



# **ANNUAL GENERAL REPORT**

**2017/18**



5/10/18

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 2017 to June 2018 and the financial year April 2017 – March 2018.

It is encouraging 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 to provide academic progress for all pupils. As I am sure you are aware from recent press coverage, the financial climate within education is currently very challenging. With the current budget allocation, the EA are projecting that our school will be moving into a deficit position by the end of March 2019. As Governors we have responsibility for the financial management of the school and have reduced the outgoings as much as possible. We will continue to lobby the Education Authority and Department of Education to review the way that budgets are allocated.

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 the members serve for four years.

Chairperson: Mr T Weir – Board Representative.

Secretary: Mrs S Lennon – Principal.

<b>Transferor's Representatives</b>	<b>Board Representatives</b>	<b>Parents' Representatives</b>	<b>Assistant Teachers' Representative</b>
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 2017/18

### 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	P6/P7

### Classroom Assistants

Mrs A Adams  
Mrs G Doyle  
Mrs L Finlay  
Miss O Brown  
Mrs S Cleland  
Miss R Keys

### School Meals Attendant

Mrs M Richmond

### Secretary

Mrs J Lemon

### Caretaker/Cleaner

Mrs J Lemon

### Supervisory Assistants

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 2017-18 the staff worked tirelessly to continually improve academic, social and emotional experiences for the pupils. This year, at the Families First Awards, Carrickmannon Primary School won a prize for 'Making Learning Fun'. As a staff we would like to thank the parent who nominated us and to the many parents and friends who supported our nomination. The kind and thoughtful comments mean a great deal to us and we are truly grateful.

### **Management**

Following submission of a portfolio of evidence Carrickmannon became the first school in Northern Ireland to be awarded the Bronze Space Education Quality Mark and the Tim Peake Space Award. We are hoping to apply for the Silver level award in the next academic year.

Primary 5 carried out an investigation looking at the germination of tomato seeds which had been to the European space station compared to the growth of seeds that had stayed on earth. This project was displayed at the RDS Science Fair in the Waterfront Hall and won a prize for the most unique idea.

Six of our pupils entered a 'Lego' challenge based on the theme of water conservation. They built a model and documented their thinking before presenting this to a team of judges and pupils from other schools at an exhibition day in W5.

Pupils in Primary 1 and 2 planted potatoes as part of the Comber Potato Festival. The older children kindly watered the potatoes daily and with this joint effort we were delighted to be awarded the prize for the highest yield when they were judged at the Potato Festival. The P5 pupils represented the school at the 'Potato Olympics' and performed admirably against P5,6 and 7 pupils from the schools in the area.

Before ending his term of office the Mayor of Ards and North Down, Robert Adair, visited the school to meet the children. The P5 pupils were very excited to learn about the history of the Mayor's Chain of Office and a number of them had the privilege of trying it on. Perhaps we will have a future Mayor in the making at Carrickmannon!

Primary 6 and 7 took part in the Young Enterprise scheme and set up a very productive business creating planters and bird boxes. As a finale to their project a 'sales team' went to a Young Enterprise Trade Fair at Bloomfield Shopping Centre, Bangor. With the money raised the class went for a day out to Stormont Park and to Green's Pizza Restaurant for their lunch.

This year a Pupil Council was set up to give the pupils a greater say in the running of our school. Pupils in P4-7 who wished to be considered for election were asked to give a presentation to the pupil body, staff and Governors after which the pupils voted. The eight representatives met regularly throughout the year and their fundraising efforts culminated in the purchase of new football nets and footballs for the playground.

A number of the school's policies were updated this year and a selection of these are available on the school website.

With the closure of Killyleagh OEC an alternative venue had to be found for the annual P6/7 residential. Following investigations, it was decided to use Shannaghmore, an EA facility just outside Newcastle. This venue proved excellent and it is booked again for next January.

We again held our Sports Day in the grounds of Saintfield High School and would like to acknowledge our appreciation for the use of their facilities. A number of their students volunteered to help at each of our activity stations and without them our day would not have been so successful. As with everything we do

our aim is to constantly strive for improvement. Feedback was sought, after sports day, and your suggestions will help us to shape sports day next year.

Primary 5 visited the Sports Hall in Saintfield High School to carry out dance lessons based around the theme of 'James Bond'. Without a hall of our own these types of lessons are difficult and the willingness of the staff at Saintfield to let us use their facilities, and transport us back to school, is much appreciated.

In April we were visited for two days by members of the ETI. Unfortunately, due to the current industrial action from teaching unions, the inspectors were not able to visit the classes and watch teaching in progress. They intensely scrutinised the current school development plan, the school safe-guarding policies and pupil assessment results. After interviews with Mr Weir the Chair of Governors and Mrs Lennon very positive oral feedback was given.

### **Pastoral Care**

The buddy system continues to be very successful. Many of the parents have commented on how quickly their children settled into P1 and how much they enjoyed the special bond that had developed with their buddy. As planned this year the P1 pupils were teamed with a P6 buddy so that they will continue this relationship throughout the next academic year.

Our anti-bullying policy was reviewed this year and new observation records have been created to try and ensure that allegations of bullying are investigated thoroughly and quickly.

Mrs Francis attended training in January and has joined the Safeguarding Team as the Deputy Teacher for Child Protection.

### **Literacy**

- We are all now using the new spelling scheme from the 'Read Write Spell' company and also using the accompanying worksheets and spelling booklets which go alongside it. We are also making good use of the differentiated spellings by giving some children only the onset and rhyme spellings while others have been using both these and the more difficult spelling words. We have been working on rhyming words and rhyming patterns at the lower end of the school, through the spelling scheme and through our own classwork.

We have seen an improvement in spelling by tracking Standardised Scores for each class.

June 2017	June 2018
P2 spelling – 38% accurate	P3 Spelling – 63% accurate
P3 spelling – 53% accurate	P4 spelling – 69% accurate
P4 spelling – 68% accurate	P5 spelling – 68% accurate
P5 spelling – 62% accurate	P6 spelling – 70% accurate
P6 spelling – 70% accurate	P7 spelling – 75% accurate

Alongside grammar and punctuation, spelling was one of our strongest results this year.

- The children have been working hard on the different genres of writing and the literacy co-ordinator has been gathering both baseline and final pieces of writing as we have started and completed each topic. She almost has a full complement of samples throughout the school to show the progression of our learning. The display board showing the progression in writing across the school was a great idea and is something that we will continue each year.

- For our literacy day this year the children came to school as their favourite book characters and, if it was possible, brought with them their favourite book to discuss. The children really seemed to enjoy this and we were able to play lots of hot seating activities and guess the character games, such as twenty questions. All of the children really got into the spirit of the day and we had arranged lots of different activities to keep them motivated such as a spelling competition with i-pads and a few other computer based games. We also tried to complete a rhyming challenge which was tricky, but a lot of fun.

### **Numeracy**

- Update of Maths content in KS2 (P5) - all curricular areas have been completed in draft form and this will be typed up in the same format as the P6 and P7 planners over the course of the 2018/19 year. The large majority of the content was present in the previous yearly overview but lacked depth and detail in certain areas. The new content will be implemented in the next academic year. This work has been carried out at home over weekends due to its volume and time/financial constraints at school.
- This year, as identified by June 2017 statistics, we had a focus on Measures and Mental Maths recall. Having spent the year focusing on this area we are pleased to report the analysis of statistics in June 18 shows that Measures is no longer the weakest curriculum area. It shows as the strongest curriculum area in P2 (+10%) and, while it is the weakest area in P3, it is still showing as (+9%) above the national average. It is showing at (-3%) in P5 but an improvement in shown from last year's result of (-6%) and this test contains decimals which are not taught in P5.

In analysis of wrongly answered questions throughout the school Mental Maths is no longer indicated as an area of concern.

- We have continued to develop and implement resources for High/Over and Low/Under Achievers and are very grateful to Mrs Peacock who voluntarily gives of her time and expertise to withdrawn small groups of pupils for additional support. We will continue to investigate Apps which would be useful in enhancing all teaching and learning experiences in the next academic year.
- We continue to try and promote the enjoyment of Maths and have done this through:
  - A P5/6 Bake Sale (December 2017) from which the class donated £30 to the Children's Cancer Unit and bought white board pens for classroom use. This was a fantastic learning experience for all the children, both those who baked and those who bought and ate!
  - Ten P7 pupils took part in the Primary Maths Challenge (April 2018). They had to sit this one hour competition of multiple choice questions. The challenge is open to Year 7,8 and 9 pupils across the UK with only a small percentage of entrants gaining a gold, silver or bronze award. This year one pupil gained a SILVER award with one pupil just missing out on a bronze award by one mark! This is a fantastic achievement considering that our children were amongst the youngest UK wide to enter the competition.
- P5 designed a Maths quiz for their parents to complete over two nights in June 2018. The children thoroughly enjoyed devising the questions, the answer sheet and marking and assessing the work. The experience gave them a good grasp of the processes that a teacher or parent goes through. Each parent submitted the homework and, after marking, the names of each went into a hat. The winner, drawn at random, won a box of chocolates but each participant received a little token in appreciation of their support.

- A selection of children, whether in oral or written form, completed a survey to account for their experience in Maths this year. This demonstrated their enjoyment of the work they are doing in school and highlighted areas that could be looked at in the future.

### **ICT**

- As a school we are still focused on completing the ICT tasks for moderation. As part of our current practice the children complete these tasks and the ICT coordinator, along with the class teachers, are confident in their ability to level them accurately. Next year we will be introducing new tasks that will make use of the iPads that are now in school.
- ICT policy was updated to take account of new 'best practice' advice.
- Online safety continues to be a concern and each class addresses this issue at an age appropriate level. We held an ICT week in February 2018 which included visits from REIM training Solutions trained both pupils and parents/staff in the importance of keeping safe online. In addition, NSPCC visited school to talk about keeping safe and children again gained information on how to keep themselves safe online. Pupils have enjoyed some of the activities on the 'thinkuknow' website and are keen to learn about online safety.

### **SEN**

- Staff liaised with the Educational Psychologist, RISE, School Nurse, CAMHS, the EA Behaviour Support Team and the EA Statementing Officer.
- The Reading Partnership Programme has gone from strength to strength and we had three 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.
- We have been very fortunate to have a teacher volunteer her services one morning a week to provide withdrawal support for numeracy. This small group support helps to boost each pupil's confidence and the benefits of this can be seen in the standardised test results.
- New methods for the SEN Assistants to record the work they do with specific children have been introduced. This is proving successful and we will continue to monitor the effectiveness of the recordkeeping next year.

### **World Around Us**

- We are continuing to develop WAU planners that show a progression in planning for each of the composite classes. It was generally agreed that we would like to see a greater proportion of STEM in our teaching and planning and we have been working hard to incorporate this for next year.
- We have been continuing to work on our outdoor learning booklets in many different situations. We had a great spell of good weather towards the end of term and this really enhanced the opportunities that we had to get outside and make use of the full school grounds. We have been drawing and taking photos to stick into the books as evidence.
- We gathered some ideas for tasks and activities aimed at different curriculum levels using the free resources provided by British Science week. These gave us some activities which required minimal resources, most of which the teachers provided themselves. We also signed up to take part in the STAR and SUPERSTAR challenges in which the children completed a series of challenges and received a badge at the end (£1 per child). We took part in the Lego challenge which required two lego sets, one was

purchased by school and is a new resource which we can all use. We took part in the RDS science fair in Belfast and the resources for this were provided by Niamh Shaw. These external science shows and competitions were thoroughly enjoyed by the children and we are already planning what we will do next year.

### **Community Links**

This year Alexander Dickson and Carrickmannon held a joint performance of The Hunchback of Notre Dame in Ballygowan Presbyterian Church Hall. It was a lovely opportunity to bring the two local schools together.

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 had taster days in Saintfield High School, Blackwater College and Down High.

Our sports teams continue to enter local competitions; this year we were represented in rugby, athletics, cross-country and football. The Rugby team took part in tournaments at Ards Rugby Club and Campbell College with the highlight being invited to the Kingspan Stadium to play at the home of Ulster Rugby. The football team played in the small schools league throughout the year narrowly missing out on a medal at the end of the year. A number of our pupils attended the Mini Athletics Primary School Series run by North Down Athletics Club. They performed very well with many gold, silver and bronze medals achieved.

We linked with Saintfield High School for our annual Sports Day. They kindly allowed us to use their pitches and provided some of their senior pupils to help run the activities. The support of the local post-primary schools is very much appreciated.

Eleven of our Primary 7 pupils completed their cycling proficiency test.

The PTA ran a number of fundraisers throughout the year, the highlight of which was a very well attended fun run around Ballygowan. A big thanks you must go to the PTA committee for their tireless work and to the whole parent body for the support they give. The school has been able to purchase another new interactive panel for the classrooms and this was fitted at the very end of June.

## Pupil Information

In September 2017, there were a total of 95 children in attendance at Carrickmannon.

There were 47 boys and 48 girls.

School attendance for the year 2016-2016 was **97.2%**. This remains above the Northern Average and we would like to thank parents for their role in promoting excellent school attendance.

### End of Key Stage 1 and 2 Scores

#### **Key Stage 2**

	2016/17		2017/18	
	% L4 and above	% Below L4	% L4 and above	% Below L4
Literacy	75%	25% (4 pupils)	66.6%	33.3% (4 pupils)
Numeracy	75%	25% (4 pupils)	75%	25% (3 pupils)
ICT			100%	0% (0 pupils)

*2 of these pupils had a SEN*

*3 of these pupils had a SEN*

#### **Key Stage 1**

	2016/17		2017/18	
	% L2 and above	% Below L2	% L2 and above	% Below L2
Literacy	93.75%	6.25% (1 pupil)	92%	8% (1 pupil)
Numeracy	100%	0%	92%	8% (1 pupil)
ICT			92%	8% (1 pupil)

*1 pupil had a SEN*

*6 pupils had a SEN*

## **Assessment**

Cognitive Ability Tests (CAT) were introduced last year to P4 and P6. These tests give an ability score against which we can measure performance and progress; The scores will hold for two years.

Unfortunately, these tests are not provided by the Department of Education and continue to be expensive to buy.

As a result of standardised testing in the summer term we can report that 90% of our pupils are achieving their full potential in literacy and 92% are achieving their full potential in numeracy. In literacy all of our underachieving pupils (7 pupils) have been diagnosed with literacy difficulties and are already receiving additional support. In numeracy, out of the six underachievers, five are receiving additional support.

## **Post-Primary School Placements 2018**

At the end of June 2018, 12 children from P7 transferred to secondary education. Their destinations are detailed below:

- 6 pupils to Saintfield High School
- 3 pupils to Grosvenor
- 2 pupils to Down High
- 1 pupil to Royal Belfast Academical Institution



