

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



## **BOARD OF GOVERNORS**

### **ANNUAL REPORT**

**Sept 2018 – June 2019**

*'Learning Today for a better Tomorrow'*



## **St Mary 's Primary School, Killyleagh .**

### **Chairpersons 's Report 2018/19**

#### **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 2018/19 year can be viewed as a time of continual progress in St. Mary's Primary School. The continual hard work and dedication of the staff and Governors to maintain the high level of capacity for sustained improvement continues as St. Mary's goes from strength to strength.

2019 was a special year for St. Mary's as we celebrated 50 years of our wonderful school. I'd like to thank the Principal, staff, pupils and wider school community for the beautiful celebration Mass and photographic display marking many great occasions within the school.

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 great support they continue to provide 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.

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 of Governors 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 creation and implementation of a new three Year School Development Plan. (SDP)
- The development of Action Plans that continue to address the areas for improvement in the School Development Plan (SDP) 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 Measures and Shared Reading.
- Staff Development in Numeracy, Literacy, SEN, ICT & WAU/STEM.
- 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.
- The continual development of the Digital Leader programme.
- The emphasis placed on Musical Tuition.
- The promotion of the Daily Mile.
- Further development of the school website, twitter and Facebook.
- The investment in ICT and use of ipads to promote High Quality Teaching and Learning.
- Painting of classrooms.
- Purchasing of classroom furniture.

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.

Mrs C Clark

Chairperson of the Board of Governors

## **ORGANISATION AND MANAGEMENT THE BOARD OF GOVERNORS**

The Board of Governors has 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
Mrs M O'Prey	Trustee Representative
Miss M Morrow	Trustee Representative
Mr J P Magee	Trustee Representative
Mrs C Gilchrist	Department of Education Northern Ireland (DENI) Representative
Mrs C Clark	Board Representative Chairperson
Mrs A Polland	Board Representative
Mrs L Lee	Parent Representative
Mrs K Rice	Teacher Representative
Mrs F Martin	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 Leadership Team consisting of the Principal, a newly appointed Senior teacher and SENCO, provided a framework for the management of the school. Two staff members have additional points of

responsibility. Two teachers successfully within the school successfully completed their Senior Leadership Pathway Programme in the year 2018/19.

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 (WAU)

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 2018/19 was the first year of the implementation of this plan.

Detailed Action Plans, required 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 2018/19 school year was to develop Shared Reading and continue to the use of authorial techniques . In numeracy the focus was to develop the Measures and Number strand with a specific focus on time & money.

A comprehensive training programme for staff on the development of Active Learning, Shared Reading, Measures and Numeracy 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.

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.

Parental 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 Scholastic Book Fair took place in October 2018 and we managed to raise a magnificent £660.00. World Book Day was celebrated in March 2019. This year saw the 2<sup>nd</sup> Year of the St. Mary's Speech Festival on the 5th May. Children from P1-P7 were provided with a range of poems and had to deliver them to the adjudicator Mrs Fitzpatrick. 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.

## **ICT**

This year saw St Mary's secure a partnership with Nerve Belfast for the next academic year. The Digital Leader Programme was further embedded into the school life and pupils from P4 - P7 were appointed as Digital Leaders. Pupils continued to develop their awareness of Internet Safety and the Digital Leaders launched 'Smart Shark' the school online safety mascot which they created in collaboration with staff from the Apple Store, Belfast. All pupils developed their online collaboration skills by using the C2K NewsDesk programme as an introduction to communicating with a wider audience. A partnership was established with staff from St Patrick's Grammar, Downpatrick on the use of Google Classroom and Google Education. Pupils in Key Stage 2 participated in Google Forms activities created by their teacher.

## **SPECIAL EDUCATIONAL NEEDS' PROVISION**

Provision for pupils with learning needs was on-going in 2018-19. Children with learning difficulties were identified at an early stage and were supported by our Learning Support Teacher 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 issues. We continued to use child friendly Individual Education Plan's (IEP) to ensure pupil input to targets.

Since September, we consulted about 2 pupils. One of these pupils has received a Proposed Statement. The other pupil is undergoing a Statutory Assessment of their Educational Needs. The pupil who was home –schooled has since returned to school. Four parents in total have submitted parental requests for Statutory Assessment to the EA. 2 of these have been declined. 1 was granted and 1 is ongoing. One child is receiving support from Longstone Behaviour. Two children remain on the waiting list for the Longstone Behaviour service. 3 pupil referrals have been made to the EA Behaviour Support Service. 1 of these pupils was observed by Behaviour Support and there has been ongoing contact to meet this child's needs. This child will be reviewed in September. One child is receiving support from the EA literacy support team. 11 pupils are participating in the Nessy Reading and Writing Programme. 1 child with a Statement is known to EWO due to attendance issues arising from his SEN and this is ongoing.

All teaching and ancillary staff have received Nurture training and we are receiving outreach support from EA for a whole school approach to nurture which is ongoing. Teachers continue to use Dyslexia Checklist/ strategies to identify children showing concerns. Application for BDA Quality Mark for Dyslexia was put on hold due to financial restraints. The school used the Dyslexia Screening Tool and the Nessy Reading and Writing Programme to identify and support pupils with some literacy difficulties. This is ongoing. We celebrated Dyslexia Awareness Day by 'Going Green for Dyslexia'.



The SENCO has met with the parents of 5 children with a statement to complete the annual review process.

Our school was named in the ETI Publication 'Report of a survey of Special Educational Needs in mainstream schools' in recognition of having highly effective provision for pupils with SEN

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

This year the P7 children were introduced to the new Grow in Love Religious programme.

Father Brendan Smyth our school chaplain and Father Sean Rogan 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 year school Mass was celebrated on 27<sup>th</sup> September.

All P4-7 children received the sacrament of reconciliation for Christmas and Easter respectively.

The P7 children took part in the Service of Light on the 8<sup>th</sup> March.

The P3 children received the Sacrament of First Penance on 21<sup>st</sup> March in St.Mary's Church.

Primary 7 children from the school received the Sacrament of Confirmation on 1<sup>st</sup> April in St Mary's Church.

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

The Primary 7 children lead the 50<sup>th</sup> Year Celebration Mass on the 5<sup>th</sup> June, it was a truly memorable occasion as we celebrated the journey of St. Mary's Primary School, over the last 50 years.

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

### **CHARITIES**

During the year St.Mary's supported, St.Vincent de Paul, Macmillian Cancer, Action Cancer and Trocaire. In conjunction with the Parish of Killyleagh & Kilmore we also participated in the Blythswood Shoe Box Appeal 2018.

### **THE WORLD AROUND US**

WAU planning was reviewed and developed through out the year. An overview was implemented where each teacher identified the strands, what aspects of history, geography, science and STEM are to be covered within each topic. Science was a key focus area within planning and each teacher highlighted key areas within the science progression grid to ensure there is a clear progression of teaching and learning within the area of science and that all key areas are being covered within the two year cycle. There is clear evidence of science experiments being incorporated into planning. Educational visits and invited guests continue to be used to enhance learning within WAU. In September 2018 the school was awarded their first Green Flag as part of the Eco Schools award. The Eco Council also planned, developed and carried out many in class and whole school activities to achieve the Silver Sustran Award.

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

Children in St.Mary's were involved in music and drama activities through a range of productions last year. For our Christmas concerts P1-4 were brilliant in their musical play Santa's Setbacks. The P4's- P7 production of Hoodwinked 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 end of January.

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

The KS2 children participated in a workshop provided by Knoglux Theatre on the issue of staying safe online.

Our school year closed with the P7 production of Summer Holiday! It was a fabulous show and the children were truly amazing!

## **HEALTH EDUCATION**

The academic year of 2018-2019 saw the launch of the Well-Being group, pupils from P4-P7 were asked to become involved with raising the profile of this group. Parents were invited in to a talk provided by Community Advice on managing money and dealing with current changes affecting benefits. Pamper session for Mums, Grans, Aunties and Sisters hosted by Year 2 Beauty Students, SERC Downpatrick. Family Fitness After School Session run by Jenny Finnegan.

All pupils participated in PDMU lessons that focused on the development of their health. The Daily Mile initiative has had a positive affect on both physical health but also on pupil well being and continues to be imbedded in St Mary's.

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 whole school participated in the Sustran Programme and we were delighted to receive the Silver Award this year.

Our Extended School activities encouraged and promoted healthy lifestyles.

## **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/June 2018. All children from P2-P7 completed Standardised Spelling Test. In addition a Cognitive Assessment Tool (CAT) was carried out on all children in P3-P7.

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 and Using Mathematics and these results were reported to parents in June 2019.

## **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 four 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. We have also developed a partnership with the IFA Grassroot team from Newry & Mourne Council. Weekly after school training sessions saw the promotion and development of some fine skills and qualities.

### **Gaelic Coaching**

2018/19 saw the coaching of Gaelic skills for children from P3-P7 offered by Down County Board.

### **Netball Coaching**

The KS2 children were coached by Mrs Rice during the 3<sup>rd</sup> terms. Our school hosted a very successful netball tournament and five other schools attended.

## **Sports Day**

We had another successful Sports day on 6th June. 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 Scheme**

The Summer Scheme was once again offered to the children during July and August 2019. The scheme 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 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 with 27 children. The second week of Camp was a GAA Fun Week run in conjunction with Down GAA. The children were coached by Down GAA coaches in a fun and interactive way. This Summer Scheme also allows the children who are due to start St.Mary's in P1 the opportunity to get to know the staff and become familiar with the school setting.

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 and games. 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 termly and have availed of training provided by EA. 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.

Throughout the year the literacy coordinator, SENCO and Designated Child Protection teacher disseminated effective practice to other schools.

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

<b>Teaching Staff</b>	<b>Area of Responsibility</b>	<b>Governor</b>
Mrs Hagan	ICT	Mrs A. Polland
Mrs Rice	SENCO	Miss M Morrow
Mrs Hagan	Child Protection	Mrs C Clark

Mrs Black	Literacy	Mrs M O'Prey
Mrs Martin	Numeracy	Mrs C Clark
Miss O'Riordan	WAU	Mrs C Gilchrist
Mrs Martin	Strategic Action Plan	Mr J P Magee

The Board of Governors would like to take this opportunity to thank CCMS and the EA for their support, guidance and commitment to the leadership and management of St. Mary's Primary School. All staff members have met with the principal to discuss their roles and responsibilities within the school. Together they have agreed a clear job description which will be reviewed each year.

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

Within St. Mary's opportunities such as European Day of Languages, our Grow in Love programme, Catholic Schools' Week and Culture Day actively raise whole school awareness of CRED values.

In addition St. Mary's Primary School and Killyleagh Primary School Cluster Programme running through Shared Education and the Extended Schools Programme. We shared training opportunities and ideas on enhancing the Teaching and Learning experiences in our schools. Our respective football clubs played against each other in friendly matches. 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
- Shared Education Programme
- Halloween Disco
- PI Prayer Service
- Open Night
- Christmas concert performance
- PI/2 Christmas Nativity
- Grandparents Day
- Enrolment Ceremony
- Sacrament of Reconciliation
- Joint Confirmation service
- NSPCC assembly and workshops
- First Communion
- Dr. Bike Workshop
- The Junior Entrepreneur Programme
- Book Fairs

- Participation in Cross Community Carol Service at Killyleagh Castle
- 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
- Partnership with ASCET
- Support from Killard House & Cottown
- After-schools Clubs
- Provision of Reading Partnership
- P7 Leavers Mass
- P7 Leavers Play
- Visit from Educational Welfare
- Participation in Big Pedal
- Parent invitations to special assemblies

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

- Newsletter
- Letters Home
- Homework Diaries
- Website with photographs and information from the school
- Facebook
- Classroom information boards / school noticeboard
- Photographs and articles in local newspapers
- Prospectus
- Annual Governors Report

### **OPEN MORNING**

An 'Open Morning' took place in St.Mary's Primary School on Tuesday 4<sup>th</sup> December at 10am. 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 5 applications were received for P1 admission in September 2019. An induction morning was held for these children on Tuesday 4<sup>th</sup> June.

## **PARENT-TEACHER MEETINGS.**

Parent-Teacher consultations were held in October 2018. A detailed report was issued to parents in June 2019. 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 many parents availed of Numeracy workshops and Literacy workshops.

## **PARENT- VOICE**

To further promote and develop communication Parent's Voice workshops were hosted. Through these opportunities key policies such as Wellbeing, Relationships and Sexuality, Teaching for Learning and Anti- Bullying were discussed. The priorities in the School Development Plan were explained and parents were asked to outline experiences and opportunities that were going well in the school and areas for future development.

## **LINKS WITH POST PRIMARY SCHOOLS**

We continue our close links with the local secondary schools, St Colmcille's High School, St Colman's Ballynahinch, St. Mary's High School, De La Salle High School, Downpatrick 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

## **SCHOOL TRIPS and VISITS**

Linen Museum 10/10/18- P5/6

Under 21 International Football match-18/10/18 The school community  
Mental Wellbeing & Resilience Workshop for the P6 & P7 pupils.

Library visit- 23/10/2018, 13/11/18, 27/11/18, 30/04/19, 7/05/19, P3 & P4

Science Week visit to Delamont Country Park- 25/10/18 P6 & P7

Apple Store, Belfast 15/11/18- Digital Leaders-

KIP Shared Education- P3-P7 The Gathering Drums

Killyleagh Community- Christmas Lights – P4/5/6

Killyleagh Library- 01/12/18, 02/04/19, P1 & P2

Castleward for a Victorian Christmas Experience- 12/12/18- P6 & P7

Killyleagh Library visits- 15/01/19, 22/01/19, 29/01/19, 05/01/19 P5 & P6

St Colmcille's High School 23/01/19- P7

Ballymote Centre (Bee Safe) 14/02/19-

Library visits- 05/03/19, 19/03/19, 26/03/19 P6 & P7

Grass Roots Soccer- Dunleath Park DPK- Football team

St Mary's Star of the Sea Church (Confirmation) 01/04/19  
 Castleward- Minecraft Shared Education 03/04/19, 08/04/19, 11/04/19  
 Mass- 10/05/19  
 Residential- YMCA Newcastle 13th-15th May 2019 P6 & P7  
 Explorus Aquarium, Portaferry 23/05/19- P1 & P2  
 KIPS Shared Education 23/05/19 –Nerve ICT training  
 Soccer team- Portavogie 05/06/19  
 Soccer team- 07/06/19  
 Downpatrick Leisure Centre P5, P6 & P7 throughout the year.  
 End of Year Trip – Cinema – 24<sup>th</sup> June

## **ENROLMENT AND ADMISSIONS**

The enrolment figure for 2018/2019 was 88.  
 A total of 14 children transferred to secondary level education.

St Patrick's Grammar, Downpatrick	I
Assumption Grammar School, Ballynahinch	I
St Colmcilles High School, Crossgar	II
St Colmans High School, Ballynahinch	I

Congratulations to all our P7's who have transferred to their new schools and we wish them well in their new schools.

## **SCHOOL DEVELOPMENT DAYS**

In accordance with Department of Education guidance five non-contact days and five school development days were used in 2018/19 school year.

<b>Dates of School Development Days</b>	<b>Focus of Training</b>
20 <sup>th</sup> August 2018	Data and target setting Numeracy
21 <sup>st</sup> August 2018	Data and target setting Literacy
23 <sup>rd</sup> August 2018	Child Protection & ICT Training
4 <sup>th</sup> January 2019	Audit Catholic Ethos & Planning
15 <sup>th</sup> May 2019	SEN & Whole School Nurture

## **POLICY DEVELOPMENT**

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

- E-Safety Policy
- Safeguarding Policy
- Pupil Attendance Policy
- Staff Attendance Policy



## **ATTENDANCE**

The percentage attendance for pupils in 2018/2019 for P1 - P7 was 93.5%.

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.**

### **LIST OF CLASS TEACHERS 2018/19**

Mrs Rice	P1/2 SENCO
Miss O'Riordan	P3/P4 WAU
Mrs Hagan	P5/6 Senior Teacher, ICT & DT
Mrs Martin	P7 Principal/ Numeracy Co-ordinator & DDT
Mrs Black	Principal Release, Literacy Co-ordinator & Learning Support

### **ANCILLARY AND AUXILLARY STAFF**

Mrs Williams	School Secretary
Mr Sharvin	Building Supervisor
Mrs Boyle	P1 Classroom Assistant/ Lunchtime Supervisor
Mrs Evans	SEN Classroom Assistant / Lunchtime Supervisor
Mrs Quinn	SEN Classroom Assistant
Ms Craig	SEN Classroom Assistant / Lunchtime Supervisor
Mr Fitzpatrick	General Supervisor
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. No vehicles are permitted to enter the school grounds during the school day.

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 a teacher accompanies older children to the top gate each day.

Leaks to the assembly hall roof were repaired and a broken handle on the staff room window was replaced.

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 SEELB, Building Maintenance team for their 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 £331,462.00. At the end of the 2018/19 financial year there was a surplus of £1,000.00.

### **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 £3,500.00. The balance of school funds was £5200.00 on 30<sup>th</sup> June 2018.

### **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. To date the Friend's of St. Mary's has helped the school purchase ipads, selection boxes, sports materials and medals for sports day and the annual speech festival. The friends of St. Mary's have had three successful grant application to secure additional resources and events for the children within the school.

### **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.

This Annual Report is now on the school website.