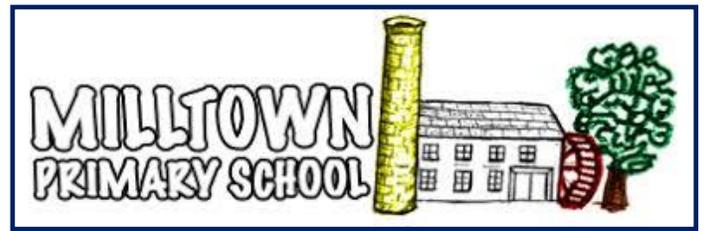


# MILLTOWN PRIMARY SCHOOL



## GOVERNORS' ANNUAL REPORT 2021-22



29<sup>th</sup> November 2022

Dear Parent,

I am pleased to have this opportunity to present to you the Board of Governors' Annual Report for Milltown Primary School. This report will give you an overview of the past academic year.

The school year has been one of opportunity and challenge for the whole school community. Throughout this year, school has continued to provide exceptional teaching and learning, tailored to meet the needs of each child, and is proud of its successes and achievements. This has been achieved in the midst of the Covid-19 pandemic.

I would like to commend pupils, carers and school staff for their commitment and dedication throughout this school year.

I hope that by reading this report you can reflect on the excellent work that has been done over the last year and recognise the continued development of educational provision and opportunities within Milltown Primary School.

I commend this report for your consideration.

Yours faithfully,

*A Mateer*

Chairperson

## MEMBERSHIP OF THE BOARD OF GOVERNORS

The Board of Governors is comprised of nine voting members, i.e. four transferor (local church) representatives, two parent representatives, two EA representatives, one teacher representative and one non-voting member, the school Principal, Mrs Wright.

Chairperson	Mr A Mateer
Secretary	Mrs H Wright
Transferor (Trustee) Representatives (4)	Mr A Mateer Mrs H Griffin Ms R Beggs Vacant
Parent Representatives (2)	Mr G McKelvey Mrs K McKnight
E.A. Representatives (2)	Ms S Henning Mr S Walker
Teacher Representative	Mrs C Wilson

This Board of Governors was constituted in December 2018 and will be in office until 2023.

Our Board of Governors is responsible for the management of Milltown Primary School. They are required to meet at least three times each year.

Some of their duties include:

1. The oversight of the curriculum
2. The control of the budget
3. The provision of information to parents
4. The selection of staff
5. The maintenance of the premises (shared responsibility with EA)
6. The Admissions Policy
7. Fostering links with the local community

## SCHOOL ORGANISATION AND STAFFING

<b>Principal: Mrs Heather Wright</b>		
Class	Teacher(s)	Number in Class
P1/2	Mrs Z. McBurney (Mon - covering Mrs Henry's maternity leave) Mrs Hanvey (Tues-Fri)	16
P3/4/5	Mrs Wilson (Mon-Wed) Mrs Johnston (Thurs-Fri) Mrs Z. McBurney (Thurs-Fri covering Mrs Johnston's maternity leave)	21
P6/7	Mrs Wright (Mon, Thurs, Fri) Mrs Somerville (Tues, Wed)	17
<b>Total Enrolment</b>		<b>54</b>
Classroom Assistants	Mrs Hazley Ms Hilditch (SEN) Ms Gunn (SEN) Miss Wilson Mrs Willis Mrs Ferguson	
Lunchtime Supervisors	Ms Hilditch Miss Wilson Mrs Ferguson	
Catering Assistant	Mrs J. McBurney Ms Crangle	
Clerical Officer	Mrs Patterson	
Buildings Supervisor	Mr Dickson	

### **Students Supported 2021/22**

Andrew Henry (Queen's University, Belfast)

Leah Magill (Banbridge High School)

Jayne Hanvey (Southern Regional College)

Robert Irvine (Canterbury Christ Church University)

## THE CURRICULUM

It is the policy of the Board of Governors of Milltown Primary School that all pupils will receive their full entitlement under the Northern Ireland Curriculum. Milltown Primary School offers a curriculum that is balanced and broadly based, and which promotes the holistic development of the pupils. The curriculum is delivered in a way which is best suited to the needs of each pupil.

The Northern Ireland Curriculum is set out in six **Areas of Learning**:

1. **Language and Literacy**: including Talking and Listening, Reading, and Writing
2. **Mathematics and Numeracy**: focusing on the development of mathematical concepts and numeracy across the curriculum
3. **The Arts**: including Art and Design, Music and Drama
4. **The World Around Us**: development of knowledge, skills and understanding in History, Geography, Science and Technology
5. **Personal Development and Mutual Understanding**: focusing on emotional development, social skills, learning to learn, health, relationships, and mutual understanding in the local and global community
6. **Physical Education**: development of knowledge, skills and understanding through play and a range of physical activities
7. **Religious Education** is a compulsory subject and is taught to pupils in accordance with the core syllabus specified by the Department of Education

At the heart of the curriculum lies an explicit emphasis on the development of skills and capabilities for lifelong learning. Through opportunities to engage in active learning contexts across all areas of the curriculum, children should progressively develop:

### **Cross Curricular Skills:**

- Communication
- Using Mathematics
- Using Information and Communications Technology

### **Thinking Skills and Personal Capabilities:**

- Thinking, Problem-Solving and Decision Making
- Self-Management
- Working with Others
- Managing Information
- Being Creative

## **REVIEW OF THE PAST YEAR**

During 2021/2022 the school has been focusing on continuing pupils' educational provision amidst the Covid-19 pandemic. All teaching and learning activities had to be conducted following Covid-19 guidelines. These guidelines were reviewed in Spring 2022, which enabled more collective activities to take place.

### **SCHOOL DEVELOPMENT PLAN 2021/22**

Following a review, the areas identified for development during the 2021/22 school year were as follows:

- Numeracy - Recovery of learning in Numeracy. Review of long, medium- and short-term planning including the infusion of "Busy Ant" Numeracy Scheme.
- Literacy - Recovery of learning in Literacy. Use of oral and written grammar.
- UICT - Use of digital tools to develop Art and Design and Music and Sound.
- SEN - Implementation of the SEND Act 2016; policies, audit, and planning.
- Pastoral Care - Physical and emotional wellbeing of the school community.

Professional development through the year focused on:

- SEND Act 2016 training
- Calm Plan training
- Annual Review training
- Target Setting training
- Child Protection training
- First Aid training
- Outdoor Learning training
- Action Planning and Assessment

### **SCHOOL RESOURCES**

A range of new resources were purchased this year to support our School Development Plan targets. Additional resources were purchased to support reading and grammar in Literacy. Digital resources were purchased to support ICT. A Sensory Area was established with specialised resources to support pupil wellbeing. Resources to support gross motor skills were purchased. Further resources within the PATHS (Promoting Alternative Thinking Strategies) programme were acquired. Equipment to support Outdoor Learning was purchased: an agility trail, a castle tower, an outdoor stage, a playhouse, and outdoor seating. P.E. equipment and resources for outdoor play were obtained. Accelerated Reader and Seesaw programmes continue support learning.

As a school we are committed to ensuring that our pupils have access to stimulating resources to meet their needs. We are grateful to the PTA who have supported us in funding school resources.

### **ENGAGE**

The Engage programme was delivered in school to support pupils in Literacy and Numeracy. Pupils were taught individually or in small groups, focusing on targets set by class teachers. The programme was delivered by Mrs McBurney with 19 pupils availing of this provision.

## **PUPIL WELLBEING**

We continued to embed the PATHS Programme (Promoting Alternative Thinking Skills) in school lessons with all pupils. Pupils benefited from exploring emotions, examining behaviour and discussing real life issues. The use of Compliments Certificates celebrated individuality, positive behaviours, successes and talents. The Healthy Happy Minds Programme was delivered to 15 pupils by Uhub. Pupils met in groups to learn strategies to support wellbeing. All pupils were able to avail of Music Therapy in May/June led by Every Day Harmony.

## **SHARED EDUCATION**

All pupils (P1-7) participated alongside pupils from St Colman's PS, (Bann) and Gilford PS, in a Peace IV Shared Education Programme focusing on Outdoor Learning. Due to Covid-19 restrictions, each class collaborated using video conferencing until March 2022, where face-to-face meetings resumed. A celebration event took place in People's Park, Portadown in June where all pupils came together to participate in sports and games.

## **MUSIC/DRAMA**

Music tuition resumed in school in Term 1. Violin tuition continued every Thursday and woodwind tuition continued every Friday. This year piano lessons were introduced. Due to restrictions our Christmas Concert was recorded and viewed on our school website. All pupils were able to perform to an audience during our Presentation Assembly in June.

## **SPORTS**

Physical education lessons were conducted outdoors during Terms 1 and 2. Train It Teach It offered football lessons to P3-7 pupils January-March. Sports Day was held in June and it was wonderful for family and friends to attend this school event.

## **EXTRA CURRICULAR ACTIVITIES**

Adapting to Covid-19 restrictions, we were able to welcome LLTCA and Bee Active into school. LLTCA facilitated art and cookery clubs. Bee Active hosted a range of sporting clubs including multi-sport, football, ball games and racquet sports.

## **SCHOOL CLUBS**

In Term 3 LLTCA hosted Breakfast Club each morning from 7:40-8:40am and Homework Club from 3:45-4:45pm. Artie Annie hosted Afternoon Activity Clubs, four afternoons each week. These clubs greatly enriched the provision offered within Milltown Primary, extending the opportunities offered to our pupils and providing additional support to families.

## **P6/7 RESIDENTIAL**

In June P6/7 pupils had their residential at Greenhill YMCA. They took part in bouldering in Tollymore, archery and laser tag. We visited Newcastle enjoying the Mourne Eye, amusement rides, playparks, and some food shopping. This was a wonderful experience for our pupils who enjoyed the planned activities and the life skills developed by staying away from home.

## **STAFFING**

In this school year we said farewell to two permanent staff members. Mrs Judith McBurney, our Catering Assistant, decided to take on a new role, after 15 years' service to Milltown. Mrs Laura Ferguson, P6/7 Classroom Assistant, resigned to embark on teacher training in Stranmillis University College. We wish both

ladies every blessing for the future and we are grateful for their hard work and care of the pupils in Milltown.

### **ASSESSMENT AND ACHIEVEMENT**

All of the pupils received a summative report at the end of the school year. Academic standards are very good. The vast majority of pupils are working in line with their ability or overachieving in both Numeracy and Literacy. The Governors commend the pupils, teachers, and parental support for these academic results.

### **COMMUNICATION WITH PARENTS**

Milltown Primary School seeks to provide opportunities for parents to take an active interest in the education of their children and the life of the school. This academic year Covid-19 restrictions limited this until Term 3 when restrictions eased.

To maintain close links with parents the following means of communication were used:

- Seesaw
- School website
- Facebook
- Text messaging service
- Letters/notes sent home with pupils
- School newsletters
- Telephone/face-to-face interviews (November)
- Telephone/face-to-face meetings to review progress of pupils with Special Educational Needs
- Annual written report
- P1 Induction afternoon (June)
- School events

Parents are always encouraged to contact school if they have any questions or concerns.

### **SPECIAL EDUCATIONAL NEEDS**

Milltown Primary School is committed to meeting the needs of every child. This year, Mrs Wright, the Special Educational Needs Coordinator, alongside staff, completed the following actions:

- Consultation with Educational Psychologist
- Review and update of SEN register
- Individual Education Plans for SEN pupils and monitoring of progress
- Differentiation of teaching strategies and resources to meet pupil needs
- Liaison with outside agencies to support our pupils' needs
- SENCo training
- Update of policies
- Audit
- New Sensory Area
- Additional resources

The school continues to make provision for pupils who have special educational needs. Each child's progress is monitored and reviewed regularly with appropriate parental involvement. If, despite assistance,

a child still finds difficulty, support is sought from outside the school e.g. educational psychologists or peripatetic teachers, via the Education Authority.

The Governors are pleased to note the caring emphasis that is at the heart of school life and the respect which the children are encouraged to develop for themselves, other pupils and adults.

### **PARENT/TEACHER ASSOCIATION**

Covid-19 continued to impact PTA planning and school engagement until restrictions eased in Term 3. The association arranged a Christmas Hamper Fundraiser which raised £98, a Christmas Quiz which raised £101, a collection during the Jubilee Celebration which raised £153.90 and a Coin Drive which raised £168.66.

We are extremely grateful for the ongoing support received from the PTA and the funds raised which enrich the learning and experiences of our pupils.

### **SECURITY**

The following measures are in operation to ensure a secure environment for pupils and staff at Milltown P.S. The school is fitted with an intruder alarm and smoke/fire alarms. The school is fitted with a number of fire extinguishers and a Fire Safety risk assessment has been carried out. Security locks have been installed at the school entrances. Staff and volunteers working with the children undergo an Access NI check in line with DE Safeguarding/Child Protection Procedures. The school is part of the School Watch scheme.

### **COLLECTIONS FOR CHARITY**

In 2021/22 the following charities were supported:

- Poppy Appeal
- Samaritan's Purse Shoebox Appeal
- Save the Children - £63
- Ukraine Appeal - £135.50

### **POST PRIMARY TRANSFER OF PUPILS**

In June 2022 the Primary 7 pupils transferred to the following post primary schools:

Banbridge Academy	2
New-Bridge Integrated College	1
St Patrick's College, Banbridge	1
Tandragee Junior High	1

### **PUPIL'S ANNUAL ATTENDANCE RATE**

The annual attendance rate for the 2021/2022 school year was 93.16%

## CALENDAR OF EVENTS

### AUGUST

Staff preparation for new school year (23<sup>rd</sup> – 27<sup>th</sup> August)

Term starts (31<sup>st</sup> August)

### SEPTEMBER

Piano Tuition

EA Violin Tuition

EA Woodwind Tuition

Flu Vaccinations

### OCTOBER

Engage Programme begins

LLTCA Art Club

Bee Active Club - Multisport

Board of Governors Meeting

EA Violin tuition

EA Woodwind tuition

Piano Tuition

### NOVEMBER

Engage programme

Sentinus Workshop P6/7

P6/7 Swimming

Odd Socks Day to support Anti-bullying

Parent/teacher interviews via telephone and face-to-face

LLTCA Christmas Craft Club

Bee Active – Football Club

Poppy Appeal

Samaritan's Purse Shoebox Appeal

School Facebook page launched

EA Violin tuition

EA Woodwind tuition

Piano Tuition

### DECEMBER

Engage programme

P6/7 Swimming

Daily Mile Santa Run

LLTCA Christmas Craft Club

Bee Active - Football Club

Trip to "Cinderella" in Waterfront

Open Evening (9th)

Christmas Jumper Day for Save the Children

PTA Christmas Raffle and Quiz

School Christmas Dinner

Christmas Concert online

Christmas Music Workshop  
EA Violin tuition  
EA Woodwind tuition  
Piano Tuition

### **JANUARY**

Engage Programme  
LLTCA Cookery Club  
Bee Active – Ball Games  
Train It, Teach It  
EA Violin tuition  
EA Woodwind tuition  
Piano Tuition

### **FEBRUARY**

Engage Programme  
LLTCA Cookery Club  
Bee Active – Ball games  
Internet Safety Day  
Sentinus Workshop P3/4/5  
Shared Education P1-7  
Democracy and Citizenship Learning Session P6/7  
Train It Teach It  
EA Violin tuition  
EA Woodwind tuition  
Piano Tuition

### **MARCH**

Engage programme  
Shared Education P1-7  
Bee Active Multisport Club  
AQE Presentation for P6 Parents  
LLTCA Art Club  
Break the Rules Day  
Train It Teach It  
Board of Governors Meeting  
PTA Meeting  
Visit to Banbridge Library P3-7  
World Book Day Fancy Dress Event  
EA Violin tuition  
EA Woodwind tuition  
Piano Tuition

## **APRIL**

Visit to Banbridge Library P3-7  
LLTCA Art Club  
Bee Active Multisport  
Shared Education P1-7  
Easter Egg Hunt, Egg Rolling and Crafts  
Healthy Happy Minds Programme  
LLTCA Breakfast Club and Homework Club  
Artie Annie Activity Clubs  
EA Violin tuition  
EA Woodwind tuition  
Piano tuition

## **MAY**

Engage programme  
Healthy Happy Minds Programme  
Bee Active – Multisport (P1-3), Racquet sports (P4-7)  
Love for Life Trip P7  
Shared Education P1-7  
PTA Meeting  
Fire Brigade Safety Talk P3/4/5  
Opus Photography  
Jubilee Celebration  
EA Woodwind tuition  
EA Violin tuition  
Piano tuition  
LLTCA Breakfast Club and Homework Club  
Artie Annie Activity Clubs

## **JUNE**

Engage programme  
Music Therapy P1-7  
EA Woodwind tuition  
EA Violin tuition  
Piano tuition  
P6/7 residential to Greenhill YMCA, Newcastle  
Shared Education Celebration Day  
Board of Governors Meeting  
Bee Active Multisport Afterschool Club  
Sports Day  
P1 Induction Afternoon  
Trip to Infinity Adventure Park  
Fun Day  
PTA Coin Drive  
Annual reports  
Presentation Assembly  
Uniform Swap

## THE FINANCIAL REPORT

Since the introduction of Local Management of Schools each school is given a budget which is under the control of the governors.

The figures presented below are those issued at the end of the financial year April 2021 – March 2022.

<b>End of Financial Year Statement 2021/2022</b>			
<b>Income</b>		<b>Expenditure</b>	
Carry over from April 2021	£86,430	Teacher Costs	£235,530
Final Budget Share	£274,996	Non-teacher staff costs	£58,027
Additional Allocations	£57,718	Non-staff costs	£32,319
		Balance carried forward to April 2022	£93,268
<b>Total</b>	<b>£419,144</b>	<b>Total</b>	<b>£419,144</b>

## THE SCHOOL FUND ACCOUNT

This account represents monies which are raised by the school's own efforts along with contributions made by parents at the beginning of each academic year. The figures presented below are those issued at the academic year September 2021 – August 2022.

<b>Income</b>		<b>Expenditure</b>	
Balance (Sept 21)	£1131.96	Love For Life Trip	£36.40
School Fund	£222.00	Sensory Room Resources	£257.88
Opus Photography	£30.50	Ties for P7	£30.40
Lafayette Photography	£60.00	Maintenance	£129.32
Postage	£4.06	Bank Fees	£104.22
Extra-curricular activities	£3010.00	Extra-curricular activities	£3084.00
Donations for Jubilee	£200.00	Jubilee Celebration	£376.02
Alpha Media	£1.40	P6/7 Wellbeing Presentations	£50.00
Refunded Fees	£30.00	Treats	£38.60
		Balance (Aug 22)	£583.08

## THE PTA ACCOUNT

<b>Income</b>		<b>Expenditure</b>	
Balance (Sept 21)	£2498.77	Outdoor Stage	£676.87
Christmas Raffle	£98.00	Bank Fees	£49.37
Regen Waste Donation	£1000.00	Contribution to Agility Trail	£1618.58
Christmas Quiz	£101.00	License fee	£71.16
Jubilee Celebration Donations	£153.90	Jubilee Celebration	£51.06
Coin Drive	£168.66	Bus to Infinity	£44.80
		Balance (Aug 22)	£1508.49

## THANKS

The Governors wish to take this opportunity to express their thanks and appreciation to Mrs Wright and the staff of the school (teaching and non-teaching) for their level of commitment and the high standards achieved both inside and outside the classroom.

Parents must also be commended for their support of the staff in achieving this level of success. A special word of thanks is extended to those parents and family members who assisted with PTA activities.

Thanks are also due to Education Authority's staff and to the representatives of various external agencies who have contributed to the work of the school during the year.