



ANNUAL GENERAL REPORT

2015/16





12/9/16

Dear Parents

I am pleased to draw your attention to our Annual Report which I, as Chairperson, present for your consideration. The report will cover the academic year September 2015 to June 2016 and the financial year April 2015 – March 2016.

It is pleasant to see the interest you have in the school. This regard strengthens the Educational partnership between home and school.

The Board of Governors in consultation with the teaching staff strive to provide the educational resources required and I am pleased to advise that the overall budget is satisfactory for the next year and the school continues to provide academic progress for all pupils.

I would like to take this opportunity to thank all the staff (teaching and non– teaching) and my fellow Governors for their assistance during the year.

I hope you will read this report with interest.

Yours Sincerely

T Weir

Mr T Weir

Chairperson of the Board of Governors

The Governing Body

The current Board of Governors took up office in September 2014 and they serve for four years.

Chairperson: Mr T Weir – Board Representative.

Secretary: Mrs S Lennon – Principal.

Transferor's Representatives	Board Representatives	Parents' Representatives	Assistant Teachers' Representative
Mr S Cleland Mr G Gourley Mrs C Harper Mrs M Boyce	Mrs M Gibson Mr T Weir	Mr R Connolly Mrs H Alexander	Mrs. L. Francis

Role of the Board of Governors

The Board of Governors has overall responsibility for the management and control of the School in accordance with the Scheme of Management prepared by the Education Authority and approved by the Department of Education.

The functions of the governors include;

- The appointment of teaching and non-teaching staff.
- The arrangements for the admission of pupils including drawing up admissions criteria and the application of admissions and enrolment numbers.
- The determination of Curriculum Policy and of the Curriculum.
- Assisting the Principal to enable her to control the internal organisation, management and discipline of the school.
- Preparation of an Annual Report.
- Convening a meeting before each General Inspection.
- The use of school premises and the inspection of premises and equipment.
- Approval of annual budget proposals.

The Staff for 2015/16

Teaching Staff

Principal	Mrs S Lennon	P1/P2
Assistant Teachers	Mrs A Ruding	P1/P2
	Miss R Brown	P3/P4
	Mrs S Beggs and Mrs K Dornan	P5
	Mrs L Francis and Mrs A Barbour	P6/P7

Classroom Assistants

Mrs A Adams
Mrs G Doyle
Mrs L Finlay
Miss Z Brown
Mrs S Cleland

Secretary

Mrs J Lemon

Caretaker/Cleaner

Mrs J Lemon

School Meals Attendant

Mrs D Johnston

Supervisory Assistants

Mrs D Johnston
Mrs A Morrison
Mrs G Doyle

The Curriculum

The Curriculum includes all the opportunities for learning provided by the school. Our aim is to provide all children with a wide balanced curriculum in line with the revised curriculum. Staff provided a wide range of learning experiences suited to the needs and abilities of the children in the following area of study and Skills and Capabilities.

Children of differing abilities are taught within composite classes. Those children with special needs are given appropriate attention and we operate a very inclusive special needs policy.

Area of study	Skills and Capabilities
Language & Literacy Mathematics & Numeracy The Arts The World Around Us Personal Development & Mutual Understanding Physical Education Religious Education	Thinking Skills and Personal Capabilities Cross Curricular Skills:- Communication, Using Mathematics, Using ICT

In the 2015-16 the staff worked tirelessly to continually improve academic, social and emotional experiences for the pupils.

Management

Staff were trained on the correct use of attendance codes to try and ensure the school records were accurate. A new attendance policy needs to be drawn up and this will be done next year.

There was a restructuring of staff between P1/2 and P6/7.

The settling in period for P1 was shortened to the end of September.

In a school with three job-shares communication always remains a challenge. An online calendar was trialled but this was not successful so we moved to a yearly wall planner on display in the staffroom. Next year the wall planner will be made larger however the system seemed to work well.

The Principal had no office which proved difficult so a storeroom was cleared and converted into an office. This room is now used by peripatetic teachers on the days when the Principal is teaching.

The secretary's office became overrun with mould and had to be completely refurbished. This took most of the year as it turned out to be a much larger job than had originally been anticipated.

The Principal carried out risk assessments on the premises.

The Governors' continue to press for the purchase of additional land and car parking facilities although, in the current financial, climate this is looking increasingly unlikely.

The Principal undertook a series of questionnaires with pupils, staff and parents to gather views and thoughts prior to the development of the new three year School Development Plan.

Pastoral Care

Star Pupil awards were changed from monthly to weekly and a new 'Star of the Week' board was created just inside the front doors. This has proved popular with both pupils and parents.

The P1 and P7 buddy system was developed further and a shared reading time was organised each Friday afternoon. We would like to further develop this to include ICT skills as the P7 pupils have a lot to offer their younger partners.

Mrs Lennon will move to Deputy Designated Teacher for Child Protection and Mrs Beggs will take on the role of Designated Teacher. This change will take place in the Autumn term 2016-17 after Mrs Beggs has attended refresher training.

Literacy

A very successful 'Carrickmannon Book Day' was held to promote literacy throughout the school. Steve Lally the story-teller took part and tied his stories into the class topics to make it more relevant to the pupils.

A number of our pupils took part in the Lagan Festival of Speech and Drama and this was both thoroughly enjoyed and highly successful. We would definitely plan to take part in this again as the pupils gained so much from the experience.

Children in P3 and P4 took part in a writing competition and a number of their pieces were published in the summer term.

A new reading scheme was purchased for Key Stage 2 and this was introduced throughout the year. This will continue to embed over the next two years and we aim to improve the pupils' simple and complex inference and retrieval skills.

Numeracy

The focus this year was to improve the quality of teaching on Shape and Space throughout the school. The results in the summer tests indicated that the standards have improved and this shows that the school's system of self-evaluation is leading school improvement.

The P7 pupils were involved in the Primary Maths Challenge in April with one of our pupils being awarded a certificate.

ICT

As a school we are still focused on completing the ICT tasks for moderation. This will be compulsory next year but we are confident that we are in a position to complete this as part of our current practice.

Staff and parents received e-safety training this year and lessons were delivered to all classes. REIM Training Solutions were brought in to deliver more in-depth training to P6/7 and it is hoped that this will be done bi-annually.

New cameras were purchased for each classroom.

Policies will be updated next year and a new 'Mobile Phone' policy will be drawn up.

SEN

It was necessary this year to send four members of staff on Team Teach Training and a Safe Handling policy was drawn up.

Staff liaised with the Educational Psychologist, ASCET, School Nurse, CAMHS and the local GP. It was necessary to call upon the expertise of the behaviour team and the ASD service.

The Reading Partnership Programme has gone from strength to strength and we had five volunteers coming into school to read with individual pupils. This one to one reading boost pupil confidence and makes them more willing to read in class during guided reading sessions.

The SEN Assistants have been working on ways to record the work they do with specific children. This is being monitored and will continue to be a focus next year.

Pupil files are being reorganised and this is on-going.

World Around Us

A booklet was created by the co-ordinator to encourage pupils to carry out investigations or activities outside. Each teacher will incorporate these activities into their planners throughout the course of next year.

Community Links

This year Alexander Dickson and Carrickmannon held a joint performance of Robin Hood in Ballygowan Presbyterian Church Hall. It was a lovely opportunity to bring the two local schools together and the plan is to hold another play in the Autumn term next year.

The older pupils benefitted from visits by staff from Saintfield HS, Down High, Blackwater IC and Nendrum College in an effort to make the transition from Primary to Secondary education less daunting. They visited Grosvenor High School to see a play and had taster days in Saintfield High School and Down High.

Mrs Lennon met with Mrs Gibson from Kilmoody Nursery and shared planning and good practice. This link will be further established over the next few years.

A team of sixteen pupils attended an Olympic style event as part of the Comber Potato Festival while the P3 and P4 pupils grew potatoes to be entered in the school's competition.

The Primary 1 and Primary 2 pupils entered craft into the school competition at Saintfield show. It was a very successful event with many rosettes, sweets and even some prize money won.

Our sports teams continue to enter local competitions; this year we were represented in rugby, athletics, netball, cross-country and football.

One of our parents entered Carrickmannon in the Best Primary School Category of the Families First Awards. We were proud to receive a finalist award for having come in the top three schools from the Greater Belfast Area.

Pupil Information

In September 2015, there were a total of 101 children in attendance at Carrickmannon.

There were 52 boys and 49 girls.

School attendance for the year 2015-2016 was **97%**. We would like to thank parents for their role in promoting excellent school attendance.

KS 1 and 2 scores 2015-2016

Key Stage 2

2015/16	% L4 and above	% Below L4
Literacy	64.3%	35.7% (5 pupils)
Numeracy	57.1%	42.9% (6 pupils)

4 of these pupils had a SEN

Key Stage 1

2014/15	% L2 and above	% Below L2
Literacy	87.5%	12.5%
Numeracy	100%	0%

Post-Primary School Placements 2016

At the end of June 2016, 14 children from P7 transferred to secondary education. Their destinations are detailed below:

- 4 pupils to Saintfield High School
- 4 pupils to Down High
- 2 pupils to Grosvenor
- 1 pupil to Blackwater Integrated College
- 1 pupil to Lagan College
- 1 pupil to Bloomfield Collegiate
- 1 pupil to Longstone

Financial Position
April 2014-March 2015

INCOME

Allocated Budget	£320,724
Deficit 2014-15	-£4,635
Sale of Milk	£1,520

Total Income £317,607

EXPENDITURE

- Teaching Staff £241,363
- Auxiliary Staff £39,942
- Ancillary Staff £17,389
- Training Expenses £325

Total Staff Costs	£299,019
Premises	£10,507
Books and Materials	£5,295
Transport	£1,564
Printing / Advertising	£4,683

Total Expenditure £321,068

Year End Position -£3,459