



The Annual Report of the Board of Governors 2023/2024 School Year

Chairperson: Mr G Stewart

Secretary: Mr S Finlay

Knowledge Caring Persistence Success



The Governor's Report provides an overview of the working of Kells and Connor Primary School and how the Governors and others with responsibility for the school have carried out their duties.

Should you wish to have any additional information or clarification on any aspect of the report please forward your request in writing to the Secretary of the Board of Governors.

I present the report for your consideration.

Simon Finlay

(Secretary of Board of Governors)

1. The Governing Body and Structure

(1) Names and Categories of the Board of Governors

| | |
|------------------|-------------------------|
| Rev B Boyd | Transferor Rep |
| Rev P Thompson | Transferor Rep |
| Mr G Stewart | Transferor Rep |
| Mr J Kernohan | Transferor Rep |
| Mrs H Best | Education Authority Rep |
| Mr K Redmond | Education Authority Rep |
| Mrs W Torrington | Parent Rep |
| Mr A Todd | Parent Rep |
| Mrs V Richmond | Teacher Rep |

The Board of Governors was reconstituted in November 2018. Each Governor's term of office will expire in December 2024.

(2) The Functions of the Board of Governors

The Governors are ultimately responsible for the overall management of the school. Some of their responsibilities include:

- The oversight of the curriculum
- Selection of staff and other personnel responsibilities
- Admissions policy
- School maintenance
- Implementation of new legislation
- Fostering links with the local community and pursuing the objectives of Mutual Understanding
- Management of LMS (Local Management of Schools Budget)

2. School Organisation

(1) Teaching Staff

Staffing is dependent upon the number of pupils enrolled at the school. The number of pupils admitted in September 2023 was 30. The total number of pupils on the roll was 222. There were 10 members of teaching staff.



(2) Members of Teaching Staff September 2023

| | |
|------------------|------------------------------|
| Principal | Mr S Finlay |
| P7 | Mr J McAteer |
| P6 | Mrs McQuitty + Mr S Finlay |
| P5 | Mrs J Fisher |
| P4 | Mrs C Fisher |
| P3 | Miss LJ Hegarty |
| P3 | Miss N Moore |
| P2 | Mrs V Richmond + Mrs N McKee |
| P1 | Mrs N Wray |
| Learning Support | Mrs N McKee |

(3) Ancillary and Auxiliary Staff 1 September 2023

| | |
|----------------------|--|
| Clerical Officer | Mrs G McKeown |
| Caretaker | Mr N Glass |
| Classroom Assistants | Mrs H Nesbitt Mrs S Browne Mrs H Davison Mrs L Hyndman Mrs B Thompson Mrs K Gierlach Mr P Jeffrey Mrs S McMurray Mrs K Wylie Mrs B McIlroy Miss E Boyd |

3. School Finances

(1) LMS (Local Management of Schools) Delegated Budget

The school operates under a fully delegated status.

Income and Expenditure for the Financial Year April 2023 to March 2024

| | |
|-------------|-------------------------|
| Budget | CFF Allocation £696,790 |
| Expenditure | £688,202 |

The 3-year Financial Plan prepared by the Board of Governors for the period 2024-2027 was approved by the Education Authority.

(2) Private School Funds

The school operates two private accounts with the Danske Bank, Ballymena. These accounts are for General Purposes and Educational Visits.



4. Attendance 2023/24

The average daily attendance for 2023/24 was 93.2%.

5. The Curriculum

(1) The Northern Ireland Curriculum

The school continued to provide a broad and balanced curriculum for all its pupils and has fulfilled the statutory requirements of the Northern Ireland Curriculum. Within each class, differentiation of work has taken into account the varying ability levels of the children. A variety of teaching techniques and styles have been employed, from class teaching to group workshops and outdoor learning.

All children on the Special Needs Register had an Individual Education Plan. Support for each child was in the form of differentiated learning within the class and support from Learning Support Assistant/Learning Support Teacher.

(2) Curriculum/ Professional Development

Curriculum/professional development during the year focused on:

Literacy-Comprehension

Numeracy- Problem Solving (Investigations)

Pastoral – Social, Behavioural and Emotional Well Being

Teachers availed of opportunities for professional development through attendance at in-service courses organised by the school and the Education Authority.

Staff Development in the school focused on the areas detailed below.

| Area | Development Training | Delivered by |
|--|--|--------------------------------|
| Literacy | Literacy- Comprehension Strategies | EA- School Improvement Service |
| Numeracy | Numeracy -Problem Solving | EA- School Improvement Service |
| ICT | Surface Pro | EA + C2K |
| Child Protection and Safeguarding | Annual Refresher Training | N Moore – Designated Teacher |
| Pastoral | Social, Behavioural and Emotional Well-Being | EA-Behaviour Support Service |
| Pastoral | Anti-Bullying | EA-Behaviour Support Service |



(3) Exceptional Closures

There were five Exceptional Closures during the year for staff development training in the following areas:

Pastoral - Social, Behavioural and Emotional Well-Being- EA-Behaviour Support Service (2 sessions)

Pastoral- Anti-Bullying - EA-Behaviour Support Service- EA-Behaviour Support Service

Assessment- Target Setting and Data Analysis

ICT – Using ICT to enhance Teaching and Learning

6. Assessment

(1) Statutory Assessment

Due to ongoing Industrial Action, statutory assessment was not completed.

Statutory Assessment Results 2023/2024 – not available

Key Stage 1

| | Level 1 | Level 2 | Level 2 and above |
|--------------------------|----------------|----------------|--------------------------|
| Communication | | | |
| Using Mathematics | | | |
| ICT | | | |

Key Stage 2

| | Level 3 | Level 4 | Level 4 and above |
|--------------------------|----------------|----------------|--------------------------|
| Communication | | | |
| Using Mathematics | | | |
| ICT | | | |



(2) Transfer Procedure

The number of pupils transferring to each of the post-primary schools is detailed below:

| | |
|-----------------------------|---|
| Antrim Grammar | 4 |
| Ballymena Academy | 5 |
| Cambridge House | 5 |
| Cullybackey College | 1 |
| Dunclug College | 5 |
| Parkhall Integrated College | 1 |
| Slemish Integrated College | 6 |

7. Awards 2023/24

Awards were presented in our annual Prize Giving Assembly held in June 2024.

| Class | Awards Presented |
|-------|-------------------------|
| P1 | Achievement + Endeavour |
| P2 | Achievement + Endeavour |
| P3H | Achievement + Endeavour |
| P3M | Achievement + Endeavour |
| P4 | Achievement + Endeavour |
| P5 | Achievement + Endeavour |
| P6 | Achievement + Endeavour |
| P7 | Achievement + Endeavour |

Special Awards

Jack Trophy (Art)

Citizen Cup

Endeavour Shield

O'Hanlon Cup (Special Educational Needs)

Sports Day Awards for the top boy and girl in each class were also presented.

8. Music

The Education Authority's Music Service provided instrumental tuition in strings (Mrs Gul) and woodwind (Miss McErlean).

9. Sport

(1) Activities

Pupils were offered a wide range of sporting activities both within the normal school day and after school organised by both teaching staff and external coaches. We experienced continued success with the following:

- The school participated in a wide range of sporting competitions during the year (football, tag rugby, hockey and netball)
- The Primary 5, 6 and 7 pupils availed of swimming tuition at Ballymena Leisure Centre during the school year



- The pupils availed of football sessions each Thursday, delivered by Coaching for Christ; all pupils participated in a Football Fun Day in May
- We had a very successful Sports Day in May
- Mo McDowell Sports and Activity NI delivered extra-curricular sessions throughout the year

10. School Premises

Internally, the building is in good decorative order. However, some deficiencies in the school building still need to be addressed by the Education Authority:

- Lack of playroom
- Lack of facilities for pupil withdrawal
- General condition of main boys' and girls' toilets

11. Security of Pupils, Staff and School Premises

The following measures have been taken to ensure safety of all at Kells and Connor Primary School:

- The school has a controlled system of entry into the school; the main entrance door is locked and access to visitors is granted by office staff, who release door remotely
- All visitors sign in at the office
- Pupils are dropped off and collected from the exterior school gates
- When collecting children from school, parents first report to the office and a member of staff collects children from the classroom
- A perimeter fence discourages unauthorised entry to the school grounds during out of school hours

All pedestrian gates are locked/closed during the school day

- An alarm system in the school informs key holders of unauthorised persons within the school outside school hours
- Staff use key fobs to release certain locked doors from exterior
- The school carries out the Fire Evacuation Procedure on a regular basis
- Front door and most of school site is covered by CCTV
- The school has an emergency action plan for evacuation or lock-down
- All contractors are signed in and briefed by Principal, Caretaker or Office Staff
- All unexpected visitors to site are challenged
- During community use of site, the caretaker/member of staff is present

12. Child Protection

(1) Child Protection Safeguarding Team

The Safeguarding team was comprised of the Principal, Designated Teacher (Miss N Moore) & Deputy Designated Teachers (Mrs J Fisher & Mrs N McQuitty), Mrs W Torrington (Child Protection Governor) and Mr G Stewart (Chair of Board of Governors).



(2) Child Protection Policy

The Child Protection Policy was made available to all members of staff and parents (via website or hard copies available at school office). All new parents received a copy of the Child Protection Policy.

(3) Child Protection Training

All teaching and non-teaching members of staff were trained in Child Protection matters by Miss Moore .

(4) Child Protection Issues

During the reporting period the school has been dealing with a number of Child Protection issues. During the year, the Principal attended several Family Support Review meetings.

Since November 2022, the school has signed up with Operation Encompass (direct communication between police and school in the case of domestic violence in the child's home). During the 2023/24 academic year, school received several notifications from police.

13. School and the Community

(1) Educational Visits

Primary 7 pupils had a very successful 2-night residential at The Share Centre, County Fermanagh.

(2) Charities

School supported several charities during the course of the year:

Charity donations for 2023/2024:

Children In Need: £215.50

Compassion UK: £59 (Parentpay) + £315 (Harvest) = £374

Coaching for Christ: £580

Down Syndrome Assoc: £191

Diabetes Awareness UK: £220

MacMillan Cancer: £175

Turning Point NI: £30

Donations were also sent to Ballymena Foodbank.

(3) Assembly

A rota of local clergy delivered assembly each Friday morning.

(4) Musical Productions

All children from P1 to P7 participated in the Harvest Service (October 2023).

P1 to P3 pupils performed their annual Nativity and P4 to P7 pupils participated in the Annual Carol Service.



The school choir performed at the following:

Harvest Service
Carol Service
Kells Luncheon Club
Radio Cracker
Kells and Connor Christmas Lights Switch On

(5) Competitions

Pupils were encouraged to enter competitions sponsored by organisations in the local community. We had several prize winners throughout the year.

(6) After School Activities

A wide range of Extra Curricular activities was offered to the children during the school year. These included: Choir, Art Club, Chess Club, Lego Club, Football.

(7) Open Day

Our Open Day (11th January 2024) attracted a good attendance and was very effective in promoting the school to potential parents.

(8) Parental Interest and Support

During 2023/24 school year the PTA raised £ £3,528.73. The hard work of the PTA continues to be invaluable in providing pupils with additional resources. Events/Fundraising this year included: Christmas Fair, Break the Rules Day, Guess the Baby Competition, Half Term Hooley and Summer Fair. Sincere thanks to all parents for their support during the year.

The Governors, Principal and Teaching Staff are most appreciative of the continued support and interest of the parents in the life of the school.

14. Concluding Remarks

All members of the Board of Governors extend their thanks to the Principal and Staff for the high standards achieved both inside and outside the classroom and to the parents for their support in achieving this high level of success.