**Governors’ Annual Report**

The Annual Report by the Board of Governors for the

School Year (1st September 2019 until 31st August 2020)

**2019-2020**

**NEWTOWNBUTLER PRIMARY SCHOOL**



**Names and categories of the Board of Governors**

Representing Education Authority: Mr T Richmond (Chairman)

Mrs S Moncrieff (Designated Child Protection/Safeguarding link)

Representing Parents: Mr E Bell; Mrs E Bell

Representing Teachers: Mrs E Bradshaw

Representing Transferors: Mrs D Hutchinson; Mr E Johnston

Honorary Secretary: Mr D Stinson (Sep-Dec 2019) Mrs S McConkey

**The Function of the Board of Governors:**

* Appointing of teaching and non-teaching staff
* Determining criteria to be applied in the admission of pupils
* Reviewing and maintaining a statement of school policies
* Responsibility for the maintenance of the school building
* Managing the financial resources delegated under Local Management of Schools
* Expressing the community’s interest and promoting mutual understanding

**School Organisation**

**Members of Teaching Staff – 1st September 2019**

Principal - Mr D Stinson (September-December 2019)

Mrs S McConkey (January 2020)

P1/2/3 Miss J Graham/Mrs G Geary

P4/5/6/7 Mrs E Bradshaw/Miss S Stevenson

**Staff Movements**

Mrs Wilson was seconded to the Education Authority in July 2019. Mr D Stinson took over this role in a temporary capacity until a new principal was appointed. A new Principal was appointed in September 2019 and took up position in January 2020. Mr Stinson agreed to continue this role until new Principal in place.

Mrs Bradshaw went on maternity leave in September 2019. Miss Stevenson was appointed to fill this position.

Miss Graham was appointed to teach in P1/2/3 Wednesday, Thursday and Friday. Mrs Geary had been appointed as Principal release teacher for Monday and Tuesday.

Mrs McConkey began in January 2020. Mrs Geary had secured a position in another school and it had been agreed that Miss Graham would take on the role of Principal release teacher, teaching the class every Monday and Tuesday and Mrs McConkey teaching the class Wednesday, Thursday and Friday.

**Enrolment**

September 2019 – Three children were enrolled into Primary One and one child was enrolled in Reception.

**The school terms and closures for the 2019-2020 year were:**

**Term 1** Monday 2nd September – Friday 20th December

**Term 2** Monday 6th January – Friday 3rd April

**Term 3** Monday 20th April – Tuesday 30th June

***Staff Development Days:*** Mon 30th Sep, Wed 30th Oct, Fri 14th April, Mon 16th April Tue 26th May, Tue 26th May

**Charity Events**

NSPCC Number Day – raised £52.50

**Attendance for the year 2019-2020 –** 97.4%

**School Finances 2019-2020**

Opening Balance: £ 5125.55 Expenditure/Charges: £ 3717.76

Income £ 4188.53 Balance Carried Forward: £ 5595.32

The school fund turnover includes parental contributions, voluntary contributions, fundraising, receipts and payments for school visits, school photographs, Book Fair income and miscellaneous items.

A special thank you goes to Mrs M Jordan (Secretary) who meticulously updates School Fund and School trip accounts as well as organising and monitoring financial transactions within school. Her help is invaluable. This coupled with the wide array of other tasks she completes has once again helped immensely with the successful running of the school.

The School operates under a fully delegated status.

**Budget Statement: Year 2019-2020**

Total Budget Share £ 244,576

(includes other generated income and profit carried forward from previous year/s – 2018-2019)

Expenditure £ 234,220

Cumulative Surplus carried over £ 10,356

Other income includes after school’s club, sale of snacks etc.

The Board notes the important contribution made by the **Parents’ Support Group** (PSG) in providing funds/supporting charities and expresses its appreciation of the work carried out by the Committee throughout the year. Christmas presents were given to all of the children by the PSG in December 2019. There was a movie night in October/November 2019. Other events were planned but in light of covid these were all been postponed.

The time given by PSG Committee members/other parents when helping at school events is also greatly appreciated – these include special assemblies (to include the open night in 2019) and a breakfast morning. The benefits of having such a supportive and proactive body are immense.

**Staff Development**

Staff have attended a wide range of in-service courses and participated in school based support training provided by members of staff and EA support officers. In addition and in their own time a number of staff attended a variety of other courses.

The school has also participated in Staff Development with other schools, through Extended Schools and Shared Education.

The schools designated teacher for Child Protection Mrs S McConkey, briefed all staff with regard to the updated Child Protection Policy in February 2020. Principals training was availed of by Mrs McConkey in January 2020.

**Learning Support**

The school’s Special Educational Needs Co-ordinator Mrs McConkey has been reflecting on current practice. A review of provision is ongoing in this school.

A number of outreach support teachers visited the school and worked with individual children following advice from the Psychology Service. Educational Psychologist, Mrs R Giles gave a very high level of support to the school.

A number of children received extra support with Literacy. These children were withdrawn from class for different periods of time during the week although much class based support also operated and is greatly enhanced by classroom assistants. Support offered is for children experiencing moderate or specific learning difficulties and aims to target both low and under achievement.

This support began in January and unfortunately had to cease due to covid and schools closing early.

**Assessment**

The school aims to deliver the N. Ireland Curriculum and thereby develop the basic skills of Literacy and Numeracy within a broad and balanced curriculum. Individual needs are assessed and through differentiated teaching and learning support it is the aim of staff to address these needs.

An internal system of testing (and screening of test results) operated from Primary 2 up and results were analysed using ICT packages. The C2K Assessment Manager package was used to great effect and a new class assessment file was extended upon by Mrs McConkey. P2 Classes completed a Middle Infant Screening Test and some children were about to become involved in a follow up programme when schools closed as a result of covid. This will be carried through into the new academic year.

The previous year’s results were analysed (May/June 2019) and Literacy was highlighted as an area for improvement. The process was completed professionally. In 2019 all of the Primary Four to Primary Seven children had completed the statutory interactive computerised assessments. From these in February 2020 a pupil profile was compiled for all children and the P4’s in 2020 sat a standardised CAT 4 test.

With the helpful co-operation of Mr D Stinson and the staff of Newtownbutler Primary School and also the local post primary schools the school facilitated the AQE Assessment for children in P7. Seven children in P7 sat the tests and are now in Secondary Education. One child has gone to St Kevin’s, Lisnaskea, three to Devenish College and three to Enniskillen Royal Grammar School. Staff and Pupils are to be congratulated on achieving very good results and we wish all our leavers success and happiness in their new school. The co-operation of parents in this school is excellent.

The academic components of all records for P7 children were forwarded to the relevant post primary school along with a selection of pastoral information. This school strives to maintain close links with its neighbouring post primary schools.

Apart from casual encounters offered by attending assemblies, parent training sessions or other school functions, all parents have been offered at least two private and confidential interviews with their child’s class teacher in the Autumn and Spring terms. The vast majority of parents availed of this offer. The second meeting was conducted over the telephone due to covid restrictions.

**The Curriculum**

A new School Development plan was considered in January 2020 when the new Principal took up employment in this school. It was considered that Literacy and Numeracy should take priority. A Leadership and Management plan was put in place.

**Literacy:** The Literacy policy was updated.Reading practices continued to be a source of review and a new scheme was devised. All practices in this area were under thorough review and written documentation has been updated by Mrs McConkey.

School has bought into the active learn resource which offered many children the opportunity to read books online during Lockdown. There is an extensive array of books available to pupils.

The Library was a focus and we had a World Book Day special Breakfast morning event. P1-P3 visited Lisnaskea Library. Thanks to all staff and parents for supporting this event. The focus on Book Week/World Book Day was a major feature of school life and was a great success.

The Library undertook a revamp in March 2020, with the intention being to incorporate My School Librarian into the borrowing and return system. We now have an accelerated reader library and a school library to which each class can make a timetabled visit. A special thanks to all the staff in this school who helped out in any way. A particular word of thanks to Miss Walker from Enniskillen Model Primary School, who gave up her time to help set up the system. Miss Walker has made many items which she has kindly donated to Newtownbutler Primary School library. She was kindly assisted by Mrs Little and Mrs Cassells from Enniskillen Model Primary School. Mrs Trimble has also helped out in many ways so we extend a word of thanks to her as well.

**Numeracy**

A Number Day took place which was great fun and an amount of money was raised for NSPCC. It is planned that the Numeracy Policy will be revisited. Numeracy was a focus for the Leadership and Management Plan and will be reviewed further in the next academic year. P2 and P3 pupils and their parents were involved in a very successful Paired Mathematics scheme. The children came into school one evening and enjoyed playing mathematical games with their family.

**Information and Communication Technology**

This area is well profiled. Resources are excellent and good use is made of the new interactive resource in the Rainbow Room. The ipads and computers are regularly updated and used throughout the school.

A school website was created with an app connected to it which enables parents to receive messages. This was launched in March 2020. This was an excellent way of communicating with parents when school was closed in March due to covid. It enabled us to celebrate pupil success and also facilitate home learning. The teachers were innovative and sourced new ways of continuing with learning. Class Dojo and See saw were a great way of keeping in touch with pupils.

Safer Internet Day was given a special focus on the 11th February 2020. We had an assembly and Mrs McConkey spoke to P1-P7 about safe use of the internet and social media.

**Other areas to complement the curriculum:**

Several tutors/coaches were used to promote Ulster Scots, Athletics, Football and Multi Sports. Miss Stevenson facilitated an after schools football club. These all proved to be very popular.

As an extension of the curriculum Mandarin was delivered to all children by our Mandarin tutor Anna.

Mrs Rickey very kindly offered piano tuition to children and there was a good uptake on this.

The Image Musical Theatre visited school in October and pupils joined the theatre company and helped them to put on a production of Robin Hood. It was a wonderful opportunity for the children and was enjoyed by participants and spectators.

P4-P7 children explored the life of Jesus through the Life Exhibition at Fermanagh Christian Fellowship. Thanks to Sam Balmer for the invitation and to the whole team who made this a very enjoyable and worthwhile experience.

Alastair McFarland led various assemblies in school and embarked upon a very worthwhile ‘Moving On’ programme for the children in P7. Jonathan Graham(CEF), Ian Graham and Roy Crowe also led assemblies Thanks to them for delivering God’s word and for their contribution to Newtownbutler Primary School.

The official opening of the new school took place on the 19th October. It was officially opened by the guest of honour; The Earl of Erne. It was attended by invited guests, staff and parents. A wonderful evening was had by all. Past and present photographs were on display. Visitors were given an opportunity to walk around school to view the memorabilia.

In 2019 all of the children excelled themselves in our Christmas show. Lots of talent was on display, singing, dancing, poetry, tin whistle, guitar and piano. The Primary six and seven children interviewed Santa.

On this occasion Mrs Gladys Bell received a presentation for giving 22 years dedicated service to Newtownbutler Primary School. We thank Gladys for her invaluable contribution, commitment and loyalty and wish her all the very best in her retirement.

Mr Stinson and Mrs Geary had gifts presented to them for their contribution to the work of this school. A thank you to both of them for the service given. It is greatly appreciated by us all.

On 3rd December the children travelled to Devenish College by bus to see the production of Aladdin. A great time was had by all.

Healthy Initiatives – School operates a healthy eating policy. Children in P4-P7 purchase a healthy snack prepared by staff on a daily basis and in the P1-P3 classroom a healthy snack is provided at a cost of £5 per month.

The children were due to attend a pantomime in Fivemiletown College but this was refunded due to Covid. Our P7 trip to Gortatole had to be cancelled and several other trips did not take place.

The successful Playground Pals scheme at morning, break and lunch time began in January 2020 and continued to operate and more activity based learning at playtimes was developed. This was supported by the P7 playground pals.

A school council was elected in January 2020 and it was extended further by Miss Stevenson

Miss Stevenson did much throughout the year to heighten the profile of Physical Education and Games.

Senior pupils took part in a range of sporting activities – games after school, local and provincial tournaments in football. The P4-P7 children attended swimming lessons on a regular basis. The football team did particularly well in many of the local tournaments. Matthew McConkey’s Multi sports after school club and its contribution to our school was much appreciated.

A House system operated which was excellent. The children really enjoyed participating in this. Walliams, Morpurgo and Dahl. There was a reward system in place. The children decided on the worthy prizes - a movie and extra golden time. There was a reward per term. Points were obtained in various ways, (good manners, showing kindness towards others, being helpful). Any achievements outside school were also rewarded.

Induction/settling in policy – An open afternoon was held in January for new children coming into school in September 2020. Information booklets and a school prospectus were sent to the children in May and from Easter on they became part of the Class Dojo app to enable them to become part of the class they would be joining. Regular telephone/zoom contact was made with P1 parents and letters were sent to each child from P6 pupils welcoming them to the school.

A Leavers assembly took place and was facilitated through Zoom. The Primary Seven parents, leavers and staff attended. Some members of the Board of Governors were also in attendance. A great evening was had by all. The success of all the children was celebrated and cups were presented. Miss Stevenson was presented with a gift from the children to thank her for her contribution to Newtownbutler Primary School.

**School in the Community**

All children were involved in Shared Education Programmes with St. Mary’s Primary School Newtownbutler and St Joseph’s Primary School Donagh. P1 and P2 went to Florencecourt for a Halloween Ball. We had several Play mornings based on the topic ‘Seasons’.

P3 and P4 went to the Share Centre for a day of Icebreaker activities followed by school based activity days linked to the theme of changes in the seasons, weather my body and the World around Us.

P5, P6 and P7 went to the Share Centre. They took part in the Lough Erne Landscape Partnership. They also had visits to Crom.

The links were well embedded, sincere and beneficial to all involved and enhance the ever integrated/inclusive pupil, parent and staff ethos that Newtownbutler has valued and nurtured for many years.

During the year the programme also enabled the three schools to facilitate joint staff development time.

Several teams competed with much success in the Credit Union quiz.

Visiting performances to the school included the celebration of the Chinese New year and a local drama group. Ulster Scots also put on a performance for the children.

Bee Safe Day – The RLNI visited school and spoke to the Primary 6 and Primary 7 children about the importance of keeping safe near water.

Mr D Givan visited school and gave an informative talk on fire safety.

The Royal British Legion Poppy Appeal was well supported.

Throughout the past year the school hosted a number of students/parents on work experience and placement for training.

The School Health Service gave much support throughout the year. The P1 children were all screened and P1-P7 children were offered the Influenza Vaccination during a morning’s clinic.

The kitchen staff of St Mary’s continued to provide an array of lunches for pupils and staff. They are to be congratulated on the standard and variety of food served. Thank you to Imelda who works in our school kitchen on a daily basis.

The new build was completed. This was kindly approved and funded by the Education Authority. A big thank you to all involved.

A special word of thanks to the Building Supervisor Stephen Maguire for his dedicated service.

The Governor’s report relates specifically to the last school year (2019-2020) and attempts to cover most areas of school life. Clarification can be sought on any of the above points by contacting Mrs McConkey this week. Apologies if key events/names have been omitted from the report or if parts are repetitive/contain errors – this was not intentional. It is difficult to remember all that has happened in a school year.

**Thank you for your continued support of the school**