

Finaghy Primary School

Board of Governors



Annual Report

2015-2016

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BOARD OF GOVERNORS

Chairman's Report: 2015-2016

The Governors have met regularly throughout the year to progress school business and encourage continuous improvement in all aspects of curricular and extra-curricular activity.

The new Education Authority has commenced its work as replacement for the Education and Library Boards. It was hoped that the creation of a single education authority would bring about significant savings which could be diverted to the schools themselves for spending in the classroom. To date this has not happened. Instead, with the education budget facing large cuts and government funding for schools much reduced, much time of the Board was spent in detailed consideration of budgets and how to manage the current financial environment.

The school has enjoyed another year of achievement and progress. Levels of academic success remain high and our pupils well motivated. AQE results met and exceeded our expectations. Enrolment remained at capacity proving the popularity of all that Finaghy P.S. offers to children and their parents. The school is indeed a jewel in the crown of the Finaghy community. Throughout the period of this report, much of the non - financial discussion continued to focus on classroom practice and assessment.

The Exceptional Closure Days have been well used by staff to cover a wide range of topics including assessment and literacy and numeracy review. Teachers also attended an inspirational talk by Sir John Jones, a world renowned educationalist. This training and preparation compliments classroom practice and lesson planning

The Christmas and summer concerts were outstanding successes, showcased the talent amongst our pupils and highlighted the dedication and commitment of our staff, both teaching and non-teaching.

The PTA support in organising an excellent year of events and fund-raising is greatly appreciated by the governors. The school is fortunate to have such a committed PTA Committee. Information on all the extensive school activities and our extended services can be found later in the Report.

Our Daycare facility, managed by Mrs Anita Brown and supported by her enthusiastic colleagues, continues to play an integral part in the life and success of the school. The extensive programme of outings and activities during the summer holidays was greatly appreciated by the children and their parents.

Mrs Heather Currie and Mrs Aileen Bell, long serving senior members of staff retired at the end of June. We thank them for their outstanding contribution to the school and wish them well for the future. The Board record their appreciation of the work undertaken by Mr Mackay, the Senior Management Team and all the staff as they "prepare today's children for tomorrow's world."

During the year Mrs Daphne Nicholl stood down as Governor. We are delighted to welcome Mr David Savage as her replacement on the Board.

To all my colleague governors who have given so generously of their time and talents, in the interests of the school, staff and pupils – thank you.

Peter Breene M.B.E.
Chairman October 2016

COMPOSITION OF BOARD OF GOVERNORS 2015-2016

Area Board Representatives:

Mr T Dale MBE (Vice-Chairperson)

Mr P Bell (Honorary Bursar)

Transferors' Representatives:

Mr P Breene MBE (Chairperson)

Mrs D Nicholl (Retired, May 2015)

Rev C Gracie

Mrs N. Vincent

Parents' Representatives:

Mrs K Best

Mrs K Gaw

Teachers' Representative:

Miss J Mawhinney

Co-Opted Governors:

Mrs R Corbett (Vice Principal)

Secretary to the Board (non-voting):

Mr A S Mackay (Principal)

Responsibilities of Governors

- 1 Finance
- 2 Management and appointment of Staff
- 3 Admission of pupils
- 4 Curriculum
- 5 Resources
6. Child Protection, safety and security

Responsibility for the day-to-day management of the school rests with the Principal who advises the Board on issues arising.

STAFF AND CLASS STRUCTURE 2015-2016

Principal: Mr A Mackay

Vice-Principal: Mrs R Corbett

Classes:

P1 Mrs E Brady

P1 Mrs J Gough

P1 Mrs S Watson

P2 Mrs D Adamson

P2 Mrs J Latimer / Mrs S Stevenson

P3 Mrs A Flanagan

P3 Mrs O Ditty

P4 Miss L Wright

P4 Mr R Falls

P5 Mrs R Corbett

P5 Mrs E Boomer

P6 Miss J Mawhinney

P6 Mrs S Graham

P7 Mrs A Bell

P7 Mr K Platt

Special Needs & Reading Recovery: Mrs H Currie

English as Additional Language: Mrs C Campbell

Classroom Assistants: Mrs K Langtry, Mrs A Brown,
Mr P Murphy, Mrs A Cochrane, Miss L Chisholm, Mrs F Hillock,
Miss S Humphries, Ms J Beattie (Temp)

Secretaries: Mrs S McCurdy, Mrs B Darling

Daycare Manager: Mrs A Brown

Caretaker: Mr T Courtney

Head Cook: Mrs Angela Brown

School Activities 2015-2016

We now operate as a 'full-service extended school' providing:

- Breakfast Club from 8.00am
- Daycare Centre operating until 6pm throughout the year
- Finaghy SportsZone, open to the community each night and during weekends.
- Public Library
- Benmore Community Pre-School Playgroup
- Evening classes including adult education, recreation classes and youth clubs.
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We can demonstrate a host of benefits for pupils, parents and the wider community developing from our extended school projects as they grow, mature and inter-link with each other. We have become a centre for life-long learning, sport and recreation, creating aspiration within the Finaghy community and beyond.

Our latest project, to establish a community services building, is currently on hold.

After much deliberation, governors felt it prudent to wait until a new education authority was established, in hope of a more visionary and supportive dynamic.

Our range of extra-curricular activities included sports (football, hockey, athletics, badminton, rugby and cricket), computer club, cookery, fitness and gardening. Last year also saw the completion of an Eco-Garden, which is proving a great curriculum asset, in addition to enhancing the outdoor school environment.

Our football team and girls' and boys' hockey teams played in both Belfast and Lisburn leagues and had a very successful year, reaching the finals of several tournaments. Our Annual Sports Day took place at the Mary Peters Track, and remained a very successful and enjoyable event. Our music department maintained a choir, string ensemble, percussion/African drum group and wind band. They took part in many events within school and a growing number out in the community.

Our bi-annual summer concert at Lagan Valley Island Theatre was an outstanding success.

Each year group organised educational visits to venues throughout Northern Ireland. In addition, P6 pupils attended a residential experience at Ardnabannon and P7 pupils travelled to Edinburgh. In December all pupils in P2-P7 attended the pantomime at the Grand Opera House.

Our PTA continued to prosper and provided a vital service for fund raising and the integration of pupils, parents and teachers. See separate report.

Teaching & Learning

The Revised Northern Ireland Curriculum is fully implemented. Revised annual reporting and planning formats are working well.. Teachers have spent many hours revising curriculum notes and re-structuring schemes of work, with a focus on Literacy, ICT and Assessment for Learning. End-of-Key-Stage testing also remains contentious due to action from teachers' unions.

In Key Stage 1, in addition to the introduction of more activities to promote independence and discovery-based learning, there has been further development of play and in-situ assessments.

In Key Stage 2, the Literacy curriculum has been revised to incorporate new activities that reflect the enhanced areas of learning outlined above. In ICT, development of iPad usage has continued, including installation of Apple TV systems. We continue to invest in iPads, as their usefulness as a learning tool continues to grow.

Continued School Development priorities included Assessment, Target Setting, Art schemes and The World Around Us. A comprehensive School Development Plan is presented annually to governors.

Open Morning

Our Open Morning and Family Fun Day attracted a great attendance and was very effective in promoting the school to potential parents.

By the end of June 2016 our school enrolment had reached 428 pupils

Academic Statistics

End Of Key Stage Assessment (P4 and P7) 2015-2016

Due to industrial action, we are unable to publish End-of-Key-Stage assessment result for this period. The majority of NI primary schools have now refrained from engaging in this process due to concerns over the educational validity of the system. Parents can be assured that our internal assessment and reporting systems are as robust as ever, and that every child continues to have the opportunity to reach their full academic potential.

Attendance and Enrolment:

Annual Attendance:	94.8%
On Roll (adjusted)	423

Accounts Summary

Year end: 31 August 2016

Private accounts – year ended 31 August 2016

General account	£ 9,233
Investment account	£290,493
Daycare account	<u>£ 6,333</u>
Total funds	£306,059

LMS accounts – year ended 31 March 2016

Balance brought forward from 2013/14	£ 203,380
Total resources	£ 1,350,650
Total expenditure incurred	<u>£ 1,263,209</u>
Balance carried forward to 2015/16	£ 290,821

Major expenditures anticipated:

School Fabric/	
Building & Maintenance Projects: (2015-2016)	200,000 (Under review)
IT	2,000
Play areas re-furbishment	2,000
Literacy/Numeracy/curriculum resources	3,000

School bank accounts are monitored by the Salaries and Finance Committee of the school's Board of Governors, reconciled by the school's honorary bursar and signed off annually by the Chair of Governors. Income derives from community services, school fund contributions and fund-raising initiatives. Delegated budget funds are allocated by DENI annually and are managed by governors through the accounting offices of BELB (Local Management of Schools: LMS)

An audit of all school accounts, procedures and policies was completed in May 2014 by BELB Audit Office. Governors were very pleased with the 'clean bill of health' presented, and were happy to provide an action plan to deal with the few recommendations made.

Maintenance of Child Protection Records

Concerns, referrals and contacts with outside agencies maintained and documented as appropriate.

Class teachers received updates throughout the year on a need to know basis.

Mrs R Corbett and Mr R Falls serve as 1st and 2nd Officers for Child Protection. Governors, Principal and staff were made aware of the (updated) requirements of DENI circulars:

Vetting of school governors

Acceptable use of the Internet

Child Protection – Training requirement for Governors on staff selection and recruitment panels.

Also: Use of pupil and staff images, Extended Schools and Child Protection, Cyberbullying and Disposal of Records schedule.

All policies, circulars and advice circulated to governors and awareness raised with staff.

Teaching staff received full update training in March 2015 from Mrs. Corbett and Mr Falls using material provided by DENI.

Volunteers and non-teaching staff received Child Protection training in school in May 2015 and was updated again in May 2016.

Policy Review and Update:

The policy was reviewed and updated in September 2016.

Next review will take place in May 2017

Information was received throughout the year from Theresa Moran and Lorraine O'Neill, Child Protection Officers with Education Authority (Belfast Region)

Additional Needs

Mrs H Currie continued in the role as Special Educational Needs Coordinator (SENCO) in 2015/16

Her role is to identify children who have an additional educational need and liaise with class teachers, parents and outside agencies to ensure adequate provision and to supply and maintain appropriate documentation.

Mrs Currie works alongside the Special Needs classroom assistants and provides ongoing support.

The Reading Recovery programme is delivered to P3 children, and small groups of children in P4-P6 receive additional assistance with literacy skills.

The school works with a BELB psychologist, BELB Peripatetic service, Children's Inter-Disciplinary Teams (CIDS) and Harberton Outreach and other agencies to provide individual assistance for children. We also employ a part-time teacher to assist with English as an additional language.

A number of volunteer helpers (parents, grandparents and friends of the school) have undergone training in Reading Partnership and provide excellent support for a number of children.

All children with an identified additional need (academic or behavioural) will have an Individual Education Plan (IEP) which is constructed and reviewed on a half-termly basis in consultation with the teacher, child and his/her parents/guardians.

Parent Teacher Association 2015/2016

The PTA enjoyed another busy and productive year.

The Family Fun Day and Open Morning was a great success in November. Many new parents and children visited the school and PTA members assisted with tours, stalls and catering.

Running up to Christmas we supported the School Concert by providing a raffle and refreshments.

PTA assisted with our charity events including Oasis Trust and Haig Fund.

Many parents assisted with our summer concert preparations, and we rounded off the term by helping out at the School Sports Day and running the end of year barbeque.

The PTA have been delighted to present the School with much needed funds from monies raised at these events. I would like to take the opportunity to thank everyone involved for their help, PTA Members, PTA Helpers, Teachers, Staff, businesses in the community and especially the parents and children who came along to support the events with their time and donations. Looking forward to another great year.

Karen Best

PTA Secretary 2015/16

Extended School Projects

Daycare Centre

Our Daycare Centre continued to run excellent services during the year. Managed by Mrs Anita Brown alongside her deputy leader Mrs Karen Langtry, the centre now employs 7 members of staff.

The centre operates from 2.00pm until 6.00pm term-time, from 8.00am to 6.00pm during school holidays and remains open for exceptional school closure days and half-day holidays.

The Daycare Centre is a fully integrated feature of the school, providing an informal yet structured environment in which children are assisted with homeworks and offered a choice of activities including sports, art and craft, IT, toys, games and outdoor play.

During the summer there was an extensive programme of trips out, visiting coaches and special activities.

The facility is run as a community business by a sub-committee of the school's Board of Governors.

Trevor Dale

Chair of Daycare Management Committee

SportsZone

The SportsZone has now been operating successfully for 7 years. During term-time it has doubled the opportunity for pupils to participate in physical activity and broadened the range of sports on offer. It is also used in partnership with other schools for tournaments and competitions.

The SportsZone operates from 5.00pm – 10.00pm as a community sports resource. The range of user groups includes churches, youth clubs, mini-soccer, dads' team, cross-community projects, coaching clubs and 'works' teams.

During school holidays a range of clubs operate.

Our charging and booking policy enables equality of access for all users and facility administration is conducted by Mrs B Darling in the school office. Income from the SportsZone enables us to employ part-time caretaking staff, secretarial staff and to maintain / replace equipment. In the longer term, savings need to accrue for maintenance and upkeep.

We are pleased to report that a 3G refurbishment has now been completed and has led to a gradual upturn in community bookings.

In general, the facility is treated with respect by all users, with virtually no reports of vandalism, or of disruptive / unruly conduct by any user groups. The SportsZone committee are delighted that the facility is proving to be such a major asset for both the school and the wider community.

Eco-Garden

Assisted by Awards for All funding, the Eco Garden is now in full use to support environmental education.



In-Service Training 2015 / 2016

9/15	SG	Writing Processes
9/15	JM	Teacher/Tutor
9/15	Staff	Speech/Lang + CIDS teams
10/15	RC LW	Cookery project
11/15	RF JG	First Aid
1/15	AM	C2K
1/16	AM	BETT
2/16	Staff	Defibrillator
2/16	Staff	EI and School Development
3/16	OD EB	CCEA levelling
4/16	KP	STEM(QUB)
5/16	RC	SIMS
5/16	Staff	Reading Recovery
5/16	EB	Primary Maths
6/16	RC	Primary Science

Principal and staff successfully completed PRSD (Performance Review and Staff Development) cycle for 2015 / 2016.

5 'Baker Days' and 5 'Staff Development Days' utilised for developing schemes and policies, Final planning stages of termly notes to reflect changes made to practice. Dissemination of new practice, Assessment, World Around Us, ICT, Special Needs and Child Protection updates, team development and Key Stage meetings.

Staff conference day hosted by Sir John Jones at Stormont Hotel (Teachers as Magic Weavers): August 2016

School Security

Main front door is locked. Access to visitors is granted by office staff, who release door remotely. All exterior doors are locked during school hours (can be opened from inside.) Staff hold key-fobs which can release certain locked doors from exterior. Front door and most of school site is covered by CCTV.

The school has security risk-assessments in place and an emergency action plan for evacuation, lock-down and an off-site 'place of shelter.'

All contractors are signed in and briefed by caretaker or principal.

All unexpected visitors to site are challenged

During community use of site, a caretaker is present.

