Kirkistown Primary School Annual Governors' Report 2022-2023



Learning together, building for the future

https://www.kirkistownprimaryschool.com

Vision Statement

As a school, we aim to create independence and inspire lifelong learning.

School Ethos

As a community, we will provide an environment that caters for the intellectual, physical, spiritual, moral and cultural development of all pupils.

Mission Statement

- We strive to ensure that the learning, achievements, attitudes and well-being of all members of the school community are valued.
- We provide a broad and balanced curriculum which will actively encourage everyone.
- Pupils are given opportunities to take responsibility and be encouraged to make a positive contribution to their learning, school, and the wider community.
- We are committed to promoting a healthy lifestyle and the wellbeing of the whole child.
- Staff, pupils, parents and governors work together to build a learning community that celebrates the values we share.

The Board of Governors

http://www.kirkistownprimaryschool.com/introduction-to-the-governing-board.html

The present Board of Governors was constituted in 2018 for the period 2018 to 2022. Given the pressures and disruption placed on schools and managing authorities due to the Covid-19 pandemic plus the lack of devolved Government in NI, EANI has informed schools the next reconstitution for controlled and maintained schools will be Summer Term 2024. The next election of Parent Governors will therefore be held during the 2023/2024 school year when the present Board will be reconstituted.

Elected by the parents of the school: Mrs J Jones

Elected by the teaching staff of the school: Miss S Taggart.

Appointed by the Education Authority: Mrs K Edgar and Mrs C Hutchinson.

Transferor's Representatives*: Mrs C Spence, Rev N Stewart, Mr A Black and Mrs D Montgomery. *Transferors' representatives reflect the local churches and community.

The Chairperson of the Board of Governors in 2022/23 was Mrs K Edgar. Governors elected Mrs C Hutchinson as the Vice Chairperson.

The Principal is an ex officio member of, and secretary to, the Board of Governors. The Secretary to the Board of Governors in 2022/23 was Ms N Rudewicz, Principal. As such the Principal is a non-voting member of the Board.

The Governors responsible for...

Governors attend regular meetings of the Governing Body. They are expected to show an interest in all school activities and to be informed about education in general. Governors are also invited to attend regular training courses provided by the Education Authority.

Governors' responsibilities include:

- Overseeing the School Development Plan
- Staff appointments
- Admission of pupils
- Preparation of the Annual Report
- Financial management of the school
- Effective use of resources
- Pupil discipline
- Overseeing the curriculum and curriculum policy
- Responding to Education Authority and Department of Education initiatives.

The school continues to be indebted to the Governors who willingly give of their time to ensure the administration of Kirkistown Primary School proceeds smoothly and effectively.

More details of the school's development can be found in the School Development Plan and Action Plans which can be viewed upon request. The Board of Governors review this document annually and a summary overview is included under the 'Curriculum' heading of this report.

The Governors wish to record formally their appreciation of the work carried out by the teaching and non-teaching staff of the school. The Governors appreciate the dedication and expertise of the staff, who each play their part in helping to make Kirkistown Primary School a successful school.

Financial Information

The total budget share allocated to this school for the financial year 2022/23 was £292,748. The budget allocation is based on pupil numbers reported in the annual school census taken in October of the previous school year, size of premises and other factors such as the number of pupils receiving free school meals.

The school's 3-year financial plan had predicted that school would finish 2021-2022 with a deficit of £73,395 but LMS confirmed the actual figure was £72,223.

PTFA

We have a vibrant and very supportive PTFA who have helped raise vital funds for the School. Events organised throughout the year included a Halloween Pumpkin Party, Christmas Fair, Valentine Disco.

Opening balance: £0

Credits to account 2022/23:

Pumpkin Party £136.01

• Christmas Fair £2249.55

• Valentine Disco £119.00

Total Credits: £2504.56

Debits to account 2022/23:

Ganaway subsidy £412.00
Rec/P1/P2 trip subsidy £105.85
P3/4 trip subsidy £320.00
P5/6 trip subsidy £115.00

• TOTAL DEBITS £952.85

Closing balance at end of 2022/23 (30th June 2023) = £1551.71

Governors would like to express their continued appreciation of the PTFA for their vital fund-raising work throughout the school year.





Successful Grant Applications and Donations

Kirkistown Primary School pupils received 100 Penguin books by authors of colour. All classes got to enjoy reading the new material and P6 pupils explored Sharna Jackson's The Good Turn. Thanks to Mrs Perry for entering KPS in the competition.



The following link takes you to a video of P3 & P4 pupils testing new waterproof clothing purchased with **Outdoor Essentials Grant Funding of £500 from** The Ernest Cook Trust. https://fb.watch/lfY2FJzIGK/

School staff and members of the PTFA, applied for and received a grant from Ards & North Down Borough Council to celebrate King Charles III Coronation. The whole school community was invited to join the fun. As part of our celebrations there was a bouncy castle, an inflatable slide, a visit from an ice cream van, party games and crafts, a special Coronation Cake and commemorative gifts for pupils.



We would like to say a huge *thank you* to Neil Stewart and Michelle Stewart plus Cloughey Presbyterian Church and all those who helped raise funds for our school. We were given a cheque for £1300.00. Together with funds raised during the previous year we will now be able to order an interactive whiteboard for our hall. The IWB has been delivered, fitted

and is used daily!



Kirkistown Primary School Staff

Teaching Staff 2022/23

Principal - Ms N Rudewicz

Reception &

Primary 1 / Primary 2 - Mrs A Harbinson

Primary 3 / Primary 4 - Miss S Taggart

Primary 5 / Primary 6 - Ms N Rudewicz / Mrs G Cole

Primary 7 - Mr S Irwin

SEN Teacher (Autumn & Spring Term) - Mrs G Cole

Governors would like to place on record their thanks to the teaching staff for the continued dedication to helping the children achieve their potential.

Classroom & General Assistants

Reception

Primary 1 / 2 - Ms J Matthews

Primary 3 / 4 - Mrs Andrews (SEN)

Primary 5 / 6 - Mrs S Perry (SEN), Mrs D Stewart (SEN),

- Mrs Andrews (SEN), Ms E Ryan (SEN)

Primary 7 - Miss L McAllister (SEN), Mr M Wilson (SEN)

Secretary

Mrs M O'Lone

Supervisory Staff

Ms J Matthews Mrs M O'Lone

Ancillary Staff

Building Supervisor & Cleaner - Mr F Adair

Canteen Staff

Mrs M Brown

The school could not function happily or effectively without the help of all staff who each play a significant part to ensure the best possible experience for children and their families. Their contributions continue to be very much appreciated by Governors.

Attendance

Overall KPS Attendance 2022-23

% Attendance	Rec – P2 (14 pupils)	P3 & P4 (20 pupils)	P5 & P6 (15 pupils)	P7 (10 pupils)
95+	5	6	9	5
90+	8	9	3	2
85+	1	3	3	1
80+	0	2	0	0
75+	0	0	0	1
-70	0	0	0	1

Standardised Tests & Assessment

Assessment forms an integral part of the teaching and learning at Kirkistown Primary School. Pupil attainment is continually monitored and assessed. Records of pupil progress and achievement are maintained whilst the data is used to set future targets for whole school, groups and individuals.

Primary 1

- Base-line Test (Sept & June)

Primary 2

- Middle Infant Screening Test (MIST)
- Single Word Spelling Test (SWST)

Primary 3 to Primary 7 teachers carried out the following tests:

- CAT4
- Progress Test English (PTE)
- Progress Test Maths (PTM)
- Single Word Spelling Test (SWST)
- New Group Reading Test (NGRT)

Shared Education Programme

Kirkistown Primary School continues to participate in a very successful Shared Education Signature Project with our partner school St Patrick's Primary School, Ballygalget. During March 2023 pupils from Primary 2 to Primary 7 had opportunities to visit each other to learn together in the classroom. Pupils participated in 'get-to-know-you' sessions as well as practical PDMU lessons.

Primary 7 Children

We wish our Primary 7 pupils every happiness and success as they move on to post-primary school. Staff from these post-primary schools visited the transferring pupils in the final weeks of this academic year with familiarisation visits being organised also.

Once again, the Primary 7 children were a credit to the school, taking an active role in school life through the School Council, House Captain roles and the Buddy System.

Pupils enjoyed a residential trip to Ganaway Activity Centre in March 2023. They experienced many activities such as archery, climbing wall, high ropes, laser tag, caving, beach scavenger hunt, beach art and to finish they toasted marshmallows and made smores over a campfire.



A Primary 7 Leavers' Assembly was held on Wednesday 28 June 2023 to mark the closing of the school year and to say goodbye. The leavers event was an opportunity to pay tribute to the role the Primary 7 children played in the life of the school and to celebrate their growth as individual members of our society. Children sang songs, read original poems and shared memories. The event was followed by a PTFA run Leavers' Pizza Party and Disco. Primary 7 pupils enjoyed the pizza themselves but everyone in school was invited to the disco. Pupils played party games and Miss Taggart was DJ. The PTFA provided an 'ice-cream factory' complete with toppings plus juice and donuts for good measure!

Curriculum

Communication

Priority Areas (2022-23):

Develop a range of strategies to improve and maintain phonic and spellings

- Explore creative ways to develop pupils understanding of punctuation and grammar.
- Continue to highlight the importance of inference in comprehension

KS2 pupils took part in Poetry Ireland. Thanks to William and Deirdre for their expertise during the beach workshop and the poetry writing class after. The children produced some fabulous, imaginative pieces of work.



Using Mathematics

Priority Areas (2022-23):

- Area of Shape and Space at a whole school level.
- Provide opportunities to explore Shape in the context of Problem Solving.
- Pupil Voice
- Identify children requiring specific TPP's and provide opportunities for additional withdrawal sessions.

 Maths Recovery training for Co-ordinator. Further collaboration through Cluster groups.



Play Based Learning

Priority Areas (2022-23):

- Introduce and implement FS observation training from Clare Devlin in Cluster Group meetings 21/22.
- Develop beach school resources and organise an outdoor activity resource and storage area.



Specialist Subject Teaching

Throughout this academic year pupils experienced specific, weekly classes in the following subject areas. These extra-curricular lessons were delivered by the teaching staff:

Cool Sport – Miss Taggart

Drama - Ms Rudewicz

French - Mrs Harbinson

Music - Mr Irwin

Library Visits

All pupils enjoyed Monday visits from the Mobile Library Van. Pupils took time to select books based on their interests and experiences. It's a great way of widening horizons and encouraging independent reading.



Anti-Bullying

At Kirkistown Primary School we believe all forms of bullying behaviour are unacceptable. We believe all pupils have the right to learn in a safe and supported environment:

- We are committed to a society where children and young people can live free and safe from bullying.
- We believe in a society where bullying is unacceptable and where every child and young person is safe and fees safes from bullying.
- We believe that every child and young person should be celebrated in their diversity.
- We are committed to a preventative, responsive and restorative anti-bullying ethos across the whole school.
- We value the views and contributions of children and young people. We will actively seek these views and we will respect and take them into account.
- We understand that everyone in our school community has a role to play in taking a stand against bullying and creating a safe and welcoming environment for all.

In November 2022 all our pupils participated in Friendship Week.



Health Education

As part of Children's Mental Health Week (February 2023) pupils spent time considering all of the different ways they are connected to each other and what they have in common with each other.



Forest School

As part of our curriculum, we continue to take advantage of our wonderful seaside setting and learning outdoors when we can.

Primary 3 & 4 continued to engage in weekly **Forest School** sessions with Miss Taggart. Videos of the fun and learning may be accessed by scanning the QR codes below.





SEN Support

Kirkistown Primary School is an inclusive school and seeks to ensure all pupils fulfil their potential.

During the academic year Ms Rudewicz attended training sessions as part of her professional development:

- Primary SENCO Induction (Days 1, 2 & 3,4)
- EA Connect Scheduling an Annual Review (EdIS)
- Personal Learning Plan (PLP) Procedures and Guidance Training

Staff are skilled at early identification of needs and strive to identify underachievement and low achievement, drawing on their professional judgement and the data available from classroom observations and from standardised scores. There continues to be a close liaison between the SENCo, Ms N Rudewicz, and staff preparing and reviewing Individual Education Plans (IEPs) in consultation with pupils and their families. Evidence is collected by the SENCo to help inform discussions with parents and to assist with the Annual Review process for children with a Statement of Special Educational Needs. School remains committed to providing a dedicated time in the week to allow teachers to work with children on the Special Educational Needs register on a 1:1 or small group basis.

There continues to be close liaison with the Educational Psychologist from whom advice was sought and referrals made. The team from RISE provided support this year for individuals. School continues to work closely with speech therapists, the AAIS Support Team and the EA Literacy Support Unit.

Children who appeared to be underachieving were also monitored with Targeted Progress Plans put in place to assist teachers to focus on areas for development to help pupils reach their full potential.

During the Autumn and Spring Terms, Mrs Cole was employed, using SEN Funding, to work with all pupils on the school's SEN register. These sessions were invaluable and allowed children dedicated weekly time to work with the SEN teacher on their IEP targets. In addition, children were able to work with their class teacher on a 1:1 or small group basis during the SEN hour each week.

Safeguarding

Child Protection procedures continue to be fully implemented and criminal background checks are carried out on all newly appointed staff and volunteers. Mrs Harbinson is the Designated Teacher for Child Protection and Mr Irwin is the Deputy Designated Teacher for Child Protection. All staff have updated child protection training biannually.

The School's Safeguarding Team is made known to children through information posters and termly assemblies with pupils reminded they may approach any teacher and in particular the Designated Teachers if they wish to discuss any concerns. Child Protection notices are displayed in prominent places around school and in every classroom. Families are kept informed of the team and have immediate access to important documents through the school website.

The schools Safeguarding Team' consists of Ms N Rudewicz (Principal), Mrs Harbinson (Designated Teacher), Mr Irwin (Deputy Designated Teacher), Mrs K Edgar (Chair of Governing Board) and Mrs J Jones (Designated Governor for Child Protection). Yearly reports are prepared as the relevant staff meet with the Designated Governor for Child Protection, Mrs Jones.

The pastoral care of our pupils remains central to the ethos of the school and all staff are committed to it. We aim to reassure our children their worries and concerns will be listened to sensitively and sympathetically. Worry boxes in Key Stage 2 classrooms encourage children to write their worries down and share their problems with the class teacher or the Designated Teacher who can deal with any concerns.

All staff attended an Anaphylaxis Training session in August 2022.

List of policies that have been written from Sept 22 - June 23

- Accessibility Policy
- Absconding Policy

List of policies that have been reviewed, updated and put onto the School website from Sept 22-June23:

- Addressing Bullying Policy (Sept 22)
- Attendance Policy (Sept 22)
- Child Protection Policy (Sept 22)
- Disposal of Records Policy (Mar 23)
- Education Visits Policy (Sep 21)
- First Aid and Administration of Medicine Policy (Sept 22)
- Intimate Care Policy (Sept 22)

Kirkistown's Pastoral Care Policies are available via the school website or in writing upon request.

Substantial work was, again, undertaken on the preventative curriculum during the 2022-2023 academic year.

Preventative Curriculum work as follows:

- PDMU lessons being planned and delivered in each of the classes.
- Weekly celebration assemblies have restarted- promoting self-esteem and confidence in the children. Reception to Primary 7 meet together. Children have been reminded in Assembly who is part of the Safeguarding Team in School and who they can go to/ what they can do if they are worried about something.
- Buddy Team has been set up again after being unable to do it during Covid. Children from Primary 7 were able to apply for the post and then receive training. Ten children were successful in their application and have been members of the 'Buddy Team' all year in both the Foundation Stage class and the KS1 class.

- School 'House System' continuing to be used effectively throughout School, encouraging children to make good choices by following our six Golden Rules. Incentives, created by the school council, such as non-uniform days, park visit or 25p token to spend in the tuck-shop for the winning house each half term - all linked to our Positive Behaviour policy.
- School Council- elected representatives from each year group meet to discuss and make decisions together based upon ideas and opinions from their peers in class.
- Mental Health Week- 6-10th Feb 2023. All children participated in a variety of activities in each class related to caring for their mental health.
- Friendship week (Anti-bullying week)- held in November, children in each class reported back about what they had been doing and this content was shared via Facebook and the website.
- Fire Safety Awareness P5&P6 class- Local Fire Officers were again unable to attend school but they left children resources to explore different ways to Stay Safe.
- P3&P4 children participated in a whole school 'Beach Clean' on 7th June 23.
- A Harbinson & Steven Irwin delivered the 'Growing Up / Puberty' talks to children in P6&P7 (April 2023).
- Designated Teacher is the Period Dignity Champion for the school.
- Dog Trust Safety Assembly for the whole school on 19th April 23.
- REACH workshops are designed to support pupils to develop positive emotional health, increase their readiness for learning, and build their resilience. P3-P7 pupils participated in 6 Wednesday workshops from April-May 23.
- Cycling Proficiency training offered in Term 3 to children in Primary 6 and 7. Three children are currently completing the course.
- All children in P5-7 have the opportunity to attend Swimming lessons each Monday from April- June.
- DE 'Healthy Happy Minds project'- Five children have been able to access Talking Therapy and Counselling this year.

Security Arrangements

We continue to be ever mindful of the need to protect our children at all times when they are in school. Kirkistown Primary School operates a controlled access system throughout and visitors can only gain access when this is granted from staff members.

<u>All</u> visitors must sign in, receive the red identification tag and keep it on show if working on school premises. Volunteers wear a black identification tag highlighting their role while all staff wear a blue identification tag.

Buddy System

We continue to operate the 'Buddy System' in the playground.

Through looking after and caring for younger, more vulnerable children, older children learn the skills associated with empathy and compassion and create a caring ethos in the playground.

Younger children feel safe and cared for while the Buddies feel valued and respected.

Our Buddies are easily identified in the playground by their bright yellow vests.

School Council

One child from each year group (Primary 1 to Primary 7) continues to be elected by their peers- a total of 7 elected representatives that form the School Council. The Council aims to meet half termly and have a voice in school life.

Children were tasked with researching the views of their peers on the specialist subject teaching introduced this year. They were also asked to identify which articles from the *UN Rights' of a Child* to include in our new Absconding Policy.

House Captains

'Community' is important to us and our Positive Behaviour Policy reflects this. We seek to identify, spot and praise all the good things that happen around us because we recognise that these things don't happen accidentally.

Our House Captains set an example for our younger children by modelling good decision making and offering both praise and encouragement to others who do the same. We want and expect our children to be good citizens.

House points are awarded for displaying 7 very simple traits-

- 1- Being gentle with each other
- 2- Being kind and helpful
- 3- Listening well (to each other and to staff)
- 4- Being honest
- 5- For working hard
- 6- For looking after property (our own belongings, those of our friends and those belonging to school)
- 7- For completing homework to a good standard

Our House Captains are democratically chosen by their peers. They are responsible for totalling the weekly house points to see which house has won the weekly award. Our School Council decided the winning house, at the end of each half term, deserves a treat and suggested a Park Visit or Tuck Shop Treat (25p value) as the prize.



Helping Others

At Kirkistown Primary School we encourage our pupils to think of others less fortunate and through various charities the school was able to show how generous our pupils and families are.

- Trussell Trust Newtownards Food Bank Harvest Assembly & Food Collection (October 2022)
- Poppy appeal November 2022 (£92.40)
- Children in Need November 2022 (£74.51)
- NI Children's Hospice December 2022 (£139.41)
- Autism Awareness NI Superheroes Feb 2023 (£407.80)

Money collected for charities in 2022/2023 - £714.12

A dedicated display in school continues to highlight the thoughtfulness of our school community.

Home - School Links

The Board of Governors would like to acknowledge the vital contribution made by parents in supporting their child's education.

Parents of pupils from P1 – P7 met with teachers in the early part of the Autumn and Spring Terms to discuss individual pupil progress. Prospective P1 parents met with their child's class teacher and classroom assistant. The children engaged in a play afternoon whilst Ms Rudewicz met with parents for refreshments and to talk about expectations for the year ahead.

Parents received the Annual Pupil Report in June.

School's Facebook page continues to grow. It is an excellent source of news for parents and the wider community thus raising the school's profile and aiding PR work.

Community Links

Face-to-face work has reignited post-Covid. During the 2022/23 school year, Kirkistown Primary School benefitted from important links with the following groups:

Cloughey and District Community Association

Blair Mayne Leisure & Wellbeing Centre, Newtownards (KS2 Swimming Programme)

Local Foodbank, Newtownards.

PSNI Community Police

St Patrick's Primary School, Ballygalget (Shared Education Partners)

Piano Tutor: Mrs C Williams

Kirkistown Castle Golf Club

IFA

North Down & Ards Borough Council

Poetry Ireland

The School Year 2022 / 2023

During the year many other events took place in Kirkistown Primary School. These included:

•	Irish Football Association Coaching	October - November
•	Forest School	September – June
•	European Languages Day	26 th September
•	World Mental Health Day	10 th October
•	Anti-Bullying Friendship Week	WB. 14 th October
•	Harvest Assembly & Donations	27 th October
•	Parent Interviews	WB. 24 th October
•	Pumpkin Party	24 th October
•	Children In Need Fundraising	18 th November
•	Engage Programme	September - March
•	Flu Vaccinations	11 th October
•	Christmas Fair	30 th November
•	Open Day	7 th December
•	Community Association Christmas Tree Singing & Children's Party	7 th December
•	Nativity (F/KS1)	13 th December
•	Carol Service (KS2)	14 th December
•	Grand Opera House Panto Trip &	15 th December
	Mc Donalds Lunch	
•	Christmas Jumper Day	21st December
•	CAT 4 Assessments	January
•	Health Education Week	WB. 16 th January
•	Happy, Healthy Minds Counselling	February – April
•	Children's Mental Health Week	WB 6 th February
•	Valentine Disco	10 th February
•	World Book Day	2 nd March
•	School Nurse Visit	7 th March
•	P5&P6 Fire Safety	24 th March
•	Parent Interviews	WB. 27 th March
•	SEAG P6 Information Evening	29 th March
•	Easter Trail	1 st April
•	Dog's Trust Workshops Rec - P7	19 th April
•	Growing Up / Puberty Talks P6&P7	20 th April
•	P4-P7 KS2 Swimming Lessons	April – June
•	King Charles III Coronation Party	5 th May
•	Rounders Competition, Glastry School	15 th May
•	Rounders Competition, Portavogie IPS	17 th May
•	RHS Tag Rugby Coaching	19 th May
•	Ayrshire Bible Exhibition, Cardy Hall	24 th May
•	Tempest School Photography	25 th May

5th June Sports Day

7th June P3 & 4 Beach Clean

• Prize Day/ Leavers' Service & Party 28th June

Educational Visits

Reception Primary 1 / 2 Ulster Folk & Transport Museum (20th April) Primary 3 & Primary 4 Build-A-Bear, Ulster Museum & Stormont Park (15th June) Primary 5 & Primary 6 Belfast Zoo Trip (5th May) **Primary 7 Ganaway Activity Centre (Residential Trip – March 2023)**

Primary 5 – 7 Swimming at Blair Mayne Wellbeing & Leisure Complex (April – June 2023)

Whole School Trips:

- **Grand Opera House Panto Trip & Mc Donalds Lunch (15th December)**
- End of Year Adventure Blair Mayne Wellbeing & Leisure Complex (23rd June

We were very grateful to take advantage of our wonderful school setting with all classes regularly visiting Cloughey Beach, Calhame Pitch and the surrounding area on wellbeing walks and as part of their curriculum.

Primary 3 and 4 pupils continued to participate in 'Forest School Sessions'. These sessions would not have been possible without the additional staff and volunteers who were involved in these visits. Thanks are extended to Mrs Jones and Mrs Spence.

Extra Curricular Activities

- Rounders
- Football
- **Cycling Proficiency**
- Lego / Construction
- AQE/SEAG
- **Creative Club (Cooking, Art, Drama)**
- Choir / Music Club
- **Kids' Club Wrap Around Care**

Thank you to the teaching staff who have generously given of their time throughout the academic year to facilitate these clubs.

Thanks also to:

The ministry team who provided assembly visits: Rev Neil Stewart, leaders from Cardy Gospel Hall, Mr Robert McConnell and Mr Jim Patterson.

Trinity Presbyterian Church, Cloughey, are thanked for their continued support this year and for organising and hosting the Easter Egg Trail which raised £1300 for school to put towards the cost of an Interactive Board for the School Assembly Hall.