



The Annual Report to Parents

2020-21

Knockloughrim Primary School Board of Governors'
Annual Report to Parents 2020-21

Introduction

This report has been produced by the Governors of Knockloughrim Primary School and is a summary account of the work that we have undertaken in carrying out our responsibilities for the management of the school during the 2020/21 academic year.

The Governors

The Members of the Board

The Board is made up of the Principal and nine representatives who have been nominated by (a) Education Authority (EA), (b) Churches, or elected by (c) parents and (d) teaching staff. All governors except the Principal are voting members.

(a) Education Authority Representatives

EA, North Eastern region is the local Education Authority and has the right to nominate two representatives. These presently are:

1. Mrs M Rainey (Chairperson)
2. Mrs G Murdock (Vice Chairperson)

(b) Transferor Representatives

Transferor Representatives are those who 'transferred' to the state system from the old church school system in 1921. Transferor representatives are nominated from particular church bodies. These presently are:

1. Rev M Dornan (resigned from the Board in September 2020, as he left Knockloughrim Parish Church)
2. Rev G Jordan
3. Mrs M McKeown
4. Mrs R Kane

(c) Parents' Representatives

Each Governing Body of a Primary School is entitled to have two parent representatives. They are elected by the pupils of parents attending the School and serve for the four-year term of each Board. The only qualification to be a parents' representative is that on the date of the election the proposed parent has a child attending the School:

The parent representatives currently are:

1. Mrs C McCracken
2. Mr M Palmer

(d) Teachers' Representative

A teacher representative is elected by the teaching staff once every four years. The present representative on the Board is:

1. Mr M Montgomery

The Principal of the school is secretary and a non-voting member.

Frequency of Meetings

A statutory requirement of one Governors' meeting per half term has always been in place. However due to the pandemic and lockdowns the Board of Governors met only three times during the 2020/21 school year.

Board of Governors' Meetings 2020-21

Items on agendas included: -

- Annual School Census
- Admissions Criteria
- DENI - Open Enrolment Information
- Reviewing and setting targets
- Child Protection/Safeguarding
- Allocation of Fully Delegated Budget
- Format of classes
- Presentation of school policies and updated policies
- Recruitment

Staffing

A total of 19 staff work in the school.

Teaching Staff

Principal	Mr S Finlay
P1/2	Mrs H Clarke
P2/3	Miss G Millar
P4	Mrs G Rodgers (Miss A Elliott covered when Mrs Rodgers was off on Maternity Leave in Term 1, Miss C Gibson in Term 2 and 3)
P5/6	Miss S Elliott Term 1 – Miss A Elliott Terms 2 and 3
P6/7	Mr M Montgomery

Mr Finlay taught two days per week in P4 in Terms 1 and 2. In Term 3 Mr Finlay taught P4 one day and P5/6 one day per week.

Classroom Assistants: Mrs Cahoon, Mrs Davidson, Mrs Hamilton, Mrs Leacock, Mrs Paul, Miss McCrory, Mrs Houston and Miss Wylie

Caretaker Mr Redfern

Cook Mrs Kelso

Supervisory Assistant: Mrs Bradley

Secretary Mrs Redfern

Mr Redfern

The entire school community was deeply saddened by the passing of Mr Redfern in June 2021. Mr Redfern was the school Building Supervisor from November 2017 until June 2021. Mr Redfern was a valued member of the school community and is greatly missed by all.

Enrolment

Our school's Enrolment Number is 115, school was granted a Temporary Variation to have 120 pupils for the 2020/21 school year.

Attendance

The overall attendance for the year was 97.7 %.

Transfer Procedure

18 P7 pupils transferred to Post Primary School at the end of the 2019/20 academic year.

Pupil Academic Achievement

End of Key Stage Assessment for P4 and P7 pupils was not completed in 2020/21. This is due to the Department of Education removing the requirement for schools to complete End of Key Stage Assessment due to the impact of periods of lockdown upon pupils. School completed internal assessment in May 2021. The main standardised assessment tool remains GL Assessment. The school uses CAT (Cognitive Ability Tests), PTM (Progress Test in Maths) and PTE (Progress Test in English). A summary of results can be seen below:

Year Group Averages May 2021

	PTE	PTM
Primary 3	81.9	84.6
Primary 4	93.9	94.1
Primary 5	103	96.4
Primary 6	96.6	101.8
Primary 7	107.8	104.1
School Average	96.64	96.2

School's Development Plan 2020/21

Schools were advised by the Department of Education that in 2020/21 schools needed to develop a school development plan which addressed the specific challenges and whole-school priorities that they faced in the 2020/21 academic year as a result of COVID-19. The Action Plans for 2020/21 addressed the challenges school faced in preparing pupils to return to school after the school closure from March 2020 to June 2020 and for the curriculum to be delivered in a safe manner, adhering to Department of Education policy and guidance.

Remote Learning

Due to the pandemic school did not reopen after the Christmas break as planned. The majority of pupils were taught remotely during the school closure period. School remained open for Key Worker and Vulnerable pupils, with parents making arrangements with the school principal. SeeSaw was used in all classes as a teaching aid and work packs were prepared by teachers and collected by parents for pupils. Primary 1, 2 and 3 pupils returned on the 8th March for face to face teaching and P4, 5, 6 and 7 pupils returned on the 22nd March 2021.

Child Protection/ Pastoral Care

Designated Teacher: Mrs Clarke, Deputy Designated Teachers: Mrs Rodgers and Miss Millar.

Designated Governor: Rev Jordan

The area of Child Protection is one that school takes very seriously and the policies in place meet Department guidelines for this area. Concerns are taken seriously and appropriate action is taken. Parents/Volunteers who assist with the work of the school continue to complete Access NI forms thus helping to ensure that all adults who have contact with our pupils have had the necessary police checks completed. Strategies have also been put in place to ensure that all pupils are aware of who can help them if they have any concerns, and they are reminded of the teachers in school who are responsible for Child Protection.

Special Education Needs

During the year Individual Education Plans were drawn up and implemented as required by The Statutory Code of Practice. Standardised Testing helps to identify those children who may need some extra assistance. A total of 22 children were placed on the Special Needs Register for the year. Support was either in the form of in-class assistance or withdrawal from class as individual or small groups. Outside assistance was provided by Education Authority in the form of a Literacy Support Teacher who attended the school two mornings per week. Use was also made of RISE NI (Regional Integrated Support for Education in N. Ireland) and the Educational Psychology Service to carry out assessments.

Engage Programme

The Engage Programme was setup by the Department of Education in October 2020. It was set up to limit any long-term adverse impact of the COVID-19 lockdown on educational standards by supporting pupils' learning and engagement on their return to school through provision of high quality one to one, small group or team teaching support in every school in Northern Ireland. School received £3600 for Engage 1 from October 2020 to March 2021 and £1800 from Engage 2 for April to June 2021. This money was used to deliver Numeracy Recover lessons and Literacy Support lessons for pupils selected. Miss A Elliott taught Numeracy Recovery in both Engage 1 and 2. Miss Barr taught Literacy Support lessons in Engage 2. In total 32 pupils availed of the Engage Programme (10 Maths + 22 English).

EA Restart-Wellbeing Initiative in Schools

School received £3365 for the Education Authority Restart-Wellbeing Initiative in Schools. This was an initiative by the Department of Education to help educational settings support the mental health and wellbeing of children and young people. School used to this money to purchase equipment for Outdoor Learning in Foundation Stage and Key Stage 1. Key Stage 2 money was used to purchase sports equipment.

Summer Scheme 2021

Staff and learning assistants volunteered to provide additional learning support during the first three weeks in July to set up a Summer Scheme. The activities planned over three weeks lasted from 9:15am until 11.45pm for P1, P2 and P3 pupils, followed by an afternoon session from 12pm to 2.30pm for P4, P5 and P6 pupils. The aim of the Summer Scheme was to allow children to have a more varied and positive experience of school, after the disruption of Covid. With the availability of the Principal, four teaching staff and four classroom assistants, all requests to attend were accommodated. Sixty children were involved in the scheme which finished on 16th July. Each day, varied activities were planned from sports, welling being activities, craft, technology, drama and team games. The scheme also hosted additional organisations to enhance the educational delivery and experiences.

Buildings and Maintenance

The school building and fabric of the building remains in good condition. Pupils continue to take very good care of the building and are to be congratulated on this. Education Authority, NE region Maintenance has continued to carry out work in school.

Home School Liaison

Formal contact with the school continues to play a vital role in the overall provision for our pupils. An end of year written report was furnished for each pupil in October and June. Due to Covid restrictions face to face Parent Teacher Meetings did not take place. Parents also receive a weekly note, detailing the various events occurring in school. Information is also detailed on the school website. Parent Mail is used to provide parents with information.

These formal means of contact are enhanced by the many opportunities for informal contact both of which contribute significantly to the healthy home-school links we all enjoy. School Policy determines that parents have immediate access to the Principal and Staff to resolve or discuss matters of concern. However, to ensure the smooth running of the school, appointments should be made through the school secretary and under no circumstances should parents go to a classroom without first calling at the school office.

Community Events

Community events were impacted due to the pandemic. The Christmas Plays were videoed in school and were shared with parents via the school website.

Shared Education

Shared Education was also impacted due to the pandemic. Meet ups with St Brigid's were not allowed to take place. However, Miss Millar, Shared Education Co-ordinator, completed 'Shared Education Skills for Sharing' and 'Using ICT to support Shared Education partnerships' training that was delivered by the Education Authority.

Finance

Since the introduction of Local Management of Schools, each school is given a budget, which is under the control of the Governors. The school must operate within this budget. School is in a strong financial position as indicated in the Three Year Financial Plan.

For a summary of the Budget Report see Appendix A.

Extra-Curricular Activities and Residential

Sadly, due to the Covid restrictions Extra-Curricular activities and the annual P7 residential did not take place during the 2020/21 school year. Primary 7 pupils did attend The Jungle in Moneymore, as an end of term treat. This was attended by all P7 pupils who enjoyed a fun-filled day taking part in a variety of outdoor activities. All pupils took part in a range of activities when they returned to school in March 2021 after the school closure period. These included football, multi-sports, golf, dance and music. A successful Sports Day took place on school grounds in June 2021.

Parent Teacher Association

Yet again our PTA have been an integral part of our school, organising various fundraising events throughout the school year. A remarkable fund raising effort resulted in just over £4000 being raised- a truly magnificent total! Particularly impressive due to Covid restrictions. Throughout the year our PTA continued to receive the support of many local businesses and for this they are extremely grateful. The PTA successfully applied and received a £690 grant from Mid-Ulster Council, this was used on playground resources for the school.

Office Bearers

Chairperson: Mrs S Porter

Vice Chairperson: Mrs L Steele

Secretary: Mrs J Palmer

Treasurer: Mrs T Paul

School Account

The school operates a cheque book account for the day-to day running of the school. This account is audited on an annual basis by Education Authority.

Conclusion of Board of Governors' Report

Our school continues to thrive:


- Our pupils are fantastic learners-giving their best at all times.
- The PTA work selflessly to provide social and fundraising functions for all to enjoy and Governors wish to place on record their congratulations and gratitude for all their hard work throughout the year.
- Our very talented teaching and support staff demonstrate the highest commitment to our children, parents and school. Their engagement with support for all children in their care is to be commended.
- You, our parents/carers are also to be congratulated on your involvement in your child's/children's education. It is this interest that provides a supportive framework for your child/children to thrive as they travel on their educational journey.

The school has shown its resilience amidst the scourge and trials of Covid19. Academic results indicate a level of achievement which is very credible amidst a time of lockdown and social distancing. Pupils, parents and staff have had to adapt quickly during the last year. The school continues to develop its reputation as a provider of quality education for children at all levels and backgrounds. During the past year of such uncertainty, it is only through committed parents, teachers and leaders that the school has continued to serve the children in its care. Huge congratulations to all and the hope that such pressures are never again placed on the school in the future. The school community is well placed to take these standards and provision to new levels as look into the years ahead.

In conclusion our school motto, 'Where happy children grow,' tells simply what we believe our school is about. Making this a reality is underpinned by everyone in our school working in partnership based on mutual respect and understanding.

Appendix A

Budget Allocation and Expenditure Financial Year: 2020/21

		School: <u>Knockloughrim Primary</u> EA Locality: <u>South West</u>	
		***Only	
A Pupils and Teachers		YEAR 1 (2021-2022)	
		October 2020	October 2021
1	Full Time Equivalent Enrolment (excluding Spec Unit pupils)	120	119
2	Planned Teaching Complement (after amendment to Variables as below)	5.80	5.80
3	Planned Pupil/Teacher Ratio (September)	20.69	20.52
B Changes in Teaching Staff		YEAR 1 Change in Staff	
4	Increase in Teachers		
5	Decrease in Teachers (enter as positive figure)		
C Planned Expenditure		YEAR 1 (2021-2022) £ %	
Expenditure Summary			
Staff Costs			
6	- Teaching	348,181	41.1%
7	- Non Teaching	56,788	13.2%
8	- Other Costs		0.0%
9	Premises, Fixed Plant and Grounds	6,972	1.6%
10	Operating Costs	15,648	3.6%
11	Non Capital Purchases	1,745	0.4%
12	Capital Expenditure		0.0%
13	Less income (enter as negative figure)		
14	Total Planned Expenditure	429,334	
Estimated Savings (enter as a negative figure)			
15	Reduction in Teaching Staff (as per Variables)		
16	Please specify		
17	Please specify		
Estimated Additional Expenditure (enter as a positive figure)			
18	Increase in Teaching Staff (as per Variables)		
19	Please specify		
20	Please specify		
21	Total Planned Expenditure after Savings and Additional Expenditure	429,334	
* Planning assumptions include Cost of Living Pay Award Estimate at 1% each year and estimated rate of inflation for Other Costs			
D Budget			
22	Common Formula Funding (CFF)	421,439	
23	Other funding - (Please specify)		
24	Other funding - (Please specify)		
25	Other funding - (Please specify)		
26	Total Budget	421,439	
E In Year Movement			
27	In Year Underspend / (Overspend)	-7,895	
Cumulative Surplus / Deficit			
28	Carry-over from previous year	36,752	
29	In Year Underspend / (Overspend) of delegated resources	-7,895	
30	Closing Cumulative Surplus/(Deficit) 31 March	28,857	