

**BALLYCRAIGY PRIMARY SCHOOL
BOARD OF GOVERNORS
ANNUAL REPORT 2014 - 2015**

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1. Composition

The Board of Governors of Ballycraig Primary School came into office for four years in May 2014. It was made up as follows:

N.E.E.L.B. Representatives:

Mr R Cairns
Mr M Palmer

Transferor Representatives:

Mr W Carson
Mrs S Girvin
Rev W Orr
Miss T Reid

Parents' Representatives:

Mrs J Alexander
Mrs K Palmer

Teachers' Representative:

Mrs D Fowler

Principal:

Dr H Edwards

Chairperson

Mr M Palmer

Vice-Chairperson:

Miss T Reid

Secretary:

Dr H Edwards (non-voting)

2. Board of Governors

Once again the Governors executed their duties in managing the school with professionalism and enthusiasm. They ensured that the school was operating smoothly and was providing a sound education service for all our parents and children.

3. Curriculum Policy and Prospectus

The school prospectus is circulated to the parents of all new pupils to the school and is always available in school and on the school web site (www.ballycraigypriamary.org.uk) should any parent require a copy. Similarly other school policy statements are filed in school and are published on the school web site.

The following are available for reference from the school office:

- School Development Plan
- Anti-Bullying Policy
- Policy for Safe Handling and Use of Reasonable Force
- Pastoral Care/Child Protection Policy
- Policy for School Behaviour and Discipline
- Policy for road Safety Education
- Policy for Educational Visits
- Drugs Policy
- Healthy Breaks Policy
- Curriculum and Staff Development Plan
- Policy for Learning and Teaching
- Assessment Policy
- Marking Policy
- Policy for Monitoring and Self-Evaluation
- SEN Policy and Statement
- Literacy Policy
- Numeracy Policy
- I.C.T. Policy
- Policy for Play-based Learning
- Policy for Education for Sustainable Development
- Homework Policy
- Health and Safety Policy
- Policy for Disposal of Records
- Policy for Promoting Effective Working Relationships with Parents/Guardians

4. Special Educational Needs

In September 2014 the names of 48 children were on our Special Needs Register, with an additional 9 names added during the year. This can be for medical reasons, English as an additional language, poor attendance at school or learning difficulties. Six children are currently on Stage 5 with statements of special needs and have been given individual classroom assistance hours to enable them to reach their maximum potential. Their progress is reviewed annually with their parents, teachers, classroom assistant and sometimes representatives from outside agencies in attendance. All provide feedback on the child and their progress during the last year. New targets are set for the coming year.

Teachers write and review Individual Education Plans for children on Stages 2 to 5 of the register each term so that short, meaningful and achievable targets are regularly set and reached. Stage 1 pupils have an Action Plan for each term to be implemented by the class teacher. Parents are kept informed each term by meeting with the class teacher to discuss the progress made on the last IEP and the new targets on the present one. Targets set are shared with the children involved so they know what they are trying to achieve in the term.

Some children have group or individual teaching sessions with a classroom assistant. Some are receiving ICT interventions for specific problems in literacy using the Lexia programme. Our Reading Partner programme helps to raise reading standards with those children who need a little extra help to master the mechanics of reading. We have volunteers who take time to read with individual children to encourage them and give them more practice in reading aloud.

Outside agencies such as LTSS, MASTS, Autism Support and Behavioural Support all work with children on the Special Needs Register.

Mrs Hunter (SENCo) continues to administer psychological testing to some children at stages 1 and 2 to assess their abilities and difficulties in the areas of literacy and numeracy. Miss Moore has assisted Mrs Hunter in carrying out the duties of the SENCO,

5. Annual Attendance Rate

The school actively encourages good attendance. Our percentage attendance for compulsory school age children was 95.61%. 24 children received Full Attendance awards at our End of Year Celebration in June 2015. Thanks go to our parents for the major part they play. The percentage clearly indicates that the teaching and learning environment created by the staff is one that the children really enjoy.

6. Finance

LMS Budget LMS stands for Local Management of Schools. The transactions for this budget are made via computer link with the agencies involved and NEELB. It includes such components as salaries, maintenance, fuel costs, electricity, telephones, books and equipment, furniture, etc. Our budget for 2014/2015 was £474,514 and the balance at the end of the last financial year was £70,241. We received additional funding of £70,000 from DE for the establishment of a Nurture Unit.

School Fund This fund deals with general transactions that occur during the course of the school year. The end of year balance was £3352.68

Extended Schools Initiative Our budget for 2014/2015 was £15925 and the balance at the end of the financial year was £0. This was used to fund our Early Bird Breakfast Club, Kid's Club and Youth Club, Homework Club, Jo Jingles, Parent and Toddler Group, Senior Citizen's Luncheon Club, Ju Jitsu, Jo Jingles, Jump, Jiggle and Jive, Galaxy Coaching, Hockey and Adult and Children's ICT classes.

7. Statutory Assessment and Testing

Statutory end of Key Stage Assessment took place in Year 4 and Year 7. The results of these were sent to parents in the summer term.

Level 2 (Key Stage 1) and Level 4 (Key Stage 2) are the levels expected to be achieved by the majority of children in Northern Ireland.

Level 3 (Key Stage 1) and Level 5 (Key Stage 2) are above average levels achieved. A summary of our End of Key Stage results appears below.

Key Stage 1

Communication	Working towards Level 1	0%
	Level 1	17.64%
	Level 2	76.48%
	Level 3	5.88%

Using Mathematics	Working towards Level 1	0%
	Level 1	5.88%
	Level 2	82.35%
	Level 3	11.77%

Key Stage 2

Communication	Level 1	0%
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	Level 2	12.50%
	Level 3	20.84%
	Level 4	66.66%
Using Mathematics	Level 1	0%
	Level 2	0%
	Level 3	45.84%
	Level 4	54.16%
	Level 5	0%

Parent/teacher consultations took place in terms 1 and 2. Mid-Year exams took place in January and End of Year Standardised Testing took place in May. The Annual Pupil Report was sent home during June. On going assessment of pupils' work takes place throughout the year.

8. Highlights of the School Year

September	European Day of Languages – Italy IEP Parent Interviews Galaxy Coaching Dr Edwards' Ice Bucket Challenge Live Your Goals – IFA Roadshow P6/7 Girls Travelling Book Fair
October	“Green Gym” morning Harvest Celebration Wear It Pink Coffee Morning for Breast Cancer Care Galaxy Coaching Jo Jingles PTA Halloween Party/Disco P6/7 viewing of BBC Film “Ten Pieces” NSPCC Anti-Bullying talks P5-P7 Cheerleading PSNI Firework Safety Talk P5 Road Safety Walk Ju Jitsu Level 1 Course
November	Galaxy Coaching Royal British Legion Poppy Appeal Jo Jingles Open Night P1-P7 Parent Teacher consultations PTA Bag Pack at ASDA “Bring Your Wheels to School” Day Visit from BBC Newsline Bulb Planting P4-P7 Bible Club Athletics
December	Carol Singing at Asda, Tesco and Donegal Road Methodist Church for kids4school School Choir took part in Antrim Council Carol Concert Pantomime at the Courtyard Theatre – Sleeping Beauty PTA Christmas Fair Christmas Production – The Magical Christmas Jigsaw Carol Service at St. Jude's Parish Church P5-P7 visit from Belfast Giants “Dinner with the Doc”
January	Big School's Birdwatch Jo Jingles

Extended School Bootcamp
IEP Parent Interviews
Mid-Year Exams
P1 Parent/teacher consultations
PTA “Onesie Night Only”

February

BikeTastic Drama Production
P5-P7 Cheerleading
P4 Circus Skills
P3-P7 Ju Jitsu
P3 Bricks4Kids
Erection of our Poly Tunnel
PTA Coffee afternoons
PTA Valentine Disco/Party
Erection of Solar Panels
“Wear It Beat It” Charity day
Antrim Borough Council Environmental Youth Speak

March

P4-P7 visit to a Belfast Giants Match
P5-P7 STEM workshops
PTA Family Quiz Night
P7 Dragon Dance Workshop
Easter Assembly
P2 Bike Art with Sustrans
World Book Day
Fair Trade Football Tournament
Active Antrim Netball Tournament
Action Cancer Easter Raffle
“Dinner with the Doc”

April

PTA Art Exhibition
P7 Orchard Planting (with Rathenraw IPS)
P2 visit to Tesco
P3 Sustrans Workshop

May

P5-P7 Action Cancer workshops
P1-P4 Mambo and Jazz Puppet Show (Action Cancer)
Garden Show Ireland
P2-P7 Assessment Week
PTA Girl’s Night Out
P1 Induction afternoon
P3/4 visit from PSNI
“Sip for Stroke” Coffee morning and “Crazy Hair” Day

June

Antrim Sixes Hockey Tournament
P7 visit to Parkhall College for Induction
P6 visit to Antrim Forum for Parkhall Sport’s Day
P2-P3 visit to Greenmount
PTA Summer Fair
P7 Leaver’s Event
End of Year Celebration Assembly
“Best Kept School” in Northern Ireland
Bronze, Silver and Gold RSPB Wildlife Awards
Antrim Festival Dragon Boat Race – PTA
Antrim Festival Parade
Antrim Festival Soap Box Racing
Action Cancer Health Action Award Ceremony – GOLD award
Sports’ Day
P1-P6 Summer Fun day
Visits from Danny Kinahan, MP; Mark H Durkan, MLA,
Environment Minister and Basil McCrea MLA

P4-P7 visit to The Grand Opera House to see "Horrible Histories"
P6/7 "Ten Pieces" Ulster Orchestra Concert
P7 Young Enterprise NI Finals

School Grounds and Buildings

The school principal and governors oversee the upkeep of the school buildings. A proportion of the overall LMS budget is allocated each year for building maintenance. This money is used to meet the cost of all repairs and improvements to the interior of the building. The NEELB is responsible for the external structure of the buildings.

A proportion of our LMS budget is set aside for grounds maintenance. The appearance of our school grounds has been greatly enhanced by the faithful attention given by the NEELB's Ground's Maintenance team, by our school ECO Action Team, parents and grandparents, members of St Jude's Parish Church and by monies raised by our PTA and through Grant Applications. This year we were not only awarded the title of Best Kept School in the North Eastern Region, but were named the "Best of the Best". A huge thank you must go to Mrs Brown, our ECO Coordinator.

Staffing

During the 2013/2014 academic year we employed 6 full time teachers and 5 part time teachers giving a pupil/teacher ratio of 1:23. We said farewell to Mrs Darragh and Mrs Maxwell and welcomed Mrs Claire Harmon, Miss Rebecca Harper and Mrs Emma McGarry to our teaching staff. We also employed 1 P1 Classroom Assistant, 1 P2 Classroom Assistant, 1 P3 Classroom Assistant (Literacy Support Assistant and Reading Partner), a Behaviour Support Assistant and 5 Special Needs Assistants (2 also act as Literacy Support Assistant and Reading Partner) and 1 General Assistant. We celebrated along with Mrs Harmon on her marriage and with Mrs Fowler on the birth of Eli and Mrs McAuley on the birth of Cate.

Equipment and Resources

Equipment and resources were purchased through our LMS budget. Additional resources were purchased through our P.T.A. fund, through Cash For Clobber and Plant sales.

Entrance Criteria

At the moment all children of compulsory school age who meet the school's criteria will receive a place in Ballycraigy Primary.

Admissions Criteria will be used in the case of the school being over subscribed. The criteria are listed in order of priority.

1. Children who have brothers/sisters (half-brother/half-sister) currently enrolled in the school
2. Children who are the first/eldest child in their family to attend mainstream primary education
3. Children for whom Ballycraigy Primary School is the nearest school – walking distance measured from the front entrance of the school to the front door of their home by public road/footpath

Curriculum Policy, Staff Policy and Planning.

The school is very well abreast of present initiatives and of its statutory requirements. Policies are available in school or on our web site. (www.ballycraigypriamary.org.uk)

Teacher Training

It is statutory for teachers to deliver the NI Curriculum. Consequently training is given to all staff relevant to this. Courses attended include: Computer based Assessment; ECO initiatives; Child Protection including participation by all staff in a e-learning Safeguarding Children in Northern Ireland Module; C2K workshops; Autism Workshops; CCEA Assessment; Nurture Units.

Dr Edwards, Mrs Little and Mrs Simpson received updated training in Heartstart. Mrs Simpson completed her training as a Roots of Empathy instructor.

Extra Curricular activities

Throughout the school year we offered Football, Hockey, Netball, Power Walking, Digital Media Club, STEM Club, Film Club, Gardening Club, Spanish Club, ECO activities, Boot Camp, Jo Jingles, Ju Jitsu, Jump, Jiggle and Jive, Bricks4Kids and Choir. Teachers devote a large amount of time to these activities and do so willingly. We see this as a most valuable part or the overall school curriculum.

Parent Teacher Association

Once again this school year we had many successful events –Christmas Fair, Bingo, Family Quiz Night, Halloween Party, Art Exhibition, Girl’s Night Out, Children’s Movie Night, Valentine’s Disco, Summer Fair and a bag pack at ASDA. These events raised £7004.

Our thanks go to all parents and friends who supported the events.

Conclusion

In conclusion, the Board of Governors express its sincere thanks to you for your support and assistance given to the school and we particularly thank our dedicated, conscientious and loyal staff for the way they have undertaken their many and varied tasks during this continued period of change.

It should be noted that you are within your rights to propose resolutions to the Board of Governors, who will be able to discuss these items with you.

Signed

Chairperson, Board of Governors

Date
