



The Annual Report to Parents

2021-22

Knockloughrim Primary School Board of Governors'
Annual Report to Parents 2021-22

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 2021/22 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 Margaret Rainey (Chairperson)
2. Mrs Gillian 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. Mrs Michelle McKeown
2. Mrs Roberta Kane

The school had two vacancies for Transferor Representatives in the 21/22 school year.

(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 Caroline McCracken
2. Mr Mark 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 Mark 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. The Board of Governors met five times during the 21/22 school year.

Board of Governors' Meetings 2021-22

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. During the year the Anti-Bullying, E-Safety, Acceptable Internet Use and the ICT Policies were updated.
- Recruitment

Staffing

A total of 20 staff work in the school.

Teaching Staff

Principal	Mr S Finlay
P1/2	Mrs H Clarke
P2/3	Miss G Millar
P3/4	Mrs G Rodgers (Miss Burton covered when Mrs Rodgers was off on Maternity Leave)
P5/6	Miss A Connell
P6/7	Mr M Montgomery

Mr Finlay taught two days per week in P3/4.

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

Caretaker Mr Redfern

Cook Mrs Kelso

Supervisory Assistant: Mrs Bradley

Secretary Mrs Redfern

Enrolment

Our school's Enrolment Number is 115, school was granted a Temporary Variation to have 122 pupils for the 2021/22 school year.

Attendance

The overall attendance for the year was 93.4%.

Transfer Procedure

14 P7 pupils transferred to Post Primary School at the end of the 2021/22 academic year.

Pupil Academic Achievement

End of Key Stage Assessment for P4 and P7 pupils was not completed in 2021/22. 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 2022. 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 2022

	PTE	PTM
Primary 3	95.6	96.1
Primary 4	88.2	86.7
Primary 5	98.8	98.2
Primary 6	94.5	104.9
Primary 7	102.1	104.1
School Average	95.84	98

School's Development Plan 2021/22

The school continues to move forward in a rapidly changing environment. Staff work extremely hard and are diligent in their approach in taking on board change. The school made excellent progress towards achieving the targets set for the School Development Plan in 2021/22.

The School's Development Plan 2021/22 (SDP) prioritised the following areas-

The areas for development were identified through self-evaluation, this involved professional judgement of teachers and support staff as well as analysis of school performance data. Development work also reflects statutory changes required by Department of Education legislation.

Special Educational Needs

Staff need to develop knowledge and confidence in the changes to the requirements and legislation of SEN through dissemination of SEND Act and relevant changes.

Literacy

To raise the children's achievements and standards in reading through effective guided reading sessions.

Numeracy

To develop a Mental Maths progression throughout the school and to formally plan for Mental Maths activities.

Child Protection/ Pastoral Care

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

Designated Governor: Mrs Murdock

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 25 children were 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 £4306 for Engage 1 from October 2021 to March 2022 and £2153 from Engage 2 for April to June 2022. This money was used to deliver Numeracy Recover lessons and Literacy Support lessons for pupils selected. Mrs Currie taught Numeracy Recovery in both Engage 1 and 2. Miss Starritt taught Literacy Support lessons in Engage 2. In total 20 pupils availed of the Engage Programme (10 Maths + 10 English).

EA Restart-Wellbeing Initiative in Schools

School received £ 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 a sensory circuit in the corridor of the main building.

Healthy Happy Minds

School received £7149 as part of the Healthy Happy Minds Pilot. This pilot was set up by the Department of Education in order to enable pupils to benefit from a range of range of therapeutic interventions. Five pupils in school availed of this pilot and were given access to a range of therapies including play and art.

Buildings and Maintenance

The school building and fabric of the building remains in reasonably 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 June 2022. Due to Covid restrictions face to face Parent Teacher Meetings did not take place in October, however a written report was sent home. Parent Teacher Interviews took place in March 2022. 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. The easing of Covid restrictions did mean that Sports Day could take place as normal in May 2022. The PTA organised a very successful Duck Race in June 2022 and a Coffee Morning was held for parents to celebrate one hundred years of Northern Ireland.

Shared Education

Shared Education was impacted due to the pandemic. Meet ups with St Brigid's were not allowed to take place. However, staff were able to avail of Teacher Professional Learning Courses. The following courses were completed:
Developing Community Connections within a Shared Education Partnership – Mr Finlay
Embedding CRED through Shared Education – Miss Burton
Using Digital Solutions to Support Shared Education–Miss Connell

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

The Primary 7 pupils enjoyed a two-night residential to the Share Centre in County Fermanagh in May 2022. This was the first residential trip since March 2020. After school clubs restarted with Football, Hockey, Scripture Union, Multi Sports being on offer for pupils.

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 £4,891.90 being raised- a truly magnificent total! Particularly impressive due to Covid restrictions.

Office Bearers

Chairperson: Mrs L Shields

Vice Chairperson: Mrs Kirkpatrick and Mr Kelly

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.

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.

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: 2021/22

 School: **Knockloughrim Primary**
EA Locality: **South West**

A Pupils and Teachers

	October 2021	October 2022
1 Full Time Equivalent Enrolment (excluding Spec Unit pupils)	119	121
2 Planned Teaching Complement (after amendment to Variables as below)	5.80	5.80
3 Planned Pupil/Teacher Ratio (September)	20.52	20.86

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 (2022-2023)	
	£	%
Expenditure Summary		
Staff Costs		
5 - Teaching	360,142	79.81
7 - Non Teaching	60,354	13.41
8 - Other Costs		0.00
9 Premises, Fixed Plant and Grounds	10,656	2.40
10 Operating Costs	16,348	3.61
11 Non Capital Purchases	500	0.11
12 Capital Expenditure	3,500	0.80
13 Less Income (enter as negative figure)		
14 Total Planned Expenditure	451,499	
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	451,499	

* Planning assumptions include Cost of Living Pay Award Estimate at 1% each year and estimated rate of inflation for Other Cost

D Budget

22 Common Formula Funding (CFF)	416,189
23 Other funding - (Please specify)	13,079
24 Other funding - (Please specify)	
25 Other funding - (Please specify)	
26 Total Budget	429,268

E In Year Movement

27 In Year Underspend / (Overspend)	-22,232
Cumulative Surplus / Deficit	
28 Carry-over from previous year	75,324
29 In Year Underspend / (Overspend) of delegated resources	-22,232
30 Closing Cumulative Surplus/(Deficit) 31 March	53,092
31 % Carry Over	10.5%

3 CATEGORY **Category 4**