

**BALLYCRAIGY PRIMARY SCHOOL
BOARD OF GOVERNORS
ANNUAL REPORT 2017 - 2018**

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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:

Education Authority Representatives:

Mr R Cairns
Mr M Palmer

Transferor Representatives:

Mr W Carson
Mrs S Girvin
Miss T Reid
Rev J McClure

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.ballycraigypriamry.org.uk) should any parent require a copy. 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 Relationships and Sexuality Education
- 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
- Policy for Special Educational Needs
- Literacy Policy
- Numeracy Policy
- I.C.T. Policy
- Policy for Play-Based Learning
- Outdoor Learning Policy
- 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 2017, 41 names of children were included on the Special Needs Register for difficulties in the areas Cognitive and Learning, Social, Emotional and Behavioural and Communication and interaction. A further 11 children were registered with physical or medical conditions. Three children have English as an Additional Language. During the year 7 children were removed from the register as they could now work in a differentiated group within the classroom without any individual input from the class teacher.

At the start of the year, 8 children were on Stage 5 with statements of special needs. Annual reviews have been carried out for 8 of these. During the year, one child in P3 received their statement of special needs and has moved to stage 5. Two children received support from Behaviour Support service. Another two P2 children are to receive support from Rathmore Behaviour Support centre next year. Two children from P3 and one child from P5 had support from LTSS throughout the year.

Miss Moore took over the role of SENCO from Mrs Hunter. Throughout the year she carried out educational testing additional to that routinely administered. The results of such testing aids teachers with their planning for, monitoring and reviews of individual children.

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, RISE, EA Autism Support and EA Behavioural Support all work with children on the Special Needs Register.

5. Annual Attendance Rate

The school actively encourages good attendance. Our percentage attendance for compulsory school age children was 94.61%. 16 children received Full Attendance awards at our End of Year Celebration in June 2018. 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 2017/2018 was £456,387 and the balance at the end of the last financial year was £54,173. We received additional funding of £70,000 from DE for the continued running of the 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 £5342.75

Extended Schools Initiative Our budget for 2017/2018 was £13,450 and the balance at the end of the financial year was £0. This was used to fund our Early Bird Breakfast Club, Homework Club, Jo Jingles, Parent and Toddler Group, 'Be Happy' Workshops for both parents and children, Jo Jingles, Play Sport Coaching, Party Science Professor Workshops, Drumming, Judo and Mini Me Yoga.

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	32.29%
	Level 2	52.97%
	Level 3	11.76%
Using Mathematics	Working towards Level 1	0%
	Level 1	29.41%
	Level 2	58.82%
	Level 3	11.756%
Using ICT	Working towards Level 1	0%

Level 1	35.29%
Level 2	64.71%
Level 3	0%

Key Stage 2

Communication

Level 1	0%
Level 2	0%
Level 3	50.00%
Level 4	42.86%
Level 5	7.14%

Using Mathematics

Level 1	0%
Level 2	7.14%
Level 3	42.86%
Level 4	35.71%
Level 5	14.29%

Using ICT

Level 1	0%
Level 2	0%
Level 3	42.86%
Level 4	57.14%
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 April and 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

Meet the Teacher meetings
 Visit from Dandelion Studio – School Photographs
 IEP Parent Interviews
 Play Sport Coaching
 P4 and P6 Rugby
 P3 Dance
 Mayor's visit – ANBC Best Kept School Garden award
 Scholastic Book Fair
 Parent and Toddlers
 Celebrated National Poetry Day

October

Harvest Celebration
 Wear It Pink Coffee Morning for Breast Cancer Care
 Play Sport Coaching
 P4 and P6 Rugby
 P3 Dance
 P5 Forest Schools
 P2 Jo Jingles
 P6 trip to Titanic, Belfast
 P5/6 Visit from The Dairy Council
 PTA Halloween Party/Disco
 Parent's Week
 'Laughter Yoga' Workshops for parents and pupils
 Parent and Toddlers

November

Play Sport Coaching
 Royal British Legion Poppy Appeal and Remembrance Sunday
 P2 Jo Jingles
 P5 Forest Schools

P7 trip to Springhill
P6 Business Masterclass at Mossley Mill
P1-P7 Flu Vaccination Programme
P6 Young Enterprise
P1-P7 Parent Teacher consultations
PTA Bag Pack at ASDA
Friendship Four Ice Hockey Tournament
Tree Planting at Greenmount
Crocus Planting at Belmont Cemetery
Parent and Toddlers
Open Night

December

Carol Singing at Asda, Tesco, Starbucks, Senior Citizen's Dinner
Pantomime at the Braid Arts Centre
PTA Christmas Fair
Christmas Production – The Landlady's Cat
Carol Service at St. Jude's Parish Church
P6/7 workshop led by Antrim Enterprise Agency
Parent and Toddlers
School Christmas Dinner

January

Big School's Birdwatch
P1 Jo Jingles
IEP Parent Interviews
Mid-Year Exams
P1 Parent/teacher consultations
P7 Drug Awareness workshops
P6 Peace Island Project (delivered by BEAM)
P5-P7 Party Science Professor
Visit from Catherine O'Boyle, RSPB
P4/P5 visit from Jump NI
Parent and Toddlers
PTA Break the Rules Day

February

Number Day
PTA Movie Night
Parent and Toddlers
P5-P7 visit from Gordy Cameron, Belfast Giants
P1 Jo Jingles
P1-P7 visit from Party Science Professor
Indoor Kwik Cricket
PTA Family Quiz

March

P5-P7 party Science Professor workshops
P5 SUNI Amazing Jesus workshops
P1 Health Appraisals
P6 Young Enterprise
P3-P7 Judo
Walk to school week
Easter Lunch
World Book Day
Action Cancer Easter Raffle
Parent and Toddlers
PTA Mother's Day Shop

April

Big Spring Clean
Parent and Toddlers
P5 Chester's Challenge
P7 Stamp out smoking
P2 visit to TESCO
P6 visit to Greystone Library

P7 attended 'Bee Safe'
P1, P4 and P5 Mini Me Yoga
P4-P7 Gathering Drum workshops

May

Nurture Week
Garden Show Ireland
P2-P7 Assessments
"Crazy Hair" day
Parent and Toddlers
NSPCC Day
P1-P7 Primary Health Action Programme
Civic Reception for P7 at The Old Courthouse
PTA Royal Wedding Tea Party
Kwik Cricket – winners of tournament
P4/P5 Shared Education visit to Shane's Castle
P7 visit to Jungle NI
Sports' Day

June

P1 Induction afternoon
P7 visit to Parkhall College for Induction
P2 Shared Education visit to Greenmount
P5 Shared Education Showcase at Castle Mall
P4-P7 Shared Education Clubs afternoon
PTA Summer Fair
P7 Leaver's Event
End of Year Celebration Assembly
Antrim Festival Parade
Antrim Festival Soap Box Racing
Action Cancer Health Action Award Ceremony – GOLD award
P1-P6 Summer Fun day
Parent and Toddlers
Eco Outing to Sentry Hill
P4-P7 Bible Club with Colin Tinsley
P1-P6 visit from ARC21 Recycling Vehicle
P3 trip to the Mid Antrim Animal Sanctuary

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 Education Authority 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 EA's Ground's Maintenance team, by our school ECO Action Team, parents and grandparents and by monies raised by our PTA and through Grant Applications. A huge thank you must go to Mrs Brown, our ECO Coordinator and Miss Gourley and Debbie McCaig for assisting her.

Staffing

During the 2017/2018 academic year we employed 5 full time teachers and 7 part time teachers giving a pupil/teacher ratio of 1:20. We welcomed Miss Hannah Gourley who was employed for 1 year to cover Mrs Harmon's maternity leave, Miss Samantha McCormick to cover Mrs Leeman's maternity leave, Miss Rebecca Ellis to cover Mrs Fowler's maternity leave and Mrs Rita Charles to cover P1 Principal Release. We also employed 1 P1 Classroom Assistant, 1 P2 Classroom Assistant, 1

P3 Classroom Assistant, 11 Special Needs Assistants. We celebrated along with Mrs Fowler on the birth of Noah, Mrs Leeman on the birth of Tom and Mrs Harmon on the birth of Aoife.

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.ballycraigyprimary.org.uk)

Teacher Training

It is statutory for teachers to deliver the NI Curriculum. School Development Days were used for Literacy, Numeracy, ICT, Use of data to track progress and raise achievement, Children's Mental Health Awareness and Reporting to Parents.

Extra Curricular activities

Throughout the school year we offered Football, Hockey, Netball, Power Walking, Digital Media Club, STEM Club, Film Club, Gardening Club, Book Bloggers, ECO activities, Jo Jingles, Drumming, Mini Me Yoga and Choir. Teachers devote a large amount of time to these activities and do so willingly. We see this as a most valuable part of the overall school curriculum.

Parent Teacher Association

Once again this school year we had many successful events –Christmas Fair, Family Quiz Night, Halloween Party, Mother's Day Shop, Break the Rules Day, Children's Movie Night, Royal Wedding Tea Party, Summer Fair and a bag pack at ASDA. These events raised £6787.53.

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
