

St. Joseph's Primary School

Board of Governors
Annual Report to Parents
DATE: 2014-2015



St Joseph's, providing a Catholic Education

Catholic Education takes place in communities inspired by the Spirit of Christ. Christ's commandment to love God and neighbour inspires a caring ethos which is expressed in relationships within and beyond Catholic schools.

Catholic Education is person-centred. It promotes the dignity, self-esteem and full development of each person who is made in God's image and uniquely loved by God.

Catholic Education is inclusive. It is respectful of, and engages with people of all beliefs; it encourages the religious development of all in their own faith.

Catholic Education is rooted in the Gospel values of respect for Life, Love, Solidarity, Truth and Justice; it aims to harmonise faith and culture, build a better society and pursue the Common Good.

Mission Statement

"This school aims to provide a happy, caring and supportive environment in which all children have the opportunity to develop their fullest potential in an atmosphere which maintains and develops the existing Catholic ethos of the school".

Dear Parents and Carers,

I am delighted to introduce to you the annual report of Saint Joseph's Primary School for the year 2014-2015.

The report details the work undertaken by the Principal and staff to ensure that the children attending St. Joseph's School receive the highest standards of education and pastoral care. As always my thanks must be given to the Governors for their hard work this year and for the support they have given me. On behalf of the Governing Body I would like to congratulate Mrs Treacy and her staff for continuing to carry out their work with such dedication.

Of particular note was the appointment of our new Vice Principal Mr McGinley. We wish him every success in his new role.

The staff at St. Joseph's Primary School is a professional and dedicated team and without their commitment, the school would not be able to continue to achieve such a high standard of education.

I hope you enjoy reading the report and questions should be addressed to the Chairperson in writing before January 30th 2016.

Yours faithfully
G. Campbell
Chairman of the Board of Governors.

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1. Governors, staff and support

1.1. Members of the Board of Governors 2014-2015

Trustees:	Fr. C. McGrath Mr Brian McAuley Mrs M Shepherd Mr J. Connolly (joined March 2015)
NEELB rep:	Mr Gerard Campbell (Chairperson)
NEELB rep:	Dr Siobhan Poulter
DENI rep:	Mr William Marley (Vice-Chair)
Teacher rep:	Miss C. Keenan
Parent rep:	Ms K. Barnes
Principal:	Mrs R. Treacy
Secretary:	Miss C. Keenan

1.2. Governors - The role

This Governing Body is committed to raising standards and helping each child achieve his/her potential. The Principal and all staff share this vision and commitment.

Governors are appointed to take strategic responsibility for the school; to oversee many aspects of its running; to be accountable to parents; and to act as 'a critical friend' for the school. Much of the governors' work takes place in committees that look in depth into specific areas of school life. The members' term of office is reviewed every 4 years at the re-constitution period. The Governors were reconstituted this year.

The Principal and Chair are members of all sub committees. All sub committees have terms of reference which are reviewed annually. All governors can attend any sub committee meeting. The governing body has established a number of sub committees including, personnel, finance, disciplinary and appeals committees.

1.3. The teaching staff in 2014-2015

P7	Mrs McNally
P6	Mr McGreevy
P5	Mr McGinley
P4/5	Miss Gilmore
P3	Miss Keenan
P3	Mrs Hamilton
P2	Mrs Clarkin
P2	Miss McIlroy
P1	Mrs Mulholland
P1	Miss Cooke

1.4. Reading Recovery

Miss O'Neill

1.5. Classroom and General assistants

Mrs. Collette Gibson, Mrs. Judith Orzechowski (SEN), Mrs Tina Hemphill (SEN), Mrs V. Medvodova (SEN) , Ms Catherine Rowan (P1) Mrs Nicola McCoy (SEN) Mrs Z. Letsianska (P2), Mrs McCormick (SEN), Miss McErlain (SEN) Miss O'Hara (SEN), Mrs Brennan (SEN)

The support staff also make a valuable contribution to the school through their support role and voluntary activities and in the Parents and Partners group.

2. Review of the year

2.1. CURRICULUM DEVELOPMENT

The 2014 / 15 school development plan highlighted the following priority issues:-

1. Learning and Teaching Introduction of iPad technology, development of mental maths, number and problem solving focus for all staff training and development.

Planning for the revised curriculum remains under annual review to best meet the needs of all pupils.
2. Assessment and Achievement Monitoring and evaluation of whole school targets ongoing annually. Industrial action prevented the school reporting on End of key Stage Levels.
Target setting based on PIE/PIM data- diagnosis of area of difficulty, appropriate strategies identified, progress assessed.
Continue to use the Boxall profile to identify areas of need and progress in P1/2.
Setting of individual class reading targets to map progress in reading ages.
Levelling of samples of work-whole staff awareness of new levels applying to communication and using mathematics- staff training and moderation exercises postponed this year due to industrial action.
New assessments trialled in CATS4 and PASS in the previous year continued in this year.
3. Learning Environments Revisited annually- Equality proof all classrooms and teaching environments using BDA framework and standards, organisation, labelling, groups, structures, support.
Bid for sensory room from last year approved and in place
New front foyer and security system completed.
Window replacement scheme approved and halted due to asbestos discovery. Asbestos removal scheduled for the summer holidays.
4. Social inclusion Extended schools project: Action plans as follows
Morning Games club
EAL support
Lunch time active play / youth worker
After schools clubs
Toy/book library
Nurture group
Education City
Accelerated Reading programme
French club
My Maths homework computer club
5. Resource management Increase in class numbers, purchase of new interactive boards, curtains for remaining classrooms.
6. Professional development ASD spectrum/MASTS training
Individual teachers- year group/subject specific training, e.g. Heartstart, MASTS.

The current school development plan for the period 2012-2015 is approved at Governor level and shared with the NEELB with associated action plans annually.

2.2. Review of the year 2014/15

We had another busy year with the school taking part in a wide range of community and local events and competitions with highlights such as the Council's Annual Carol Service, Antrim Schools Active competition which included the Orienteering competition, in which we came first, tag rugby, and the swimming gala. We celebrated Catholic Schools Week with a lovely Grandparents celebration, school Mass, assemblies and class prayer services.

We were very busy with our involvement in the Community Relations programme with development at a management level in planning the Moving Forward Together Programme with schools from Antrim and Randalstown and have applied for a Shared Education Programme with Greystone Primary School for the next academic year.

Summer graduation was very successful with honorary graduate Conan Fitzpatrick who was an inspirational speaker and hosted the children in his digital media suite at the University of Ulster. The celebrations finished with a special Mass for the children and a piper leading the children from the school grounds.

2.3. Extended Schools

This was our eighth year in the Extended Schools programme which enables the school to provide extended services for the school community. The funded project included a classroom assistant for Nurture Group, breakfast club and after school care and a lunch time youth worker. St. Joseph's is part of the Antrim Cluster of six schools and received £24,000 for projects undertaken. These included a counseling series, teambuilding with Eye Feel Good and additional coaching opportunities. The Extended School project has also enabled us to continue to operate the Toy and Book Library in partnership with St. Joseph's nursery school. It is run by two parents, Mrs. Campbell and Mrs. Gormley. We are very much appreciative of the support they give to the school and families attending the library.

2.4. School Building

We were very pleased to finally have progressed on the NEELB building list to have our outstanding windows replaced. Work began towards the end of the year but had to be halted due to the discovery of asbestos in the ceiling voids in the P2 area. The HSE commissioned a full survey of the building as the current asbestos register was incomplete. We closed the school for 4 days to facilitate this and were granted exceptional closure days from the Department of Education. Unfortunately this was not long enough and the survey had to progress through the last two weeks of the school year. We are very grateful to Greystone Primary School and the Parish Centre for accommodating our classes while the survey was completed. Our parents and families were amazing in their support for the school which must have been a very disruptive time for them. We would like to thank all who made the arrangements possible.

Asbestos removal was scheduled for removal over the summer with the building work planned for the next academic year.

3. Principal's report

From an educational point of view, the 2014-2015 year began and continued in a focused and enjoyable way for children and staff. That focus and the maturing of development work over the previous few years has resulted in an even stronger and more talented staff team providing teaching and learning to our pupils in a lively and creative way. I would also like to acknowledge the outstanding support that the senior management team and I received from governors during this year.

We were delighted to appoint a new Vice Principal in this academic year- Mr M. McGinley. He has quickly settled to be part of the school team and is a great asset to St. Joseph's. We were sorry to say goodbye this year to Mrs Orzechowski. We thank her for her service to St Joseph's Primary School and we wish her well in her future endeavors.

3.1. Catholic Education

We have always seen the development of spirituality as an important part of the holistic development of the children in our care. Teachers and our R.E. coordinator prepared the children for their Sacraments which involved a parents meeting and enrolment ceremony before the actual Sacramental ceremony.

In Primary 7 children received the Sacrament of Confirmation in a ceremony involving all the schools in the Parish. Afterwards there was a chance to chat over refreshments and meet with the Bishop in our school hall. The Primary 7 children prepared for Confirmation through the Alive O programme and with the support of Fr McGrath and our Parish Priest Fr Emerson.

Primary 3 children made their First Confession in the presence of their parents and were most prayerful in their ceremony. Primary 4 children made their First Holy Communion surrounded by their family and friends who helped make their day such a special occasion.

We will also remember the special masses we had for the opening and closing of the school year and to mark the celebration of St Patrick's Day and the leaving of the P7 children.

As always, what has been achieved has been a team effort. The children, parents, governors and staff have all played their part with skill, enthusiasm and dedication. The contribution of parents to homework and on trips has enabled us to achieve more for the children and the successful fundraising of the Parent and Partners has enriched that capability. Governors have fulfilled their challenging role contributing to proper debate around school issues and overview of the school's work. Thank you, once again; we couldn't have done it without you!

3.2. P.E. Sport, Clubs

The children participate in a range of sporting activities both as part of the PE curriculum and out of school. Our teams play matches against other local schools and enter tournaments. All children are encouraged to participate and we are ever grateful to Mrs. Sharon Brash who gives her time generously to coach the football team and to organise coaches for the many competitions we take part in. The school provides a number of extra-curricular activities through the Extended School programme.

Thanks to Mrs Hamilton for all the work in organising our athletic sports day. This has become one of the highlights in our school calendar with a wonderful atmosphere and we were again blessed with the weather- even if it was a little cold at least it did not rain! The staff would like to thank our parents for their support during the summer term and throughout the year.

3.3. Finances and Premises

The Board of Governors meet to prepare and monitor the budget. It is also responsible for the maintenance and upkeep of the building and security of the school. Close monitoring of the budget by the principal, the staff and governors provides a sound-working basis. It is to be noted that the school completed the academic year with a substantial saving made in the school budget. This will facilitate two additional classes in the next academic year. We had a very successful open night in December and received 53 initial applications to P1. As always the cost of staffing costs makes the largest demand on the budget and to no surprise resources have been stretched as the removal of the asbestos in P2 resulted in the loss of all of our Foundation/KS1 reading stock and resources including computers and smartboards.

We have also endeavoured to carry a small amount of money in the school budget to assist with the costs of running a nurture group as we continue to remain unfunded by the DE. While we were able to run nurture to the end of the academic year, the Governors decided that additional monies would be better spend in the next academic year in retaining smaller class sizes in KS1.

Regular fire drills take place with the security of the school checked as a matter of procedure. The fabric of the school is regularly inspected and Health & Safety checks are made. The NEELB have advised that due to budget constraints only urgent health and safety works will be carried out by the maintenance teams. Our sincere thanks go to Mrs. Mary Matthews for her hard work along with the auxiliary team in keeping our school in such good condition. Refer to the review of the school year for detail around the issues around asbestos in the school.

3.4. Child Protection

All pupils attending St. Joseph's School should feel welcome, safe and respected at all times while on the school site. Should any incident occur which causes concern or upset, please encourage your child to make this know at the time to any adult – the class teacher, any adult on site, MrMcGinley (DT) or Mrs. Treacy (DDT) who has responsibility for all pupils.

If you, the parent, have any concern about a child's welfare, you should arrange to contact any of the above personnel, either personally, in writing or by telephone (School Tel. No. 028 94 462076). Any issue reported will be investigated fully, promptly and sensitively and the outcome reported to you.

For the security and welfare of our children the school fully supports the policy of requesting police checks on all staff and voluntary helpers involved in close contact with our children. The Child Protection policy is available on the school website and is sent out biannually to parents of the school as part of the biannual review.

3.5. School Community

As a school community we come together on many occasions throughout the year and we seek your views in our class teacher meetings, through the parents and partner group and in the questionnaires we send home. We also work to involve parents in our celebrations of achievement through our liturgical calendar, prize giving and summer graduation. The teaching and support staff work very hard to inform parents on the changes in the curriculum and we use our text service and monthly newsletters to keep our parents informed.

3.6. Parents and Partners

Office bearers of the PTA are as follows-

Chairperson: Nichola McCoy
Secretary: Patricia Crawford
Treasurer: James Connolly

They ran a very successful Halloween disco and we would like to give a sincere thanks to all who give of their time freely to enhance the school year with events and trips. They arranged the purchase of new reading books for P2/3, produced a lovely Santa's Grotto with a Christmas DVD, hot chocolate and visit to Santa, paid for the bus for the school pantomime trip, bought Leavers gifts for the P7s, helped with the catering for graduation. We are deeply grateful for their support.

Parents meetings were arranged in October. Parents are informed about other school events through regular newsletters, notes home and our text service.

3.7. Community Links

The School values its links with the wider community very highly and these links were fostered in various ways this year. These included:

- School Book Fair
- School nurse health screening, talks to P7 on headlice, puberty and healthy eating
- School football team supported by Sharon Brash as coach
- Work experience, and work placements with a number of providers in the town and the NRC.
- Extended Schools Programme
- Pupils attended the Christmas pantomime supported by Parents and Partners
- Christmas show in the school hall and a Parish Carol Service
- Carol service at the Antrim Forum
- Spar competitions
- Fire service, road safety, safe in the sun programme.
- Charity work, Trocaire, Barnardos
- Open night for all parents and new entrants
- Prize Giving and Graduation
- Swimming Gala, 5 a side football, tag rugby, cheerleading, triathlon, netball Orienteering-Active Antrim Schools competitions
- Parent/ teacher meetings
- Special assembly for grandparents for Catholic Schools Week
- Cross Community programmes with Greystone Primary School
- Antrim Borough Council
- Bee Safe Programme P7

3.8. School performance and targets

Targets are set on the basis of pupil progress of those children who are enrolled at the time of target-setting. The accuracy of the targets is therefore linked to the stability of both the numbers and actual pupils who take the Key Stage assessments. The mobile population of the school continues to affect the accuracy of the teachers' predictions.

3.9. Key Stage Assessment Information

The assessment levels were revised last academic year with the DE requesting assessment of pupils in the application of literacy and numeracy as opposed to simply assessing English and maths attainment. From last year we are to assess Using mathematics and Communication.

Due to industrial action however, the school did not complete a portfolio for moderation by CCEA. Also the action resulted staff not engaging with use of the new levels of progression for internal moderation and therefore levels were not awarded this year. This section of the report therefore will not contain the usual information regarding the school's performance in KS1 and KS2 assessments in line with the NI Summaries.

3.10. Pupil's attendance records

The school takes the education of its children very seriously. We are therefore pleased that our absence rates have continued to improve over the last year, and will remain a focus. The improvement last year is in part due to more stringent monitoring of the reasons for children's absences, as well as an increase in parental awareness of the importance of their children being at school every day during term time. A leaflet on the importance of good attendance is distributed annually.

Year	% Attendance
Attendance Rate 2010/11	92.2%
Attendance Rate 2011/2012	93.0%
Attendance Rate 2012/2013	93.8%
Attendance Rate 2013-2014	94.7%
Attendance Rate 2014-2015	94.4%

Parents are requested to book holidays out of term time, as holidays within school terms will not be authorised by the principal.

3.11. Meeting additional educational needs

Subject coordinators and Key Stage coordinators work in close collaboration with the class teachers and classroom assistants, supporting them in differentiating the curriculum most effectively. We aim to identify as early as possible the children who need additional support and place them on the appropriate strand of the SEN Code of Practice. Identification is based on standardised and diagnostic assessments, teacher observations and parental concerns. A range of standardised assessments are carried out in October, February and June.

We continue to receive support from outside agencies. We also work closely with the MASTS team, LTSS, the ASD service, physiotherapists, the extended behaviour support team, occupational therapists, speech and language therapists and educational psychologists who provide assessments, support and programmes. A number of children receive support from

external agencies in meeting their individual needs and there continues to be a long waiting list for such services.

3.12. Arrangements for pupils with disabilities

Admission arrangements to the school are the same for children with disabilities as for any other children, in line with our equal opportunities policy. We aim to make whatever physical arrangements are necessary for children with disabilities. Prior to admission or moving to a new classroom, the premises are assessed by the SENco / occupational therapist and necessary adaptations are made.

3.13. Security procedures

Every effort has been made to provide a secure environment at the school. So that children can enter and be collected safely from school, parents and visitors are asked to use the external and parish car parks as the nursery and the primary school children walk through the grounds to access their classrooms.

Office staff operate the main doors by way of a buzzer system. All door locks have a special lock that has been made and registered for St. Joseph's. All external doors are operated by the buzzer system to secure the school against unauthorised entry after children have entered in the morning. Each floor has an internal phone system to remain in contact with the office.

Visitors are directed to the main school entrance to ensure their presence can be monitored. All visitors are required to wear a badge and to sign, stating the purpose of their visit and top sign out on leaving.

3.14. Secondary School Transfers 2014/15

Pupils from St. Joseph's Primary School transfer to a number of secondary schools. The number of pupils transferring to each school differs significantly from year to year depending on the needs and wishes of each particular cohort of pupils.

St. Benedict's High School	9	Slemish Integrated College	3
St. Louis' Grammar School	1	Sperrin Integrated College	4
St. Patrick's College	3	St. Malachy's College	0
Dominican Fortwilliam	1	Parkhall College	0
Little Flower	0	Antrim Grammar	4

3.15. Staff Development Overview 2014/15

It is government policy that there are 5 days each year when the school must be closed to children so that the staff can undergo training. An additional 5 days are available to implement the revised curriculum. Training days are led by members of staff and/or advisors where available.

In addition to the above, teaching and non teaching staff attend courses. There is a great deal of change and extra demands in the education system at present which results in additional essential training for staff. The training courses can be during the day, after school, in the evenings or at weekends.

Training for staff in this academic year included:

- Number training in number recovery strategies
- Mental maths training and development
- All teaching staff revisions to planning and numeracy scheme
- Target setting
- Individual staff also took part in relevant training sessions including attendance at ASD training, IDS training, Extended Schools Planning, Assessment Conference, principal meetings and conferences.

4. Next Academic Year School holidays 2015 - 2016

The dates for school holidays take into account recommendations from CCMS and the NEELB. We endeavour not to make changes to the dates but on occasion staff training dates may have to change due to the availability of service providers. We will always update parents as soon as possible. Reminders are sent out in our newsletters and through our parent text service.

August 25 th 26 th 27 th 28 th	Staff training	2015
1 st September	Return to school	2015
26 th October-30 th October	Mid Term	2015
23 rd December– 5 th January	Christmas Holidays	2015/16
15 th – 19 th February	Mid term break	2016
17 th March	St Patrick's Day	2016
24 th March – 01 st April	Easter Holidays	2016
2 nd – 3 rd May	Bank Holiday and Staff development day	2016
26 th May	Bank Holiday	2016
27 th May	Staff Development	2016
30 th June	End of term.	2016

5. Appendices

5.1. Appendix 1 - Financial report 2014-2015

(NEELB Financial statement for year ended March 15)

**North-Eastern Education and Library Board
LMS Outturn Statement – Financial Year 2014/15**

PART 3: ANALYSIS OF RESOURCE ALLOCATIONS AND EXPENDITURE FOR INDIVIDUAL SCHOOLS

3.4 MAINTAINED PRIMARY SCHOOLS

School Name: **St Josephs PS Antrim** NEELB Code: **0546**

DE Ref No: **3036050** Pupil Count: **234**

(A) SCHOOL BUDGET	School Resources	Non-Delegated Resources	Total Resources
	£	£	£
(i) Initial Formula Allocation	725,131		725,131
(ii) 2013/14 Carry Over / (Overspend)	19,205		19,205
(iii) Irish Medium Funding	0		0
(iv) Audit Adjustments	0		0
(v) Extended Schools	28,860		28,860
(vi) In Year Growth	6,370		6,370
(vii) School Development Fund	0		0
(viii) Split Site Funding	0		0
(ix) Contingency – Other	0		0
(x) Teachers Honoraria	0		0
(xi) Class Size Funding	0		0
(xii) Safeguarding and Behaviour Support	0		0
(xiii) Non-Delegated Allocation		196,059	196,059
(xiv) Total Resources Available	777,646	196,059	973,705
(B) ACCRUED EXPENDITURE			
(i) Teaching Staff	506,176	35,642	541,818
(ii) Non-Teaching Staff	123,596	75,206	198,802
(iii) Other Employee Expenses	0	37,277	37,277
(iv) Non-Staff Costs	105,527	47,934	153,461
(v) Gross Expenditure	735,299	196,059	931,358
(vi) Less Income	(7,983)	0	(7,983)
(vii) Net Expenditure	727,316	196,059	923,375
(C) BALANCE (A – B)			50,330
(D) ANALYSIS OF NON-DELEGATED EXPENDITURE			£
(i) Long Term Sickness (Teachers)			15,923
(ii) INSET – Substitution			0
(iii) Other Central Substitution (including Maternity absences)			18,983
(iv) Reorganisation Allowances			0
(v) Redundancy/Premature Retirement Costs (Teachers)			35,817
(vi) Non Teaching Redundancies			0
(vii) Premature Retirement Costs (Teachers)			0
(viii) Special Educational Needs (SU Teachers, Classroom Assistants etc.)			74,874
(ix) Landlord Maintenance			12,597
(x) Recurrent Furniture & Equipment < £3,000 per item			0
(xi) Other DE Initiatives			1,068
(xii) Rates			33,930
(xiii) Support Staff Costs			1,507
(xiv) Other Costs			1,360
(xv) Total Non-Delegated Expenditure			196,059

5.2. Appendix 1 - Visits and visitors 2013/14 Highlights of the Year

Special Needs

Behaviour Support service
Speech Therapist Thornfield
Annual reviews
MAST team visits
ASD team visits
SEN review Meetings
Educational Psychologist
EWO
LTSS Teacher

Events/trips

'Lets hear it for the Kids' local paper
Greenmount P1
Active Antrim events coaches and competitions
Book fairs
Graduation/Prize giving
Grandparents day- Catholic schools week
Sacramental evenings for parents
Enrolment ceremonies for Sacraments
First Confession
First Holy Communion
Confirmation
Whole School to the Pantomime
World Book Day event
P6 Titanic workshop
Dairy Council health and fitness workshops.
P7 Trip to Bushmills
Open Night
P6 Parent meeting re Transfer
Bee safe P7
Annual Reports to parents P1-7
Athletic Sports Day
Extended Schools project visitors
Theatre Production
ABRSM instrumental Examinations
P4 WW2 Class share project with Greystone
P5 to Museum
Riverside School- Drama Project with P6/7
Peer mediation training
P4 Visit to Springhill
Thorntons Easter Egg decorating

Visitors

Monitoring visit Extended Schools
School nurse
Parent/teacher meeting
P7 Parent/teacher transfer meetings
Football matches
Work experience students
Irish and French tutors
IDS Link Officer
NRC Students NVQ Childcare
New P1 intake and Parents induction
Nurture Group Network, NI meeting, cluster meetings
Belfast Giants fitness session
Toy/Book Library
NEELB /CCMS
School Chaplains
NSPCC
Pudsey and ASDA Community Champion Barbera Logan
Post Primary School Principals
Children from the Nursery School- coaching programmes
Childline Assembly
Road Safety officer
Firefighters to see P2
Action Cancer Easter Draws
Action MS Visitor
Challenge fund auditors
Santa!

Mrs R. Treacy