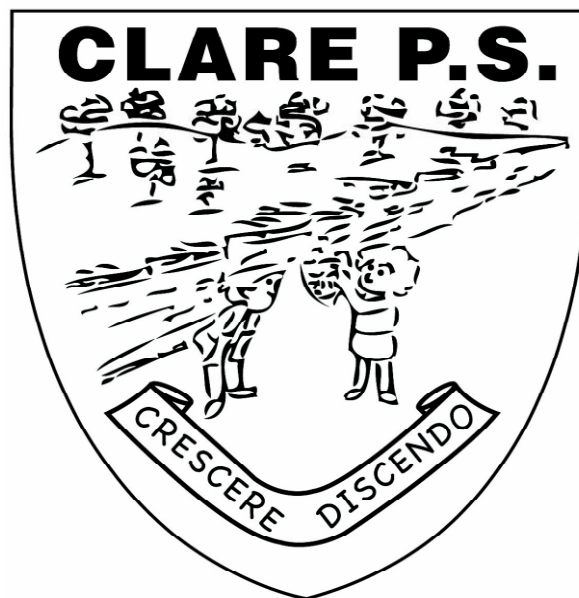


**CLARE**  
**PRIMARY SCHOOL**



***'Growing through learning'***

***2016 / 2017***  
***Governors' Report***

## **CLARE PRIMARY SCHOOL**

### **BOARD OF GOVERNORS 2014 – 2018**

#### **CHAIRPERSON**

Mr. M. Adair; 4 Corernagh Road, Tandragee; Tel: 028 38841546

#### **SECRETARY**

Mrs. S. E. Briggs; Clare Primary School; Tel: 028 38840843

#### **TRANSFEROR REPRESENTATIVE (3)**

Mr. M. Adair (Chairperson)

Mrs. C. Agg

Mrs. L. Cowan

#### **BOARD REPRESENTATIVES (2)**

Dr. A. Cupples

Mr. R. Turner

#### **TEACHER REPRESENTATIVES (1)**

Mrs. H. Bentley

#### **PARENT REPRESENTATIVES (2)**

Mr. T. Robinson (Vice-Chairperson)

Mr. A. Toal

#### **PRINCIPAL**

Mrs. S. E. Briggs

(non-voting member)

During the year our Chairperson Rev. C. Harris took up a new ministry in Banbridge. Mr. Harris had been a member of our Board for twenty-seven years and we would like to thank him for his friendship, support and service during this time. The new Chairperson, Mr. M. Adair, and our Vice-chairperson Mr. T. Robinson were appointed 3<sup>rd</sup> March 2016. We wish them well in their new roles.

## **REVIEW OF THE YEAR 2016 – 2017**

The academic year of 2016 – 2017 proved not only a historic year for our school but also it was one jammed packed with school events.

In September we welcomed 146 pupils into our school and each one quickly settled into the routine of school. As a school we like to keep you informed about your child's education either providing written information regarding curriculum content (Literacy / Numeracy overviews for each child's class) or by information sessions within school. It must be emphasised that parents are most welcome to come and meet with the Principal or teachers if they are concerned with any aspect of their child's education or welfare.

In the middle of November, members of the Inspectorate spent two days with the pupils and teachers. We are pleased to report that "our children are highly motivated in their learning" and achieve "high levels of attainment". The inspectors also stated in their report that "the school is caring, welcoming and inclusive" and "each child is valued". As Governors we are extremely proud of our school and plan that each child will receive the best education possible whilst in our care.

The school continues to encourage the talents and interests of the children by attending many different events and by taking part in competitions. The choir was invited to open Mullabrack Christmas Tree festival and they received well-earned praise from all present; they also entertained the Lunchtime Club in Clare Reformed Presbyterian church hall, whose members were delighted with their performance. Other trips and special events throughout the year included the Navan Centre, Santa's Cottage, Mad Scientist Day, Bee Safe, the Panto, Book Fair and our special 60th Anniversary event.

Friends and family joined the school in its 60th birthday celebrations with a special service in Clare Presbyterian Church followed by a viewing of wall displays and a special celebratory supper in school. We as a Board of Governors are particularly proud of our school, its dedicated staff and supportive parents and its excellent pupils.

The support of the parents is also very much appreciated in both fundraising and charity events. The Friends of Clare organised several events throughout the year which raised in total £2187.25.

The Book Fair also raised £702.00 on commission which was spent on new books for the school library. Pupils and parents raised money for the NSPCC, Save the Children and Diabetes (NI).

We continue to try to give each of our pupils the best experiences and educational opportunities possible. This year Mrs. Bentley organised an extremely exciting residential trip to Edinburgh. On Monday 24th April thirty-eight children plus five members of staff set off on their four day Edinburgh adventure. The days were packed full of activities and each child had a wonderful time. We are grateful to Mrs. Bentley and those members of staff who travelled with the pupils allowing them to have this beneficial experience.

Our after-school activities programme continued throughout the year with additional input from the Burns Soccer School and Christine Russell Hockey Coach providing tuition from P1 – P7. The Governors would like to commend all those who either lead or took part in these activities.

The school community was sad to learn of the passing of the former principal, Mrs. Margaret Dalzell in November 2016. Mrs. Dalzell had given faithful and dedicated teaching in our school for over 30 years, first as an Assistant Teacher and Principal for sixteen years. Many of you will have special memories of her as we do. We would like to extend our sincere sympathies to her family and ensure them that she will always have a special place in the heart of Clare School.

## CURRICULUM DEVELOPMENT

A School Development Plan (SDP) is enclosed outlining training, curriculum development, etc for 2016 – 2017

### SCHOOL DEVELOPMENT DAYS

1. 2 November 2016	E book and Green Screen Training
2. 4 January 2017	Communication Portfolio
3. 20 February 2017	Scratch Training (AmmA Centre)
4. 28 April 2017	Research and analysis of Frontier Resources for Literacy/Numeracy
5. 31 May 2017	Analysis of Test Scores – PTE/PTM/CAT.

If you would like to discuss any details regarding the School Development Plan or put forward possible development ideas for the following year, all will be gratefully received and considered. The SDP is carefully monitored and evaluated annually and renewed every three years.

### ANNUAL AWARDS

At the final assembly at the end of June, P7 pupils were presented with the following cups and shields.

The Hamilton Cup for Art & Design	Harry Alexander
The Cully Cup for Drama	Naomi Heatrick
The Toal Cup for ICT	Rachel Richardson
The Sara Cairns Cup for Science	William Meredith
The Rosemary Ferguson Cup for Music	Sarah Fraser
The Flack Cup for Mathematics	Rachel McClelland
The Adair Cup for English	Rachel Spence
The Briggs Shield for 'Make & Do'	Joshua Henning
The Agg Cup for Enthusiasm & Diligence	Mark Moore
The Kelly/McKeown Cup for Citizenship	Ben Gilmore
'Hockey Player of the Year'	Rachel McClelland

'Football Player of the Year'	Jack McKew
'Cross Country Runner of the Year'	Cayden McCarney
The Adair Shield for Sport (Boy)	Lewis English
The Richardson Shield for Sport (Girl)	Jasmine McKinney
The Wilson Sports' Personality of the Year	Victoria Cupples
The Dalzell Perpetual Cup	Jasmine McKinney

The Board of Governors would like to congratulate the prize winners and all those who took part in the above activities with such enthusiasm and energy.

#### *ANNUAL ATTENDANCE RATE*

Attendance at the school was, as usual very good. The percentage present for 2016 / 2017 year was 96.9% with the following pupils having achieved full attendance.

Ellen McCauley	P1
Dylan Laverty	P3
Alfie Laverty	P3
Sophie Lindsay	P5
Sarah Spence	P5
Elysia Crumley	P6
Ben Gilmore	P7
William Meredith	P7
Ellie Reader	P7

The Governors would like to congratulate all the children for their excellent attendance.

## CHARITIES & FUNDRAISING

<b>Charities</b>	
Clarity (Charity for the Blind)	£50.00
Save the Children (Jumper Day)	£125.00
N.S.P.C.C.	£148.00
Diabetes (N.I.)	£292.77
Poppy Fund	
	<b>£615.77</b>
<b>School Funds</b>	
Odd Sock Day	£143.00
60 <sup>th</sup> Concert (Half to Diabetes N.I.)	£292.77
Sports Day Tea Coffee	£230.66
	<b>£666.43</b>
<b>Friends of Clare Events</b>	
Sponsored Colour In	£141.00
Sponsored Silence	£2046.25
	<b>£2187.25</b>

Note: Friends of Clare transferred £5200.00 to school account in June 2017.

# SCHOOL DEVELOPMENT PLAN OVERVIEW

2014 -2017

Priorities	2014 - 2015	2015-2016	2016-2017
<b>Child Centred Provision</b>			
<ul style="list-style-type: none"> <li>• Pastoral care</li> <li>• Child protection</li> <li>• SEN-interventions/support</li> <li>• Inclusion/diversity</li> <li>• Pupil involvement</li> <li>• Healthy school</li> </ul>	<ul style="list-style-type: none"> <li>• Review of Positive Behaviour and Anti bullying Policy. Survey Parents/Staff/Pupils/Board of Governors.</li> <li>• Continue with School Council.</li> <li>• Child Protection Training. (Teaching and Non-Teaching)</li> <li>• Co-ordinator Training.</li> <li>• Continuation of Special Needs hours (3 days).</li> <li>• SpLd input for identified children.</li> <li>• Outside agency support ( ACE TEAM)</li> <li>• CRED – implement activities with PDMU.</li> <li>• Continue ECO Schools Project.</li> <li>• Football / Rugby Coaches involvement (if available)</li> <li>• Healthy Break / School Council</li> <li>• Provision of Playground equipment.</li> <li>• Re stocking of library.</li> </ul>	<ul style="list-style-type: none"> <li>• Review S.E.N. Provision</li> <li>• Continue Reading Partnership</li> <li>• Provision of Sp.Needs Teacher</li> <li>• Child Protection Training with all staff.</li> <li>• Identified children for SpLd Service.</li> <li>• Continue CRED proof existing policies.</li> <li>• Develop School Council Voice.</li> <li>• Anti –Bullying Training for non – teaching staff.</li> <li>• Continuation of re stocking Library.</li> <li>• E safety training for all teaching staff.</li> <li>• Introduce ICT after school’s club.</li> </ul>	<ul style="list-style-type: none"> <li>• Review Safe Guarding Procedures.</li> <li>• Provide Special Needs Teacher (if budget allows).</li> <li>• Identify and have assessed those with additional needs.</li> <li>• Continue after-school Clubs.</li> <li>• Extend ICT Club to other classes</li> <li>• Review Healthy food policy.</li> <li>• Introduce Healthy Lifestyle initiatives eg. Daily walk.</li> <li>• Extend Hockey Club to other classes (boys + girls)</li> <li>• Continue to develop School Council Voice.</li> </ul>

## High Quality Teaching and Learning

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|--|--|--|--|
| <ul style="list-style-type: none"> <li>• Curriculum provision</li> <li>• Literacy and Numeracy</li> <li>• Learning and Teaching Strategies</li> <li>• Assessment /data analysis/use</li> <li>• Self-evaluation – teacher/whole school</li> </ul> | <ul style="list-style-type: none"> <li>• Literacy – Undertake internal standardisation + prepare portfolio.</li> <li>• Analysis of Test Scores to enable tracking of individual pupils.</li> <li>• Target setting / Continue CAT analysis with PIE / PIM scores.</li> <li>• Literacy<br/>Review and reflect on Reading Strategies / Sentence Level work.</li> <li>• Numeracy<br/>Reflect on and prepare investigations suitable for assessment.</li> <li>• Teacher evaluation of Planning for Literacy / Numeracy.</li> <li>• Continue music tuition P6/P7</li> <li>• Attend training courses (SENCO)</li> <li>• Liaise with LSC teachers / SpLd.</li> <li>• Outdoor Play (Plans P1 &amp; P2)</li> </ul> | <ul style="list-style-type: none"> <li>• Literacy-promoting a Writing Rich Environment.</li> <li>• Developing a Writing Policy for whole school.</li> <li>• Numeracy Tasks – undertake internal standardisation – prepare portfolio tasks.</li> <li>• I.C.T. Internal standardisation</li> <li>• PIE / PIM / CAT scores analysis.</li> <li>• Evaluation of Teaching notes plans Literacy / Numeracy.</li> <li>• ICT Develop use of I pads in classroom.</li> <li>• Review WAU schemes to include STEM activities.</li> <li>• Plan for regular co-ordinator visits and book scoops.</li> <li>• Continue Music Tuition P6/P7.</li> </ul> | <ul style="list-style-type: none"> <li>• I.C. T. planning in incorporate I.Pad use with introduction of new Apps.</li> <li>• Numeracy assessment / internal standardisation.</li> <li>• Literacy – Developing Writing techniques different forms.</li> <li>• Review of Planning for ICT, Literacy, Numeracy.</li> <li>• Continued analysis of PIE/PIM score and Target setting.</li> <li>• Continue Music Tuition P6/P7.</li> <li>• Attend Global Learning programme (2 teachers)</li> <li>• Digital Learning programme to link with World Around Us – Local Study.</li> </ul> |
|--|--|--|--|



<b>Effective Leadership</b>			
<ul style="list-style-type: none"> <li>• Effective school development plan</li> <li>• Continuing Professional Development</li> <li>• Curriculum leadership</li> <li>• Financial management, including accommodation</li> </ul>	<ul style="list-style-type: none"> <li>• Review 2013 – 2014 SDP.</li> <li>• Consult with Pupils / Parents / Teachers / Board of Governors regarding priorities for 3 Year Plan 2014 / 2017.</li> <li>• PRSD Target set.</li> <li>• Budget Review.</li> </ul>	<ul style="list-style-type: none"> <li>• Review S.D.P</li> <li>• Continue PRSD.</li> <li>• Monitor budget &amp; Review Staffing</li> <li>• Self Evaluation Training with Governors.</li> <li>• Have ACE meetings P1/2</li> <li>• Arrange purchase of I-Pads. [either LMS or Awards for AU]</li> </ul>	<ul style="list-style-type: none"> <li>• Review SDP and prioritise new ideas / areas for new 3 year plan (2017 – 2020)</li> <li>• Monitor Budget &amp; Review Staffing.</li> <li>• Continue PRSD.</li> <li>• Ask for input from parents.</li> <li>• Organise 60th Anniversary</li> <li>• First Aid Training</li> <li>• Attend C.P. D Training (2 Teachers)</li> </ul>
<b>School connected to the Local Community</b>			
<ul style="list-style-type: none"> <li>• Communication / relationships /projects</li> <li>• Links with educational agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Meet parents re introduction of Child Line Talks (P6/P7)</li> <li>• Parental meetings (Group &amp; individual)</li> <li>• Cluster meetings with neighbouring schools.</li> <li>• Liaise with local schools and High Schools through:</li> <li>• Principal Meetings</li> <li>• Sports Activities</li> <li>• Schools Plays / Concerts</li> <li>• Charity Events</li> <li>• Friends of Clare</li> <li>• ICT Questionnaire</li> <li>• New Parents questionnaires</li> </ul>	<ul style="list-style-type: none"> <li>• Hold Information meetings with parents.</li> <li>• Set up</li> <li>• Cluster meetings with neighbouring schools.</li> <li>• Liaise with Nurseries / High Schools through:</li> <li>• Principal Meetings</li> <li>• Sports Activities.</li> <li>• Plays / Concerts.</li> <li>• Continue Friends of Clare fund-raising events.</li> <li>• Continue Festival Work Speech/Music.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue Music Festival work.</li> <li>• Invite visitors to speak to pupils re Local History.</li> <li>• Cluster with local schools.</li> <li>• Liaise with Pre-school and High School Principals.</li> <li>• Continue Parental Meetings</li> <li>• Friends of Clare Events.</li> <li>• Charity work.</li> <li>• School plays / concerts.</li> <li>• 60th Anniversary Concert.</li> <li>• Survey Parents re S.D.P (2017 – 2020)</li> <li>• P.7 Transition work CPD Project.</li> </ul>

**CLARE PRIMARY SCHOOL  
HOW A PARENT CAN MAKE A COMPLAINT**

I HAVE A CONCERN ABOUT MY / A CHILD'S SAFETY



I CAN TALK TO THE CLASS TEACHER



IF I AM STILL CONCERNED, I CAN TALK TO MRS H BENTLEY (THE DESIGNATED TEACHER FOR CHILD PROTECTION/PASTORAL CARE)



IF I AM STILL CONCERNED, I CAN TALK TO THE PRINCIPAL



IF I AM STILL CONCERNED, I CAN TALK/WRITE TO THE CHAIRPERSON OF THE BOARD OF GOVERNORS



AT ANYTIME, I CAN TALK TO THE SOCIAL WORKER OR THE POLICE