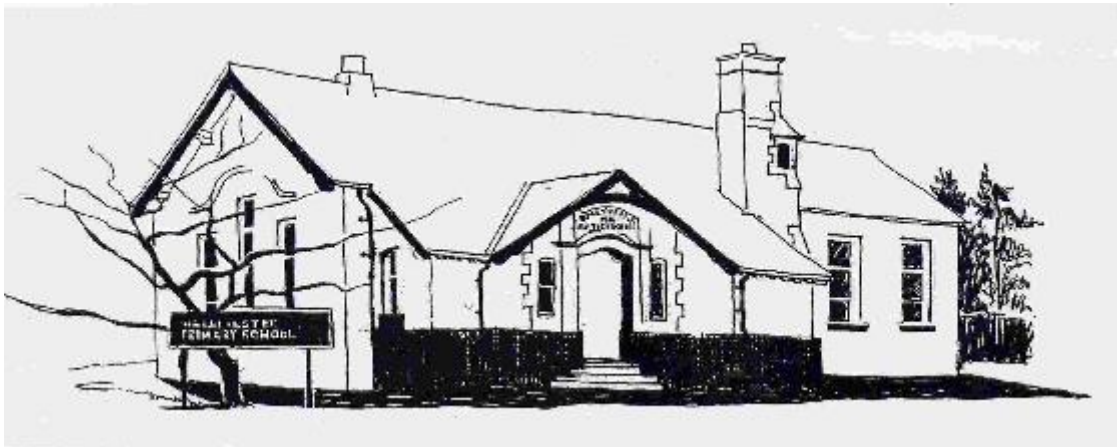


# **Ballyvester Primary School**

## Annual Report from the Board of Governors



**2018 – 2019**

## Chairman's Foreword 2018/19

2018-19 has been a busy year for everyone at Ballyvester Primary School. Current enrolment at September 2018 was 117 pupils meaning the School is again beyond capacity and we have a waiting list for places. Year 7 pupils have all secured places in post-primary schools, details of which are included in the main report.

The Shared Education programme continued with St. Anne's Primary School with all of the pupils involved in shared lessons and trips to local areas of interest. The Year 6 & 7 pupils enjoyed a 3 day residential at The Kílbroney Centre, Rostrevor.

The enthusiastic and hard working group of Parents who make up our PTA have been working tirelessly fundraising for our School. We are grateful for the generous contribution of £2000 towards The Accelerated Reading Programme. This individually challenging reading programme will undoubtedly encourage and inspire a love of reading among our pupils. A total of £4299.77 was raised during 2018-19. A further sum of money has been set aside for playground markings which we hope will be in place early in the next academic year. These will provide an enjoyable play experience and develop physical skills for all of our children.

I would like to commend the staff for their enthusiasm and forward thinking in raising the standards of learning for all pupils. Through their continued professional development, the pupils benefit from a rich and diverse learning experience, enabling them to develop their talents and the individual interests. This in turn enriches our school community where everyone's contribution is highly valued.

On behalf of the Governors, I congratulate Mrs Hunter and all her Staff for the excellent work they do with the children.

Christine Rankin  
Chairman

## **The Board of Governors - Term of Office 2018-2022**

The members are all local people who take a keen interest in the running of the school and the welfare of our pupils and staff. They represent First Presbyterian Church, Donaghadee, which has an historical link with our school; the Education Authority – South Eastern Region; the parents and the teaching staff.

The Board of Governors was reconstituted during the 2018/19 academic year for the term of office 2018-2022.

Mr D Anderson Mrs P McCullough	Representing the Education Authority – South Eastern Region
Mrs C Rankin - Chairperson Mrs J Symon – Vice-Chairperson Mr I Currie Ms M Adams	All Transferors representing the First Presbyterian Church
Mrs A McCaw Mrs P McCullough Mrs M Winter	Parent representatives Teacher representative
Mrs K Hunter	Secretary and non-voting member

Staffing Sub-Committee:	Mrs C Rankin, Mrs J Symon, A McCaw & Mr I Currie
Appeals Sub-Committee:	Mr D Anderson, Mrs P McCullough, Dr D Pedlow
Finance Sub-Committee:	Mr D Anderson, Mrs I Currie & Mrs C Rankin

The Governors held the following meetings for business and appointments of staff during the year:

25 <sup>th</sup> September 2018	19 <sup>th</sup> November 2018	4 <sup>th</sup> February 2019
8 <sup>th</sup> May 2019	20 <sup>th</sup> May 2019	19 <sup>th</sup> August 2019

## **Admissions**

The School Prospectus was updated in preparation for the new pupil intake due to begin school in September 2018. A total of 16 children applied and all were accepted for the Year 1 class. The school's physical capacity is 109, with an admissions total of 16. The school was running beyond full capacity during the 2018-19 academic year with a total of 117 pupils.

## **Finance**

The Finance Committee noted that this year's budget was sufficient for the needs of the school and the financial year ended with a small carry-over. The Governors are aware, however, that funds are decreasing over the coming years and careful planning is needed.

As Ballyvester P.S. is a controlled school, its main source of funding is the Education Authority. Under Local Management of Schools (LMS) arrangements the school operates a delegated budget. The Education Authority retains control of expenditure for major building works.

Teacher salaries, in-service training, wages of ancillary staff, electricity, telephone, books and equipment, minor repairs, maintenance and the day to day running of the school come from the school's LMS budget. Funding for the school budget is allocated annually and is based on the

number of pupils on roll in the previous October. All expenditure is monitored by the LMS department of EA and our school's Finance Sub-Committee.

In addition to the main funding arrangements as outlined above, the school is supported through some other funds. Detailed statements of accounts can be made available on request to the school office.

### **Staff**

Mrs Katryna Hunter	Principal and Year 1/2 Teacher
Mrs Alison Burgess	Year 2/3 Teacher
Miss Laura Uprichard	Year 4/5 Teacher (3 days per week) covering Miss Robinson's secondment
Mrs Carolyn Arnold	Year 4/5 Teacher (2 days per week)
Mrs Lesley Greenald	Year 5/6 Teacher
Mrs Lisa Beatty	Year 7 teacher
Mrs Marion Winter	Principal Release in Year 1/2 (2 days per week)
Mrs Margaret McCullough	Classroom Assistant
Miss Sarah Quinn	Classroom Assistant
Mr Aaron Currie	SEN Classroom Assistant
Mrs Marjorie Little	SEN Classroom Assistant / Supervisory Assistant
Mrs Laura Watson	SEN Classroom Assistant / School Meals / Supervisory Assistant
Mrs Heather Burrows	Secretary
Mr Alister Carson	Building Supervisor

### **In-Service Training (INSET)**

Due to Industrial Action by four of the Teaching Unions in Northern Ireland, teachers placed at UPS3 on the main pay scale did not take part in PRSD. Three members of staff did take part in their annual PRSD with pleasing levels of attainment. School In-Service Training (INSET) took place in a variety of ways in 2018/19.

- School Development Planning (Action Plans & Target Setting)
- Analysing Data and Target Setting
- Accelerated Reader Training with Renaissance
- Whole Class Reading Training (Literacy Co-ordinator)
- Autumn Conference at La Mon – Minding Ourselves by Shane Martin (Health and Well-being)
- Subject co-ordinators attended Cluster meetings with local primary schools
- C2K Training – Recording SEN Categories on SIMS
- Addressing Bullying in Schools – EA and C2K
- Maths Recovery Training (Numeracy Co-ordinator)
- First Aid Refresher Training
- RISE (NI) training workshops
- EITPC Project for LAC (Looked After Children)
- Shared Education Teacher Professional Learning days with St. Anne's
- SEND Training
- iPad training on use of apps and Explain Everything (ICT Co-ordinator)

## School Fund

<u>Income</u>		<u>Expenditure</u>
£		£
5464.16	Opening Balance	-
2678.80	Swimming	1774.00
1325.00	Family Donations/School Fund	0.00
1200.00	Educational Visits	1813.20
128.75	Petty Cash	123.04
225.81	Educational Materials	1152.10
4970.99	Miscellaneous**	7532.37
1000.00	Charities	998.00
	Bank Fees	-
<b>11529.35</b>		<b><u>13392.71</u></b>
	<b><u>Overspend</u></b>	<b>1863.36</b>

\*\*Miscellaneous includes items of educational and classroom equipment and insurance.

## Cross Community (Joint A/c with St Anne's P S)

	<u>Income</u>		<u>Expenditure</u>
	£		£
Opening Balance	1923.83	Expenses	390.00
Parents' Contributions		Bank Fees	37.63
	<b><u>1923.83</u></b>	<b><u>Balance in Hand</u></b>	<b><u>1496.20</u></b>

## PTA

	<u>Income</u>		<u>Expenditure</u>
	£		£
Opening Balance	5672.50	Expenses	3211.32
Fund-raising	4299.77	<b><u>Balance in Hand</u></b>	<b><u>6760.95</u></b>
	<b><u>9972.27</u></b>		<b><u>9972.27</u></b>

A full statement of PTA accounts was presented at the AGM in October 2019

## Charities (£998.00)

Youth for Christ	£200.00
NSPCC	£200.00
Kids 4 School	£78.00
Air Ambulance NI	£520.00

Pupils also gave generously to the Wings Appeal and Poppies for Remembrance Day.

## Curriculum

The school provides a broad and balanced curriculum in line with the Northern Ireland Curriculum and encourages every pupil to work to the best of his/her ability. The basic curriculum is enriched by practical activities and educational visits.

## Assessment

Pupils took part in Cognitive Ability Tests, Standardised Tests and Class Tests during the school year. Annual Reports for all pupils were sent home in June 2019. Parents were given opportunities

to meet with teachers at interviews in October and February. Parents who requested it, met with teachers at other times throughout the year. Year 7 pupils completed Records of Achievement during the summer term.

We are delighted that whole school data indicates that pupils at Ballyvester Primary School are performing above the national average in both Literacy and Numeracy. This endorses the high standards of learning and teaching at the school and the excellent achievements of our pupils.

Due to on-going industrial action by the Teachers Unions, End of Key Stage Assessment Results were not forwarded to DENI.

### **Pastoral Care – Safeguarding & Child Protection**

The policies regarding pastoral care were updated in June 2018. The Safeguarding and Child Protection Policy at Ballyvester has been updated and placed on the school website. This was distributed to all new families. Posters are displayed around the school giving contact names and numbers of people/agencies for pupils who may need them.

Our pastoral care policy is centred on the pupils. The policy involves pupils, teachers and support staff. It provides for the creation of a supportive and caring atmosphere for all within the school.

Our aims are:-

- to create a happy environment where self-respect and respect for others is paramount
- to promote respect and desire for high standards in every aspect of school life
- to develop positive relationships within the whole school community so that mutual understanding prevails
- to promote an atmosphere in which pupils feel confident to approach any member of staff about a personal concern which they may have
- to work in partnership with parents to ensure mutual understanding with regard to their child's development and to help them recognise the importance of their influence and example

Parents are seen as a vital part of this aspect of school life and the teachers are available for consultation concerning pupil's progress and welfare. Parents are also encouraged to take a keen interest in the affairs of the school and their support in attending various school functions is appreciated.

### **Special Educational Needs & Inclusion**

The school's policy is in line with current legislation which outlines stages of provision for pupils who need extra support.

In the case of the admission of pupils who have SEN but for whom no Statement is maintained, the Special Education Needs Coordinator (SENCo) contacts other agencies involved if relevant (e.g. health/social/psychology services) and requests written reports detailing the nature and extent of the child's special needs.

Guided by the information gathered and liaising with support services as appropriate, a suitable Education Plan for each pupil is prepared by the class teacher and SENCo and the targets are regularly reviewed.

In order to ensure that pupils with SEN are not treated less favourably than other pupils, they participate in the full curriculum as far as possible. Appropriate differentiated tasks are organised and presented in an unobtrusive manner. Teachers are mindful of their strengths and give them opportunities to demonstrate these. Provision is made to address the needs of all pupils who are identified as having SEN.

The SENCo attended training sessions organised by the Education Authority.

Individual class teachers met with the SENCo for advice during the year in order to create, review and update Individual Education Plans for all pupils on the SEN register. Class teachers met with parents in order to discuss Individual Education Plans.

## **Sport**

Sport is important to the life of our school. Pupils have many opportunities to participate in and enjoy a variety of sporting activities.

### **Aims:-**

- to encourage enthusiasm and a positive attitude to exercise and personal well-being.
- to encourage individual pupils to interact and co-operate with other pupils in an effort to realise shared goals.
- to provide an opportunity for pupils to participate in sports identified in the PE curriculum.
- to develop pupils' personal qualities of self esteem, self confidence, tolerance and empathy.

Foundation Stage (FS) and Key Stage 1 (KS1) pupils have an average of 1.5 hours of PE each week.

Key Stage 2 (KS2) pupils have an average of 2 hours of PE each week.

KS1 & 2 pupils take part in dance, gymnastics, athletics and games at appropriate levels.

FS and KS1 pupils take part in the Fundamental Movement Skills programme.

KS2 pupils play football, netball, hockey, tag rugby and rounders. They also take part in swimming lessons at Bangor Aurora Leisure Centre. Participation in these activities ensures that the sporting aims of the school have been met.

### **Facilities:-**

- school playground for outdoor PE
- Middle Room
- pupils from Years 4-7 attended swimming sessions at Bangor Aurora Leisure Centre.

## **Drugs Education**

A drugs education programme is delivered to Key Stage 2 pupils within the context of PDMU and Health Education. Key Stage 1 pupils are encouraged to take responsibility for their own well-being through having an awareness of what is good or harmful to their bodies. In line with current legislation, we have a no smoking policy which includes all areas within the school grounds as well as the buildings.

## **Shared Education (DSC Project)**

Our work with St. Anne's Primary School, Donaghadee continued through the Shared Education Project. All classes took part in shared lessons and activities which has been a huge success and we are grateful for the funding provided through Shared Education to allow this collaboration to take place. Year 6 & 7 pupils enjoyed a 3 day residential trip to The Kilbroney Centre, Rostrevor.

## **Parent Teacher Association**

### **Committee:**

Chairperson	Alison McCaw
Secretary	Lois Creighton
Treasurer	Michelle Clarke
Teacher Representatives	Mrs Hunter and Miss Uprichard
Independent Auditor	Derek Anderson
Members	Shelley Nelson, Jane Rankin, Clare Dalzell,

During the year the PTA Committee, on behalf of all the parents, planned fund-raising events to raise money for Accelerated Reading resources. Events organised included a Lego Day, Movie afternoon, and selling refreshments at Sports day. Santa Claus called as usual on the last day of term before Christmas with a gift for every child. PTA purchased eggs for the Easter egg hunt, Sports Day badges and fruit for all the pupils. The staff and pupils are grateful to the PTA for their hard work and financial support.

### **Community Links**

We endeavour to foster close links within our neighbourhood.

- Clergy from local Churches and representatives from the charities we supported visited the school to participate in assemblies throughout the year.
- Our Annual Christmas Performance took place in First Presbyterian Church, Donaghadee on Friday 14<sup>th</sup> December 2018. All pupils took an active part and many parents and friends joined us.
- Pupils performed Christmas Carols at Donaghadee Garden Centre in December.
- The football team took part in locally organised tournaments.
- An Open Day was held in school on Friday 7<sup>th</sup> December 2018. Prospective pupils and parents were invited to visit and observe school activities, were given a guided tour by Year 7 pupils and had the opportunity to talk to pupils and staff.
- All pupils visited the local library on a number of occasions throughout the year.
- Each class took part in many educational visits, linked to their WAU topics and Shared Education work.

### **School Activities**

- We had a special harvest assembly in school. Groceries donated as part of our assembly were sent to the Foodbank in Donaghadee.
- The photographer visited school to take photographs of all pupils. We had some news of school activities published throughout the year in a local newspaper.
- Many families helped raise money for the school as well as helping those less fortunate by donating to the Cash for Clobber scheme through our Recycling Bin.
- Year 1-3 pupils took part in Monkeynastix club. Year 4-7 pupils took part in Football, Netball, Piano tuition, Choir, Fun Activities, Multi-skills, Drama, and Lego club after school.
- Pupils were able to purchase books from the Scholastic book fair in November 2018.
- Pupils took part in World Book Day in March 2019. The children enjoyed dressing up as a 'word', took part in peer reading and literacy activities associated with their books. They also visited our Book Café and enjoyed a snack and some reading.
- All pupils had the opportunity to take part in an Easter egg hunt at the end of the Spring term.
- The Annual Sports Day was held on Friday 17<sup>th</sup> May 2019 in Mr and Mrs Cowan's garden.
- Year 7 pupils organised a fun day at the end of term.
- Prize day took place in First Presbyterian Church on Friday 21<sup>st</sup> June 2019.

### **Health Promoting School**

We continue to encourage pupils to look after their bodies by eating healthy foods, exercising and drinking water. As part of this initiative we purchased more new items for pupils to use in the



playground during break and lunch times. A water cooler for use by all pupils is situated in the hallway of the Foundation Stage Block.

### **Educational Visits**

Pupils were involved in visits to Mount Stewart, Snakes and Ladders, W5, MAC Theatre, North Down Museum and Castle Ward and the Bee Safe event.

Throughout the year, pupils from Years 5 to 7 travelled by bus to Bangor Aurora for swimming lessons as part of the PE programme.

All pupils had the opportunity to visit the MAC Theatre in Belfast to see The Elves and the Shoemaker.

### **Awards/Competitions**

Pupils took part in a number of competitions throughout the year including sport, art, numeracy and literacy. Many pupils received certificates for their participation and achievement.

At our annual Prize Giving in June, awards were presented to pupils for swimming, athletics, creative writing, music, drama, academic achievements and sporting achievements.

### **Security**

There is security lighting and controlled access to all the buildings. An intruder alarm system is fitted throughout the school. The side gate is locked during the school day and all visitors must call at the office or with the Principal before going to other areas of the school. Pupils who arrive after the start of school must report to the office. A Late Book / Early Finishing Book is held in the office to ensure accurate numbers are known in case of a fire. There is a fire door fitted at the rear of the main school building and a fire alarm system is fitted in all buildings.

### **Attendance**

Daily attendance is recorded and monitored by school staff. The Education Welfare Officer visits the school once a month to monitor attendance. Parents of pupils whose attendance is below an acceptable figure are contacted.

Whole school attendance for 2018/19 – 96.7%.

### **Post Primary Schools**

As in past years, our Year 7 pupils left us to attend a variety of post primary schools. Last year's pupils have now joined Regent House (4), Glenlola Collegiate (4), Bloomfield Collegiate (1), Our Lady and St. Patrick's College (1), Strangford College (4), Glastry College (4), Bangor Academy (1), Rockport (1) and Priory College (2).

## **END OF KEY STAGE RESULTS 2018-2019**

Since the implementation of Cross Curricular Skills assessments, staff in Ballyvester PS have invested considerable time and effort in creating meaningful assessments that have allowed children's skills to be assessed and levels awarded. Staff have also engaged in regular internal moderation and have attended training at CCEA. This has proved to be **useful within the context of our own school.**

However, governors and staff believe that there is a fundamental flaw in the use of this data by DENI to compare schools. They also have concerns regarding the unreliability of the Northern Ireland End of Key Stage figures due to the lack of a robust moderation process and on-going industrial action. It is for these reasons that whilst staff continue to use all the assessment tools at their disposal, including CCS assessments, to set robust targets and award levels, it has been agreed that:-

- End of Key Stage levels will not be submitted to CCEA/DENI/SEELB
- End of Key Stage targets will not be submitted to CCEA/DENI/SEELB
- End of Key Stage levels will not be distributed to parents
- End of Key Stage levels/targets will not be published in any form

This decision will be reviewed on a regular basis as and when new information is available.