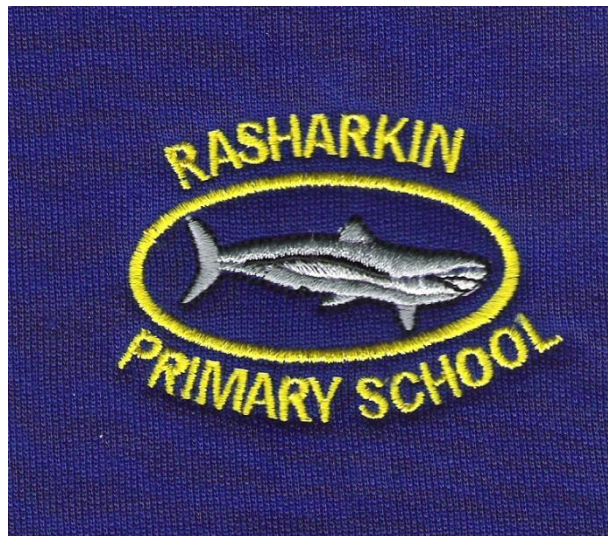


# Rasharkin Primary School

## Annual Report of the Board of Governors for School Year 2022/23





NORTH EASTERN REGION, EDUCATION AUTHORITY  
RASHARKIN PRIMARY SCHOOL  
BAMFORD PARK  
RASHARKIN  
BALLYMENA  
BT44 8RX

**Tel:** 028 29571383  
**Principal:** Mrs R Howe

September 2023

Dear Parent/Guardian,

Once again it is with great pleasure that I present this Annual Report on behalf of the Board of Governors of Rasharkin Primary School. The report will give you an overview of the work of the school during the past year and an account of how the Board of Governors, school management and staff have carried out their responsibilities.

As the school moved into a 'Post Covid' period staff and children were delighted to have learnt from Covid and school life returned to much of what we knew and did pre Covid. However, there were many things we were forced to change due to Covid, but not all of these were negative. The school year 22/23 was a time for time of reflection and agreeing which things had been positive changes that we should keep.

Once again, I am very pleased to be able to say that end of year results (June 2023) showed evidence of the very hard work that pupils, staff and their families put into making progress and achievement in all areas.

I strongly believe that Rasharkin Primary School is an excellent and unique school, which is so as a direct result of the passion, commitment and dedication of everyone. Once again this has been so apparent this year as staff worked tirelessly to see progress in the academic achievements of children amidst all the pressures the 'unknown' brings. Hence, I extend a special thank you to all of staff for creating such a high-quality environment that encourages and supports the children entrusted to us, to achieve their best and to develop their skills.

None of the above could have been achieved without the commitment and ongoing support of our parents and the wider community. The continued engagement from parents was very much appreciated. I would also like to thank the entire Board of Governors for contributing their valuable time, hard work and support throughout the year. It is this highly valued partnership which enables our school community to thrive.

This report is provided to inform parents about aspects of the work of the school, as required by the Department of Education. 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.

Mrs. Ruth Howe (Secretary to Board of Governors)

## Rasharkin Primary School Board of Governors

The Board of Governors for Rasharkin Primary School was reconstituted in November 2018, with members usually serving a four-year term, however this has been extended. The members of the board for the school year 2022/23 were:

Mrs. B. McIlmoyle	Representative of Parents (Vice- chair)
Mr. J. Bamford	Representative of Transferors
Dr. S. Green.	Representative of E.A.
Rev. R. W. Gaston	Representative of Transferors
Mrs. L. Wylie	Representative of Transferors (acting chair)
Mrs. J. Gillespie	Representative of Parents
Mrs. R. Calderwood	Teacher Representative
Mrs. R. Armstrong	Representative in lieu of Transferors
Mrs. R. Howe	Secretary to the Board of Governors

### **What are the Board of Governors' main responsibilities?**

The Board of Governors has overall responsibility for the effective management of the school. All governors serve in an entirely voluntary capacity with no remuneration. The Principal acts as secretary but does not have a vote. The Governors have responsibility in relation to the curriculum, the appointment of staff, admission to the school, discipline and the school budget. There were two meetings altogether during the school year September 2022 to June 2023. We wish to express thanks to all the governors for their time and commitment to the school. They faithfully attend meetings, often after a busy day, and provide much expertise and support in the successful management of the school.

### **Staff and Class Structure**

Mrs Ruth Howe	Principal, Class teacher - Year 6 -7
Mrs Rosemary Calderwood	Class teacher - Year 1/2 (Mon- Thurs,)
Mrs Rebecca Henry	Class teacher – Year 4/5 (Tues - Fri)
Mrs Pamela Gray	Class teacher – Year 1/2 (Fri), Year 4/5 (Mon)
Mrs Lisa Peden	Class teacher – Year 3 (Tues - Thurs until 2pm)
Mrs Julie Wright	Class teacher – Year 6 &7 (Tues & Wed)
Mr Philip Montgomery	Engage Teacher - (two mornings)
Miss Francine O'Boyle	Classroom Assistant - Year 1/2 (Sept- Dec)
Mrs Alison Gilmore	Classroom Assistant – Additional Support
Mrs Ruth Armstrong	Classroom Assistant Year 1/2 (Jan - Dec) & Supervisory Assistant
Mrs Beverly McIlmoyle	Classroom Assistant
Mrs Sharon Wilson	Supervisory Assistant & Classroom Assistant
Mrs Karen Hutchinson	Secretary
Mr Sam Calderwood	Buildings Supervisor
Mrs Ella Kedzierska	Cleaner
Mrs Mary Logue	Kitchen Assistant

## **Staff and Curriculum Development**

Throughout the year, staff ensured that teaching and learning was broad, balanced, challenging and supportive whilst complementing the health and well-being of children. Teachers met regularly to plan and co-ordinate the delivery of the curriculum.

1. Safeguarding & Health and Well-being
2. Numeracy
  - a. Whole school overview for parents in Number
  - b. Use of topic homework
3. Literacy - Taking and Listening
4. SEN
  - a. introduction of Personal Learning Plans
  - b. Address low / underachievement with use of small group teaching through Engage money
5. Shared Education

## **Admissions Policy and Enrolment**

The Department of Education fixed the admission figure for the school at twenty-four. Application for places did not exceed this figure therefore, all applicants were accepted for enrolment. It was not necessary to apply the admissions criteria set by the governors.

## **Attendance**

The annual attendance rate (total days attended by all pupils on roll, as a percentage of the total possible days) was 93.5%. We had set a target for 2022/2023 that 90% of our pupils would have an annual attendance percentage of 90%+. The figure was 89.4%. The governors and staff are aware of the impact Covid-19 had on this attendance rate, with many parents needing support and guidance on when it is necessary to keep children at home. As we seek to all work towards life 'post Covid-19', our target for 2023/24 is that at least 90% of children will have an annual attendance percentage of 90%+.

## **School Security**

All external doors are set to open from the inside only, to control entrance to the school (visitors may gain admission by pressing the buzzer). This system was refurbished in 2022/23 with internal door release buttons moved to approximately two metres above ground level to increase security for our younger pupils. In addition, there are security lights for the main entrances and outside areas, as well as an intruder alarm. All security lights are set to run on a timer so ensuring the premises are well lit during dark winter evenings. Our premises also meet fire safety regulations. The school is fully accessible.

## **Achievements at the End of Key Stages 1 and 2**

Due to the ongoing Covid-19 pandemic no formal end of key stage assessments were required by DE. Staff however did conduct baseline standardised testing of children and end of year assessments. These show, through creative and engaging learning and teaching we were delighted to note that in June 2023, 100% of P7 pupils left school achieving in line with or above their potential.

## **Curriculum**

In Rasharkin Primary School, the Northern Ireland Curriculum is presented in a manner suited to the children's needs. Whole class and group teaching methods are used as well as the provision of individual help when necessary. All children are assessed throughout the school year and also at certain points annually. Any child who requires extra help, receives teaching and learning activities at his / her level and where available, receives withdrawal support and possible referral for additional help through E.A. Educational Psychology Services. We are also able to apply to the 'Regional Integrated Support for Education NI (R.I.S.E. N.I.) service for additional support for certain children who qualify. Children who achieve highly are stretched academically within the classroom setting.

While all subjects in the N.I. Curriculum are taught to all children in each year group, particular emphasis is placed upon the acquisition of the crucial skills in Literacy, Numeracy and I.C.T. (referred to as the Cross Curricular skills of Using I.C.T., Using Maths and Communication). Structured teaching programmes in Literacy, Numeracy and Using ICT ensure that all children are taught these skills in a coherent and progressive manner with relevant links made across all curriculum areas.

We were delighted to be able to offer extra-curricular activities once again. During the school year September 2022– June 2023, children had the opportunity to enjoy hockey, orienteering. SU, table tennis, basketball and gymnastics. Miss O'Boyle (E.A.) visited the school to provide strings tuition, Miss Chloe Gilmore provided singing tuition and Mrs McAleese piano tuition.

## **Safeguarding (including Child Protection) and Special Educational Needs**

Mrs Henry is the designated teacher for Child Protection and Mrs Calderwood the deputy. They have both received training from E.A. and disseminated that information to all other members of school staff.

The school has a confidential recording system for information about suspicions of abuse, disclosure of abuse and complaints against staff. There have been no complaints received against members of staff or volunteers. Child protection training has been delivered to all teaching and non-teaching staff and all staff are aware of the Child Protection and Safeguarding Policy and Code of Conduct.

Parents can request a copy of the Child Protection and Safeguarding Policy from the school or access it on the school website. Details of how complaints can be made regarding the behaviour of staff members are included in the policy. The policy summary is distributed to parents every two years. All staff members are background-checked through the E.A. vetting system. A number of parent volunteers have also been 'vetted' using the Access N.I. scheme.

The Board of Governors have undertaken the appropriate training and receives an annual report on all Safeguarding and Child Protection matters. The designated member for this area is Mrs Lorna Wylie.

Mrs Calderwood is the S.E.N.C.O. (Special Educational Needs Coordinator) for the school and liaises with class teachers, classroom assistants and outside agencies to identify and provide the best support available for all the children in our care.

## **The School and the Community**

During the school year 2022/23 the school once again was able to utilise links with the wider community. Staff also sought creative ways to maximise opportunities that could be used virtually. Some examples are listed below:

- RAF Rocket Challenge (virtual)
- SU It's Your Move
- Odd Socks Day – Anti-Bullying virtual assembly
- Sustrans Active Travel Weeks
- Sustrans, various activities, e.g., Ditch the Dark, Ditch the Stabilisers Event
- Visiting speakers assemblies
- Local 'Sharkin Plan It' Event

It is the policy of this school to encourage pupils to play and work amicably together, to show respect for other people's feelings, opinions and beliefs and to show understanding, courtesy and tolerance for all members of the wider community. During 2022/23, face to face interaction for pupils with their Shared Education partners in St. Patrick's Primary School once again resumed with lessons on writing film reviews, coding with Microbits, outdoor play and community sports.

Collections and subsequent donations were made to the following during 2022/23:

- Ukraine Aid (£150)
- Royal British Legion Poppy Appeal
- Coaching for Christ (£490 donation from pupils / parents, £290 school)\*

\*This does not include the money received to cover the cost of after school sessions

## **Finance**

This school operates a delegated budget (delegated by the E.A.) using a formula which is applied to all schools in N. Ireland. The main element of the formula is the age and number of pupils attending the school. Other factors are also taken into account for example, the number of pupils receiving free school meals, the number of children with statements of special educational needs, and factors relating to the size and design of the school building (which affect running costs). This operates on a financial year.

### **Summary Apr 2021 – Mar 2022**

Budget:	£315,452
Carried Forward surplus (from 20/21)	£ 48, 159
Less Expenditure:	£360, 100



### Summary Statement for Rasharkin P.S. School Fund Account

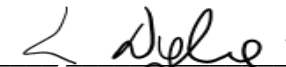
Throughout the school year the Rasharkin P.S. School Fund Account enables us to purchase other items. We are grateful to parents for their continued generous support of School Fund. These accounts have been reviewed by Mrs Sharleen Calderwood, who has kindly given of her time to complete this. (Figures below relate to Sept. 2022 – Aug. 2023)

Category	(£)	Examples of Items in Category
<b>Expenditure</b>		
Trips / Extra Curricular	485	Transport to e.g. class trips, Sporting Fixtures
Hospitality	429.20	Selection boxes, Easter eggs, Refreshments for Parent Events
Football Kits	120	New football kits (a prize fund was used to cover some costs)
Website Expenses	139	Annual charges
Outdoor Learning / Gardening Expenses	362	Outdoor learning resources, plants, bulbs
Replacement Curtains and Linings	310	Replacement curtain / linings P1/2, Library, P3/4 & Playroom
Miscellaneous	751	Caretaking sundries, petty cash, end of year rewards, etc
Small electrical equipment	200	Replacement fridge, laminator & toaster
<b>Income</b>		
Cash for Clobber	284	Money raised through clothes recycling scheme
Miscellaneous	1745	School Fund contributions, commission from uniforms, photographs, etc.
<b>Grants</b>		
Awarding Body	Amount (£)	Expenditure
‘Sharkin Plan-It’	300	£320.25 Treats for children during Shared Education trips (Balance met from school fund )
Northern Health and Social Care Trust	400	£406.40 Playground games equipment
STEM Learning / Enthuse	1400	Teacher Professional Development
Causeway Coast and Glens, Social Connections Grant	500	After School Activities Orienteering £ 225 ‘Jimmastics’ £275
Coronation Grant (CC&G)	300	Pupil & Staff Meals £148.89 Arts and Craft Resources £133.70 Planting £19.25 Total: £301.84
DAERA, Micro Rural Grant	1441	Projector & Screen £1777.20 (Balance met from school fund )

With special thanks to Mrs. Karen Hutchinson for completing the many additional administration tasks that the processing of grants require.

\*Other costs are paid out of this fund, but as these are often ‘money in / money out’ transactions, they have not been included above. For example, postage, after school activities.

*As Chairman, I recommend this report as a true record of the discharge of the functions of the Board of Governors at Rasharkin Primary School during the school year 2022/2023.*

Signed:  Date: 27/11/23

Ref: Education (School Information and Prospectuses) Regulations (Northern Ireland) 2003