

**Kirkistown Primary School
Annual Governors' Report
2020-2021**



**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.

Elected by the parents of the school: Mrs J Jones and Mr M Finegan

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 2020/21 was Mrs K Edgar. A Vice Chairperson has to be elected.

The Principal is an ex officio member of, and secretary to, the Board of Governors. The Secretary to the Board of Governors in 2020/21 was Mr R Graham, Principal. As such the Principal is a non-voting member of the Board.

The most recent reconstitution period for Boards of Governors of controlled and maintained schools was expected to have run to 2022. Given the pressures and disruption placed on schools and managing authorities due to the Covid-19 pandemic, the Minister of Education has given approval to reschedule the next reconstitution for controlled and maintained schools to 2023. The next election of Parent Governors will therefore be held during the 2023/2024 school year when the present Board will be reconstituted.

What are 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 is indebted to the Governors who willingly give of their time to ensure that 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 2020/21 was £280,799. The budget calculated 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 2020-2021 with a deficit of £86,335 but LMS confirmed the actual figure was £61,230.

PTFA

<http://www.kirkistownprimaryschool.com/ptfa.html>

We have a vibrant and very supportive PTFA who have continually raised vital funds for the school. Despite the majority of traditional events not being able to be held due to restrictions around Covid-19, the PTFA were still very productive and successfully applied for a number of grants on behalf of school:

Successful Grant Applications and Competition Wins

- Ards & North Down Borough Council's Good Relations Grant Programme & The Executive Office- Toys that promote the understanding of diversity. (Approx £1000)
- Asda Foundation- "Getting Schools Back on Track" (£870)
- County Down Rural Community Network - Green Screen and I-pads
- Ards & North Down Borough Council Covid Recovery Grant- Captain Jack's vouchers for Free School Families in addition to vouchers for vulnerable members of the local community
- Grant for 30 Numberstacks packs and online subscription for staff (Approx £1000)
- Irwin's Bakery 'Win Some Dough' Competition- £500 to purchase new Science kits

The PTFA ran an Easter colouring competition (March 2021) with the support of local businesses, a Smarties Challenge (November 2020) and continue to use Easyfundraising as an alternative method of fundraising.

School is greatly indebted to the work undertaken voluntarily by the PTFA and specifically Mrs Perry that ensures the children of our school community are provided with new and exciting opportunities.

Opening balance £1709.49

Credits to account

• Irwin's Bakery Comp	£500.00
• ANDBC Food Poverty Grant	£500.00
• Smarties challenge	£280.00
• ASDA Schools Back on Track Grant	£872.00
• Community Partnership Grant	£2338.98
• Micro Grant iPads/Green screen	£954.54
• ANDBC Diversity Grant (80% prepayment)	£760.74
• Easy Fundraising	£31.23
Total Credits	£6237.49

Debits to account

• Donation to school, classroom supplies and numeracy	£525.00
• Partnership grant – Numberstacks	£1050.00
• Partnership grant – Portavogie Rangers	£612.00
• Partnership grant – Portavogie Primary PTA	£726.98
• Captain Jacks Food Poverty grant vouchers	£500.00
• iPads/green screen	£1162.99
• TTS Science equipment	£604.44
• PTA UK membership	£69.00
• Centenary Day	£149.91
• Ice Cream Van	£120.00
• Diversity Grant	£977.91
• P7 BBQ	£37.00
• Sundries	£49.17
• Bank charges	£44.74
Total Debits	£6629.14
Closing balance	£1317.84

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

Having been notified by Mrs Perry that she will be stepping down from her involvement in the PTFA, school will now look to establish a new PTFA and would warmly welcome involvement from families across all age ranges in school.

Kirkistown Primary School Staff

<http://www.kirkistownprimarieschool.com/staff.html>

Teaching Staff 2020/21

Principal	- Mr R Graham
Reception / Primary 1	- Mrs A Harbinson
Primary 2 / Primary 3	- Miss S Taggart
Primary 4 / Primary 5	- Mr R Graham / Mrs R Mawhinney
Primary 6 / Primary 7	- Mr S Irwin

Teaching Staff Changes

Mrs R Mawhinney taught the Primary 5 / Primary 6 class one day a week as Mr Graham's Principal Release cover. Mrs Mawhinney was not appointed on a contractual basis but agreed to fulfil the role through booking via NISTR due to the school's financial constraints.

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

Classroom & General Assistants

Reception

Primary 1 - Ms J Matthews, Mr M Wilson (SEN)

Primary 2 / 3

Primary 4 / 5 - Miss L McAllister (SEN), Mrs K Adair (SEN), Mrs R McFerran (SEN),
Mrs D Stewart (SEN)

Primary 6 / 7 - Mrs S Perry (SEN)

Classroom & General Assistants Staff Changes

Mrs D Stewart and Mr M Wilson were each appointed to work with a child with a statement of Special Educational Need on an Emergency Contract basis. Formal recruitment for these posts and two additional posts was put on hold due to the pandemic.

At the close of the academic year, school was advised that an additional five hours were being granted to a child with a Statement of Special Educational Need. Mrs Perry accepted an 'Alternative Employment Option' within Kirkistown Primary School.

School is expecting to formally advertise two Special Educational Needs posts very early in the 2021-2022 Academic Year.

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 effectively without the help of all staff who each play their part to ensure the best possible experience for children and their families. Their contributions continue to be very much appreciated by Governors.

Attendance

The average daily pupil attendance for the 2020/21 year = 96%.

End of Key Stage Assessment

Assessment forms an integral part of the teaching at Kirkistown Primary School. Pupil attainment is continually assessed in school and records of pupil progress and achievement are maintained.

Teachers assessed children using National Curriculum Levels in Communication, Using Mathematics and Using ICT in 2020/21. Staff met together in Autumn Term to discuss and moderate work samples from selected children in each class. The work samples viewed covered the breadth of the curriculum range - from working towards level 1 to level 5.

Shared Education Programme

<http://www.kirkistownprimaryschool.com/shared-education.html>

Kirkistown Primary School continues to participate in a very successful Shared Education Signature Project with our partner school St Patrick's Primary School, Ballygalget. Due to Covid-19 pandemic, plans were put on hold for the 2020/21 school year.

Pupils from Primary 4 and 5 were part of the Trailblazers project during the 2020/21 school year. Pupils developed their animation and film-making skills both in person and remotely before twice presenting their work remotely to their peers at St Mary's Primary School, Kircubbin as part of the cross-community programme:

<http://www.kirkistownprimarieschool.com/p4--p5.html>

Primary 7 Children

<http://www.kirkistownprimarieschool.com/p6--p7.html>

We wish every success to our Primary 7 pupils who are moving on to post-primary school. Staff from post primary schools visited the transferring pupils in the final weeks of the academic year with further detailed conversations with the class teacher taking place by telephone in June 2021 due to Covid-19.

Once again, the Primary 7 children were a real credit to the school, coping admirably with the disruption of the pandemic and taking an active role in school life through the School Council and House Captain roles. Due to the impact of the pandemic there was disruption to normal school routines with children finding new ways to pitch for a role on the School Council and to be a House Captain. Children created videos which were then presented to classes before voting took place.

All Primary 7 learners were involved in the use of Google Classroom during Spring Term as a new period of Remote Learning got underway. Many chose to join their teacher each week via their C2k Login to Google Meets to discuss their learning and to catch up socially with their peers. For many, this was very welcome direct interaction. Mr Irwin also made a number of socially distanced home visits during this time. Children undertaking transfer tests faced a number of uncertain weeks and months when the tests were firstly postponed then reduced in number before ultimately being cancelled. Throughout the uncertainty, the children continued to prepare themselves with great dedication and were very proud of their efforts.

While a residential could not take place due to Coronavirus, school arranged two end of term visits for children to enjoy- a coaching session at Cloughey Tennis Courts and a visit to the Pirates Adventure Golf followed by lunch. Both visits followed all relevant Covid-19 protocols.

A modified Primary 7 Leavers' event was held on Tuesday 29 June 2021 to mark the closing of the school year and to say goodbye. The socially distanced event took place outside and were delighted to be able to invite a member from each respective family to join us. The leavers event was an opportunity to pay tribute to the role that the Primary 7 children had played in the life of the school and to celebrate their growth as young leaders in setting such a wonderful example for their peers. Children read original poems and performed two songs outdoors as part of the event.

Curriculum

<http://www.kirkistownprimaryschool.com/curriculum.html>

Communication

Our year again began with a whole-school focus on creative writing. Children planned, wrote and edited their own original stories which were subsequently published in a whole-school book and made available to the public via online retailer, Amazon. The book, "The message in a bottle and other short stories" ensured that every child on the school register was a published author.

<http://www.kirkistownprimaryschool.com/whole-school-publications.html>

Staff met in Autumn Term to participate in the moderation of writing, mathematics and ICT work based upon the levels of progression. The creativity of our children was noted by all staff as was the pattern of increasing autonomy displayed by Key Stage 2 children with regard to the drafting, writing, editing and typing up of their work for publication. It continues to be evident that children are becoming more able to use the checking tools to edit their work successfully when typing them up for publication.

Priorities for the rest of the year were once more to embed a Peer Reading Programme to include Years 4 - 7 but this was once more unable to happen due to Covid restrictions and the need to maintain class bubbles. Staff looked at Literacy books in the early part of the school year and Mr Irwin collected in samples of work and planning as outlined in the Literacy Action Plan to ensure learning experiences and outcomes were of a good quality. Children also celebrated World Book Day at home this year with School Co-ordinating events via Google Classroom, Seesaw and it's website / Facebook page:

<http://www.kirkistownprimaryschool.com/literacy-events.html>

Mr Irwin continued to attend the North Down Literacy Cluster where colleagues worked collaboratively to create a planning and progression document. This work will be completed early in the 2021-2022 Academic Year. Planned 'Class Assemblies'- vital for developing pupil confidence in speaking, listening, and fostering good relationships

within the wider community did not take place and the impact of this was noted by the end of the year. School will endeavour to reinstate these in the 2021-2022 Academic Year.

[Using Mathematics](#)

There was concern at the potential for lost learning during the period of 'Remote Learning' in the previous academic year with measure, data handling and number being highlighted as areas of concern by staff. Staff met in Autumn Term to participate in the moderation of CCEA Using Mathematics tasks and to look at numeracy books. Planning and work samples were collected and evaluated to ensure that all mathematical areas were being taught and learning experiences were of a good quality.

After a further period of 'Remote Learning' during Spring Term, Miss Taggart conducted pupil voice surveys with children to ascertain their views. A celebration of 100 days in school was also marked by Pupils in Reception – Primary 3:

<http://www.kirkistownprimaryschool.com/numeracy-events.html>

Miss Taggart continued to attend the North Down Numeracy Cluster where colleagues were working on resourcing aspects of the numeracy curriculum. This work will be completed early in the 2021-2022 Academic Year.

[Play Based Learning](#)

In order to highlight the growth made by children in Reception and Primary 1, Mrs Harbinson produced a new baseline assessment which was then revisited at the end of the academic year. The data shows clearly the good growth that children make on their early steps in Foundation Stage. Work continued on the development of continuous 'formative' assessment in Foundation Stage with formative assessment wall evident in the classroom.

School made good headway on the redevelopment of the back playground with a new soft-play surface installed in April 2021. Further planned work on the development of outdoor learning experiences in this area was halted due to funding being reclaimed by the Executive after school had placed its order for materials for this area.

'Play Based Learning' and 'Activity Based Learning' planning and work samples were collected and evaluated by Mrs Harbinson to ensure that learning experiences were of a good quality.

While planned library visits for Foundation Stage families were regrettably cancelled, we were able to be visited by the team from Portaferry Library at the very end of the academic year to highlight their Summer Reading Programme.

Assessment

The school continues to use the new form of GL Assessments. Planned use of 'Progress Through English' (PTE) and 'Progress Through Maths' (PTM) tests in May 2021 took place despite children having been involved in an extended period of Remote Learning from January – March 2021. The resulting data has allowed 'Subject Co-ordinators' to have focus on specific areas within their subject for 2021-2022. All appropriate data was added to SIMS by the Principal.

School did not undertake CAT4 testing this year due to a period of 'Remote Learning' from January – March 2021. As CAT4 data is valid for two years this will have only directly impacted Primary 3 pupils and any new arrivals over the past twelve months. Available ability scores (from January 2020) for pupils in Primary 4, Primary 5, Primary 6 and Primary 7 allow school to track children who working within their cognitive ability as well as those who are 'underachieving' or 'overachieving'. Comparisons with data from 'Progress Through English' (PTE) and 'Progress Through Maths' (PTM) tests show that children at Kirkistown Primary School continue to achieve very well and typically close gaps as they progress through school.

The Single Word Spelling Test and New Group Reading Test were administered , as planned, in September 2020 to inform teachers and parents about the levels of achievement of individual pupils. The Single Word Spelling Test was then re-administered in May 2021 to allow for direct comparison and an overview of yearly 'progress'.

Children in Primary 2 undertook the Mid Infant Screening Test (MIST) as planned in September 2020. Planned re-testing in May 2021 for direct comparison was also able to take place giving a good overview of the progress made by these children across the academic year.

Data acquired from additional testing that took place during the year (Single Word Spelling Test, New Group Reading Test, Middle Infant Screening Test) was input into SIMS by the Principal.

Staff met in both Autumn as planned, to participate in 'book looks' in literacy and numeracy. Additional 'moderation work' was carried out by staff in Autumn Term looking at aspects of the cross curricular skills (Communication, Using Mathematics, Using ICT) through work samples created by our children. Work was assessed against the levels of progression. Planned work for Spring Term could not be undertaken due to an extended period of 'Remote Learning.'

As a result of the impact of Covid-19, Kirkistown Primary School may wish to prepare a transitional School Development Plan for 2021/22 based upon the impacts of Covid-19

and the further period of Remote Learning from January – March 2021. Alternatively, Kirkistown Primary School may also consider amending or extending the current school development plan for an additional year.

[Remote Learning](#)

The impact of Coronavirus meant that school was open only to children from Keyworker or vulnerable families from January to March 2021. Despite this, school worked with families to provide as much continuity to learning as was feasible. Every child was provided with online learning via Seesaw (Reception – Primary 3) or Google Classroom (Primary 4 – Primary 7). Families who wished to have paper packs were able to exercise this option and call weekly to collect these from school. All families, including those opting for paper packs were strongly encouraged to submit work via Seesaw / Google Classroom for daily feedback where this was possible. Pupils from Primary 4 – Primary 7 were offered the opportunity to participate in weekly video chats with their teacher and peers via their secure C2k login and the Google Meets app. Feedback, presentations and even live teaching took part during these sessions, as well as the opportunity to simply discuss their experiences and feelings at undertaking further remote learning. A number of socially distanced home visits were also conducted by staff during this time.

The parental response to the ‘Remote Learning Survey’ (April 2021) indicated that the overwhelming majority felt school had shown due diligence to assist them during this difficult time. Both the parent survey and a corresponding pupil survey (P4-P6) showed that a majority of families would prefer paper packs for any future periods of remote learning.

<http://www.kirkistownprimaryschool.com/parent-survey.html>

Anti-Bullying

<http://www.kirkistownprimaryschool.com/policies.html>

The school is completely opposed to bullying and will not tolerate it. It is entirely contrary to the values and principles we live by. All members of the school community have a right to work in a secure and caring environment. Any inappropriate behaviour that gets in the way of teaching and learning in the school and interferes with the well-being of pupils cannot and will not be accepted.

To mark Anti-Bullying / Friendship Week, classes completed a variety of activities centred around the theme of ‘United Against Bullying’ to help children develop resilience and strategies to counteract bullying. Work on friendships is always articulated clearly in close relation to school’s positive behaviour policy. A display of work was created in the ICT area of school to act as a daily reminder of the importance

of friendships and good choices. Children from each class presented a very simple overview of their learning as part of Anti-Bullying / Friendship Week during their weekly celebration assembly on Friday 20 November 2020. A new Anti-Bullying Policy Framework was approved by the Board of Governors at their meeting in June 2021 and will come into effect from August / September 2021; the Principal previously hosted a Parent Consultation regarding this policy on Tuesday 3 September 2019 to discuss school's approach to this difficult issue.

Health Education

<http://www.kirkistownprimaryschool.com/health-education.html>

<http://www.kirkistownprimaryschool.com/healthy-break.html>

We remain committed to working with our children to help them develop a positive self image, high self esteem and to help them learn how to cope when things aren't going as they hoped or planned. Knowing how to manage your own thoughts, feelings and where, when and how to get help is very important. This has never been more important than it is now with children and the wider community feeling the impact of covid.

In the early part of the school year, Children in Primary 5 - Primary 7 took part in Action Mental Health's 'Healthy Me' training. 'Healthy Me' promotes mental health and social and emotional well-being in children; the programme has a strong focus on prevention and self help by:

- Improving social and emotional well-being through use of coping skills and managing feelings
- Encouraging help-seeking behaviour
- Promoting the equality of mental health with physical health
- Encouraging multi-agency working in relation to support of children with mental health needs
- Supporting transition from primary to secondary school

We were very grateful to Leah (Action Mental Health) who facilitated this programme for us and, as part of this training, ran a staff session.

In the run up to World Mental Health Day (Saturday 10 October 2020), classes thought about how to cope and how to feel good about themselves.

Reception and P1 class enjoyed an 'It's My Day' activity, receiving compliments from their friends about all their nice qualities.

P2 and P3 pupils took part in a yoga session in our assembly hall, focusing on gentle stretching and managing their breathing.

P4 and P5 pupils considered all the things that make life worth living- the many things and people that bring joy to their lives.

P6 and P7 pupils, as part of their PDMU lessons, reflected on their thoughts, self help, how they can be kind to others and what makes life great.

As part of our curriculum, we've continually taken advantage of our wonderful seaside setting and learning outdoors when we can. Primary 2 & 3 continued to engage in Forest School sessions while school also became a certified John Muir Award Provider with Primary 5 pupils receiving the 'Discovery Award' for their work undertaken in the Warren and Cloughey Beach:

<http://www.kirkistownprimaryschool.com/forest-schools.html>

<http://www.kirkistownprimaryschool.com/p4--p5.html>

<http://www.kirkistownprimaryschool.com/p2--p3.html>

During Summer Term, Kirkistown Primary School used Health & Wellbeing funding from the Department of Education to introduce a program to all year groups at school called myHappyMind. This program will continue during the 2021-2022 academic year. myHappyMind is all based around helping children to understand how their brain works and to support them in developing positive skills and habits to be their very best selves! myHappyMind is delivered in schools by class teachers through a series of interactive lessons and then the children apply these learnings throughout the day.

Children also benefitted from a Healthy Eating Assembly when Campbell Keatings from Tesco very kindly visited us in school on Friday 11 June 2021. Campbell spoke to the children about a variety of healthy fruits, where they grow and how Tesco source them. All children had opportunities to taste the produce and also received some lovely fruit to bring home with them!

School continues to advocate and encourage a Healthy Break and Lunch Policy with a page on the website dedicated to guiding pupils and parents on healthy food choices.

SEN Support

<http://www.kirkistownprimaryschool.com/special-educational-needs.html>

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

During the academic year, a number of staff attended remote training sessions as part of their professional development:

- Building Resilience: Supporting Pupils with a statement for Social, Behavioural & Emotional WellBeing Needs (3 sessions)

- Calm Plan Training
- SENEYIS Transition Training
- SEND Update November via Zoom
- Understanding Dyslexia (Nessy)

Staff are skilled at early identification of needs and consistently seek 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 with the SENCO, Mr R Graham, with staff preparing and reviewing Individual Education Plans (IEPs) in consultation with pupils and their families, for children who require support with their learning. Evidence is collected monthly 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 a close liaison with the Educational Psychologist from whom advice was sought and referrals made. The team from RISE provided limited support this year for Foundation Stage classes due to the impact of Covid. School continues to work closely with speech therapists, the ASD Support team and the EA Literacy Support Unit where it has the opportunity to do so.

More able children who appear to be underachieving were also monitored with Targeted Progress Plans put in place to assist teachers to focus on areas for development to help them reach their full potential.

School used funding during the academic year to purchase a number of new resources to assist the learning process for children with Special Educational Needs. Teachers were allocated funding to choose resources to help improve learning experiences and outcomes in their respective classrooms. Classroom Assistants, and specifically those working with children with a Statement of Special Educational Need, were involved in this process, choosing resources to meet the specific needs of children they work with. A small sensory area was created that can be accessed by children from any class as required.

Safeguarding

<http://www.kirkistownprimaryschool.com/safeguarding-team.html>

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 and children attend age appropriate talks on how to stay safe when they are available.

The School Safeguarding Team is made known to children through termly assemblies with pupils reminded that they can 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 ready access to important documents through the school website which is kept up to date.

The schools Safeguarding Team' consists of Mr R Graham (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). Three termly 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 that 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 Designated Teachers who can deal with any concerns.

All staff remotely attended an Anaphylaxis Training session and Diabetes Awareness Training via the C2k Media Library.

List of policies that have been reviewed, updated and put onto the School website from Sept 20-June21:

- Acceptable use of the internet and digital technology policy
- CP policy
- CP policy annex – Covid 19
- Complaints procedure policy
- Data protection policy
- First aid and administration of medicine annex- Covid 19
- Home school agreement
- Intimate care annex- Covid 19
- Privacy notice
- Positive behaviour policy
- Remote learning policy
- Staff Code of Conduct
- Addressing Bullying Policy

Kirkistown's Pastoral Care Policies are available via the school website or in writing upon request. <http://www.kirkistownprimaryschool.com/policies.html>

A substantial body of work was again undertaken on the preventative curriculum during the 2020-2021 academic year.

Preventative Curriculum work as follows

- PDMU lessons being planned and delivered in each of the classes both in school and as part of our Shared Education Programme for Key Stage 1 and Key Stage 2 learners.
- Action Mental Health Mensanna Programme for P5-P7 children (August 2020 – October 2020).
- myHappyMind wellbeing programme- ongoing for the whole school. Parental access was made available.
- Weekly celebration assemblies restarted (April 2021) - promoting self-esteem and confidence in the children.
- 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 for the winning house each half term and the 'Golden Raffle' held each half term to thank and reward all children who had successfully stayed out of 'sad cloud' – 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:
<http://www.kirkistownprimaryschool.com/school-council.html>
- 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 Social Media and the website.
- Mental Health Day- held in October. All children participated in a variety of activities in each class related to caring for their mental health:
<http://www.kirkistownprimaryschool.com/health-education.html>
- Fire Safety Awareness P5 class- Local Fire Officers are unable to attend school but have left children resources to explore different ways to Stay Safe.
- A whole school Assembly led by DT/DTT (Friday 11 June 2021), reminding the children about who they can talk to if they are worried, feel unsafe or indeed if they are worried about someone else.
- School staff delivered the 'Growing Up / Puberty' talks this year to children (May 2021) as the school nurse was unavailable to attend.
- New 'Road Safety Team' in the process of being formed:
<http://www.kirkistownprimaryschool.com/road-safety-team.html>

In addition, a dedicated page for parents on the school's website, containing highly relevant online safety guides courtesy of the excellent 'National Online Safety Team' has continued to be added to:

<http://www.kirkistownprimaryschool.com/staying-safe-online.html>

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.

All 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. During Covid-19, additional measures including Track and Trace have been in operation.

Parents are respectfully encouraged to arrange an appointment to speak with teachers to ensure that the school remains secure during school times.

We ask everyone entering and leaving the school to ensure doors and gates are secured appropriately.

Buddy System

<http://www.kirkistownprimaryschool.com/buddies.html>

Due to the necessity to form and maintain class bubbles, we were unable to operate the 'Buddy System' in the playground. We look forward to reinstating this when possible.

School Council

<http://www.kirkistownprimaryschool.com/school-council.html>

Two children from each year group (Primary 1 to Primary 7) continue to be elected by their peers- a total of 14 elected representatives that form the School Council. The Council aim to meet half termly and have a voice in school life.

While School Council meetings were limited in the 2020-2021 academic year, due to the necessity to maintain class bubbles, our wonderful, caring school council devised a lovely idea to show they were thinking of others. Having successfully been awarded a £100 grant courtesy of Wheelworks, pupils decided to purchase £50 of foods to donate to a local foodbank and also purchased a number of Easter eggs to donate to the local community. Key Stage 2 pupils made socially distanced visits to homes, surprising local residents by leaving an Easter egg and a note to show they were thinking of the community at this time. School received a number of thank you cards,

letters and emails regarding the generosity of pupils. We were very proud of the thoughtfulness of our School Council.

House Captains

<http://www.kirkistownprimaryschool.com/house-captains.html>

'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 6 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)

Our House Captains are democratically chosen by their peers and total up the weekly house points to see which house has won the weekly award. Our School Council decided that the winning house at the end of each half term deserves a treat and suggested a non-uniform day as the prize. This year, due to Covid and the need to maintain class 'bubbles', children interested in putting themselves forward to be a 'House Captain' were not able to speak to their peers face to face. Instead, children made an appeal via a recorded film where they outlined why they should be selected. We were really proud of all the children who put themselves forward.

Road Safety Team

<http://www.kirkistownprimaryschool.com/road-safety-team.html>

School created a 'Road Safety Team' this year with pupils showing an increasing interest in how they could help keep everyone safe. A 'Green Screen' video was created to highlight the need to park well away from the yellow zig zag lines outside school and to drive at the appropriate speed when passing school. This short film was shared via Social Media and the school website, attracting more than 1000 engagements and more than 650 views via Facebook.

The Road Safety Team held a planning meeting with the Principal in June 2021 and met to discuss the different times of day we would like the road signs to flash, indicating to passing drivers that school is in attendance. Children got to see the request form (an Excel spreadsheet) that schools complete; they thought it looked rather complicated and realised that covid impacted many other things other than just how we move around school.

Helping Others

<http://www.kirkistownprimaryschool.com/whole-school-charity-events.html>

At Kirkistown Primary School we encourage our pupils to think of others less fortunate than themselves and through various charities the school was able to show how generous our pupils and families are. While our charitable work was impacted by Covid, the following charities were still supported:

- Air Ambulance N.I- £213.00 (September 2020)
- Trussell Trust Newtownards Food Bank - Harvest Assembly - food collection (October 2020)
- Poppy appeal- November 2020- £154.76 raised
- Children in Need Day- non uniform day wearing pyjamas- November 2020- £93.00 raised
- Action Mental Health- Christmas Jumper day- December 2020- £66.00 raised
- Money collected for various charities so far in 2020/2021- £526.76

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

Home – School Links

<http://www.kirkistownprimaryschool.com/home-learning-help.html>

The Board of Governors would like to acknowledge the vital contribution made by parents in supporting their child's education. The impact of Coronavirus continued to test the strength of home-school links like they had possibly never been tested before. School's continued response to the Covid-19 outbreak (detailed in the 'Home Learning' subsection of this report) was received very well by parents. Alternatives to traditionally planned events throughout the year were put in place.

As we were unable to host our traditional curriculum meetings for parents, we prepared an information pack instead, placing these on class pages on the website. In addition, each class provided a short video to detail procedures ahead of restart in August 2020.

Parents of pupils from P1 – P7 met with teachers in the early part of the Autumn term and to discuss individual pupil progress. Follow-up Parent meetings were conducted by telephone in Spring Term. P1 prospective parents were able to meet in very small groups in June to discuss the year ahead.

Parents received the Annual Pupil Report in June, as planned.

School's YouTube channel continued to grow to have 68 subscribers by the end of June 2021. The content features over 5 hours of mathematics tuition for Key Stage 2 children. Children have reported finding this incredibly useful to help with homework and revision:

<https://www.youtube.com/channel/UCk2P4BsMOTi7umhkr8Cw1pA>

Several additions were made to the school website to enhance the opportunities for continuity in learning between home and school. The most significant was the creation of an 'Early Reading / Phonics' page with video content featuring children from school. Parents have already reported finding this particularly helpful:

<http://www.kirkistownprimaryschool.com/early-reading--phonics-at-home.html>

Community Links

<http://www.kirkistownprimaryschool.com/the-wider-community.html>

While the scope for face to face work has been impacted by Covid, during the 2020/21 school year Kirkistown Primary School sustained important links with the following groups:

Cloughey and District Tennis Club

Cloughey and District Community Association

Ards Leisure Centre, swimming and gym programme.

Local Foodbank at Newtownards.

PSNI Community Police

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

Drum Tutor: Chris Mahood

Piano Tutor: Mrs C Williams

Kirkistown Castle Golf Club

Peninsula First Responders

Every Body Active 2020 Netball Coach (Netball NI) : Betty Wilson

Kilcooley Women's Centre

County Down Rural Community Network (CDRCN)

IFA

North Down & Ards Borough Council

Peninsula Healthy Living Centre, Kircubbin

Fire Safety Outreach Team (Portaferry Fire Station)

Wheelworks and St Mary's Primary School, Kircubbin

The School Year 2020 - 2021

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

- Wheelworks 'TrailBlazers Project'
Animation & Film Making September - March
- Mensanna Programme
(Action Mental Health) September
- Forest School September - June
- School Photographer visit 2nd October
- World Mental Health Day 10th October
- Harvest Assembly & Donations 13th October
- Parent Interviews Wk beg. 19th October
- Children In Need Fundraising 13th November
- Anti-bullying Week- 'United Against Bullying' Wk beg. 16th November
- CCEA Task Week 23rd November
- Whole School Book Published:
The Message In A Bottle: And other short stories 29th November
- Engage Programme November - June
- Flu Vaccinations 1st December
- Nativity and Carol Concert via website Wk beg. 14th December
- Christmas Single Released 16th December
- Christmas Jumper Day 21st December
- Remote Learning / Key Worker &
Vulnerable Children Provision January - March
- Parent Interviews Wk beg. 8th February
- World Book Day Celebration 4th March

- School Cross Country Championships 2nd June
- Sports Day 8th June
- Healthy Eating & Food Sampling Assembly 11th June
- School Nurse Visit: P1 Height, Weight, Vision, Hearing 23rd June
- Prize Day Assembly 25th June
- P1 Induction meetings 25th June
- Leavers' Service 29th June

Educational Visits

While our ability to undertake educational visits was heavily impacted by the pandemic, we were very grateful to take advantage of our wonderful school setting with all classes regularly visiting Cloughey Beach, The Warren, Calhame Pitch and the surrounding area on wellbeing walks and as part of their curriculum.

Primary 2 and 3 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, Mrs O'Lone, Mrs Edgar.

Primary 4 and 5 took part in a study of the local area with School being acknowledged as a 'Provider' of the 'John Muir Award' and Primary 5 pupils achieving the John Muir 'Discovery Award'.

Primary 6 and Primary 7

Pirates Adventure Golf and lunch at Cloud 9

Primary 7

Tennis Coaching Experience at Cloughey Tennis Courts

Extra Curricular Activities

<http://www.kirkistownprimaryschool.com/extra-curricular-clubs.html>

Due to restrictions around Covid-19, extra-curricular activities beyond wrap-around care did not take place during 2020-2021

Thanks also to:

<http://www.kirkistownprimaryschool.com/other-faiths-and-cultures.html>

The ministry team who provided assemblies recordings remotely: 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.

Mr and Mrs Clint for assisting school with transporting chairs.