

# Victoria Primary School Ballyhalbert

Education Authority - South Eastern Region



## ANNUAL REPORT Of The Board of Governors 2019 - 2020



# VICTORIA PRIMARY SCHOOL

## ANNUAL REPORT

### 2019/2020

This report includes: -

1. Our Vision
2. Information about the Board of Governors
3. Staffing
4. Information about the curriculum
5. Information about school and community links
6. Information about educational provision
7. Information about the achievement of pupils
8. Information about the financial position of the school
9. Information about Safety and Security
10. Information about Special Educational Needs
11. Safeguarding and Child protection policy



## 1. OUR VISION

Representatives from the teaching and non-teaching staff, the Board of Governors, the parent council and the school council joined together at a school Vision day to determine our motto, vision and a wordle summing up our school.

### **"It's all about learning"**

*An inclusive, imaginative and inspiring Learning Community where everyone can be safe, healthy, happy and successful together.*



## 2. BOARD OF GOVERNORS 2019-2020

### **Board Representatives**

Mr Andrew Stitt

Mr David Gwynne

### **Transferors' Representatives**

Mr C. Billington

Mrs R. Colwell

Mrs D. Bailie

Mrs S. Milligan

### **Parents' Representatives**

Mrs S.A. McFerran

Mr J. Litchfield

### **Teachers' Representative**

Mrs C. McClure

These members of the Board of Governors were elected to serve for the current term. This term runs from September 2018 until September 2022 when the process of reconstitution should be completed.

The school is indebted to the Governors who willingly give their time to ensure that the administration of Victoria Primary School proceeds smoothly and effectively.

During the year, the Governors met regularly to deal with a wide range of issues which included staff appointments, school policy matters, school development plans, and admission policies and to discuss and monitor the school's finances.

### 3. VICTORIA PRIMARY SCHOOL STAFF



The teaching staff employed in the school and their duties for the academic year 2019-20120 are indicated below:

Principal - Mrs S. Weir

Leadership and Management  
Teaching, Learning & Assessment  
Staff Development  
Accountability  
Shared Education & Community  
Extended Schools  
ICT  
Literacy/ KS2/ Pastoral Care  
PE  
P.D.M.U/ W.A.U + Educational visits  
Maths / KS1  
Arts  
F.S./ S.E.N

P7 Mr K Fulton

P6 Mrs M. Atcheson\*\*

P5 Miss Mawhinney

P4 Mrs C McClure

P3 Mrs K. Bell \*

P2 Mrs J Harris

P1 Miss L. Hillen

\* Designated teacher for Child Protection

\*\* Deputy Designated teacher for Child Protection

#### **Ancillary and Auxiliary Staff**

Office

Mrs N. Porter

Classroom Assistants

Mrs L Coffey

Mrs J. Cully

Mrs R McKee

(SEN) Classroom Assistants

Mrs E. Dunleavy

Mrs R Murray

Mrs L. Chan

General Assistant

Mrs K Telford

Dining Supervisor

Mrs E. Kirkpatrick (E.A.)

Supervisory Assistants

Mrs H. Bell

Mrs E. Dunleavy/ Mrs S. McClements

Building Supervisor

Mr A. Porter

Cleaner

Mrs H. Bell

## 4. INFORMATION ABOUT THE CURRICULUM

### LITERACY



Staff received training on the use of 'Sounds in Focus Online' to extend its use as a spelling resource in class and at home. Staff also had training on SPaG (Spelling, Punctuation and Grammar) and a whole school plan was completed. SPaG lessons were provided in all year groups each Thursday morning.

Staff received refresher training in the use of Running Records and a whole school grid of reading levels was created. Volunteer reading was set up to provide 1:1 provision for pupils in Stanine 3. Daily flashcards were implemented in Foundation Stage and progress recorded. Bug Club was used in P2-7 and Accelerated Reader was used in P4-7.

Mrs L. Diamond was trained as a school librarian.

### MATHS

A uniform planning format template was agreed for teachers' medium-term plans and for the planning of maths investigations. Each year group followed the agreed lines of progression in each strand of maths.



Staff received training on the 'Demonstration and Practice Format on a 20:80 Ratio' as a teaching strategy. This strategy encourages teachers to spend only 20% of a lesson talking to the pupils and using 80% of the lesson for pupil activity.

Mathletics was used in P2-7 and became an even more valuable resource for teachers and parents during the school closure.

### ICT



More new robots were purchased with corresponding apps, completing a suite of programmable robots which include: Code and Go mice, BeeBots, BlueBots, BlueBot Tile Readers, My First Robot, EaRL, Dash bots and Sphero 2.0.



PSNI delivered an internet safety presentation to P7 pupils during their BeeSafe event and the whole school explored internet safety and online profiles during Safer Internet Day. Particular attention was given to P7 pupils on the dangers within mainstream Apps as many had access to their own mobiles for the first time.

The implementation of the 'SeeSaw' app was brought forward due to a requirement for its use as a remote learning tool during the school closure. Staff were trained in using the app when the school was closed to pupils in March and quickly became proficient in their use of it.

## THE WORLD AROUND US



The focus this year was on embedding Eco Schools at class level and working together to renew our Green Flag. The topic areas were Marine, Litter and Transport. Every pupil received a re-usable water bottle provided by NI Water and milk drinkers now use cups instead of straws. Through these initiatives and delivery of Eco Schools assemblies, all pupils were provided with the opportunity to develop their awareness and understanding on the impact of plastic waste on our environment, specifically marine life. Park & Stride events were held, with pupils joining teachers in a 'walking bus' from The Moatlands to school. P4 had a class visit from Translink.

P5 enjoyed an Egyptian themed WAU day in class, accompanied by some parents who were able to accept the invitation to participate.

During the Covid-19 school closure, work continued on Eco Schools, including family participation in the #NotSoBigSpringClean and a 'Wear Green, Be Green' event. These actions led to our success in once again achieving Green Flag status.

## THE ARTS

The focus for Art this year was to ensure progression across the different strands of Art in each class. The long-term plan was updated, and training had begun on each strand for staff. Staff training sessions were delivered in observational drawing and painting in the style of famous artists. These proved to be good for staff wellbeing and building collegiality as well as for upskilling the team.



With regards to music, peripatetic teachers were sourced for piano, guitar and drums and lessons ran throughout the year. Teachers continue to provide music lessons in the classroom. The music service was also contacted to put the school name on the waiting list for provision of strings tuition.

A successful Christmas Concert, "I'm Gonna Shine," was held incorporating new dance and gymnastic styles which really enthused the children. An Arts project took place at the beginning of the Spring term with the theme of Fairy Tales. This had a focus on 3-dimensional art with the 3D sculpture tasks having been completed in house teams as part of creative choice activities. This brought a great community feel to the school as volunteers were brought in from the community.

## **PERSONAL DEVELOPMENT & MUTUAL UNDERSTANDING (PDMU)**

All year groups have followed the PATHS (Promoting Alternative Thinking Strategies) programme as part of their PDMU teaching and learning. This programme focuses on identifying and controlling feelings and emotions.

A PATHS parent handout was created and made available in the school foyer to share strategies with parents.

A PATHS 'Quote of the Month' was introduced. It was displayed in the assembly hall and shared with parents via Principal's Post.

## **PHYSICAL EDUCATION**

The pupil voice of the Healthy Team was very successful this year - with regular meetings timetabled and a strong team keeping watch, many pupils improved their performance. The incentive of vouchers from the Tuck Shop was a great idea to encourage pupils to increase their participation in the Daily Mile. Two pupils from the school were invited to take part in the world's largest Daily Mile at Stranmillis and won awards at the event.

Multi-skills lessons were delivered in KS2 which provided very good training for members of staff and raised the bar somewhat in the upper ages of the school.

Football club ran successfully throughout the year led by Mr Gareth Shaw. The team did not get much chance to play matches and will hopefully pick up where they left off in the new term.

The addition of Miss Mawhinney to the school staff enabled an after school gymnastic club to run successfully in the autumn term with interest levels increasing following the Christmas show.

### **Keeping Healthy**

The school continued to promote Healthy Outcomes through the PE curriculum, including swimming. Children in all classes took part in the Daily Mile activity and this has proven to have had excellent results with regards to their readiness to learn. The Healthy Team met regularly to consider aspects of the Healthy Schools agenda and monitored pupil progress in the Daily Mile.

## **EFFECTS OF COVID-19 SCHOOL CLOSURE:**

**Literacy:** A planned whole school focus on Reciprocal Reading was not completed and the 'Big Write' event for independent writing did not take place.

**Maths:** A staff development day was due to take place in April. Due to school closure, staff were unable to complete training on Bar Modelling as a method of problem solving and they were also unable to participate in training on the use of Numicon to support teaching of number bonds.

**ICT:** We were unable to complete the roll out of new robots and a further KS2 internet safety visit from Constable G. Duffy has been delayed indefinitely.

**World Around Us:** Each class had planned a WAU day in which parents would be invited to participate in active or outdoor learning. We had successfully applied for the 'Adopt a Spot' scheme and beach cleans had been planned for the spring and summer terms. A whole school Shared Education day had been planned. This was to include beach cleaning, 3D marine sculpture building, litter picking, a coastal walk and a visit from PSNI on road and bike safety.

**The Arts:** The Arts project was a build up to the KS2 concert "What's the crime, Mr Wolf?" which was planned, purchased and rehearsals were in progress when the school was closed. This work was also linked to the annual Spring Arts Festival which was also prevented from going ahead by the closure. An Art Club had been planned to run during the Summer term, but the early closure prevented this. Contact was made with a local artist.

**PDMU:** Scheduled PATHS training for support staff did not take place.

**Physical Education:** A rounders club was due to begin at the time of school closure. Annual tournaments in football and rounders did not take place. Swimming lessons were cut short for P4&5 and P7 missed out on lessons this year as they were due to attend in the summer term.

## 5. INFORMATION ABOUT SCHOOL AND COMMUNITY LINKS

The Board of Governors would like to express their sincere thanks to everyone who has dedicated their time to organise and support the various events throughout the year.



It was a great start to the new school year to have the PFA up and running formally again. Thanks to the dedication of the PFA committee, parents and staff, various fundraising events have taken place throughout the year. These fundraising events are so important to provide resources to support the children's learning especially during these times of ongoing financial restraints.

Various events held during the autumn/winter term included the traditional Monster Bash event at Halloween, and this year for the first time, the Winter Wonderland event at Christmas. They all proved to be a huge success. The Christmas movie night also took place in December. The teaching staff once again gave up their time to run this event, giving parents the gift of time to prepare for the busy festive season.

Penny Wars was an ongoing fundraiser over the course of the year and the children enjoyed the competition between the classes while raising funds.

Unfortunately, like so many events this past year, the Covid -19 pandemic meant that many fundraising activities due to take place in the spring were abruptly halted. Many of the staff members and parents had signed up for the Belfast Marathon relay in May to raise funds for the school. Unfortunately, this had to be cancelled and there was much disappointment from all the budding athletes! Hopefully they will get another chance next year!

The children have also been involved in some charity work by supporting the Poppy Appeal in school.

Our school continues to enjoy links with the local community. The Harvest festival was a lovely celebration of old and young coming together. Donations received from the Harvest table of packet and tinned foods, buns and bread were given to the Kircubbin Food Bank.



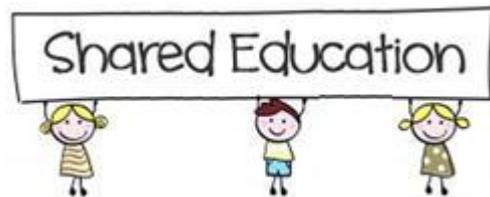
In December, we once again welcomed our elderly neighbours to the dress rehearsal of our Christmas play "I'm Gonna Shine". This was enjoyed by young and old alike. The Ballyhalbert Community Association also held their annual Christmas tree lighting event in the school hall. This was well attended by members of the local community and the children enjoyed meeting

Santa Claus. The school choir also performed at Rocky Acres Residential home and at the Spar.



A number of parents have also volunteered in school. We must thank all of those parents who have helped in any way with activities such as volunteer reading and supporting on school trips.

Victoria Primary School has also had the opportunity to continue its link with St Mary's Primary School in Kircubbin. This is a great opportunity for our children to develop friendships with children from another school. Through Shared Education funding, the two schools will continue to maintain strong links. This not only benefits teaching and learning but also continues to fund much needed resources.



## 6. INFORMATION ABOUT EDUCATIONAL PROVISION



### **Educational Trips**

- P1: Belfast Museum (Toys and Teddy Bears), Clondeboye Estate (How does your garden grow?), Winter Walk in local community (Houses and Homes)
- P2: Post Office, Ballywalter Fire station, Clondeboye Estate.
- P3: Little Wing
- P4: Ballyhalbert Village walk, Mount Stewart, Journey on a train
- P5: Spar, Ulster Museum, Egyptian Day (in class)
- P6: Titanic Belfast
- P7: Magellan Aerospace, World of Owls, Crumlin Road Gaol, BeeSafe event (in Blair Mayne Wellbeing & Leisure Complex), Victorian Day (in class)

### **Class Visitors**

- P1: Visitors: Joanne Kelso Estate Agent (Knock, Knock), Nanny from Mount Stewart (Toys and Teddy bears), Mystery readers
- P2: Dr Scandrett (dentist class visit), Rev. Litchfield and Minister David (Interviewing a religious leader), Mystery readers
- P4: Len Telford (Telford's Opticians), Joanne Kelso (JK Estate Agents), Rebecca McCrabbe (Translink)
- P5: Ivan McKeown (NI Fire & Rescue Service), Amazon Jungle Show
- P6: Viking Experience Day

### **Clubs and Activities**

- Guitar, drumming & piano lessons
- Jump, Jiggle and Jive; Clay-Razy
- A whole school fundraiser walk at Mount Stewart was cancelled due to Covid-19 school closure.

### **Shared Education Trips booked for June 2020 but cancelled due to Covid-19 school closure**

- P1&2: Happy Town
- P3: Indiana Land, Dundonald International Ice Bowl
- P4: Clondeboye Estate
- P5: (not confirmed)
- P6: Airtastic
- P7: (not confirmed)

## 7. Information about the achievement of pupils

### **Pupils awarded the Silver Trophy**

P7: Lily, Eva, Aimee, Michael

P6: Joel, Charlie, Curtis, Ben, Evan, Rachel

P5: Isla, Leah, Quinn

P4: Nathanael, Rumer

P3: Lacey, Amelia, Alex, Lucas

### **House team Captains**

Red: Michael

Blue: Abigail

Yellow: Myah

Green: Amy

### **Vice Captains:**

Red: Caleb

Blue: Ollie

Yellow: Wilfy

Green: Joel

### **School Council Reps**

P7: Alanna & Alice

P6: Ryan & Rachel

P5: Grace & Abuley

P4: Clark & Eden

### **Prefects:**

Nicholas, Lily, Ethan, Eva, Benn, Aimee

### **Endeavour Awards**

P1: Dolly

P2: Jude

P3: Anna-Joy

P4: Eden

P5: Deacon

P6: Charlie

P7: Aimee

### **Excellence Awards**

P1: Winnifred

P2: Sienna

P3: Oscar

P4: Chloe

P5: Abbie

P6: Ryan

P7: Lily

### **Sports Award**

Nicholas

### **Kindness Award**

Myah

### **Art Award**

Michael

### **Information about pupils transferring to Post Primary School**

School	Number of pupils
Glenlola	2
Glastry College	13
Strangford College	1
St. Columbanus	1



## 8. Information about the financial position of the school

### School Fund account 2019 / 2020

Victoria Primary School Income and Expenditure Account Totals to 31/03/20		Victoria Primary School Fundraising Account Totals to 31/03/20	
	£		£
Balance brought forward	4,825.90	Balance brought forward	2,884.09
Income	33,102.41	Income	1,846.24
Expenditure	32,635.68	Expenditure	39.06
Balance carrying forward	5,292.63	Balance carrying forward	4,691.27

### Schools Delegated Budget 2019/2020

Income	
Budget for year	£450,510
Income	£780
Total	£462,059
Expenditure	
Staff costs (teaching and non-teaching)	£462,059
Premises costs	£9,982
Operating costs	£12,864
Remaining	£-33,615

Money gifted to school	
From	Amount
D Crawford	£50.00
Glastry Presbyterian Church	£22.00

## **9. Information about Safety and Security**

The Board of Governors continue to oversee security and safety at the school, and work with the Principal to address Health and Safety issues. It is the policy of Victoria Primary School to provide and maintain safe and healthy working conditions for all staff, pupils, and visitors. Emergency Plans are reviewed and updated regularly, and regular evacuation and fire drills are carried out. Five teachers and two other members of staff are trained in First Aid up to First Aid at work standards.

This academic year has seen unprecedented changes to the schools day-to-day running. The school has acted upon government guidance, and recommendations from the education authority as and when they have been updated to ensure a safe and secure working environment for all staff, pupils and visitors. This includes the implications of class bubbles, additional cleaning and improved personal hygiene of all members. Emergency Plans are reviewed and updated regularly and regular evacuation and fire drills are carried out. Five teachers and two other members of staff are trained in First Aid up to First Aid at work standards.

## **10. Information about Special Educational Needs**

The Board of Governors oversee the school's policy and procedures for Special Educational and Additional Needs. The policy was updated in 2019 and is compliant with the 1996 SEN Order and the SEN Code of Practice. Provision and procedures are reviewed and assessed regularly by the Special Needs Co-ordinator, Miss L Hillen, in consultation with the principal, SLT and all staff. Mrs. S. Milligan is our SEN governor and communicates with Miss Hillen, as necessary. The SENCo works with class teachers, parents and pupils to help support our children.

All teachers recognise the children in their classes have a range of abilities and individual needs. At Victoria Primary we identify the educational and welfare needs of each child at the earliest opportunity and cater for them accordingly. Analysis of assessment data and monitoring of pupil progress enables teachers to identify pupils who may need extra support or referral through the Code of Practice procedures for further intervention. The identified educational needs of each child are catered for by his/her class teacher through differentiation, for example, group and individual teaching, high quality teaching and in class support. If appropriate, some children receive withdrawal support for further specialised learning opportunities/intervention and/or additional support from existing staff, volunteers and/or appropriate agencies. Victoria Primary avails of additional support for our pupils and staff from Educational Psychology, Educational Welfare, ASD Service, Literacy Support Service, Early Years Intervention Service, RISE, CAHMS, OT, Speech and

Language Therapy, volunteers and where apt, Social Services. Where appropriate, a personalised learning plan, will be drawn up for a child in collaboration with all relevant bodies.

During the 2019/20 academic year, approximately 33% of pupils were recognised as having an additional or special educational need.

In 2019/20 areas for development included: early intervention, developing personalised learning plans through improved target setting and provision, training from EA regarding regional changes to SEN and working towards whole school nurturing approaches.

## **11. Safeguarding and Child Protection Policy**

A Child Protection policy operates in Victoria P.S. and this is reviewed yearly and approved by the Board of Governors. The care, welfare and safety of each child is our overriding concern. Therefore, the school shall refer any concerns about the well-being of any of its pupils to the Social Services Department and to the Education Authority, to protect pupils in its care and to comply with the Department of Education (NI) regulations. The designated teacher for child protection is Mrs Bell and the deputy-designated teacher is Mrs Atcheson. If a parent has any concerns in the area of child protection, they should not hesitate to contact Mrs Bell. Parents can access the school's policy on the website or it is available on request from the school office. Flow diagrams of how Child Protection procedures operate are on display in all entrance halls. The school nurse has worked with the school to ensure that all flu vaccines were given and to carry out the usual P1 checks.

Chairperson of VPS Board of Governors,  
Mrs Shirley-Anne McFerran