



# **ST.MARY'S PRIMARY SCHOOL**

## **BOARD OF GOVERNORS**

### **ANNUAL REPORT 2016 - 2017**

*'Learning Today for a better Tomorrow'*

## **Introduction**

Each school is required to give parents an annual report so they will continue to know what is happening and to be involved in the education of their child.

We, on the Board of Governors, are delighted to take this opportunity to report to you on the work of our outstanding school. We know you will read it with interest and we thank the Principal for her assistance in preparing this report. On behalf of the Board of Governors, I thank you for your past support and look forward to your continued interest.

The 2016/17 year can be viewed as a time of continual progress in St. Mary's Primary School. The most significant being the school exiting the formal intervention process and now being evaluated as having a high level of capacity for sustained improvement. (The highest standard a school can achieve)

On behalf of the Board of Governors, and I'm sure our school community, I would like to thank the Council for Catholic Maintained Schools (CCMS) and the Education Authority (EA) for the very good support they have provided to St Mary's Primary School.

St. Mary's promotes a strong catholic ethos as is demonstrated in our welcoming, inclusive and mutually respectful value system.

The school caters for a wide variety of needs by providing a broad, balanced and relevant curriculum within a supportive, caring and exciting environment.

It is pleasing to see how St. Mary's continues to reach out to the wider community and in particular with the school's continuing links with the local Primary and Post-Primary schools.

In January 2017 St Mary's PS opened its doors to Little Stars Pre School Setting. Children from 2 years and 10 months avail of this facility. By June 2017 there were 10 children attending the pre school. This facility has been well received and provides much needed early years experiences for the children of Killyleagh. The facility is a bright, stimulating learning environment.

The school's website, facebook and twitter accounts continue to be excellent assets in communicating with parents and showcasing the strong work ethic which permeates all aspects of school life.

The Board of Governors deeply appreciates the work of the Friend's of St Mary's in their fund raising efforts and their support and encouragement for the school. The Board would like to thank all parents for their support for St. Mary's Primary school.

The Board of Governors recognises the following achievements and highlights over the school year:

- The development of Action Plans that continue to address the areas for improvement in the School Development Plan and raise standards.

- The Continuation of a Learning Support teacher to improve Literacy and Numeracy standards.
- The development of Numeracy and Literacy with particular focus on Word Problems and Spelling.
- Staff Development in Numeracy, Literacy, SEN, ICT & Global Learning.
- The introduction of Pre School provision.
- Review and updating of key policies and procedures.
- Continuation of the Reading Partnership Scheme.
- Development of the Extended Schools Programme.
- Awards achieved in the Sustran's Programme for staying active and being healthy.
- Further development of the Pupil Voice
- The introduction of Digital Leaders.
- The introduction of Musical Tuition.
- The promotion of the Daily Mile.
- Participation in The Roots of Empathy Programme.
- Further development of the school website, twitter and Facebook.
- The investment in Play Based Learning Resources.
- The investment in ICT and use of ipads to promote High Quality Teaching and Learning.
- The investment in new Reading Material for Key Stage 1 & 2.
- Painting of classrooms and corridors.
- Purchasing of classroom furniture.
- Marking out of outdoor courts.

Mrs C Clark

Chairperson of the Board of Governors

## **ORGANISATION AND MANAGEMENT**

### **THE BOARD OF GOVERNORS**

The Board of Governors had overall responsibility for the effective management of the school. The Board of Governors of St Mary's Primary School consists of nine voting members plus the Principal of the School who is a non-voting member.

Rev.Father B Smyth	Trustee Representative
Mr B Fitzpatrick	Trustee Representative
Miss M Morrow	Trustee Representative
Post to be filled	Trustee Representative
Mrs R Bucknall	DENI Representative
Mrs C Clark	Board Representative Chairperson
Mrs A Polland	Board Representative
Mrs M O' Prey	Parent Representative
Mrs O Hagan	Teacher Representative
Mrs D Miller	Principal Secretary to Board of Governors

The Board of Governors was responsible for the implementation of the curriculum, for making recommendations for the appointment of staff, pupil admissions, discipline, school premises and finance.

Governors attend regular meetings of the School's Governing Body – at least one per term – and any extra, special meetings that might be required to deal with urgent business as it arises. They

show an interest in all school activities and keep themselves informed about education in general. Governors are also invited to attend the necessary training provided by the Education Authority.

Elected representatives hold office for four years. These elections were in accordance with the CCMS, Scheme of Management for Catholic Maintained Schools.

The day-to-day running of the school has been delegated to the Principal of the school.

A School Management Team consisting of the Principal and Vice-Principal, provide a framework for the management of the school. One other staff member has additional points of responsibility.

Subject Co-ordinators had specific responsibilities relating to curricular areas and ensured that the curriculum was delivered to your child in as meaningful a context as possible, while at the same time attending to pastoral, administrative and managerial duties. These responsibilities were continually reviewed in light of changing circumstances.

These organisational structures within the school strengthen the school's ability to manage changes arising from Government Policy and to respond appropriately to them.

## **THE CURRICULUM**

When we speak of the Curriculum at St. Mary's we are referring to the learning experiences afforded to each child within the school. These learning experiences include those planned by the staff and those gained from our school ethos and environment.

We recognise the uniqueness of each individual child and plan to provide for his/her needs accordingly.

The Primary phase comprises three areas namely:

- Foundation Stage: Primary One and Two
- Key stage 1: Primary Three and Four
- Key stage 2: Primary Five, Six and Seven

The curriculum covers six areas of study:

- Language and Literacy (Including Talking & Listening, Reading & Writing)
- Mathematics & Numeracy
- The Arts (Including Art & Design, Drama & Music)
- The World Around Us
- Personal Development and Mutual Understanding
- Physical Education

Religious Education is taught as a separate subject although the opportunities for cross curricular work are many and varied especially in relation to the Arts, The World around Us, PDMU and Literacy.

At the heart of the curriculum lies an explicit emphasis on the development of skills and capabilities for lifelong learning and for operating effectively in society. Through opportunities to engage in active learning contacts across all areas of the curriculum, children in St. Mary's progressively develop.

**Cross-Curricular skills:**

- Communication
- Using Mathematics
- Using Information and Communications Technology

**Thinking Skills and Personal Capabilities:**

- Thinking, Problem – Solving and Decision-Making
- Self Management
- Working with Others
- Managing Information
- Being Creative

All schools are legally required to formulate a SDP which details the schools priorities for a three year period. The school year 2016/17 was the second year of the implementation of this plan.

Detailed Action Plans, necessary to bring about improvement and raise standards within the school curriculum and provision were drawn up and ratified by Governors. These Action Plans determined the extensive curriculum development programme and staff training for the year ahead.

**LITERACY & NUMERACY**

The literacy focus for the 2016/17 school year was to embed forms of writing and introduce a structured approach to the teaching of spelling. In numeracy the focus was to develop Word Problem Strategies.

A comprehensive training programme for staff on the development of Spelling and Problem Solving strategies was rolled out.

Alongside implementing the strategies and gathering evidence, staff also engaged in training on a variety of iPad apps, to support and enhance the teaching and learning in Literacy and Numeracy.

The practices and procedures within numeracy and literacy were reviewed and culminated in an updated numeracy/literacy policy.

A yearly overview and half term plans for Literacy and Numeracy have been further refined to appropriately meet the variety of needs within the composite classes. Detailed fortnightly planning for both literacy and numeracy have been implemented and rigorously monitored.

Literacy and Numeracy parent workshops were provided and a reduction in underachievement in both literacy and numeracy has been achieved.

We celebrated Roald Dahl day in September. The children came to school dressed as a character from their favourite book. The local library in Killyleagh welcomed our year P7 pupils to share stories of the Great War. They were presented with a poppy that originated from France.

The Scholastic Book Fair took place in November 2016 during Literacy month. It was a very successful fair. We managed to raise £350.29. World Book Day was celebrated in March 2017. This year saw the revival of the St. Mary's Speech Festival on 6<sup>th</sup> April. Children from P1-P7 were provided with a range of poems and had to deliver them to the adjudicator Mrs Quaille. Parents were invited to attend and it was a very successful event. The children participated with enthusiasm and were truly a credit to their parents and their school.

The introduction of IZAK 9 was launched in October during Numeracy week. This resource has encouraged problem solving and creativity in numeracy.

## **ICT**

ICT continues to enhance learning across all areas of the curriculum and this year has seen a further growth in our ICT resources and in its effective use to adequately equip our children's digital development. Throughout the 2016/17 year we purchased 6 iPads, 4 Sprk+, 2 iMats and 4 BeeBots.

The staff received training delivered by iTeach in Explain Everything, Google Drive, Adobe Spark and an extensive range of apps related to enhancing creativity and innovation in literacy and numeracy. Three members of staff attended the iTeach conference in Feb 2017. All teaching staff successfully completed their Apple Teacher Badge and are recognised Apple Teachers. Staff again engaged in internal moderation to level pupil work in line with the levels of progression. An ICT profile for every child continues to be developed within the school which reflects their competence in the desirable features to be assessed.

All children had a weekly timetabled session in the ICT suite. They also had access to iPads on a daily basis. All children participated in activities related to coding during iCode week in April. The school offered an ICT extended school programme and this was always well attended. PSNI led an Internet Safety workshops for pupils in KS1 & 2 during Internet Safety Week.

12 children had opportunities to become digital leaders and attended the iTeach Digital Leader Lab at the Odyssey in October and Adobe Spark Video training in school and iCode training at Holy Trinity PS, Belfast in April. The digital leaders supported their peers in acquiring new digital skills and disseminated their training to staff on SPRK+ in May.

## **SPECIAL EDUCATIONAL NEEDS' PROVISION**

Provision for pupils with learning needs was on-going in 2016-17. Children with learning difficulties were identified at an early stage and were supported by our team of Learning Support Teachers and Classroom Assistants. This support involved both withdrawal in small or individual group teaching and differentiated activities within the classroom. Pupils with learning needs were identified, assessed and an individual or group plan was drawn up with the teacher and SENCO (Special Educational Needs Co-ordinator) to work with these children to meet their needs. These learning needs included the areas of Literacy, Numeracy and Social Emotional and Behaviour.

This year child friendly IEP's were introduced. The children were more involved in aspects of the planning, writing, devising and setting targets educational, behavioural or social and emotional for their IEPs and IBPs and have greater ownership of them.

During the year the school consulted with the Educational Psychologist regarding 8 children's learning and social and emotional needs. 3 were assessed using the psychology time allocated by EA.

These children have been given agreed Individual Education Plans which helped to address their needs. At all stages of arrangements for children with special educational needs, parents were kept informed of what was being done and were closely involved in any decisions relating to the educational provision for their children.

Statements of Special Educational Needs were maintained by the EA. The medical and educational arrangements for these children were reviewed between January and March and any further action was agreed. Again, this year there was screening of children who were showing indicators of some specific learning difficulties. Children with SpLD were provided with Outreach Support. 2 children received SpLD support.

At the end of June 2017 we had 40 children on the special needs register. Of the children on the register 4 children have a Statement of Educational Needs and have additional adult assistance in school to help them access the curriculum. The needs of these children included behaviour issues, children on the Autistic Spectrum, children diagnosed with ADD/ADHD, those who have severe medical needs and newcomer children. The work carried out in learning support is in conjunction with and additional to the work carried out in class and is always driven by the needs of the child as laid out in their IEP.

The progress of all children who were in receipt of additional help either on a long-term or short-term basis was reviewed by the class teacher in consultation with the child's parents at regular intervals. The school regards this close liaison as most necessary if progress is to be made with individual children.

In addition, two of our classroom assistants have been providing the Reading Partnership Programme to children over an intense ten week period to support reading.

All other children's needs are met within the classroom and work is differentiated according to their individual needs.

Contact was maintained regularly throughout the year with relevant outside agencies who offered support and advice on children with learning, medical and/or behavioural needs of any description.

The SENCO ensured that St Mary's continued to be an inclusive school providing all opportunities to all of our children. We liaise closely with our parents of newcomer children so they can support their child's education and belong to the school community. At the end of June 2017 we had 8 newcomer children. These children's language needs are assessed and targets set using the CFER Framework.

The SEN/CPD Literacy Project training continues to be disseminated through the online training material. This gives the whole school a greater understanding of children with specific literacy difficulties.

Our teachers and classroom assistants attended Dyslexia Awareness Training provided by Cottown Outreach Support. Parents of children with Dyslexia or showing signs of SpLD were invited to attend a Dyslexia Workshop hosted by Cottown and Down Outreach Support.

3 members of staff were trained in Diabetes awareness and the administration of insulin injections.

We have begun to implement in class support for Key Stage 2 pupils and this is an area we will continue to promote.

### **SAFEGUARDING**

A strong safeguarding ethos continues to be promoted and developed within St Mary's PS. As part of our Safeguarding programme and preventative curriculum we took delivery of new signage outlining our code of conduct for visitors. This is displayed in the school foyer. As part of this initiative we now have a suite of ID cards and lanyards for all staff and visitors.

Safeguarding/child protection; intimate care; ICT policy and ICT code of conduct policies are distributed to parents of new children. Permission for use of images for the website is sought. We also created a Parent friendly safeguarding leaflet which was distributed to all parents and uploaded to our website. Our P7 children again buddied our P1 children, providing friendship and security for them in a new and unfamiliar environment. In November we took part in the National Anti-Bullying week where through role play, art, discussion, poetry and circle time children were able to begin to understand bullying and the trouble it causes, how to stop/prevent it and who to talk to when they need to. This backed up the ethos of our school and our zero tolerance strategy towards bullying. Our school council developed a pupil friendly anti bullying policy. One of our P4 children attended an award ceremony at Titanic Belfast, where she received a prize for her Anti-bullying poster. All children took part in Ditch the Dark Day, a PSNI led Assembly discussing safety at Halloween and internet safety activities. The P3 children took part in the Roots of Empathy programme. P4/5 participated in the road safety programme and P7 children took part in the Bee Safe campaign.

To facilitate the opening of our Pre School setting, security buzzers and safety fencing were installed.

Throughout the course of the year, risk assessments were methodically conducted, all new staff completed appropriate Access NI checks and informed of child protection procedures during their induction. The DT/DDT liaised with social services, Family Intervention Team, made referrals and attended LAC review meetings as required.

The DT attended refresher training in January 2017. The governors were updated at each meeting of any child protection/children in need concerns. They received copies of the following circulars;

Circular 1999/10(\*) accompanying 'Pastoral Care in Schools' document –Principle guidance on child protection in schools inc. Anti-bullying policy  
Circular 2010/01 – Guidance on Relationship and Sexuality Education  
Circular 2013/16-RSE policy  
Circular 2015/23- Relationship and sexuality Education (RSE) guidance  
Circulars 2016/26 -Effective Educational Uses of Mobile Digital Devices  
Circulars 2016/27- Online Safety

### **RELIGIOUS EDUCATION AND RECEPTION OF THE SACRAMENTS IN ST MARY'S.**

Mrs Hagan attended training on the new Grow in love Religious Programme in September.

Mrs Miller attended a retreat for Catholic Principals lead by Down and Connor Trustees.

This year the P3/4 children were introduced to the new Grow in Love Religious programme while the children from P5-P7 followed the Alive O and Education for Love programmes.

Father Smyth our school chaplain regularly visited school to support and promote the development of our faith for pupils, parents and staff.

Parents and grandparents attended a variety of class and whole school assemblies and prayer services.

The beginning of school Mass was celebrated on 8<sup>th</sup> December.

All P4-7 children received the sacrament of reconciliation on 19<sup>th</sup> December and 20<sup>th</sup> March for Christmas and Easter respectively.

The P7 children also took part in 'Love for Life' in St Patrick's PS Ballynahinch on Friday 29<sup>th</sup> March.

The P3 children received the Sacrament of First Penance on 10<sup>th</sup> April in St.Mary's Church.

The children from P4/5 re- enacted the Passion of Christ in a reverent and moving pageant in the school hall on 13<sup>th</sup> April.

The service of commitment was held in St. Mary's Primary School on Thursday 27<sup>th</sup> April and was well attended by parents.

Primary 7 children from the school received the Sacrament of Confirmation on Thursday 11<sup>th</sup> May in St Mary's Church.

First Holy Communion Day was celebrated on Saturday 13<sup>th</sup> May in St. Mary's Church and was another very special occasion, thoroughly enjoyed by those present.

The Primary 7 children lead the end of year Mass, in a truly memorable occasion on Monday 27<sup>th</sup> June to celebrate their journey through St Mary's PS.

As always our school choir sang at each of these very special occasions to make it a whole school celebration.

The School took part in the Catholic Ethos competition organised by Down and Connor Trustees.

## **CHARITIES**

During the year St.Mary's supported, Macmillian Cancer(£478), Action Cancer(£100) and Trocaire(£526).

## **THE WORLD AROUND US**

During the year the development of STEM was the priority for WAU. The P1/2 class incorporated and completed CHREST Star Award part of British Science Association.

All children took part in an organised STEM Day. The school enrolled on the Global Learning Programme. The WAU planning was further reviewed and refined.

The children went on educational visits and invited guests visited school to support and enhance the learning through WAU.

## **THE ARTS (MUSIC & DRAMA)**

This year saw the reintroduction of musical tuition in woodwind provided by the EA. 6 children have taken up this opportunity.

P1/2 children took part each month in a musical workshop provided by Mini's Music.

Children in St.Mary's were involved in music and drama activities through a range of productions. For our Christmas concerts P1-4 were brilliant in their musical play Gnome Alone. The P4's- P7 production of Puss In Boots demonstrated a wealth of talent within the school.

Children from P1 to 7 were involved in singing and performing at class assemblies over the course of the year.

Every child once again took part in our Grandparents Day Celebration at the start of February and our St Patrick's Day Celebrations. We held a special Celebration Assembly in February to mark our wonderful Inspection Report. We invited special guests from CCMS, EA and anyone who had helped along the way during our journey of improvement.

Our school year closed with St. Mary's Has Talent led by the P7 leavers. It was a fabulous occasion with a wide variety of talents on show.

Our School Choir were involved in many musical events and various liturgical occasions including our School Mass, Catholic Schools' Week, our Open Day, First Confession, First Holy Communion and Confirmation.

## **HEALTH EDUCATION**

The importance of healthy lifestyles and healthy choices continues to be a priority focus within the school. All classes implement the preventative curriculum through their PDMU programme and The Wonder of My Being Programme.

The Daily Mile initiative continues to be implemented fully in St. Mary's Primary school. This programme has had a positive affect on both physical health but also on pupil well being.

Our Breakfast Club ran each morning to provide a healthy start to the day. This was well attended with approximately 50 children attending each week.

Children were encouraged to drink water during the school day and parents supported guidance on providing no fizzy or sugary drinks.

The school secured a three year partnership programme with Sustrans. Throughout the school year children participated in Ditch The Dark Day, Active Travel, Journey to Santa Challenge, Dr Bike Day and Big Pedal. Our School won the Big Pedal from within the small school category. We achieved the Bronze Award in Active Travel.

Our Extended School activities continue to encourage and promote healthy lifestyles.

All children participated in Outdoor Classroom Day in May.

All classes participated in an Action Cancer workshop throughout the year further highlighting the importance of health.

The P7 children attended the Bee Safe programme at Ballymote Centre during February.

The School Dentist visited our P1/2 class on 6<sup>th</sup> June to demonstrate the importance of brushing your teeth.

The School Nurse completed medicals on the 9<sup>th</sup> December and flu vaccination was administered

## **ASSESSMENT AND REPORTING**

All staff engaged in the analysis of data, to identify low achievement, possible underachievement and to highlight children who were performing above their expected attainment.

Using this data staff were then guided through the task of setting realistic yet challenging targets.

PTM and PTE Standardised assessment in the areas of Mathematics and English were carried out from P3 to P7 in May 2017. All children from P2-P7 completed Standardised Spelling Test and Reading Tests. In addition CAT (Cognitive Assessment Tool) was carried out on P3, P4 & P6 children.

The correlation of these results have been used to identify strengths and areas of weakness at whole school, class and individual pupil level. Realistic but challenging targets for the future academic year have been set.

Test results are recorded for each child enabling progress to be tracked via the SIMS software.

Additional assessments are carried out by the Learning Support Teacher and teachers assess children in their classes on a regular basis to inform planning.

On-going assessment of teaching and learning is an integral part of St.Mary's approach and children are encouraged to evaluate and reflect on their own learning. Varieties of approaches recommended by Assessment for Learning are used throughout the classes, encouraging self and peer assessment.

Pupils were assessed using the levels of Progression for Communication, Using Mathematics and Using ICT. P4 and P7 were assessed with reference to the levels in Communication, Using Mathematics and these results were reported to parents in June 2017.

### **Northern Ireland Key Stage assessment result 2016/17**

#### **Key Stage 1 Literacy**

Level	Number of Children	%	Bench Marking NI Average
1	1	7%	11%
2	12	86%	69.4%
3	1	7%	17.83%
2+	13	93%	

#### **Key Stage 1 Numeracy**

Level	Number of Children	%	Bench Marking NI Average
1	1	7%	9.65%
2	12	86%	71.10%
3	1	7%	17.86%
2+	13	93%	

### **Key Stage 2 Literacy**

Level	Number of Children	%	Bench Marking NI Average
3	0	0	15.65%
4	4	80%	62.31%
5	1	20%	17.35%
4+	5	100%	

### **Key Stage 2 Numeracy**

Level	Number of Children	%	Bench Marking NI Average
3	0	0	16.18%
4	3	60%	56.47%
5	2	40%	23.37%
4+	5	100%	

*2016/17 data have been produced based on submitted returns from approximately 16% of primary schools. The remaining schools did not submit returns due to industrial action.*

## **SPORTING AND EX-CURRICULAR ACTIVITIES IN ST MARY'S**

### **Swimming**

The children from P5 – P7 attended swimming lessons at Downpatrick Leisure Centre. The children were led by qualified swimming coaches. All children participated readily in this activity and excellent progress has been made across the three year groups with all children receiving an award – Well Done!

### **Soccer**

This year saw the further development of the soccer club in St. Mary's PS under the coaching expertise of Mr Sharvin. Weekly after school training sessions saw the promotion and development

of some fine skills and qualities. The P6 & P7 class attended a soccer blitz in Crossgar on the 31<sup>st</sup> March.

### **Gaelic Coaching**

2016/17 saw the coaching of Gaelic skills for children from P4-P7 offered by Down County Board. P6/7 children attended GAA blitz in St. Patrick's Grammar School DPK on the 21<sup>st</sup> February with Mrs Martin. It was a very cold and windy day but the children loved it! Mrs Martin organised a GAA skills day on the 21<sup>st</sup> May which was thoroughly enjoyed by all the children.

### **Netball Coaching**

The KS2 children were coached by Miss Hanna during the 2<sup>nd</sup> & 3<sup>rd</sup> terms. Our school hosted a very successful netball tournament and three other schools attended.

### **Dance Coaching**

The introduction of the Dance Club provided by an experienced dance teacher proved very popular with our children.

### **Sports Day**

We had another successful Sports day on 14<sup>th</sup> June organised by Mrs Martin. The weather was perfect which helped make the day an enjoyable one for everyone. Many children received medals for achieving first and second place and all children received a special award for their participation. We are very grateful to our local Spar for providing water and fruit.

### **Summer Fun Club**

The Summer Fun Club was once again offered to the children during July and August 2017. The club ran each day from 9.00am until 1.00pm. The children got a full range of planned activities including Treasure Hunts, Bouncy Castles, Day Trips and of course Arts and Crafts. This club not only provided entertainment for our children but also facilitated a smooth transition for our new primary one children. This club was well attended each day. 20 children attended the Summer Scheme.

The extra curricular activities at St.Mary's, provided numerous benefits for our children enabling them to explore their physical, creative, and social interest as well as learning many new skills.

Clubs included, our very popular Stay and Play club, Breakfast club, Soccer, Art, ICT, Construction, Dance, Games and Cookery.

These activities enable our children to avail of an extended day from 8.00am until 4.00pm.

The Board of Governors wishes to thank those staff who organised and/or provided these activities and the outside agencies who worked in partnership with the school to provide this programme.

## **LEADERSHIP & MANAGEMENT**

The Board of Governors have met each month and have been supported in their management role and challenge function by CCMS advisor, and EA advisor, Mrs D. Trainor. The Governors have availed of a number of training sessions delivered by EA.

The Chair of the governors and principal reported on their improvement journey at a cluster session with governors from CCMS schools.

The Governors have linked with teaching staff who have areas of responsibility to support staff through the implementation of their action plan and to further develop the partnership between governors and staff.

The Chair, Principal, Vice Principal and coordinators have worked closely with Dr Shevlin to develop comprehensive systems for the monitoring and evaluation of learning within the school.

The Principal and Vice Principal embarked in a research based study with University College Dublin.

The Principal enrolled on Associate Assessor Training with ETI.

Since exiting the Formal Intervention Process, the leadership and management team have met with and supported 10 schools currently in special measures.

<b>Teaching Staff</b>	<b>Area of Responsibility</b>	<b>Governor</b>	<b>Other Areas of Responsibility</b>
Mrs Hagan	Play Based Learning	Mrs A. Polland	ICT (1 management point), Designated Teacher for Child Protection
Miss Hanna	SENCO	Miss M Morrow	
Mrs Martin (VP)	Literacy	Mrs M O'Prey	PE, Extended School
Mrs Miller (P)	Numeracy	Mrs C Clark	DDT
Mrs Miller	Strategic Action Plan	Mr P Flanagan	
Miss O' Riordan	WAU		

## **COMMUNITY RELATIONS, EQUALITY AND DIVERSITY**

Within St. Mary's community relations, equality and diversity are actively promoted and encouraged. Opportunities such as European Day of Languages, our Alive-O/Grow in Love programme, Catholic Schools' Week and Culture Day actively raise whole school awareness of values and helps to develop understanding of equality and diversity. This year Killyleagh Playgroup and P7 children were invited to our Christmas performance, funtime discos and Summer Club. In addition St. Mary's Primary School and Killyleagh Integrated Primary School have a cluster programme running through the Extended Schools. The P6/7 pupils from both schools attended workshops provided by the local library and Killyleagh Castle.

## **LINKS WITH THE COMMUNITY**

St. Mary's has continued to work to develop links with the local community. In the past year the following took place:

- Friends of St Mary's functions
- Welcome Assembly
- Beginning of year School Mass
- Halloween Disco
- Roots of Empathy Programme
- Open Night
- Christmas Concert Performance
- P1/2 Christmas Nativity
- Grandparents Day
- Valentine Disco
- Culture Day Celebrations
- Enrolment Ceremony
- Sacrament of Reconciliation
- Confirmation Service
- Passion Play
- First Communion
- Book Fairs
- Action Cancer-
- Participation in Cross Community visit to Killyleagh Castle
- Participation in Cross Community visit to Killyleagh Library
- Curriculum meetings for parents
- Fundraising for Trocaire and other charities
- Family Sport's Day
- Parents meetings and interviews
- Various Competitions from local community initiatives
- Information Session for parents
- Induction Meeting
- Visits by School Nurse and Dentist

- Visits from Educational Psychologist
- Support from Killard House & Cottown
- After-schools Clubs
- Provision of Reading Partnership
- P7 Leavers Mass
- Visit from Educational Welfare
- Participation in Big Pedal
- Parent invitations to special assemblies
- Trip to the Optician
- Trip to Local Estate Agents
- Trip to W5
- Trip to the Planetarium
- Trip to Castle Espie
- Trip to Giants Causeway
- Trip to Waterfront Hall and Holy Trinity PS for Digital Leaders
- End of year trip to Dundonald.

In addition the following approaches are used to keep the community involved and informed:

Newsletter

Letters Home

Homework Diaries

Parents Notice Board

Website with photographs and information from the school

Facebook/Twitter

Parish Bulletin

Classroom information boards / school noticeboard

Photographs and articles in local newspapers

Prospectus

Annual Governors Report

### **OPEN EVENING**

An 'Open Evening' took place in St.Mary's Primary School on Tuesday 6<sup>th</sup> December. It proved to be an invaluable opportunity for prospective parents to see first hand the facilities and experience the wonderful atmosphere which exists in the primary school. From this 10 applications were received for P1 admission in September 2017. An induction morning was held for these children on Thursday 15<sup>th</sup> June.

### **PARENT-TEACHER MEETINGS.**

Parent-Teacher consultations were held in November 2016. A detailed report was issued to parents in June 2016. The school continues to regard this report and consultations as a vital part of good communication between the home and school. The school also encouraged parents to consult with teachers on a regular basis throughout the year and to avail of Numeracy and Literacy workshops.

### **LINKS WITH POST PRIMARY SCHOOLS**

We continue our close links with the local secondary schools, St Colmcille's High School, St Colman's High & Sixth Form College, De La Salle High School, and the grammar schools, Assumption Grammar School and St. Patrick's Grammar School. Teachers from all of these schools visit our school at least once annually to speak with our P7 children.

Indeed, we deeply appreciate the support given to us by all our Post-Primary Schools. There is no doubt that such activities, taken together with the Post-Primary and Grammar School Open Evenings, do help children and their parents to make better informed choices of post-primary level schools for their children.

The P4/5 class participated in a numeracy workshop with the students from St. Patrick's Grammar School. They completed a range of fun numeracy investigations working in pairs and small groups.

In addition, our school, welcomed and provided opportunities for local post primary schools and college students to participate in work placements.

### **SCHOOL TRIPS and VISITS**

A variety of school trips and educational visits took place over the 2016/17 school year with the children also accessing learning outside of school. The P1-P2 visited the Opticians, W5 and participated in a work shop from Down County Museum . The P3/4 had a fantastic time at the Planetarium, Castle Espie and the Local Estate Agents. P4/5 went to W5 for a workshop on the human body. While P6/7 visited The Giant's Causeway. The children have also benefited from visits to the Library, a Road Safety Assembly, Visit from PSNI- Internet Safety, a visit from the Fire Safety Team. P1-3 children attended Indiana Land and the cinema while P4- 7 attended Dundonald Bowling and the cinema for an end of year treat.

### **ENROLMENT AND ADMISSIONS**

The enrolment figure for 2016/2017 was 86. 5 children were enrolled in P1 in September and another child joined the P1 class in December.

A total of 5 children transferred to secondary level education.

Down High School	1
St. Mary's High School	1
De la Salle High School	1
St Colmcilles High School	1

1 child returned to Czeck Republic

Congratulations to all our P7's who have transferred to their new schools. We wish them well in their new schools. The number of pupils admitted to Year 1 in September 2016 was 5.

2 children joined the school through the course of the year. One to primary 1 and one to primary 4. 1 child from primary 4 left the school.

### **SCHOOL DEVELOPMENT DAYS**

In accordance with Department of Education guidance five non-contact days and five school development days were used in 2016/17 school year.

<b>Dates of School Development Days</b>	<b>Focus of Training</b>
25 <sup>th</sup> August 2016	An Introduction to Linguistic Phonics
3 <sup>rd</sup> October 2016	Dyslexia Awareness Training
28 <sup>th</sup> October 2016	Linguistic Phonics
4 <sup>th</sup> January 2017	Developing approaches to solving Word Problems.
15 <sup>th</sup> February 2017	ICT Training/ STEM Training

### **POLICY DEVELOPMENT**

The following policies were reviewed and updated. They may, on request, be inspected at the school:

Attendance Policy

Child Protection Policy

Feedback and Marking Policy

Teaching for Learning Policy

Anti- Bullying Policy

Relationships and Sexuality Policy

Play based Learning Policy

Literacy/Numeracy Policy

### **ATTENDANCE**

The percentage attendance for pupils in 2016/2017 for P1 - P7 was 94.6%.

Attendance is monitored regularly by the Principal and in partnership with the teaching staff. The Principal is made aware of concerns regarding attendance by staff and liaises with parents to address these issues. The Education Welfare Service supports St.Mary's in maintaining and improving attendance. Should school intervention fail, their Education Welfare Officer will address attendance issues directly with parents.

### **STAFFING.**

Mrs Niblock took up a new position in October 2016. Mrs Cieslik & Ms Gibson resigned from St Mary's . We wish them all good health, happiness and success in their future ventures. Miss O' Riordan was appointed to the permanent staff. Mrs Mc Minn was appointed as part time temporary principal release. Mrs Quinn and Ms Craig took up temporary positions as general classroom assistants.

### **LIST OF CLASS TEACHERS 2016/17**

Miss Hanna  
Mrs Hagan  
Miss O' Riordan  
Mrs Martin  
Mrs Miller  
Mrs Mc Minn

### **ANCILLARY AND AUXILLARY STAFF**

Mrs Williams	School Secretary
Mr Sharvin	Building Supervisor
Mrs Boyle	P1 Classroom Assistant/ Supervisory Assistant
Ms Gibson	SEN Classroom Assistant
Mrs Quinn	SEN Classroom Assistant
Mrs Morrison/Ms Craig	SEN Classroom Assistant
Miss Craig	Supervisory assistant
Mrs Bentley	Kitchen Attendant
Mrs McGreeghan	Kitchen Attendant

## **BUILDING AND SECURITY ARRANGEMENTS**

The children and staff are kept safe on our school premises at all times. Exterior doors are kept locked and there is a buzzer system in place for visitors to the school.

All visitors to the school must report to the secretary's office and sign the visitors book. Children are collected from allocated destinations within the school. It is then the parent's responsibility to accompany their child(ren) home or to their car. Older children are allowed to walk home with parental permission.

P3/4 classroom was painted. The floor was resanded and new furniture was purchased for the room.

The skylight window in the upstairs landing was replaced.

Windows with broken seals were fixed.

Visibility panels were installed in 4 doors and 5 new doors were fitted.

The top and bottom corridors were painted.

Security fence and gates were fitted.

Blinds were fitted in P1/2 classroom.

Curtains were purchased for the Pre School Class.

Leaks to the assembly hall roof were repaired.

Fire Alarms were checked.

Asbestos checks were carried out.

The school continues to be maintained to the highest standards. This is a reflection of the respect and care shown by the children for their school and also of the high standard of care-taking in the school. The Board of Governors wishes to thank Mr Eugene Doyle , EA, Building Maintenance for his commitment and hard work in ensuring that the premises in St Mary's are maintained to high standards.

## **LMS BUDGET REPORT.**

The Finance Committee of the Board of Governors administered a delegated budget of £349,843.

## **SCHOOL FUNDS**

The school also operated a school fund account for incidental expenses and immediate requirements. The major fundraisers were disco's and concerts which raised £5,116.27. The balance of school funds was £6,054.14 on 30<sup>th</sup> June 2016.

## **FRIENDS OF ST. MARY'S**

The Board of Governors wishes to extend its thanks to the members of the Friends of St. Mary's organization for their continuing interest and help in the school. Not only do they support the school through the financing of resources they also contribute to the life of the school and wider community. Their hard work, dedication and genuine commitment to the school is greatly appreciated. This year the Friend's of St. Mary's has helped the school purchase library boxes, classroom furniture, curtains for the Pre School, sports materials and medals.

## **CONCLUDING REMARKS**

This year's annual Report to Parents brings further good news to the community of St. Mary's. It's been a wonderful and rewarding year for pupils, teachers, support staff and parents. There's a buzz of excitement and enthusiasm about the school and significant progress has been made on so many fronts. Many new projects and initiatives were implemented and embodied into the work ethic of the school. The year has been full of fun and enjoyment for the children and our rekindled ethos continues to restore the pride and confidence of the school community.

Should parents require any further information about the school's Annual Report or wish to raise issues about its content, they should discuss this with the Principal. If parents wish to raise a matter at Board of Governor level, they should do so following the agreed procedures.

This Annual Report is now on the school website.