



Annual Report of Governors to Parents

on

Tuesday 22nd November, 2016

7:30 pm

Agenda

1. Welcome
2. Apologies
3. Minutes November 2015 Meeting to Parents
4. Presentation of Annual Report



Twenty-fifth Annual Report of Governors to Parents
for
School Year 2015 - 2016

The meeting to discuss this Annual Report will take place

on

Tuesday 22nd November, 2016

at

7:30 p.m. in the School Hall

All Parents/Guardians of pupils registered at the school are invited to attend.

Composition of the Board of Governors:-

Transferor Representatives:-

Mr C.R.A. Lynas (Chairman)

Mr W. Boyd (Vice-Chairman)

Mr A. C. Tweed

Ms M Shilliday

E.A N.E Representatives:-

Mr T. Robinson

Mrs M. Morrow

Parents' Representatives:-

Mrs L. McKay

Mr A. McKay

Teachers' Representative:-

Miss V. Hunter

Principal and Secretary to the Board:-

Mrs J. Halliday

This board will run into 2017 before being reconstituted

Financial Statement

Cairncastle Primary School continued to operate on a fully delegated budget from 1st April 2015 until 31st March 2016. The Board of Governors are responsible for all areas of the school's budget as well as responsibilities for the Appointment of Staff, Discipline, Grievance and Suspension/Dismissal Procedures, the devolved responsibilities in the overall management of the school now include the following areas - The Curriculum, Special Education Needs, Assessment, Admissions, Child Protection, Security and Personal Safety, Finance (Including School Salary Policies), Management of Staff, Internal Maintenance, Annual Governor's Report and the Prospectus.

Budget

Budget Allocation: - *includes carryover* £ 496,915

Expenditure:-

Teaching Staff: -	£ 294,423
Non-Teaching Staff: -	£ 65,289
Other Costs: -	£ 42,300
<i>(Electricity, rates, cleaning requisites, fittings, books and materials, heating etc).</i>	

Total: - £ 402,012

Balance at the end of March '16:- £ 94,903

School Funds

Cairncastle Primary School **Current Account:** - £ 18,423 (June 2016)

We thank Mr A. Tweed for auditing this account annually.

Broadford Trust Account	£ 295.68
Kilwaughter Trust Account	£ 1592.58
Glenarm Trust Account	£ 278.04

Enrolment and Attendance

The enrolment for the year 2015 - 2016 was 125 pupils. Over the academic year the average attendance was 97.5%.

Curriculum

The School has been delivering all areas of **The Northern Ireland Curriculum**. Staff have attended training courses, often at the expense of the school, and will often complete training on-line or during conference calls.

Assessing Cross - Curricular Skills has now been integrated and is used on a regular basis for assessment within the school.

The Swimming Programme has operated throughout the year for P6-7

Targets for 2015- 2016 School Year -

- Literacy- Update communication scheme and progression through the year groups
- Using Maths - Focus on developing problem solving skills across maths areas
- Using ICT- whole school task completion, moderation and levelling of work
- Use data and teacher assessment to group pupils, set targets and move pupils forward in Using Mathematics and Communication
- World Around Us Policy- review the amount of science focus across the topics covered

Staff Training and courses attended August 2015 - June 2016

August

Two members of staff attended Anaphylaxis: recognition and treatment
All Staff- Child Protection Review, Review of School Discipline and Positive Behaviour Policies.

Autumn Term 2015

M.A.S.Ts- Cairncastle Primary became part of the MASTs team. This is a multi-agency group who target early identification and diagnosis of children with learning and behavioural difficulties. Training sessions carried throughout 2015/16 year.

Mrs Halliday & Miss Apsley- Masts information session

Mrs Halliday- Asbestos Awareness

Mrs Hamill- Bright Start Childcare Scheme

Mrs McFarlane & Mrs McIlwaine- ASD training Promoting Communication with pupils with ASD

Mrs Taylor & Miss McKillop- ASD Sensory Responses

Miss Apsley & Mrs McFarlane MASTs Training- Sensory: Motor & Visual Perception Development and Speech Language and Communication Development

Spring Term 2106

Mrs Hamill- Heart Start up-date training

Miss McKillop- MASTs: Encouraging Social Development

Mrs Petrie & Mrs Magill- Promoting Positive Behaviour with pupils with ASD
Mrs McFarlane & Mrs Halliday- Cairncastle have joined L.E.E.P- Larne Early Education Partnership and attended a meeting with an ex-Inspector in Larne.

Miss Hunter: Primary Gymnastics

Mrs Halliday- LEEP Action Planning

Miss McKeegan- Primary Dance

Mrs Hamilton & Mrs McIlwaine- C2K up-date Training

Summer Term

Mrs Halliday- Understanding Challenging Behaviour and ASD: Belfast

Miss McCollum- MASTs: An Introduction to Sensory Processing

Miss Apsley- ELKlan: Language Support for Teachers

Mrs Halliday- Primary Principal's Up-Date Meeting

Staff endeavour to keep up to date with all relevant training and curriculum initiatives. Unfortunately the Education Authority have not yet established a training programme. Cairncastle will continue to promote School Improvement and Staff Development through training provided for from school funds. Weekly staff meetings were held throughout the year to disseminate good practise, plan and evaluate lessons, schemes, action plans and events in school.

Grounds, Building and Maintenance

The necessary repairs to the building have been carried out during the year. Four ceiling glass domes have been replaced and have increased the amount of natural light streaming into rooms. Tiles have had to be replaced in the corridor and boys toilets due to them lifting and causing a trip risk. Fire drills were carried out each term.

Staffing

P. 1-2	Mrs L. McFarlane Miss J. McCollum (Temporary)
P. 2-3	Miss D. Apsley
P. 3-4	Miss V. Hunter
P. 5-6	Miss R. McKeegan
P. 6-7	Mrs J. Halliday / Mrs E. Hamill (Job Share)
Classroom Assistants: - & Supervisors	Mrs S. Taylor Mrs C. Magill Mrs S. McIlwaine Mrs S. Petrie Miss M. McKillop
Secretaries: -	Mrs L. Hamilton Mrs S. McIlwaine
Caretaker: -	Mrs N. Blair
Dinner Attendants: -	Mrs J. Wilson Mrs S. Magill

French:-
Special Needs:-

Mrs A McCubbin
Mrs L Wilson

We thank Mr Tom Irwin, Rev Gary Glasgow, Rev. Fiona Forbes and other visitors for taking assemblies throughout the year.

End of Key Stage Results

Projected targets for End of Key Stage Assessments are set in term one. Throughout the year the children's work in Communication, Using Mathematics and Using ICT were assessed, levelled and recorded. Samples of work are kept to show each child's achievements and progress. Levels were awarded to year 4 and year 7 pupils. Parents and future Secondary schools are informed of these levels. The school did not take part in moderation this year.

2015/2016	Communication	Levels
	Cairncastle PS	NI Average
Level 2 or above	100%	88.7%
Level 4 or above	62.5%	76.8%

2015/2016	Using Mathematics	Levels
	Cairncastle PS	NI Average
Level 2 or above	100%	90.3%
Level 4 or above	75%	77.4%

Admissions to Secondary School

Placement of Year 7 pupils was as follows:

Larne Grammar School	10
Larne High School	4
St Killian's College	4
Slemish College	1

Child Protection

Child Protection is an area that the school takes very seriously. The school regularly up-dates any Child Protection policies to ensure that they follow the correct legislation. All staff are trained in Child Protection at the beginning of each school year. Parental concerns are investigated thoroughly, appropriate action taken whenever necessary and feedback given to those concerned. As a matter of course Governors are briefed on relevant issues.

Designated Teacher: Mrs J. Halliday

Deputy Designated Teacher: Miss D. Apsley

Both the DT and the DDT receive up-date training every two years from the Department of Education.

The issue of 'Bullying' and what it is, what you should do and why, is raised throughout the school year in morning assembly, during Circle Time sessions in individual classes and by visiting associations- Childline, NSPCC etc. Posters dealing with this issue are displayed throughout the school building.

Parent/Teachers' Association

The work and support of the Parent/Teachers' Association is very much appreciated by the Board of Governors.

This year the PTA organised and contributed to many events in school: Car Boot Sale, Halloween School Disco, Open Evening, Easter Fun Activity Day, Pantomime Snack Packs and contributions to Year 7 End of School Year events.

The sum of **£ 2,430** was raised and was used to purchase resources and fund educational visits for the children.

Charity Donations

The school raised **£1280.70** through holding various charity events this year. These were for MacMillan Cancer Care, BBC Children in Need, Text Santa and Cancer Focus. Thank you for all your generous support with our community endeavours.

Events

This has been a busy year for both pupils and staff. The school has participated in many local community events, entered local and country wide competitions and we have enjoyed having many guests and organisations into school to enrich our daily curriculum. Each year group has also enjoyed excursions out of school. The school has organised many after school clubs and sports suitable for all age groups. We hope this will continue in the future. We have also been fortunate to have this year monies donated to school from the Fort James Fund. This has allowed all of the pupils to enjoy a free trip or event to enrich their social and emotional well-being.

September:

Primary 1- Meet the staff picnic

Whole School Parent Information Sessions held

Emma- Sustrans Representative Assembly about up-coming events

Girl's Football IFA 'Live Your Goals Roadshow'

Dean YMCA Assembly

European Day of Languages

MacMillan Coffee Morning

P3 Creative Club Miss McCollum (Sept-Dec)

October:

Car Boot Sale

Measures Week- Whole school focus on measuring inside and outside the school

Diana Anti-bullying Workshop for P6 at Larne Leisure Centre

Harvest Assembly in school

Year 7 attended a 'Taster Day' at St.Killian's

'Ditch the Dark' Sustrans Bright Bike day

Halloween Disco in School

School Book Fair visit

Celtic Rathskallion's Canadian Music Show- Whole School

November:

P5&6 Larne Market Yard- 'Music form Around the World'- science linked workshop

Children in Need fundraising

Tree planting in school and Carnfunnock Park

Nov - Jan Multi-skills coaching in school P4-7

Sustrans Poster Competition - Sustainable Transport

Anti-Bullying Week & follow-up Workshops with Ambassadors with Dean, YMCA

Girls and boys football tournaments

Larne Christmas Parade - P4&5 made lanterns in school - Streetwise workshop

School Open Night

December:

Choir Events throughout Nov & Dec - BCDA Christmas Coffee Morning with Roddensvale, Cairncastle Christmas Tree, St. Patrick's Church 100 year Celebration, Larne Borough Council Buildings, P&O Ferry Terminal and Friendship Club, Cairncastle.

P1-4 Nativity Play - The Curious Sheep

Whole School Visit to the Lyric theatre Belfast - Pantomime Little Red Riding Hood

Interhouse Sports Competition

Text Santa Fundraising - Christmas Jumper Day

January:

Sustrans - Classroom Workshops - 'History of the Bike' & 'Journeys Around the World'

Armagh Planetarium Talk by Martin De Groot P4/5

Visit from local Secondary Schools - Principals or representatives to share information about their schools.

Larne Grammar Work Experience pupils in school

Jan & Feb - RSPB Bird Watch

Miss Apsley P2 Music and Drama Club (Jan to March)

Visits to P1/2 From parents to discuss 'Babies' & 'My Job'

Dairy Council Talk about a healthy lifestyle P4/5

Girls & boys indoor Football tournaments

February:

Safe Internet Day

School Competition Design a poster for the school paly - Cinderella

Zoolab Visit to P2/3 & 4/5 (Fort James Fund)

Fire Safety Talk P4/5
P6/7 World War 2 Presentation - Mr Ritchie
P6/7 Rationing Day
Sustrans Puncture Repair Workshops P4-7
Aer Lingus Art Competition P4/5
Dean YMCA - Road Safety Workshops P7
Parent Talks to P2/3 on Animal Topic

March:

Author Visit to P6/7 - Iain Jackson Creating a story using Microsoft Paint
World Book Day - Whole School dressing up & Literacy Focus. ASDA
Community Rep. in to tell stories to P1-3
P7 Attended a Healthy Sports Event at Larne Leisure Centre
'Ditch the Stabilisers' Sustrans Workshops
Knonflux Theatre Workshop with P5/6 - 'Aztecs' (Fort James Fund)
Banyon Theatre Production (Whole School) and Workshops for P1/2 & P2/3
(Fort James Fund)
P5-7 production of 'Snow White'
Interhouse Sports Day #2
Took part in Queen Elizabeth's Birthday Competition Larne Borough Council
Whole School Easter Fun Week

April:

P6 Parents Transfer Evening
Ulster Rally car visit and talk - Whole school
School Book Fair visit
Family Day
Big Pedal week & Bike-ability sessions for P6
Farm Safety Talks P1-7
Cairncastle Community Coffee Morning
ASDA Bag Packing
P6 Cricket Sessions
P6/7 Visit to WW2 War Memorial Museum

May:

P1/2 Trip to Dominoes and Funky Monkeys
Primary 1 Induction Visit & Parents Talk
Money Sense Workshops P4-7
P6/7 Girls Hockey Tournament
Dean YMCA P7 Transfer workshops
Streetwise Workshops P4/5 Dragonflies for Larne Alive Parade
PTA Summer Fair
P5-7 Choir took part in Glenarm Castle 'Music from the Movies' working with
the EA Youth Orchestra
P4-7 took part in design a Mascot for the Women's Rio Olympic Team

June:

Larne Alive Parade
Interhouse Sports Day #3 - Winners Green House - 'Drains-bay Dolphins' &
medal/prize awards

P7 Nurses Visit & Talk
P5-7 Trip 'Gangsta Granny' at Belfast Opera House (Fort James Fund)
Opera Introduction - Fun Singing Workshops P2/3 & P 4/5
Sustrans Assembly - Bronze Award
Cancer focus - Hats & Shades Day
P7 Leavers Assembly
P2/3 Trip to W5, Belfast
P4-6 Trip to Belfast Zoo
P7 Parents Leavers Assembly
Waterbus Visit P4-7
P7 Residential to Woodhall
P1/2 Walk to the seaside and shop visit
Whole School Talent Show
Paul Diamond Bouncy Castle Fun Day
Cycling Proficiency was provided for P7's in May - June

Conclusion

As we conclude another successful and eventful year the Governors would like to thank parents and friends of the school for their continued participation and support.

The Board of Governors wishes to thank all members of staff, both teaching and non-teaching, for their dedication and hard work throughout the year.