

**St Mary's Primary School  
Stewartstown**



**Governors' Report  
2011-2012**



## Abbreviations used

SELB Southern Education & Library Board  
CCEA Council for Curriculum, Examinations &  
Assessment

C2K Body for ICT communications in School  
RTU Regional Training Unit  
QUB Queen's University Belfast

GTCNI General teachers Council Northern Ireland  
PMB Partnership Management Board  
PCPP Primary Curriculum Partnership Programme

SCRP Schools Community Relations Programme  
CRED Community Relations, Equality and Diversity

InCAS Interactive Computer Adaptive Assessment  
MIST Middle Infant Screening Test

ICT Information Communications Technology  
SIMS Schools Information Management Systems

**ST MARY'S PRIMARY SCHOOL**  
**STEWARTSTOWN**

**GOVERNORS' REPORT 2011-2012**

Dear Parents

It is with pleasure that I present to you the 2011-12 Board of Governors' Report for St. Mary's Primary School Stewartstown. It is our intention that you should be kept informed about your child's/children's school and so this report is one of a number of ways in which information is provided.

This report however cannot cover every aspect of school life, but instead provides a snapshot of the work that is ongoing in St Mary's. If you require information about your own child or have any concern, you should contact the school and arrange an appointment with the principal or your child's teacher.

If you would like to have additional information or clarification of any aspect of this report, again please contact the principal.

On behalf of the Governors, I thank you for your support and look forward to your continued interest.

I commend this report for your consideration

Yours sincerely

Mr J. Logan  
Chairman

## **BOARD OF GOVERNORS**

### **Trustee Representatives**

Mr. J. Logan (Chairman) (2013)

Mrs J. Burns (2013)

Mrs A. Campbell (2013)

### **D.E.N.I. Representative**

Mr. D. O'Neill (2013)

### **S.E.L.B. Representatives**

Mr J Quinn (2013)

Mr. D. Lee (2013)

### **Parents' Representative**

Mrs P. Coyle (2013)

### **Teacher Representative**

Mrs P. Mc Bride (2013)

### **Principal - Non Voting Member**

Mrs M Hamill (Secretary)

The year in brackets indicates the year in which each member's term of office ends.

## **Governors' Main Responsibilities**

The Board of Governors are ultimately responsible for the effective management and running of the school. They are required to meet at least three times each year (usually once per term) but in practice, they may meet more often than this. Their range of duties and responsibilities are diverse and include:

- The oversight of the curriculum;
- The control of the budget;
- The provision of information to parents;
- The selection of staff;
- The maintenance of the premises - a shared responsibility with S.E.L.B.;
- The Admissions Policy; and
- Fostering links with the local community and pursuing the objectives of Mutual Understanding.

**STAFFING 2011-2012      TEACHING STAFF**

<b>Name</b>	<b>Role</b>	<b>Learning Areas Co-ordinator</b>	<b>Classes Taught</b>
Mrs M. Hamill	Principal Deputy Designated Teacher Child Protection SENCO	Literacy	Learning Support
Mrs. P. Mc Bride	Senior Manager Designated teacher for Child Protection Public Relations	PD & MU Art	Rec./P. 1
Miss S. Quinn	Extended Schools	Numeracy	P.2/3
Mrs. B. Hamill	Assessment	History	P. 3/ 4
Miss K. Marron Miss A Hughes (Maternity Leave)		Geography P.E. Music	P.5 /6
Mr. M. Reilly	KS2 Co-ordinator	Science ICT (WAU lead)	P. 6 /7

**NON-TEACHING STAFF**

<b>Name</b>	<b>Role</b>
Mrs. P. Kells	Secretary & Supervisor
Mrs. L. Mulgrew	P.1. Classroom Assistant & Building Supervisor (Sports Hall)
Miss. L. Cullen	P.2 Classroom Assistant & Supervisor
Miss. N. Devlin	Sp. Needs Classroom Assistant
Miss S. Devlin	Sp. Needs Classroom Assistant & Cleaner
Mrs A McNally	Sp. Needs Classroom Assistant & Supervisor
Mrs. P. Coyle	Building Supervisor
Mrs A.M. Campbell	Cook
Mrs M. Newell	Assistant Cook
Ms M. Newell	Assistant Cook
Ms L Mc Cready	Assistant

## FINANCIAL REPORT 2011-2012

Taken from SELB Final Common Funding Formula Allocations for 2011-2012

### Budget

- Formula Allocation £ 261,780
- Additional Budget Allocations £ 151,185
- LMS Accrued carryover from previous year £ 107,760
- Other funding £ 2,855

**Total Budget for 2011-2012 school year:** **£ 541,785**

**Expenditure** **£ 450,865**

**LMS accrued carryover to April 2012** **£ 90,920**



## REVIEW OF THE PAST SCHOOL YEAR

The school year 2011-2012 has been another successful one in which many noteworthy achievements have been made in all aspects of school life. The teachers have continued to present the Northern Ireland Curriculum to the children in many varied and stimulating ways and at the same time developed and maintained good relationships within the school. They have worked tirelessly promoting the Catholic ethos of the school.

The school year commenced with a commemoration event marking 50 years of education at the present St. Mary's P.S. to mark the event the school conducted a week long series of activities including a special commemorative mass, sponsored walk in Drumcairn Forest, a golden balloon launch, an open evening, an anniversary booklet, a specially commissioned DVD and a fun day. All events were very well attended.

An IFI funded programme entitled, 'Welcoming Schools' formed the major focus of the school's drive and target towards becoming a more fully inclusive learning community. The programme commenced with Professor John Novac (Professor of Education, Brock University, Canada) hosting an event in early September which was attended by the Minister of Education, Mr John O'Dowd.

The table on the following page outlines the school development priorities that the school led in 2011-2012 academic year. Staff Development priorities as detailed in the table emanated from the School Development Plan and formed the major part of the school's work in 2011-2012

Alongside these actual staff development days, work has been ongoing in developing year 2 of long term plans for World Around Us (led by Mr Reilly) and the development of a whole school policy and planning for Music, led by Miss A Hughes & Miss S Quinn and supported by Mrs B Connolly (SELB CASS)

Maureen McConville (SELB) provided training, advice and resources for all teaching staff to support and develop pupils writing skills.

Timothy Doyle provided training, advice and resources for all teaching staff in pupil's number strategies.

Mrs Bronagh Hamill led the staff training in the revised levels of progression and internal standardisation procedures in Literacy and Numeracy this was in support of the schools involvement CCEA pilot for the Revised Assessment levels of Progression. This involved three phases of training - 'face to face', online and whole school. Whole school training was jointly delivered by CCEA and SELB. Teaching staff focused on online training which

consisted of 3 consecutive weeks of twilight sessions and one additional staff development day. In addition Mrs B Hamill became a Key Stage Moderator for CCEA.

Mrs P Mc Bride coordinated the Welcoming school's programme and attended a wide variety of professional development sessions. In addition Mrs McBride supported whole staff audit and review and implemented programmes to ensure its success. Mrs McBride became the school's liaison for the Inclusion and Diversity service and attended cluster meetings at a local school.

Miss A Hughes successfully completed year 2 of her EPD process while covering for Mrs K Marron's maternity leave.

The school teaching staff took part in Industrial action in November, which resulted in a one day school closure.

Mrs M Hamill and Mrs P Mc Bride attended a two day conference for Welcoming Schools in February. Miss Quinn attended Numeracy Co-ordinator training and Dyspraxia professional development. Mrs B Hamill and Mr M Reilly attended an ICT course in the AMMA centre in March. Mrs M Hamill and Mrs Marron achieved their HSCNI First Aid certificates following successfully completing a three day First Aid course in June.

The Principal and Senior manager provided whole staff training in Child Protection Procedures in February.

The school updated its Acceptable Use of the Internet and Digital Technologies; Extreme Weather; First Aid; Music; Staff Attendance and Pupil Attendance policies. All policies were adopted by the Board of Governors. As SENCO, the principal attended termly Special Educational Needs cluster sessions and C2K seminars. The Principal was invited to present to 'SELB First Time Principals' and was invited to sit on a steering group for the SELB Primary Curriculum Partnership Programme (PCPP) group periodically throughout the year.

Three Governors attended training in 'Recruitment and Selection' hosted by the SELB.

The school completed a fire safety audit and was judged compliant with procedures. An SELB audit was carried out in November and the school successfully followed up on a number of minor issues.

The DoE Road Safety personnel provided advice and support for three teachers.