

# **LISNAGELVIN NURSERY SCHOOL**



## **GOVERNORS' REPORT 2020 / 2021**



## **MEMBERSHIP OF THE BOARD OF GOVERNORS**

|                 |   |
|-----------------|---|
| Dr J Doherty    | <b>Chairperson and DENI Representative</b>    |
| Mrs J Tennis    | <b>Vice-Chairperson and EA Representative</b> |
| Mrs D Laird     | <b>EA Representative</b>                      |
| Mr S Loughery   | <b>EA Representative</b>                      |
| Mrs K McGahan   | <b>DENI Representative</b>                    |
| Dr C Montgomery | <b>Parent Representative</b>                  |
| Miss H Kearney  | <b>Parent Representative</b>                  |
| Miss L Devine   | <b>Teacher Representative</b>                 |
| Mrs P Taggart   | <b>Secretary</b>                              |

Under the terms of the Education Reform Act (NI) Order 1989, the Board of Governors meet termly during the school year. The present Board of Governors was constituted in 2019. A new Board of Governors will be appointed in 2023.

## **ROLE OF THE GOVERNORS**

The Board of Governors are responsible for the overall strategic management of the school and meet regularly to discuss the issues listed below;

1. Reviewing/updating all school policies in line with our Policy Schedule
2. Admissions Policy and criteria for yearly intake of pupils
3. The revision and publication of the School Prospectus
4. Adoption of School Development Plan Action Plans
5. School maintenance
6. Health & Safety
7. Implementation of new legislation
8. Finances
9. The Curriculum
10. Safeguarding and Child Protection
11. DENI Initiatives
12. Recruitment and Selection

## **STAFF – 1<sup>st</sup> September 2020 to June 2021**

|  |   |
|--|---|
| <b>PRINCIPAL:</b>  | Mrs P Taggart   |
| <b>ASSISTANT TEACHER:</b>  | Miss L Devine   |
| <b>SUBSTITUTE TEACHER<br/>FOR PRINCIPAL RELEASE:</b>                           | Mrs M McKenna   |
| <b>NURSERY ASSISTANTS:</b>   | Mrs H Galbraith<br>Mrs P Taylor   |
| <b>TEMPORARY NURSERY<br/>ASSISTANTS:</b>                                       | Mrs M Doherty<br>Mrs G Colclough  |
| <b>NURSERY ASSISTANTS FOR<br/>CHILDREN WITH SPECIAL<br/>EDUCATIONAL NEEDS:</b> | Mrs P Moreland<br>Mrs A Thompson<br>Miss R Gibson<br>Mrs S Taylor<br>Miss M Cooke |
| <b>SENIOR CLERICAL OFFICER:<br/>CARETAKER:<br/>CLEANING STAFF:</b>             | Mrs R Andrews<br>Mr N Falconer<br>Ms K Nicholl<br>Ms Charlotte Thompson           |
| <b>CANTEEN ASSISTANT:</b>  | Miss L O'Toole  |

## **ENROLMENT**

The number of children on rolls on 31<sup>st</sup> October 2020 was 78.

26 full-time pupils                      52 part-time pupils

These children were selected using the admissions criteria.

Attendance for 2020 – 2021 was 94%.

The children transferred to:  
Lisnagelvin Primary School  
Artigarvan Primary School  
Eglinton Primary School  
Drumahoe Primary School

2 children remained at Lisnagelvin Nursery School on overage retention.

## **AWARDS**

We currently hold the title of “Best Kept Nursery in Pre-school Education Authority Western Region”. Thanks to everyone who helps to keep our nursery beautiful.



## **THE CURRICULUM**

Although the Governors are responsible for determining what is taught in school, the organisation of this is the Principal's responsibility.

The six areas of learning in our pre-school curriculum are:

- Personal, Social and Emotional Development
- Language Development
- Physical Development and Movement
- The Arts
- Early Mathematical Experiences
- The World Around Us

Children experience it in a holistic way through their indoor and outdoor activities.

The school has endeavored to provide a broad, balanced, well-structured curriculum designed to stimulate, challenge, and support learning, appropriate to the abilities and needs of each child.

The school continues to provide additional help for pupils with special educational needs.

The staff are pleased that many parents are willing to involve themselves in the school curriculum by giving talks and demonstrations about their work, helping in the garden, helping with snack time and well supported

curriculum evenings and parent/child sessions. Unfortunately due to COVID 19 parents were not able to access nursery last year.

All members of staff were actively involved in EAWR training programmes and Dept. of Education courses keeping abreast with new initiatives and strategies in Early Years Education.

## **CHILDREN WITH ADDITIONAL NEEDS**

For children who have been identified as having additional educational needs, the E.A.W.R. provides a range of specialist facilities and support services. Children may be identified at a very early age as having a significant learning difficulty which is likely to affect their learning development. For the majority of children with additional educational needs, the identification will occur after they have started school and parents will be involved at an early stage. If the child's difficulties are severe or complex, the Education Authority may decide to carry out a full assessment involving all the agencies concerned. In such cases, parents will be consulted throughout the procedure, by asked to contribute information and comment on the assessment and any statement of their child's needs which may be subsequently proposed by the Authority.

The additional educational needs of most children are met quite adequately in nursery, through arrangements made by the school itself, often in consultation with the specialist services of the Education Authority's Children and Young People Services (CYPS). Other children may have such considerable difficulties that they are recommended for placement in a special school or class which provides intensive specialist intervention for their particular needs.

Further information about the Authority's provision for additional education and the procedures for assessing and making statements of special educational needs may be obtained from the Special Education Section at the Education Authority's Headquarters.

Lisnagelvin Nursery School has full ramp access for disabled pupils. Additional facilities for special needs children include ramped access from the open area to the multi-purpose room and a hygiene bathroom.

## **WEBSITE**

The school website is continually updated and some of our current policies are available on it. All policies are available on request from the nursery office.

## **ARRANGEMENTS MADE FOR THE SECURITY OF THE PUPILS AND STAFF AND STAFF PREMISES**

- Parents are informed individually about the car parking policy. The parents are asked not to bring cars into the nursery car park. The safety of our young pupils is paramount.
- Parents are given information about access to the nursery.
- Evacuation information is presented individually to all families.
- CCTV cameras monitor the premises.

## **COVID 19 / HOME LEARNING**

Most pupils stayed at home between 21<sup>st</sup> December 20 to 8<sup>th</sup> March 21 due to a national COVID 19 lockdown. School remained open for vulnerable children and children of key workers.

For children at home the staff of Lisnagelvin Nursery School continued to provide home learning and home/school communication via;

- The online communication app Seesaw
- Home learning activities in our newsletters
- Home learning videos

## **CHARITIES**

Children in Need, NI Children's Cancer Fund, Little Orchids and Cookstown Textiles Recycling were supported by the school during the year. The highlight of these activities were participation in a Jump for Pudsey – Children in Need, Rhymeathon and Teddy Bear's Big Breakfast Picnic.

These events provided valuable and enjoyable experiences for both children and staff.



## **MAIN EVENTS DEMONSTRATING STRONG COMMUNITY LINKS DURING THE SCHOOL YEAR 2020 – 2021**

1. Getting Ready to Learn Parents Programme supports home learning
2. Visit from Kidz Farm
3. School Photographer
4. Jo Jingles music sessions throughout the year
5. Caroline Cosgrove Speech and Language Therapist throughout the year
6. Shared Education Programme with Galliagh Nursery School – paused due to COVID 19
7. ‘Jump for Pudsey Challenge’ - Children in Need
8. Christmas Jo Jingles concert
9. Banyan Puppet Theatre performed ‘Goldilocks & the Three Bears’ and ‘Little Red Riding Hood’
10. Visit from The Playtrail for forest school experiences
11. Local student work experience & placement, NWRC
12. Teddy Bears Big Picnic Breakfast to raise money for NI Children’s Cancer Fund
13. CTR: Cookstown Textiles Recycling
14. Nursery Rhymeathon – fund raising event for nursery
15. Summer Jo Jingles concert
16. Sports Day
17. Primary School Transition Programme to support children moving to Primary School

## LISNAGELVIN NURSERY SCHOOL 2020 – 2021 STATEMENT OF VOLUNTARY CONTRIBUTIONS

| INCOME                     | £            | EXPENDITURE                       | £            |
|----------------------------|--------------|-----------------------------------|--------------|
| <b>Opening Balance c/d</b> | <b>85.95</b> | Morning Break                     | 705.76       |
| Voluntary Contribution     | 6,639.95     | Class Activities                  | 115.14       |
|                            |              | Gardening                         | 96.88        |
|                            |              | Maintenance                       | 200.30       |
|                            |              | Voluntary Contribution Lodgements | *5,380.00    |
|                            |              | Equipment Resources               | 208.50       |
|                            |              | <b>Balance c/f</b>                | <b>19.32</b> |
| <br>Total                  | <br>6,725.90 | <br>Total                         | <br>6,725.90 |

I verify this to be a true and accurate account as at the 31<sup>st</sup> August 2021.

Signed *Peter Caldwell* (P. Caldwell)

Dated 22<sup>nd</sup> October 2021

\*School funds also pays (through the bank account for audit purposes) for the following:

We would like to thank our parents for their ongoing voluntary contributions which help to pay for weekly Jo Jingles, class activities e.g. Banyan Theatre, The Playtrail, Kidz Farm, small resources for the pupils e.g. Santa presents, story bag replacements, treats and charity donations.

*\*The following statement shows the income and expenditure in the School Fund Current Account*

## **LISNAGELVIN NURSERY SCHOOL 2020 / 2021 BANK ACCOUNT**

| <b>INCOME</b>              | <b>£</b>        | <b>EXPENDITURE</b>         | <b>£</b>        |
|----------------------------|-----------------|----------------------------|-----------------|
| <b>Balance in bank c/d</b> | <b>688.79</b>   | Credit Card Fees           | 64.00           |
| Interest for year          | 1.49            | Charity Donations          | 594.60          |
| Donations                  | 394.60          | Cleaning materials         | 145.97          |
| Petty Cash/Post Office     | 255.51          | Class Activities           | 2,397.31        |
| Rhymeathon                 | 2,036.70        | Music Jo Jingles           | 3,030.00        |
| Comm School Photographs    | 105.00          | Small Equipment Resources  | 708.94          |
| Cookstown Textiles Recyc   | 101.20          | Gardening                  | 471.32          |
| Voluntary Contributions    | 5,380.00        | Snacks                     | 826.23          |
| COVID 19 Resources         | 752.17          | Postage                    | 255.79          |
|                            |                 | COVID 19 Resources         | 203.79          |
|                            |                 | Audit Fees                 | 50.00           |
| <br>Sub Total Income       | <br>9,715.46    | <br>Sub Total Expenditure  | <br>8,747.95    |
|                            |                 | <b>Balance in Bank c/f</b> | <b>967.51</b>   |
| <b>TOTAL</b>               | <b>9,715.46</b> | <b>TOTAL</b>               | <b>9,715.46</b> |

I verify this to be a true and accurate account as at the 31<sup>st</sup> August 2021.

Signed *Peter Caldwell* (P. Caldwell)

Dated 22<sup>nd</sup> October 2021

*\*The following statement shows the income and expenditure of the school's account with the Education Authority funded by DENI*

## LISNAGELVIN NURSERY SCHOOL 2020 – 2021 20044

### Financial Statement

| INCOME                                    | £              | EXPENDITURE                                  | £              |
|---|----------------|--|----------------|
| Savings/Deficit from 2019-2020            | 32,132         | Teaching Staff                               | 136,775        |
|   |                | Non-Teaching Staff                           | 106,815        |
| Budget Share 2020-2021                    | 225,298        | Mileage & Subsistence Allow – Teaching       | 0              |
|   |                | Medical Fees                                 | 0              |
| Teachers Pay Award Arrears 2017/2018      | 6,358          | Protective Clothing                          | 161            |
| COVID 19 costs C&M                        | 1,191          | Uniforms- Employees                          | 192            |
| COVID 19 costs PPE                        | 2,160          | Fuel Oil                                     | 0              |
|   |                | Electricity                                  | 1,386          |
|   |                | Water  | 1,606          |
| Health & Wellbeing Allocation COVID       | 3,200          | Toilet Requisites                            | 70             |
| Vulnerable Persons Relocation Scheme EMF1 | 0              | Natural Gas                                  | 1,703          |
| Extended Schools                          | 0              | General Waste                                | 439            |
| Engage Programme                          | 0              | Cleaning Materials                           | 932            |
| Get Ready to Learn                        | 863            | Facilities Management                        | 65             |
| SENco Funding                             | 2,500          | Dry Recyclable Waste                         | 11             |
|   |                | Building Repairs Response/Plann Maint        | 322            |
|   |                | Repair/Maint Equipment                       | 0              |
|   |                | Grounds Maint Response/Planned               | 60             |
|   |                | Repair/Maint- Equipment (excluding office &  | 165            |
|   |                | Repair/Maint- IT Equipment                   | 1,090          |
| Total Allocation                          | 273,702        | Telephones                                   | 224            |
|   |                | Printing                                     | 0              |
| COVID Adjustment                          | 282            | Stationery & Office Requisites               | 664            |
|   |                | Photocopying                                 | 765            |
|   |                | Sundry Office Expenses                       | 11             |
| Other Income                              | 243            | Postage                                      | 80             |
|   |                | Confidential Waste                           | 0              |
|   |                | Food   | 0              |
|   |                | Hire of Equipment/Facilities                 | 0              |
|   |                | Hire of Computer Services                    | 0              |
| Stock                                     |                | Contractual Cleaning                         | 0              |
|   |                | Consultancy Staff Substitution - specialist  | 600            |
|   |                | External Consultancy Fees                    | 540            |
|   |                | Hire of Private Operator Buses               | 0              |
|   |                | Books/Practice Materials/Teaching Requisites | 2,515          |
|   |                | Licences                                     | 429            |
|   |                | Subscriptions                                | 320            |
|   |                | Activities & Events                          | 0              |
|   |                | School Swimming Programme                    | 0              |
|   |                | Exam Expenses (NB Not Fees)                  | 0              |
|   |                | Furniture/Fittings < £1,000                  | 330            |
|   |                | Equipment <£1000                             | 4,231          |
|   |                | Computer Equipment <£200                     | 0              |
|   |                | Re-Allocation of Costs- Contract Cleaning    | 4,983          |
|   |                | Re-Allocation of Costs- DSO Grounds          | 512            |
|   |                | Re-Allocation of Costs- Reprographics        | 552            |
|   |                | Re-Allocation of Costs- Non SLA Grounds      | 29             |
|   |                | Re-Allocation of Costs- Training             | 0              |
|   |                | SUB TOTAL                                    | 268,577        |
|   |                | Capital - Purchase of Plant & Equip          | 0              |
|   |                | Capital - Purchase of Computer Equipment     | 0              |
|   |                | TOTAL  | 268,577        |
|   |                | Carry-Over at 2020-2021                      | 5,651          |
| Rounding Adjustment                       | 1              |  |                |
| <b>TOTAL</b>                              | <b>274,228</b> |  | <b>274,228</b> |

The Governors wish to place on record their thanks and appreciation to the staff of the nursery.

A word of thanks also to our parents for their commitment and support. We believe that the Governors, staff and parents must all work together in order to improve the holistic development and nurturing, educational experiences for our children.

We continue to strive to create a nursery which feels like an extension of a supportive family home.

*John Doherty*

Dr John Doherty  
**CHAIRPERSON**  
**BOARD OF GOVERNORS**