



BALLYORAN PRIMARY SCHOOL

**BOARD OF GOVERNORS'
ANNUAL REPORT**

2022 - 2023

Excellence – Creativity – Integrity

November 2023

Dear Parent/Guardian

As Chairperson of the Board of Governors of Ballyoran Primary School it gives me great pleasure to present you with our Annual Report for 2022-2023.

The 2022/2023 school year saw school life return to normal after a very challenging couple of years due to the pandemic.

Firstly, I want to thank all the staff of Ballyoran Primary School for their hard work, commitment and dedication, frequently beyond the school day. This has been another busy year for staff as the school has continued to provide the best possible education for all its pupils.

Next, I want to thank parents and guardians for their support throughout the year which is vital in a child's educational development and without which the school could not function effectively.

Thanks must also go to the pupils, without whom there would not be a Ballyoran Primary School, for all that they contributed in 2022-2023.

Finally, I would like to thank all the members of the Board of Governors who have faithfully served the school over this past year.

Detailed as this report is, it can only give you a brief insight into the many varied aspects of school life during the 2022-2023 year. Should any parents/guardians need clarification on any aspect of this Report, I would ask you to forward your request in writing to the Secretary of the Board of Governors, Mr Woolsey.

Yours faithfully

Eamonn Fleming
Chairperson of the Board of Governors

Ballyoran Primary School Board of Governors: 2022-2023

Education Authority Representative

Mr Eamonn Fleming (Chairperson)

Transferor Representatives

Mrs Hazel Loney (Vice-Chairperson)

Mrs Enid Jennett

Rev Christina Bradley

Mrs Sharon Douglas

Parent Representatives

Ms Ceira Hall

Mrs Sinead Hughes

Teacher Representative

Mrs Roisin McGuire

Secretary

Mr Richard Woolsey (non-voting Member)

The Principal would like to thank members of the Board of Governors for their time, dedication and commitment given voluntarily to the school and their wise counsel and support given to him during another very busy school year.

Responsibilities of the Board of Governors

The main responsibilities of the Board of Governors are:

- The implementation, delivery and oversight of the curriculum.
- The management and control of the allocated budget.
- The provision of information for parents.
- The recruitment and selection of staff.
- The maintenance of the premises (Shared responsibility with the Education Authority).
- The Admissions Policy.
- The fostering of links with the local community and pursuing the objectives of Mutual Understanding.

The Board of Governors is ultimately responsible for the overall management of the school. It is required to meet a minimum of 3 times during the year (once every term), but during the 2022-2023 school year it met 11 times either as a full board or sub committee. The dates of the meetings were as follows:

Full Board:

28th September 2022

18th January 2023

8th March 2023

26th April 2023

14th June 2023

Staffing/Finance Sub Committee:

28th September 2022

14th June 2023

Appointments Sub Committee

17th August 2022

24th August 2022

26th April 2023

10th May 2023

**School Staff
2022-2023**

Teaching Staff

Member of Staff

Class/Responsibility

Mr R Woolsey	Principal
Mrs R McGuire	Vice Principal
	Key Stage 2 Co-ordinator, SENCO, Designated Teacher
Mrs F Mulholland	Nursery 1, Nursery Co-ordinator, Deputy Designated Teacher
Mrs L Baxter	Nursery 2 (Job Share) until Christmas
Mrs McMurray	Nursery 2 (Job Share) after Christmas
Mrs K Wells	Nursery 2 (Job Share)
Mrs A Biggerstaff	Yr 1 (Job Share), ICT Co-ordinator
Mrs C McMurray	Yr 1 (Job Share) until Christmas, Mental Health Lead
Miss R Carson	Yr 1 (Job Share) after Christmas
Mrs H McConville	Yr 1/2, Foundation Stage Co-ordinator, Shared Education Co-ordinator, ICT Co-ordinator, Teacher Tutor
Mrs A Muldrew	Yr 2, Music & Sustrans Co-ordinator
Miss A Baird	Yr 3, Eco Co-ordinator
Miss H Abraham	Yr 4, Key Stage 1 Co-ordinator, Literacy Co-ordinator & Assessment Co-ordinator
Miss EJ Wright	Yr 5, WAU Co-ordinator
Miss M McKernan	Yr 6, PDMU Co-ordinator, Charity Co-ordinator
Mrs S Brown	Yr 7 (Job Share), Numeracy Co-ordinator
Mrs L Martin	Yr 7 (Job Share), Playground Co-ordinator
Mrs L Walker	Yr 7 (Job Share)
Mrs B Heaney	Yr 7 (Job Share), Deputy Designated Teacher, Drama Co-ordinator, Library Co-ordinator
Mr R Hendron	LSC, PE Co-ordinator, RE Co-ordinator
Mrs K Barkley	Literacy and Numeracy Support Teacher
Mrs C Totten	Engage Support, Art & Design Co-ordinator

Auxiliary Staff

Mrs M Bell	Nursery Assistant
Miss E Dudek	Nursery Assistant
Miss J Carson	Classroom Assistant
Mrs S Glavin	Classroom Assistant
Miss E Bloomer	Classroom Assistant
Mrs N Stewart	Classroom Assistant
Miss R Cinikaite	Classroom Assistant
Ms S Foster	Classroom Assistant
Miss C Wilson	Classroom Assistant
Miss d Connor	Classroom Assistant

Miss J Warnock	Classroom Assistant
Miss E Yendall	Classroom Assistant
Miss M Duraes	Classroom Assistant
Miss J Burke	Classroom Assistant
Miss M Hall	Classroom Assistant

Mrs J Sloan	Secretary
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Ancillary Staff

Mr J Glavin	Building Supervisor
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Miss S Henderson	Cleaner
Mrs G Mercer	Cleaner
Mrs D Larkin	Cleaner
Mrs T Lawless	Cleaner

Mrs M Cusack	Lunchtime Supervisory Assistant
Mrs J Robinson	Lunchtime Supervisory Assistant

School Meals Kitchen Staff

Mrs D Campbell	Unit Catering Supervisor
Mrs E Murphy	Cook
Mrs D Rowney	Catering Assistant
Mrs S Dobrowolska	Catering Assistant

We said farewell to a large number of staff in 2022/2023:

Mrs Heaney retired after 35 years' service as a teacher at Ballyoran Primary School on 31st August 2023. The Board of Governors would like to pay tribute to her commitment and dedication and hard work and say thank you for all that she has given to the school. We wish her a very long, happy and relaxing retirement.

Three other teachers left us, Mrs Baxter, Mrs McMurray and Miss Wright.

Our secretary Mrs Sloan also left.

Finally, seven Classroom Assistants left us, Miss Warnock, Miss Connor, Miss Yendall, Miss Coulter, Miss Duraes, Miss Burke and Miss Hall.

We say thank you to them for all that they have given to the school and wish them well in their retirement and new jobs.

Thanks

The Board of Governors would like to thank the Principal and all the Staff for their hard work and dedication during 2022/2023. They appreciate the efforts of the entire staff who contribute so effectively to the smooth and safe running of a happy school.

Vision, Aims and Mission Statement

Mission Statement

Excellence, Creativity, Integrity

Vision

As a welcoming, Inclusive School we aim to provide a safe, happy, caring and stimulating learning environment which will enable each child to develop to his or her full potential - academically, socially, emotionally, physically and spiritually, in preparation for becoming responsible citizens.

We celebrate each person as an individual and as a valued member of our school and wider community.

In an atmosphere of tolerance and trust, we actively encourage respect, self-worth, independence, team spirit, imagination, creativity and fun.

Aims

- 1) To fulfil the school vision by developing each child as:
 - an individual
 - a contributor to society
 - a contributor to the economy and environment.

- 2) To develop in each child the following skills:
 - Communication
 - Using Mathematics
 - Using ICT
 - Thinking skills
 - Managing information, problem solving and decision-making
 - Being creative, working with others and self management.

- 3) To foster the following attitudes and values:
 - Personal responsibility
 - Self-confidence
 - Tolerance and respect for others
 - Commitment, determination and resourcefulness
 - Community spirit
 - Integrity

- Independence
- Openness to new ideas.

Ultimately to provide stimulating, relevant and enriching learning experiences with equality of access for each child so that they may develop an enthusiasm for learning as a lifelong process.

2022-2023 Calendar of Events

Many events, interwoven through the Curriculum, reflect the variety of activities the pupils experienced throughout the school year. It should be noted that the list below is not exhaustive.

Autumn Term

- Young Enterprise
- European Day of Languages
- Healthy Kidz
- Flu Vaccinations
- Swimming – Years 5 - 7
- Parent/Teacher Consultations
- School Christmas Card Competition
- Credit Union Poster Competition
- Individual and Family Photographs
- Non Uniform Day & Bun Sale for Children In Need
- Anti-Bullying Week
- Canteen Christmas Dinner – pupils and staff
- Christmas Performances
- Christmas Jumper Day
- Christmas Parties

Spring Term

- Transfer Talks and Open Days/Nights
- Years 6 & 7 'Your Life' Workshops
- Swimming – Years 5 - 7
- Shared Education
- Pupil Council Meetings
- Healthy Kidz
- Catholic Schools Week Mass
- Young Enterprise
- Diocesan RE Visit
- Safer Internet Day
- Nursery Soccer Coaching Session
- World Book Day
- Dental Visit to LSC
- Jo Jingles in Nursery
- Class & Group Photos
- Year 4 First Confession
- First Holy Communion

Summer Term

- Confirmation
- Swimming – Years 5 - 7
- Class & Group Photos
- Yr 4 World War 2 Day
- Sports Day
- End of Year Class Trips
- Nursery Graduation
- Prize Day

Staff Development

Staff were involved in the following training and development during the 2022-2023 school year. A more specific list of which members of staff were involved in training is kept by staff members and the Principal:

- Whole Staff Safeguarding & Child Protection
- Designated Teacher Refresher
- Responding to Neglect
- Centralised Health Awareness
- Mental Health
- Supporting Health and Well Being
- Supporting Personal, Social and Emotional Development
- Fire Safety
- First Aid At Work
- Food Hygiene
- Behaviour Management
- Behaviour Support
- ASD
- SEN Annual Reviews and Digital Returns
- Attachment Play to Build Connections
- SBEW
- Nursery Interactions
- ICT Surface Pros
- ICT Just Too Easy
- Outdoor Play
- C2K Assessment Co-ordinator
- Assessment & Reporting
- Spelling
- Phonics
- Reading Non Narrative
- Art Co-ordinator
- Early Mathematical Experiences
- Admissions
- Online Payroll
- NISTR
- SIMs

PRSD

PRSD continued during 2022/2023 but due to industrial action it was only for staff still progressing through incremental pay increases.

The Curriculum

Under the Education Reform Order, the responsibility of the Governors for the curriculum, ie. what is taught in school, has been increased. The Governors' control of the curriculum is, however, more apparent than real as much of what is taught has now been determined by law in the form of the Northern Ireland Curriculum. Generally, the day-to-day organisation of the curriculum remains the Principal's responsibility.

A broad and balanced learning experience is provided for all pupils attending Ballyoran Primary School. This has been achieved through the efforts of the Principal, Vice Principal, School Leadership Team, Subject Co-ordinators and Teachers spending many hours in discussion and planning to produce Policies and Schemes for use in the classroom and ensuring that classroom practice gives pupils the best learning opportunities possible.

The Curriculum Development Programme involved In-service Training, both inside and outside school on Baker Days, School Development Days and Directed Time throughout the year. The Programme involved all members of Staff working individually, in year groups, in key stage groups or as a whole staff team as appropriate and was supported by EA Advisers and other outside agencies.

The Northern Ireland Curriculum aims 'to empower young people to achieve their potential and to make informed and responsible decisions throughout their lives.' It has three objectives:

1. To develop the young person as an individual
2. To develop the young person as a contributor to society
3. To develop the young person as a contributor to the economy and environment

The Cross Curricular Skills which underpin all teaching and learning are Communication, Using Mathematics and Using ICT, as well as Thinking Skills and Personal Capabilities.

There are seven Areas of Learning in the Northern Ireland Curriculum:

1. Language & Literacy
2. Mathematics & Numeracy
3. The World Around Us
4. The Arts
5. Personal Development and Mutual Understanding
6. Physical Education
7. Religious Education

The following were the main curriculum priority areas for development during 2022/2023:

- Literacy Development
 - ✓ Spelling: Phonics
 - ✓ Reading: Non-Fiction
- Numeracy Development
 - ✓ Problem Solving
 - ✓ Data Handling

- ✓ Mathematical Language
- ICT Development
 - ✓ Desirable Feature: Digital Storytelling: Desktop Publishing
 - ✓ Review of ICT Skills Checklists
 - ✓ Develop use of Staff Surface Pros
 - ✓ Just Too Easy
- WAU - Gain Forest Schools Accreditation
- PDMU
 - ✓ Develop Mindfulness
 - ✓ Relax Kids Programme
 - ✓ Develop Young Enterprise by introducing in Year 1
- Music
 - ✓ Audit
 - ✓ Recorder
 - ✓ Choir
- Art - Audit
- PE
 - ✓ Policy
 - ✓ Resources
 - ✓ Develop Daily Mile
- Develop Outdoor Play in Foundation Stage

Nursery

There are two classes within the Nursery Unit, each class has 26 children, a teacher and a classroom assistant.

In Ballyoran Nursery, staff continued to plan the indoor and outdoor curriculum to develop the children's six areas of learning:

1. Personal, Social and Emotional Development
2. Language Development
3. Physical Development
4. The Arts
5. Early Mathematical Development
6. The World Around Us

The following development took place during the 2022-23 school year:

- Development of Talking & Listening
- Development of early Mathematical Skills
- Development of Transitions to Year 1 and Progression from Nursery to Foundation Stage
- Development of Outdoor Play

Special Educational Needs

The good practice within SEN continued throughout the 2022-2023 academic year:

- Pupils were assessed by the Educational Psychologist
- Pupils received teaching support from the SPLD team
- Outside agencies worked with children at Stage 3 of the Code of Practice
- Whole School Educational Provision and Special Educational Provision
- Development of Primary Behaviour Support and Provisions
- Seeking The Views of the Child
- Staff attended training on PLP writing

Assessment and Reporting

Standardised Assessment started again for the first time since the pandemic. End of Key Stage Assessment remained paused due to Industrial Action.

Pastoral Care, Safeguarding & Child Protection

During the 2022 – 2023 school year the following developments took place:

- ETI Safeguarding Pro Forma completed
- Safeguarding and Child Protection Policy reviewed
- Staff Safeguarding and Child Protection Training
- Designated Teacher Refresher Training
- Centralised Health Awareness Training
- Operation Encompass now operating in school

Pupil Council

The members for 2022-2023 were as follows:

Year 4	Isaac Sergeant	Logan Neill
Year 5	Brody Winter	Liam Mulholland
Year 6	Beth Creaney	Jamie McNeice
Year 7B/M	Jacob Kerr	Lexi Carroll
Year 7H/W	Nuria Encada	Yuran Mendes
LSC	Brian Golicki	Jakub Czwojdrak

House System

The House Competition continued during the 2022 - 2023 school year. All of the pupils in Years 1 – 7 are placed in one of the following houses:

1. Bann
2. Lagan
3. Foyle

Points are given out by staff and recorded on a weekly basis on the Display Board in the Assembly Hall. A cup was presented to the winning House on a monthly basis in assembly and the overall winner recognised at Prize Day in June. Pupils elected a Captain and Vice captain for each House as follows:

House	Captain	Vice-Captain
Bann	Aishlinn Hughes	Ola Zaliwski
Foyle	Maisie Millar	Connor McGeown
Lagan	Kacper Skwara	Sophia Metcalfe

Eco Committee

The following pupils were elected onto the Eco Committee for 2022 – 2023:

Year 4	Rachel Hall	Fionn Larkin
Year 5	Katie Hamilton	Mason McDonnell
Year 6	Summer McCann	Ethan Millar
Year 7 B/M	Rebecca Silva	Kayden Queiroz
Year 7 H/W	Sienna Wright	Yuran Mendes
LSC	Emma McGeown	

Digital Leaders

The following pupils were elected to serve as Digital Leaders for 2022 – 2023:

Year 3	David Fortes Emilie Lawless
Year 4	Caitlin Corrigan Peter Hanratty
Year 5	Ruby Hall William Ximenes
Year 6	Ismaela Gomes Denas Ciujevas
Year 7 HW	Kacper Skwara Daniela Norusaite
Year 7 BM	Maisie Millar Calum Woods
LSC	Brian Golicki Thomas Connolly

Enrolment

Enrolment at 30th June 2023

Nursery	Primary	LSC	Total
51	226	6	277

Attendance

Attendance continued to be a priority for improvement on the School Development Plan. The School continues to promote the DE Policy – ‘School Attendance – Every School Day Counts.’

The Covid-19 pandemic continued to have a major impact on school attendance. The average Attendance % for 2022 - 2023 was 87.9%.

Two pupils received awards for 100% were given out at Prize Day.

Although our attendance remains below the Northern Ireland Average it is still an area to be celebrated given our high level of Free School Meals. Parents/guardians are to be thanked for ensuring that their children are in school every day. Staff are also to be commended for their part in ensuring good attendance. Attendance levels are proof that pupils want to be in school every day because staff are making their educational experience motivating, interesting and meaningful.

Partnership with Parents

Links between the school and parents which are vital, continued to be fostered and encouraged in various ways during the 2022 - 2023 year:

Nursery and Year 1 Induction Meetings.

All parents were kept up to date with happenings in school through monthly News Sheets, monthly Nursery News Letters and Topic Sheets, School Website, The School App, See Saw, email and text messages.

Other Information Sheets and Permission Notices were issued regularly as and when required.

Face to face Parent/Teacher Meetings did not happen but Telephone Parent Teacher Consultations were held twice during the year .

A written Annual Report was issued to all Year 1 – 7 pupils and a Nursery Transition Form to all Nursery pupils in June.

Parents were able to make an appointment to speak to staff when required.

The Board of Governors, Principal and staff would like to take this opportunity of thanking all parents for the valuable contribution that they made in supporting the school during 2022 - 2023.

Community Links

At Ballyoran Primary School we believe that the link with the local community is vital. This relationship is a two-way process, the school reaches into the community and the community is welcomed into school.

The following are some of our community links from last year:

- Our Community Learning Centre hosts a Blossom Sure Start 'In Tune' programme for 2 year olds.
- Pupils had opportunities to take part in a wide variety of educational trips to local facilities.
- Represented on the Local Neighbourhood Renewal Committee.
- Supported the local Community Association – Drumcree Community Trust as part of their Summer Programme through use of facilities.
- Links with other local Primary and Post primary schools through an Extended Schools' Cluster.
- Strong Shared Education partnership with Bocombra Primary School.
- Links with local Tir na nOg GFC
- Strong links with local PSNI Neighbourhood Policing team who came into school on numerous occasions to speak to pupils e.g. Firework Safety.
- Strong links with local church in particular with reference to First Holy Communion and Confirmation.
- Links with other local agencies: Education Welfare Service, Social Services, School Nurses, Council etc.
- Competitions e.g. Credit Union.
- Use of Website – www.ballyoranps.com.

Student Placements

During 2022-2023 the school hosted 5 students from Southern Regional College.

Charity

The school continued its fundraising for a number of charities and would like to thank staff, pupils, parents and friends of the school for their support and generosity.

Inclusion and Diversity

We are an inclusive school and highly respect the cultural diversity within our school community. Newcomers continue to settle in the local community and our enrolment includes a significant number of pupils from other countries including Portugal, Poland and Lithuania.

The school receives a significant amount of extra funding for its Newcomer pupils. To celebrate the fact that we are a diverse and inclusive school, on 26th September 2022 we celebrated European Day of Languages.

First Holy Communion and Confirmation

Year 7 pupils were prepared for Confirmation which took place in March.

Year 4 First Holy Communion took place in May.

We are grateful for the pastoral support of our Chaplain Rev Father Sheehan, for his assistance in the organisation of the various celebrations.

Shared Education

Shared Education has been defined as education that will provide opportunities for children and young people from different community backgrounds to learn together. Our partner school is Bocombra Primary School and face to face activities started up again for the first time since the pandemic.

Healthy Kidz

All primary pupils now benefit from the Healthy Kidz programme. Sessions included an initial assessment in week one and a further assessment in the final week to ascertain the level of progress. Central to the Healthy Kids programme was the Golden Mile where the pupils were encouraged to complete a circuit over a period of 15 minutes of either walking or running. The aim was very much to improve each pupil's level of fitness. The Key Stage 2 pupils were extremely enthusiastic in their use of the Healthy Kids app. Healthy Kidz sessions moved online during the school closure.

Extra-Curricular Activities

The School's programme of extra-curricular activities remains paused due to Industrial Action.

Extended Schools

The school again was fortunate to receive funding as part of the Department of Education's Extended Schools Programme whereby schools are encouraged to extend their activities beyond the normal school day. Many activities including Breakfast Club and Reading Partnership were possible because of this funding:

As well as our own school activities, the school is also the Lead School in an Extended Schools Cluster of Nursery, Primary and Post Primary schools.

Competitions

During the 2022-2023 school year, pupils enjoyed taking part in Art Competitions including the Credit Union Poster Competition, the school's Christmas Card Competition and an Anti-Bullying Poster Competition.

Healthy Breaks

Ballyoran Primary School is a Health Promoting School and has operated a Healthy Breaks Policy for many years. Nursery and Foundation Stage pupils are provided with a healthy snack each day by the school. Pupils in Years 3 – 7 are responsible for bringing in a healthy snack each day. The school also continued to offer pupils the opportunity to buy milk as part of the European Milk Subsidy Scheme.

School Leavers

Thirty-Five Year 7 pupils left Ballyoran Primary School at the end of June 2023, transferring to the following 7 post primary schools:

Brownlow College	2
Clounagh Junior High School	1
Integrated College, Dungannon	1
Newbridge Integrated	1
St Catherine's College	2
St John the Baptist College	27
St Ronan's College, Lurgan	1

The Board of Governors wishes these pupils well for the next stage of their education and thanks them for all that they have contributed to Ballyoran Primary School during their time here.

School Finance

LMS Budget - Financial Year: April 2022 – March 2023

With the introduction of Local Management of Schools (LMS), each school receives an annual budget, which is largely based on the number of pupils attending the school. Since April 1992 the LMS budget for Ballyoran Primary School has been fully delegated to the Board of Governors.

Please note that the LMS budget report covers the financial year from April to March as distinct from the academic year from September to June.

1. Total Available Budget:	£1,342,671
2. Total Expenditure:	£1,236,537
3. Carry over for 2023-2024:	£106,134

School Fund Account: 1st August 2022 – 31st July 2023

1. Opening Balance:	£5,686.89
2. Income:	£22,801.93
3. Expenditure:	£21,742.70
3. Closing Balance:	£6746.12

School Security

DENI 1998 regulations require formal information to be presented regarding school security. Please note the following:

- Visitor access control - during school hours all visitors to school must enter by the front door and report to reception, sign the Visitors' Book and get a Visitors' Pass which must be worn at all times.
- The front doors of the School, Nursery and Community Learning Centre are protected by electronic access controls.
- A closed circuit television system operates inside and outside school premises.
- Secure doors and windows.
- Fire Detection Systems - the school is fitted with a fully functional fire alarm.
- Computer security - information held on computer can only be accessed by using confidential passwords.
- All valuable assets are marked with DNA.
- Intruder Alarm - the school is protected by an intruder alarm system.
- Security lights cover the exterior of the building.
- A security fence is in place around the site.

School Premises/Accommodation

Although the day-to-day management of maintenance issues is delegated to the Principal, each year the Governors carry out an Inspection of Premises. A number of maintenance developments took place during the 2022 - 2023 school year, most notably was a new Traffic Management Scheme under the EA's Minor Works Programme. The Board of Governors wish to place on record its thanks to the Education Authority-Armagh Office, Maintenance Department for all their support in maintaining the premises during the year.

School Closures: 2022 – 2023

Holidays for pupils and staff

September	-
October	31
November	1 - 4
December	19 – 31
January	1 - 4
February	13 - 17
March	17
April	6 – 14
May	1, 8, 29

School Development Days – School closed for pupils for Staff Training:

- 26th September 2022
- 4th November 2022
- 4th January 2023
- 13th February 2023
- 30th May 2023

Exceptional Closure – School closed for pupils and staff:

- 18th May 2023 – Polling Station use for Local Government Election