

**BALLYCRAIGY PRIMARY SCHOOL
BOARD OF GOVERNORS
ANNUAL REPORT 2018-2019**

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1. Composition

The Board of Governors of Ballycraig Primary School came into office for four years in September 2018. It was made up as follows:

Education Authority Representatives:

Mr R Cairns
Mr M Palmer

Transferor Representatives:

Mrs J Edwards
Mrs S Girvin
Miss T Reid
Rev J McClure

Parents' Representatives:

Mr J Harvey
Mr R Rintoul

Teachers' Representative:

Mrs D Fowler

Principal:

Dr H Edwards

Chairperson

Mr M Palmer

Vice-Chairperson:

Mr R Cairns

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.ballycraigprimary.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 2018, 54 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. Terminology for these has since changed to Social, Behavioural, Emotional and Well-being, Cognition and Learning and Speech and Language Communication. Those on the special needs register for medical reasons at the start of the year have been removed and are now on a separate register. There are now two separate registers for medical and special needs.

At the start of the year, 9 children were on Stage 5 with statements of special needs. Annual reviews have been carried out for 9 of these. Four of these were children transferring on to post primary. During the year, four children have had psychology reviews. Two children received support from Behaviour Support service. Advice from Rathmore behaviour service has been sought for 3 children. One child in P4 is to continue to receive support from Rathmore Behaviour Support centre in the next academic year. Three children from P3 had support from LTSS throughout the year with a further one receiving help in the next academic year.

Miss Moore continued in the role of SENCO. 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 AAIS 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 94.6%. 19 children received Full Attendance awards at our End of Year Celebration in June 2019. 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 EA. It includes such components as salaries, maintenance, fuel costs, electricity, telephones, books and equipment, furniture, etc. Our budget for 2018/2019 was £447,109 and the balance at the end of the last financial year was £8,599. 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 £4858.73

Extended Schools Initiative Our budget for 2018/2019 was £13,702 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, 'Moo Music' and 'Music Rooms' Workshops for both parents and children, Play Sport Coaching, Drumming, Judo, Counselling 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	9.53%
	Level 1	38.09%
	Level 2	42.85%
	Level 3	9.53%

Using Mathematics	Working towards Level 1	0%
	Level 1	38.09%
	Level 2	57.15%
	Level 3	4.76%

Using ICT	Working towards Level 1	4.76%
	Level 1	38.09%
	Level 2	57.15%
	Level 3	0%
Key Stage 2 Communication	Level 1	0%
	Level 2	11.54%
	Level 3	23.08%
	Level 4	61.54%
	Level 5	3.84%
Using Mathematics	Level 1	0%
	Level 2	11.54%
	Level 3	30.77%
	Level 4	42.31%
	Level 5	15.38%
Using ICT	Level 1	0%
	Level 2	7.69%
	Level 3	15.38%
	Level 4	76.93%
	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
	Scholastic Book Fair
	Parent and Toddlers
	Celebrated National Poetry Day
	PTA AGM
	P5/P6 Key To Life (SUNI)
	P2 Jo Jingles
	P4 Young Enterprise
	Macmillan Coffee Morning
October	P4/5 visit from NIFRS
	Harvest Celebration
	P4 Young Enterprise
	Play Sport Coaching
	P2 Jo Jingles
	P6 trip to Titanic, Belfast
	P4-P7 Judo
	P1 Jump, Jiggle and Jive
	P4-P6 Art Project with ANBC
	Flu Vaccinations
	Health and Well Being Gardening afternoon
	Shared Education Week
	P1-P7 Amazing Journey
	P1-P7 Maths Week
PTA Halloween Party	

Parent's Week - 'Music' Workshops for parents and pupils
Parent and Toddlers

November Play Sport Coaching
Royal British Legion Poppy Appeal and Remembrance Sunday
P2 Jo Jingles
P1 Jump, Jiggle and Jive
P4-P7 Judo
P4-P6 Art Project with ANBC
P6 Business Masterclass at Mossley Mill
P7 Trip to Sentry Hill
P6 Young Enterprise
P1-P7 Parent Teacher consultations
PTA Bag Pack at ASDA
Parent and Toddlers
Open Night

December Carol Singing at Asda, Starbucks, Clonlee
Pantomime at the Ballyearl Arts Centre
PTA Christmas Fair
Christmas Production –
Carol Service at St. Jude's Parish Church
Parent and Toddlers
School Christmas Dinner

January Big School's Birdwatch
IEP Parent Interviews
Mid-Year Exams
School visit from PSNI vehicles
P1 Jo Jingles
Parent and Toddlers
PTA Break the Rules Day

February Number Day
PTA Movie Night
Parent and Toddlers
P7 Drugs Education Programme - AYCC
P1 Jo Jingles
Safer Internet Day
P4-P7 Bully Busters Programme (Woman's Aid)
P5-P7 Hockey Blitz

March P5 SUNI Amazing Jesus workshops
P1 Health Appraisals
P1 Jo Jingles
P6 Young Enterprise
P4-P7 All About Me (Woman's Aid)
P7 Drugs Education Programme – AYCC
Mini Me Yoga
P2 Shared Education Workshop
World Book Day
P1-P7 Drumming Workshops
Parent and Toddlers
PTA Mother's Day Shop

April PTA Family Quiz at Starbucks
Parent and Toddlers
Mini Me Yoga
P3/4 STEM workshop
P2/3 trip to Belfast Zoo
P1-P7 Easter Egg Hunt

May

Nurture Week + Nurture Celebration
P7 Business Beginnings
P7 Bee Safe
P7 Stamp Out Smoking
P2-P7 Assessments
P3/4 Shared Education Trip
P3 Miss Tilly (Woman's Aid)
P7 All About Change (Woman's Aid)
P6 Shared Education Project + Showcase
P7 It's Your Move (SUNI)
Bibletime Prize Giving
Parent and Toddlers
P1-P7 Primary Health Action Programme
P7 MFT One Mile Challenge
P7 trip to The Jungle
P6 TIMSS Study
P7 BPEP at Victoria Square

June

P1 Induction afternoon
P7 visit to Parkhall College for Induction
PTA Summer Fair
P7 Leaver's Event
End of Year Celebration Assembly
Action Cancer Health Action Award Ceremony – GOLD award
P1-P6 Summer Fun day
Parent and Toddlers
P4-P7 Bible Club with Colin Tinsley
Sport's Day
P6 Trip to Cambridge House
P6 Trip to Parkhall College Fun Day
P7 Workshop with ANBC
P7 trip to Gaming Event as part of Antrim Festival
P1-P7 Football Taster Sessions with Neil Morrison, ANBC

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 Miss Hannah Gourley, our ECO Coordinator and Debbie McCaig for assisting her.

Staffing

During the 2018/2019 academic year we employed 6 full time teachers and 4 part-time teachers giving a pupil/teacher ratio of 1:20. We also employed 1 P1 Classroom Assistant, 1 P2 Classroom Assistant, 1 P3 Classroom Assistant, 1 P1 Play Worker, 1 learning Support Assistant and 11 Special Needs Assistants. We celebrated along with Mrs Harmon on the birth of Ruari.

Equipment and Resources

Equipment and resources were purchased through our LMS budget, PTA Fund and School Private Fund.

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 siblings (half-brother/half-sister), living at the same home address, currently enrolled in the school.
2. Children for whom Ballycraigy Primary School is the nearest school as decided by a straight line digital measurement using the post code address of their home residence to the post code address of Ballycraigy Primary School. Ballycraigy Primary School will use the Northern Ireland Portal for Geographical Information (GI) decision making tool, Spatial N.I., to determine distances.
3. In the event of two or more children living the same distance from school, rank order will be determined on the basis of the initial letter of the surname as it appears on the birth certificate with pupils being selected in the order set out below. The order was determined by a randomised selection of letters generated by www.miniwebtool.com.

L I F N Z O M T E S X V B P W Y J Q R K H U C G D A

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, Managing Positive Behaviour 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, Judo, 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 – 50th Anniversary Celebrations, Christmas Fair, Family Quiz Night, Halloween Party, Mother's Day Shop, Break the Rules Day, Children's Movie Night, Summer Fair and a bag pack at ASDA. These events raised £8104.94.

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
