporting Parents  
Supporting Children



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## Registered Name

National Parents Council – Primary

## Directors

Laurence Keaveney (Chairperson)  
(appointed 29.03.19)

Robert Grier (retired 29.03.19)

Paul Geoghegan (retired 29.09.18)

Sheila Donohoe (retired 29.09.18)

Miriam Brandt

Pirooz Daneshmandi

Julie Dennehy O’Callaghan

Aisling Lawton

Hilary Lawrence (appointed 29.09.18)

Damian Murray

Dermot O’Riordan

Patrick Ryan (appointed 29.09.18)

Catherine White Byrne

## Company Secretary

Áine Lynch

## Registered Office

12 Marlborough Court  
Marlborough Street  
Dublin 1

## Auditor

KPMG  
Chartered Accountants  
1 Stokes Place  
St. Stephen’s Green  
Dublin 2

## Bankers

Bank of Ireland  
Walkinstown  
Dublin 12

## Solicitors

Arthur Cox Solicitors  
Earlsfort Centre  
Earlsfort Terrace  
Dublin 2

## Charity Reference Number

CHY 10547

## Registered Charity Number

20027032

## Companies Registration Number

258148

# 2018

## Our Year in Review



Supporting Parents  
Supporting Children

## Helpline 2,114

calls & emails to NPC Helpline

**01 8874477**



## Training

# 7,382

PEOPLE ATTENDED  
NPC TRAINING  
EVENTS

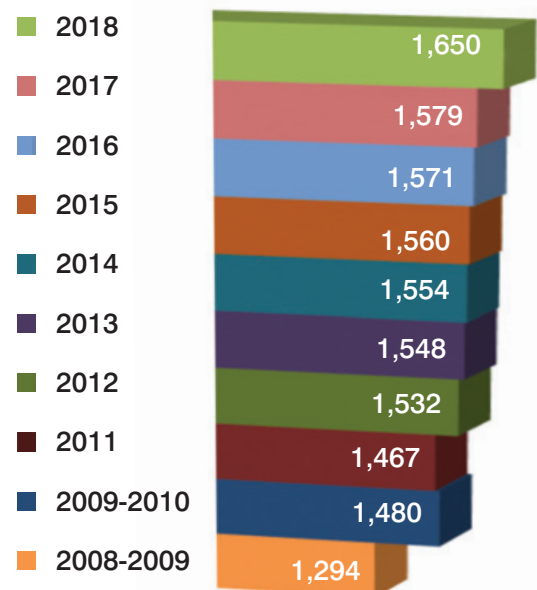
# 461

IN  
SESSIONS AROUND  
THE COUNTRY

## Membership



NPC MEMBERSHIP 2008–2018

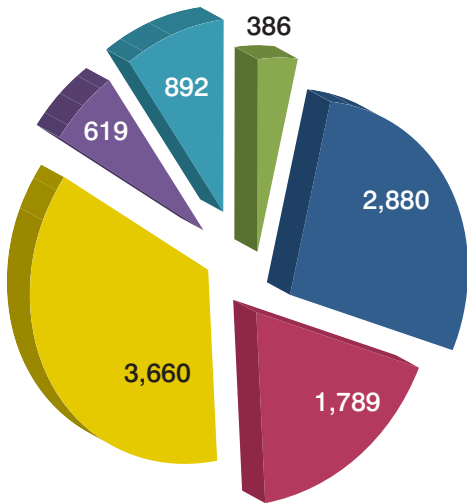


Number of Members

# Communications

\* Users that have accessed information on

**www.npc.ie**



## NPC Surveys 2018

- You and your child in their Early Years Learning
- Seasonal Clock Changes
- School costs and financial contributions
- What do you want your well educated child to look like at 18? (Senior Cycle)
- Your school and National Parents Council Primary (a survey to school principals)
- Technology in your Child's Learning

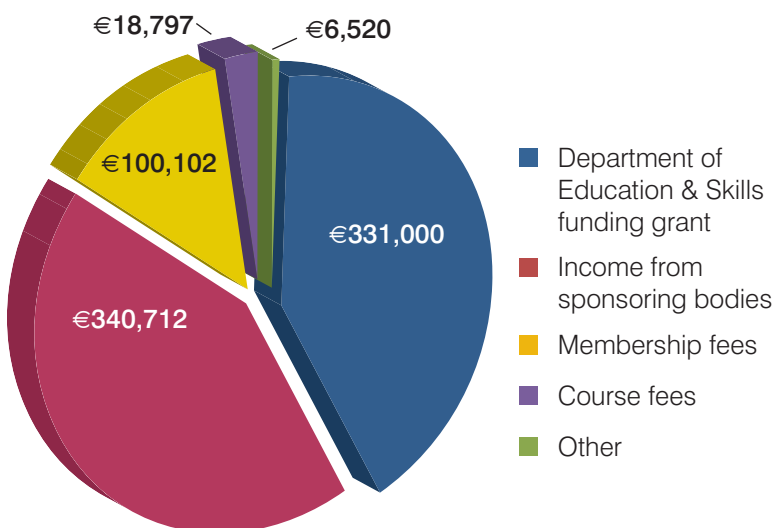


**10,226** Responses were received to NPC Surveys

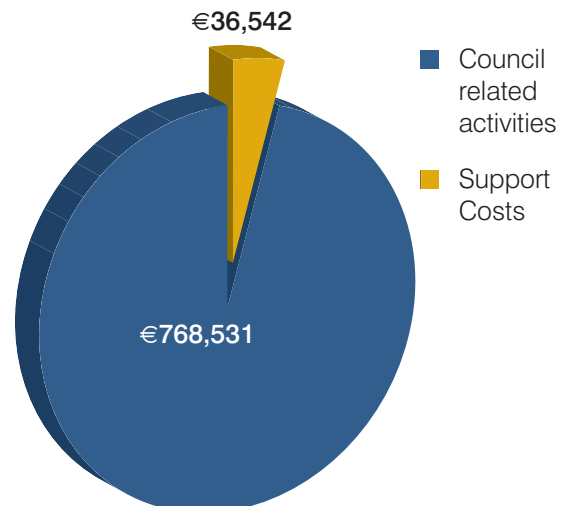


# Finances

## INCOME



## EXPENDITURE



# Overview of National Parents Council Primary

## OUR VISION

NPC want to see an Ireland where **every** child has the opportunity to reach their full potential.



**Supporting Parents**  
**Supporting Children**

## OUR MISSION

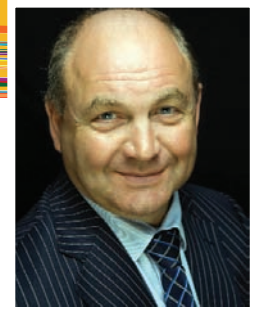
NPC exists to ensure that all parents are supported and empowered to become effective partners in their children's education. NPC will work to increase the capacity and capability of the primary education sector, to achieve true partnership and deliver better outcomes for all children.

## VALUES

NPC knows that when parents and schools work together, children do better. Therefore NPC believes that:

- Parents must be actively engaged in the education of their children.
- Parent involvement in children's education must be supported by the attitudes, beliefs and practices of all members of the school and broader education community.
- Parents should be viewed as partners in facilitating children's learning and should be supported in this role by the school and broader education community.
- Parents should be viewed as full partners in the decisions that affect their children and their family.
- Parents should be welcome in the school, and their support and assistance should be sought as a valuable resource to support children's education in the school.
- All communication and dialogue with parents must be regular, open, two-way and meaningful.

# Chairperson's Report



It is my pleasure on behalf of the Board of Directors to present the 2018 review of the National Parents Council Primary (NPC).

As the incoming Chairman of NPC, I was delighted to join at such an exciting and progressive time in NPC's history. 2018 was indeed a significant year as our organisation launched the 2018-2022 strategic plan titled "Parents as Partners; Children, Schools and Communities".

NPC's Strategic Plan was carefully constructed with the knowledge that its success will rely heavily on the investment and ownership that our members and key supporters will have of the goals and aspirations contained within it. With this in mind, NPC undertook an extensive consultation exercise during the process of developing the key themes of this strategy.

Through the new Strategic Plan, NPC has built on the six strategic objectives set out in the previous strategy which covered the areas of parenting, communicating, volunteering, learning at home, decision making and collaborating with the community. These six objectives have been developed in light of and based heavily upon current research in parental involvement in children's education.

We believe that through the continued focus upon and further development of these objectives, NPC will maintain relevance to the mission of ensuring that all parents are supported and empowered to become effective partners in their children's education.

It is fundamental to our organisation that the highest standards of Corporate Governance are maintained. In this regard, NPC is independently governed by a Board

of Directors, comprised of 10 voluntary members who receive no remuneration for their services. The Board is charged with the responsibility of administering NPC on a not-for-profit basis. The Board has two committees, Finance/Risk/Audit and Governance. During 2018, the Board met six times and the two committees also met on several occasions. Minutes were prepared for all meetings.

2018 was the last year in which new Board Directors were elected from our National Assembly. From 2019 we offer our entire membership the opportunity to nominate a parent to the Board of NPC, thereby making the governance of NPC more transparent and democratic than ever before.

I would like to take this opportunity to acknowledge and thank all the Board members for their invaluable contributions to NPC in 2018. In addition special thanks should be expressed to Robert Grier who stepped down recently after making a significant contribution over eight years as NPC Chairman.

I would also like to thank the members of the Assembly, the Special Interest Groups and the County Branches. Without the voluntary commitment you give to the NPC, parents' voices would undoubtedly not be as strong in primary education. Finally, I would like to extend my gratitude to the CEO and staff of NPC whose commitment and dedication to NPC's Vision on our behalf ensures that NPC continues to improve the experience of children and parents in primary education.

**Larry Keaveney**  
Chairman

# Chief Executive Officer's Report



In 2018, we launched our new strategy, “Parents as Partners; Children, Schools and Communities”, which builds on and seeks to expand our work under our previous strategy, responding to the continuing challenges and emerging issues impacting on parents and children in early years and primary education.

This strategic plan spans 2018 to 2022 and recognises the unique role we play in representing parents' voices in education and supporting them to support their children through these important years of education. Strong foundations were laid for most of the strategy objectives in 2018 and these will be further supported over the coming years. The strategy encompasses new service development in the areas of early years services and children's participation and also continues to develop and enhance existing services and initiatives. The new strategy has redeveloped our representative structure within the organisation with the development of our County branch structure into a new Regional Hub framework for service delivery and consultation which aims to ensure that we are more accessible to parents around the country.

The service delivery in 2018 was again very busy, with the Helpline answering 2,114 calls and emails and 7,382 parents attending training sessions all around the country. The mental health and well-being session was again the most sought-after training in 2018 with 2,473 parents attending.

The level of engagement by parents in our services continues to indicate that NPC supports are valued and relevant to parents of primary school children. NPC volunteers also continued to support parents by coordinating and running the network of NPC County Branches, through engaging in the Assembly debates and policy formation, and through the strong Governance of NPC by the Board of Directors.

Yet again NPC had a very successful conference schedule with both its Education Conference in June and its Special Education Conference in November drawing parents from all over the country and bringing speakers from Ireland and the Netherlands. The conference examined the importance of children's voices in education and this was exemplified superbly by the children from St Ailbe's National School, Emly, Co. Tipperary.

Representing parents' voices in primary education is a key purpose of NPC and we continue to develop our capacity to hear how parents and children experience the primary education system. In 2018 we heard from over ten thousand (10,226) parents and school Principals through our surveys.

NPC continues to network and share practice across parent organisations in other jurisdictions through its involvement with the European Parents' Association and through bi-lateral meetings with Scotland and the UK. In 2018, NPC received a large delegation from Denmark interested in the way that NPC works with parents and the broader education sector. Of particular interest to our colleagues across Europe is the innovative teacher education programme that NPC has developed and is currently delivering in a number of teacher education colleges in Ireland. NPC also presented information on the teacher education module in Norway to the Nordic alliance of parent organisations.

In closing, I would like to thank the Chairman and the Board for their continued work and support in leading the organisation and I would like to thank the staff and volunteers for their enormous efforts during 2018. I would particularly like to thank the outgoing Chairman, Robert Grier, who has shown terrific leadership over the last eight years and for his unflinching support to both myself and the staff of NPC.

**Áine Lynch**  
Chief Executive



# Early Years

**The NPC Early Years service was developed and established in 2018 in order to support parents to support their children both at home and in pre-school.**

## **Training**

NPC developed a training programme designed to support parents to support their children as they transition from pre-school to primary school. 38 sessions were delivered nationwide to 210 participants.

## **Helpline**

NPC launched their early years helpline service in November 2018, which can be contacted by telephone or email.

## **Information leaflets**

NPC developed information leaflets to assist parents in finding a pre-school place and to support parents when their children are transitioning from pre-school to primary school:

- Finding a pre-school place
- How do I choose the best pre-school for my child?
- Who's who in your child's primary school?
- Supporting your child's transition from Pre-school to Primary School

## **Website**

NPC developed a new website in 2018 which included a new early years section to provide information for parents specifically related to early years' education and care.

## **Parent Survey**

NPC launched its first early years survey in November 2018 entitled "You and your child in their Early Years learning". The purpose of the survey is to connect with parents and to establish how parents feel about their children's early years' care and education.



## Helpline

The overall percentage of the number of contacts to the helpline increased by 14% as compared to 2017. This included 262 additional contacts in 2018 showing that even in this age of information there is still a need for a person at the end of an email or a phone to listen and support parents using a non-judgemental confidential approach.

We received a total of 1,485 calls relating to Parents' Associations which is an increase of almost 30% on last year.

There was a 33% decrease in the number of queries relating to the 'complaints procedure', 75 in 2018 versus 111 the previous year and 19 queries relating to 'health and safety' in schools in 2018 a decrease of 55%.

# Helpline statistics 2018

NPC Helpline Issues	Total number of calls & emails for 2018
<b>BULLYING</b>	
Bullying involving a child	106
Bullying involving a teacher	5
Cyberbullying	3
<b>Total</b>	<b>114</b>

ISSUE	
Supervision	30
Complaints Procedure	75
Homework	2
Code of Behaviour	24
Split Classes	4
Uniforms	12
Class Size	3
Enrolment	35
Curriculum	19
Time in School	5
Standardised tests	3
Whole School Evaluation (WSE)	7
Health and Safety	19
Separated Parents	1
Retention	3
Book Rental Schemes	6
First Holy Communion	0
School Transport	4
School Closures	2
Voluntary Contribution	8
Child Abuse	8
<b>Total</b>	<b>270</b>

NPC Helpline Issues	Total number of calls & emails for 2018
<b>BOARD OF MANAGEMENT</b>	
General	12
Complaints	20
<b>Total</b>	<b>32</b>

PARENT ASSOCIATION	
Set up	69
Disputes	65
Financial Issues	164
NPC Membership	112
Rules/Roles	325
Information	544
Difficulty with Principal/Board of Management	19
Training	161
Insurance	26
<b>Total</b>	<b>1,485</b>

SPECIAL NEEDS	
Special Needs General	73
Assessment	8
Special Needs Assistants (SNAs)	11
Access to School	1
Professional Resources	4
<b>Total</b>	<b>97</b>
<b>Other</b>	<b>116</b>
<b>Total</b>	<b>2,114</b>

# Training and Development

The NPC Training and Development Programme continued to deliver training and support to parents throughout 2018.

## **AIMS AND OBJECTIVES**

The Training and Development Programme supports parents to work in positive partnership with the school, and it seeks to empower parents in their role as the primary educators of their children and encourages a positive role for parents as part of the whole school community.

## **TRAINING PROGRAMMES DELIVERED IN 2018**

NPC provided 461 training sessions to a total of 7,382 parents in schools across Ireland in 2018. In 2018 seven different training programmes for parents were offered countrywide. The training was open to all partners in education: parents, principals, teachers and members of school Boards of Management.

### **Anti-Bullying Training**

This programme enabled parents to support their children regarding issues of bullying and also informed them about the Anti-Bullying procedures for primary and post-primary schools.

### **Parents' Association/Parental Involvement Training**

This programme gave information and guidance to new and established Parents' Associations. The aim of the programme was to inform Parents' Associations on their role as part of the whole school community and to give parents an understanding of the importance of parental involvement in the home and school. It aimed to support and facilitate parents in developing a positive partnership in the school as a community.

### **Internet Safety Training**

This programme focused on strategies for both improving communication between parents and children and negotiating boundaries to children's internet use. Parents were given the skills to engage with their children's online lives. Through the training, parents were informed about how young people use the internet, what attracts them to the internet, and gained an insight into children's main worries and concerns when online.

### **Parenting – Supporting your Child to Build Healthy Friendships and Relationships**

Parents attended the information session which informed them about the Social Personal Health Education (SPHE) curriculum and what they can do to support their children in building healthy friendships and relationships. Parents also attended a three session parenting workshop which delved more deeply into topics such as communication and social, emotional and physical development of children.

### **Supporting Parents to Support their Children's Mental Health and Wellbeing**

This programme supported parents to encourage and promote positive mental health and wellbeing with their children. It also explored how the building of resilience in children helps them to manage and cope with the day-to-day stresses of life as they occur.

### **Transition from Primary to Post-Primary Training**

This programme was provided for parents whose children were in 4th, 5th or 6th class. It supported parents to reflect on their own feelings about their child transitioning from primary to post-primary school. It also gave them useful parenting strategies and information on subject choices and an insight into the post-primary education system.

### **Whole School Evaluation (WSE) Training**

This training programme provided information and support for parents on the WSE process. The programme enabled parents to understand what a Whole School Evaluation is, the role of parents in their schools' WSE and how it is carried out and managed.



## TRAINING PROGRAMME STATISTICS FOR 2018

Type of Training		Number of Sessions Delivered	Number of Attendees
Parents' Association Training		134	1,221
Transition from Primary to Post-Primary		44	559
Internet Safety		95	1,618
Parenting – Supporting your child to build healthy friendships and relationships	Information Sessions	23	332
	Training Programme	5	120
Supporting parents to support their children's mental health and wellbeing		95	2,473
Whole School Evaluation		5	20
Anti Bullying Training		60	1,039
<b>Overall Totals</b>		<b>461</b>	<b>7,382</b>



# Partnership Schools Ireland

Partnership Schools Ireland (PSI) is a joint initiative by the National Parents Council Primary (NPC) and the Irish Primary Principals' Network (IPPN), part funded by the Department of Education and Skills. It is based on an evidence informed approach which originated in the USA and has been researched for more than thirty years. The programme was developed by Dr. Joyce Epstein and her colleagues in the Centre on School, Family, and Community Partnerships, Johns Hopkins University, Baltimore. PSI was piloted in Ireland in 2014 and has been active since 2015.

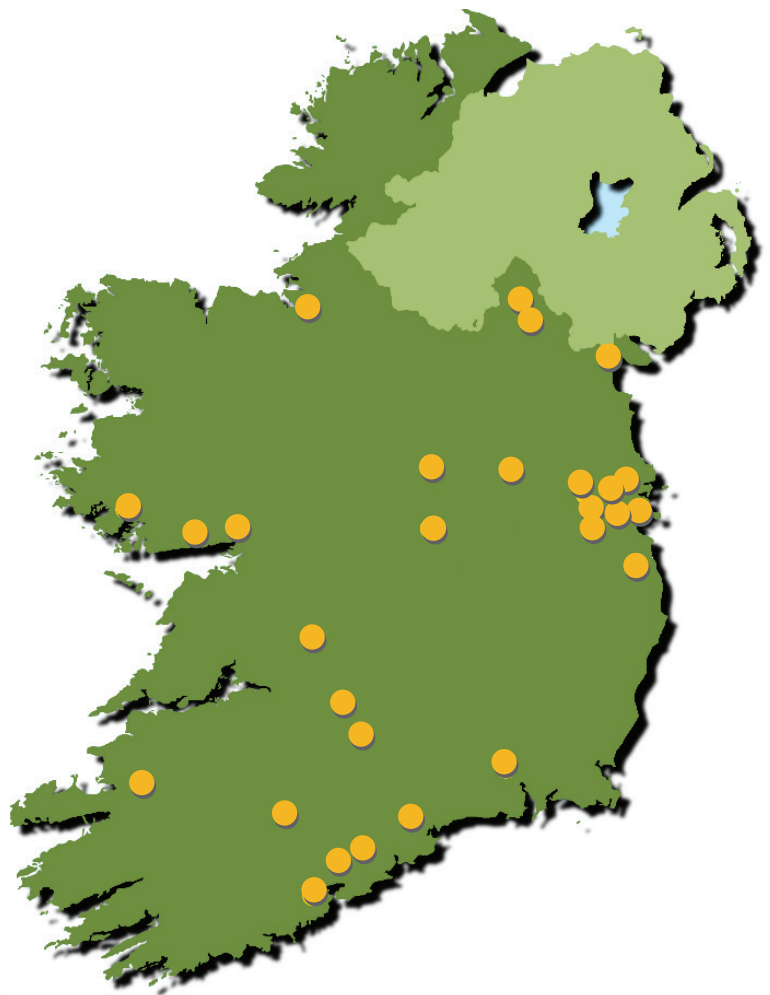
After a school has been trained in the partnership model, they develop an Action Team for Partnership (ATP). This team sets 4 goals for the school to achieve during the school year and brings together the whole school community to achieve those goals.

The aim of the programme is that the ATP in each trained school brings together school staff, students, families and community members to work in partnership to improve educational outcomes for the students of that school.

Throughout 2018, 13 schools were trained, bringing the total number of Partnership Schools in Ireland to 29.

PSI provides an opportunity for schools to work on goals in the areas of literacy, numeracy, behaviour, and making the school environment more welcoming to everyone in the community.

In 2018, schools identified and worked towards a wide range of creative goals such as: developing a school song; coming up with a booklet full of handy maths hints and tips for students and parents; boosting children's awareness of literacy in their everyday environments and redecorating outdoor walls and fencing to be bright, welcoming and representative and inclusive of all of the languages spoken in the school.



# Communicating with Parents & Children

In line with the NPC strategic objective to develop two-way communications and ensure the delivery of quality information, NPC in 2018 continued to communicate with parents and children via annual conferences, the website and surveys.

## CONFERENCES

### Education Conference 2018

The NPC Conference **'Seen & Heard: The Child's Voice, Making a Difference'** took place in the National College of Ireland, Dublin on Saturday the 16th of June. The Keynote Speaker was Tako Rietveld, from the Netherlands with his presentation 'Making the Voice of Young People Heard'.

Tako Rietveld is the world's first and only 'Youth Correspondent'. With powerful examples Tako showed how young people are more than just happy individuals that like to play.



L-R: Tako Rietveld, NPC CEO Áine Lynch and NPC Chairperson Robert Grier

NPC CEO, Áine Lynch, introduced the Partnership Schools Ireland Initiative and chaired a panel discussion with the children who shared some of their own experiences and goals achieved during the year on a partnership team.

Dr. Carmel Corrigan, Head of Participation and Rights Education in the Ombudsman for Children's Office gave her presentation entitled 'Listening to children: examples and learning from the Ombudsman for Children's Office'.



L-R: Minister Richard Bruton T.D. with children from St. Ailbe's National School

Paul Gilligan, Clinical Psychologist and CEO of St. Patrick's Mental Health Services joined NPC again with his presentation 'Seen & Heard: Empowering Children, Empowering Parenting'. Paul is an internationally recognised children's rights and child protection advocate.

Minister for Education and Skills, Richard Bruton T.D. gave the final address. All speakers took part in a Question and Answer session.

### Fred O'Connell NPC Innovation Award 2018

The NPC Innovation Award recognising innovative partnership between parents and schools was awarded at the conference. The Award seeks to shine a light on the excellent partnership work that Parents' Associations are engaging in across Ireland.

Joint first place was awarded to **Scoil Nano Nagle JNS Parents' Association, Clondalkin** with their project 'Developing awareness of the importance of Wellbeing in the home and school' and **St. Brigid's National School Parents' Association, Greystones, Co. Wicklow** with their project 'Developing a student friendly ICT programme'. The judges believed that both projects were outstanding.



L-R: Parents from Scoil Nano Nagle JNS Parents' Association with their joint 1st place Award and NPC Chairperson, Robert Grier



L-R: Parents from St. Brigid's NS Parents' Association with their joint 1st place Award with NPC Chairperson, Robert Grier.



**L-R:** NPC Chairperson, Robert Grier presenting the trophy for 2nd place to Kathryn Keenan, Principal of Emper National School



Accepting their trophy for 3rd place from the NPC Chairperson  
**L-R:** Teresa Silke Brennan and Maria Fitzmaurice from the Parents' Association of Glinsk National School

In 2nd place with their project 'Development of a school play area' was Emper National School, a Partnership Schools Ireland school. In 3rd place was the Parents' Association of Glinsk National School with their project 'Involving Parents and the Community in Education'.

Eight other Parents' Associations were awarded certificates of achievement for their entries to the Award.

For further information on the Award winners see the NPC website [www.npc.ie](http://www.npc.ie)

## Special Education Conference 2018

In November, NPC held its annual Special Education Conference 'Inspiring the Future: Opportunities and Challenges'.

Guest speakers on the day included Bobbie Hickey, a 19-year-old who has a speedboat driving licence, rides horses, loves travelling and has trained dolphins! Bobbie has done all of this, despite having only 5% sight. Bobbie talked about her own journey through the Irish school system.

Margaret Flood, SEN Education Officer for the National Council for Curriculum and Assessment (NCCA) with 19 years' experience working in the area of inclusive and special education; including teaching, policy development and curriculum design, gave a presentation introducing the Level 1 (L1LP) and Level 2 (L2LP) Learning Programmes in schools.

NPC conducted a consultation session on the day seeking the views of parents on children's behaviour management. To inform these discussions the following speakers made short presentations:

- **Kathryn Fitzgerald** - Specialist Lead Policy and Practice Development in the National Council for Special Education (NCSE)
- **Mark O'Connor** - Community Engagement Manager for Inclusion Ireland, the National Association for People with Intellectual Disabilities

- **Siobhan Allen** - A retired principal of two Special Schools in Cork and a teacher of a Special Class in Bandon.

## Website

In November 2018, NPC developed a new, more user friendly, easier to navigate website. The NPC website [www.npc.ie](http://www.npc.ie) aims to provide parents with information regarding NPC and information on primary and early years education.

The NPC website is our main communication hub and shows up-to-date newsfeeds on issues of interest to parents of children in primary and early years education. During 2018 the website had 43,119 users an increase of 6.64% from 2017.

## Surveys

NPC gives parents and children the opportunity to share their views with NPC regarding primary and early years education issues by way of surveys promoted on the website and circulated to members. The results of the surveys form the basis of submissions to the Department of Education and Skills and other relevant organisations.

Survey Title	Number of Responses
You and your child in their Early Years Learning	386
Seasonal Clock Changes	2,880
School costs and financial contributions	1,789
What do you want your well educated child to look like at 18? (Senior Cycle)	3,660
Your school and National Parents Council Primary (a survey to school principals)	619
Technology in Your Child's Learning	892
<b>Total</b>	<b>10,226</b>



## Volunteering

In 2018 NPC had County Branches in Cavan, Clare, Cork East, Cork West, Donegal, Dublin North, Dublin North West, Dublin South, Dublin South West, Kildare, Laois, Limerick, Longford, Louth, Meath, Monaghan, Offaly, Sligo, Tipperary and Wexford.

NPC County Branches hosted events for NPC members and all parents who wanted to find out more about NPC. Those in attendance had the opportunity to find out how NPC works on behalf of parents and children.

Information/training sessions were arranged by and for the counties and delivered to parents and Parents' Associations.

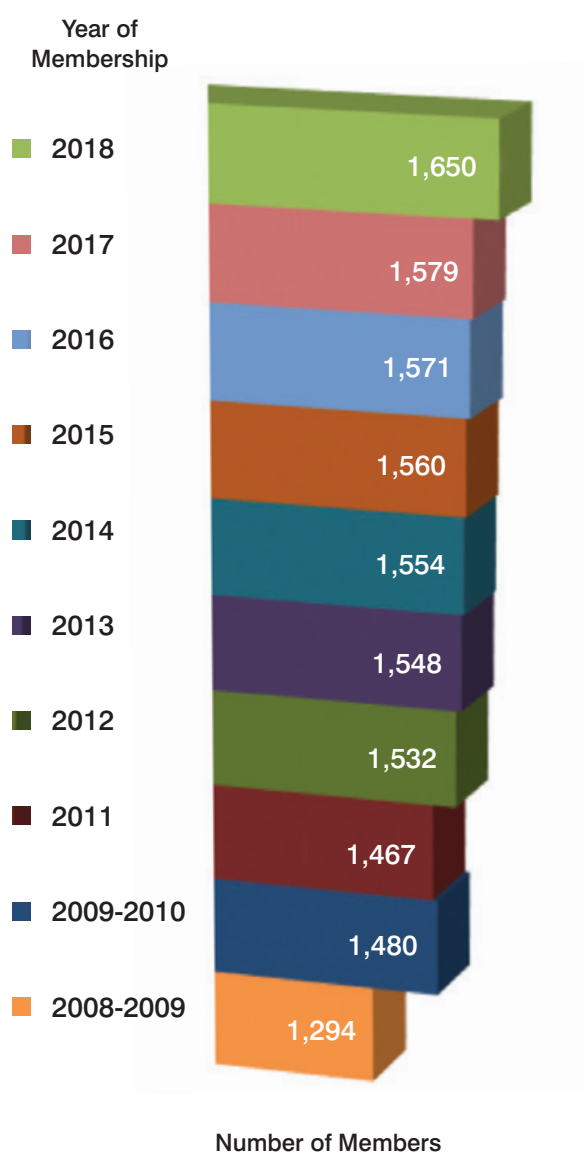
In September 2018, in line with the NPC Strategic Plan 2018-2022 NPC, following consultation with NPC County Branch members and parents, redesigned its representational structure to replace County Branches and the National Assembly by developing Regional Hubs.

# Membership

Membership of National Parents Council Primary consists of affiliated Parents' Associations and individual Associate Members.

The graph below indicates the trend in membership over the last 10 years.

NPC MEMBERSHIP 2008–2018



The table below shows the membership for 2018.

NPC MEMBERSHIP 2018

County	Number of Members
Carlow	26
Cavan	44
Clare	38
Cork East	87
Cork West	128
Donegal	57
Dublin N	71
Dublin NW	44
Dublin S	86
Dublin SW	56
Galway	98
Kerry	72
Kildare	67
Kilkenny	38
Laois	34
Leitrim	16
Limerick	85
Longford	22
Louth	49
Mayo	41
Meath	76
Monaghan	35
Offaly	33
Roscommon	31
Sligo	37
Tipperary	97
Waterford	35
Westmeath	36
Wexford	68
Wicklow	40
Associate	3
<b>Total</b>	<b>1,650</b>



# Assembly

**The NPC Assembly is a vibrant and exciting part of NPC and represents a bridge between members and the organisational structures.**

The National Assembly met three times in 2018 to allow members to fully engage in educational issues of importance, meaning that when NPC speaks on behalf of parents it can do so knowing that the issues have been considered and debated by the Assembly on behalf of NPC members.

The first meeting of the year looked at the Primary Mathematics Curriculum, where Dr. Jacqueline Fallon, the Director of the NCCA gave a presentation and consulted with Assembly members.

Homework was the issue consulted on at the second meeting. Survey results and research material commissioned by NPC and funded by the NCCA 'Parental Involvement, Engagement and Partnership in their Children's Education during the Primary School Years' were referred to.

The final National Assembly saw the Assembly members engage in a selection process for NPC Board nominees and a consultation workshop was held on the Senior

Cycle Review in post-primary school. Professor Damian Murchan, Head of the School of Education, Trinity College Dublin gave a presentation.

In 2018, in a new initiative in line with our Strategic Plan 'Parents as Partners: Children, Schools & Communities' 2018 - 2022, NPC developed five Regional Assembly Hubs to provide a more accessible nationwide structure for NPC's service provision, advocacy and representation. As part of this provision each year NPC will hold two Regional Assembly meetings in each hub.

The first of five Regional Assembly meetings was held in Dublin, to which all members from Dublin and neighbouring counties were invited. Shalini Hollingum, from Accenture, gave a presentation on 'Technology in Education: Preparing Children for the Future'. The results of a NPC survey to parents entitled 'Technology in your child's learning' were also presented in advance of a consultation session on this topic.



# Financial Report

## **REPORT OF THE CHAIRPERSON OF THE AUDIT COMMITTEE 2018**

I would like to thank the members of the Audit Committee, NPC Chairman, Robert Grier, Damian Murray, Aisling Lawton and Paul Geoghegan, together with the CEO, Áine Lynch, and the staff of NPC for their work during the year.

I am happy to report that the NPC finances remained healthy in 2018 as shown in this Financial Report. The audited financial statements for the year ended 31 December 2018 have been issued to NPC members and are also available on the Council's website.

**Dermot O'Riordan**

Chairperson of the Audit Committee

# NATIONAL PARENTS COUNCIL – PRIMARY

(Company Limited by Guarantee - without Share Capital)

## DIRECTORS' REPORT

---

### **The directors submit their report together with the audited financial statements of the company (or the “Council” ) for the year ended 31 December 2018.**

The Council's charity registration number is CHY 10547 and the company registration number is 258148.

The registered office of the Council is 12 Marlborough Court, Marlborough Street, Dublin 1.

#### **Administrative details of the Council**

The names of those who served as directors during the period are listed on page 1. On 29 September 2018 Sheila Donohoe and Paul Geoghegan retired as directors of the Council, and Hilary Lawrence and Patrick Ryan were appointed as directors of the Council. Robert Grier retired as Chairperson on 29th March 2019 and Laurence Keaveney was appointed Chairperson on 29th March 2019. Day-to-day running of the Council is managed by the Chief Executive Aine Lynch. Details of the Council's bankers, solicitors and auditor are given on page 1 of the financial statements.

#### **Structure, Governance and Management**

##### **Governing document**

The organisation is a charitable company limited by guarantee, and not having a share capital incorporated in the Republic of Ireland under the Companies Acts 2014 on 10 December 1999. The Council does not have a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding €1.27.

The Council was established under a Memorandum of Association which established the objects and powers of the entity and is governed under its Articles of Association and managed by a Board of Directors.

The Council has been granted charitable status under Section 207 and 208 of the Taxes Consolidation Act 1997.

The Council comply with the Governance Code for community, voluntary and charitable organisations in Ireland. The Council confirm that a review of the organisation's compliance with the principles in the Code was conducted on 14th July 2017. This review was based on an assessment of our organisational practice against the recommended actions for each principle. The review sets out actions and completion dates for any issues that the assessment identifies need to be addressed.

#### **Recruitment and appointment of the Board**

In accordance with the Articles of Association one third of the elected directors in office must retire each year. If the number of directors is not divisible by three, then the lowest whole number nearest one-third shall retire.

The directors appointed in general meeting may co-opt a further two directors for a term of up to three years on such terms and subject to such conditions as the Board may determine and such co-opted directors shall be eligible for re-appointment at the expiry of their term of office.

The Assembly is required to nominate persons for election to the office of director to fill the vacancies created by the operation of Article 34(1) and Article 38 (the "Vacancies") and the Full Members are entitled to fill the vacancies by electing such persons as have been so nominated. 2018 is the last year the NPC will follow this process for nominating Board members from the Assembly. As of 2019 the Board nomination process will follow the NPC revised Constitution which provides for the members of the NPC to nominate people for election to the Board. Following the nomination stage, an electronic voting process will be conducted which will facilitate all NPC members to elect the Board members to fill the vacancies that arise.

The Board is committed to achieving high standards of governance. Board members do not receive any remuneration in respect of their services to the Council. Expenses are reimbursed where claimed. There have been no contracts or arrangements entered into during the financial year in which a Board member was materially interested.

All new Board members receive induction training and induction papers on commencing their appointment to the Board.

#### **Organisational Structure**

The Board of National Parents Council – Primary is permitted to have a maximum number of directors of ten: up to eight of whom may be elected by the Full Members (affiliated parents associations) and up to two of whom may be co-opted by the Board of Directors.

The Board are responsible for the strategic direction and policy of the National Parents Council - Primary. This is in accordance with the Memorandum and Articles of Association and the National Parents Council - Primary Governing Handbook. At present the Board has ten members, eight appointed in general meeting and two co-opted by the appointed directors.

## Audit Committee

As part of the Board's plans to fulfil its objectives in this area it has constituted an audit committee to ensure an effective review and monitoring of financial risks, reliable management and financial reporting, compliance with laws and regulations and the maintenance of an effective and efficient audit.

## Chief Executive

The Chief Executive of the Council reports to the Board of directors. The Board provides leadership and strategic management, developing and furthering the aims and objectives of the organisation and delegates certain duties and responsibilities to the CEO. This includes implementation of the strategic plan, leading and managing the Council's staff members, programmes, projects, finances and all other administrative aspects so that the Council's ongoing mission, vision and objectives are fulfilled within the context of the Council's values, as approved by the Board of directors and membership.

## Key Risks

The key risks facing the Council are that its core projects and activities are reliant on continued government funding. The directors confirm that there is an ongoing process for identifying, evaluating and managing the significant risks faced by the Council.

## Objectives and Activities

The principal activities of the Council are to act as a nationwide organisation representing parents of children attending early and primary education.

National Parents Council – Primary was established to contribute to the advancement of the early education and primary education of all children, in order to improve and enrich the education of each child and to support the involvement of parents in all stages of education.

## Vision

The Council want to see an Ireland where every child has the opportunity to reach their full potential.

## Mission

The Council exists to ensure that all parents are supported and empowered to become effective partners in their children's education. The Council will work to increase the capacity and capability of the primary education sector, to achieve true partnership and deliver better outcomes for all children.

## Key Activities

The key activities in achieving the vision and mission of the Council are;

1. Representing the parents' voice in primary education
2. Advocacy
3. Building participation
4. Service delivery

On behalf of the Board

**Laurence Keaveney**

Director

**Dermot O'Riordan**

Director

**28 June 2019**

Date

## Achievements and Performance

The Council publishes an Annual Review outlining the achievements of the organisation under its Strategic Plan's Aims and Objectives.

## Financial Review

The Council reported an operating deficit of €7,942 in the year (2017: deficit of €11,419).

The principal sources of funding received by the Council are from funding grants from the Department of Education and Skills and the Health Service Executive. The Council also receives funds from its membership subscriptions and publication sales.

The Board has examined the Council requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the company should amount to between three and six months of average expenditure.

## Accounting Records

The directors believe that they have complied with the requirement of Section 281 to 285 of the Companies Act 2014 with regard to keeping adequate accounting records by employing accounting personnel with appropriate expertise and by providing adequate resources to the financial function. The accounting records of the company are maintained at the company's offices at 12 Marlborough Court, Marlborough Street, Dublin 1.

## Post Balance Sheet Events

No events have occurred subsequent to the balance sheet date which requires disclosure in the financial statements.

## Plans for Future Periods

National Parents Council - Primary's Strategic Plan; "Parents as Partners" will shape the plans and direction for the organisation until 2022.

The Council has voluntarily adopted the reporting requirements of the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP) FRS 102.

## Relevant Audit Information

The directors believe that they have taken all steps necessary to make themselves aware of any relevant audit information and have established that the company's statutory auditors are aware of that information. In so far as they are aware, there is no relevant audit information of which the company's statutory auditors are unaware.

## Auditor

In accordance with Section 383(2) of the Companies Act 2014, KPMG, Chartered Accountants, will continue in office.

## STATEMENT OF DIRECTORS' RESPONSIBILITIES IN RESPECT OF THE DIRECTORS' REPORT AND THE FINANCIAL STATEMENTS (Company Limited by Guarantee - without Share Capital)

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The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law they have elected to prepare the financial statements in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company and of its profit or loss for that year. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- assess the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

The directors are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the assets, liabilities, financial position and profit or loss of the company and enable them to ensure that the financial statements comply with the Companies Act 2014. They are responsible for such internal controls as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities. The directors are also responsible for preparing a directors' report that complies with the requirements of the Companies Act 2014.

On behalf of the Board

**Laurence Keaveney**

Director

**Dermot O'Riordan**

Director

**28 June 2019**

Date

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF NATIONAL PARENTS COUNCIL – PRIMARY (Company Limited by Guarantee - without Share Capital)

## 1. REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

### Opinion

We have audited the financial statements of National Parents Council – Primary ('the company') for the year ended 31 December 2018 set out on pages 10 to 22, which comprise the statement of financial activities, the balance sheet, the cash flow statement and related notes, including the summary of significant accounting policies set out in Note 1. The financial reporting framework that has been applied in their preparation is Irish Law and FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

In our opinion, the accompanying financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 31 December 2018 and of its deficit for the year then ended;
- have been properly prepared in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) ((ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the company in accordance with ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### We have nothing to report on going concern

We are required to report to you if we have concluded that the use of the going concern basis of accounting is inappropriate or there is an undisclosed material uncertainty that may cast significant doubt over the use of that basis for a period of at least twelve months from the date of

approval of the financial statements. We have nothing to report in these respects.

### Other information

The directors are responsible for the other information presented in the Annual Report together with the financial statements. The other information comprises the information included in the directors' report. The financial statements and our auditor's report thereon do not comprise part of the other information. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except as explicitly stated below, any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. Based solely on that work we have not identified material misstatements in the other information. Based solely on our work on the other information we report that;

- we have not identified material misstatements in the directors' report;
- in our opinion, the information given in the directors' report is consistent with the financial statements;
- in our opinion, the directors' report has been prepared in accordance with the Companies Act 2014.

### Opinions on other matters prescribed by the Companies Act 2014

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited and the financial statements are in agreement with the accounting records.

### Matters on which we are required to report by exception

The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions required by Sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

## **2. RESPECTIVE RESPONSIBILITIES AND RESTRICTIONS ON USE**

### ***Responsibilities of directors for the financial statements***

As explained more fully in the directors' responsibilities statement set out on page 6, the directors are responsible for: the preparation of the financial statements including being satisfied that they give a true and fair view; such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and using the going concern basis of accounting unless they either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

### ***Auditor's responsibilities for the audit of the financial statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with

ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A fuller description of our responsibilities is provided on IAASA's website at [https://www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description\\_of\\_auditors\\_responsibilities\\_for\\_audit.pdf](https://www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description_of_auditors_responsibilities_for_audit.pdf)

### ***The purpose of our audit work and to whom we owe our responsibilities***

Our report is made solely to the company's members, as a body, in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

**Paul J. O'Brien**  
for and on behalf of  
**KPMG**  
**Chartered Accountants, Statutory Audit Firm**  
1 Stokes Place,  
St. Stephen's Green,  
Dublin 2

**28 June 2019**

## STATEMENT OF FINANCIAL ACTIVITIES

### for the year ended 31 December 2018

	*Restricted funds 2018 €	**Unrestricted funds 2018 €	Total funds 2018 €	Total funds 2017 €
<b>Income from</b>				
Charitable activities				
- sponsoring bodies	340,712	331,000	671,712	563,112
Other trading activities				
- membership fees	-	100,102	100,102	101,845
- course fees	-	18,797	18,797	13,570
- publication sales	-	290	290	160
Investment income	-	255	255	259
Other income	-	5,975	5,975	9,062
<b>Total incoming resources</b>	<b>340,712</b>	<b>456,419</b>	<b>797,131</b>	<b>688,008</b>
<b>Expenditure</b>				
Charitable activities	(340,712)	(464,361)	(805,073)	(699,427)
<b>Total resources expended</b>	<b>(340,712)</b>	<b>(464,361)</b>	<b>(805,073)</b>	<b>(699,427)</b>
<b>Net (expenditure)/income for the year</b>	-	(7,942)	(7,942)	(11,419)
Total funds brought forward	-	364,011	364,011	375,430
<b>Total funds carried forward</b>	<b>-</b>	<b>356,069</b>	<b>356,069</b>	<b>364,011</b>

There are no other comprehensive income and losses for the current or preceding financial year. Accordingly no statement of other comprehensive income or statement of changes in equity has been prepared.

All income and expenditure in the year is derived from continuing activities.

#### Explanation of some terms in the Financial Report

\* **Restricted funds** represent monies received which can only be used for particular purposes specified by the provider of such funds. Such purposes are within the overall aims of the Council.

\*\* **Unrestricted funds** are available for general use at the discretion of the Council in furtherance of its general objectives.

## BALANCE SHEET

as at 31 December 2018

	2018 €	2017 €
<b>Fixed assets</b>		
Tangible assets	<u>13,884</u>	<u>16,361</u>
<b>Current assets</b>		
Cash at bank and in hand	450,790	468,717
Debtors and prepayments	35,903	43,319
	<u>486,693</u>	<u>512,036</u>
<b>Current liabilities</b>		
<b>Creditors:</b> amounts falling due within one year	(139,101)	(156,292)
<b>Net current assets</b>	<u>347,592</u>	<u>355,744</u>
<b>Total assets less current liabilities</b>	<u>361,476</u>	<u>372,105</u>
<b>Creditors:</b> amounts falling due after one year	(5,407)	(8,094)
<b>Net assets</b>	<u><u>356,069</u></u>	<u><u>364,011</u></u>
<b>Funded by:</b>		
Unrestricted funds	356,069	364,011
Accumulated surplus	<u><u>356,069</u></u>	<u><u>364,011</u></u>

On behalf of the Board

**Laurence Keaveney**  
Director

**Dermot O’Riordan**  
Director

**28 June 2019**  
Date

## DIRECTORS WHO SERVED DURING 2018

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### **Robert Grier**

#### **Chairperson**

Board meeting attendance 6/6

Expenses €975.46

### **Pirooz Daneshmandi**

Board meeting attendance 5/6

Expenses €0

### **Julie Dennehy-O'Callaghan**

Board meeting attendance 5/6

Expenses €0

### **Aisling Lawton**

Board meeting attendance 6/6

Expenses €0

### **Damian Murray**

Board meeting attendance 6/6

Expenses €0

### **Dermot O'Riordan**

Board meeting attendance 5/6

Expenses €148.65

### **Catherine White Byrne**

#### **Vice-Chairperson**

Board meeting attendance 6/6

Expenses €768.22

### **Miriam Brandt**

Board meeting attendance 4/6

Expenses €1,210.19

### **Sheila Donohoe**

**Vice Chairperson** to 29.9.2018

Board meeting attendance 2/4

Expenses €300.17

**Paul Geoghegan** to 29.9.2018

Board meeting attendance 1/4

Expenses €26.40

**Hilary Lawrence** elected 29.9.2018

Board meeting attendance 2/2

Expenses €346.11

**PJ Ryan** elected 29.9.2018

Board meeting attendance 2/2

Expenses €0

Expenses shown may include payments to Directors incurred through other volunteer roles within NPC.

## BOARD SUB-COMMITTEE MEMBERS 2018

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### **Audit Committee**

- Dermot O'Riordan (Chairperson) 3/3
- Robert Grier 2/3
- Paul Geoghegan 3/3
- Aisling Lawton 3/3
- Damian Murray 3/3

### **Governance Committee**

- Catherine White Byrne (Chairperson ) 2/2
- Robert Grier 2/2
- Miriam Brandt 2/2
- Pirooz Daneshmandi 0/2
- Julie Dennehy O'Callaghan 2/2

## ASSEMBLY MEMBERS 2018

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Each County Branch may nominate up to two parents to act as Assembly Representatives and each Special Interest Group may nominate one parent to act as an Assembly Representative.

### Cavan

**Fiona Flynn**  
**Paula Duffy**

### Cork East

**Hilary Lawrence**  
**Margaret O'Neill**

### Donegal

**Aileen Johnston**  
**Áine Molloy**

### Dublin North

**Tricia Lynch**  
**Adrienne Daly**

### Dublin NW

**Helga Behan**  
**Agnieszka Tabala**

### Dublin South

**Kathy Fulcher**  
**Ann-Maria Griffin-Lucey**

### Dublin SW

**Annette Reilly**  
**Gillian K'Eogh**

### Kildare

**Laura McCormack**  
**Valerie O'Gorman**

### Laois

**Thomas Nelligan**  
**Margaret Greene**

### Limerick

**Ali Akbari**  
**Margaret O'Keeffe**

### Louth

**Melissa Murphy**  
**Anne Mullen**

### Meath

**Avril Byrne**  
**Jennifer Farrell**

### Offaly

**Tara Larkin**

### Sligo

**Seonag MacPherson**  
**Melinda Swann**

### Tipperary

**Tricia Fogarty**  
**PJ Ryan**

### Wexford

**Martina Berry**  
**Mitch Kenny**

### Integrated Education Group

**Angela Briggs**

### Special Education Group

**Catherine Kerr**

## NPC STAFF

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<b>Áine Lynch</b>	Chief Executive
<b>Liz O'Sullivan</b>	Services Manager
<b>Clare Downey</b>	Early Years Services Manager
<b>Richard Quinn</b>	Financial Administrator
<b>Carmel O'Shea</b>	Helpline Officer
<b>Louise Rickard</b>	Helpline Officer
<b>Danielle Goodman</b>	Partnership Schools Ireland Coordinator
<b>Catherine Cross</b>	Development Officer
<b>Michelle Davern</b>	Administrative Officer
<b>Sharon Hopkins</b>	Training Administrator
<b>David Perkins</b>	Administrator
<b>Marion O'Brien</b>	Administrator
<b>Louise Reilly</b>	Office Cleaner





If you would like to contact us...

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12 Marlborough Court

Marlborough Street

Dublin 1

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Email: [info@npc.ie](mailto:info@npc.ie)

**Helpline:**

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Email: [helpline@npc.ie](mailto:helpline@npc.ie)

Website: [www.npc.ie](http://www.npc.ie)