



*FAIR HILL PRIMARY SCHOOL
GOVERNORS' REPORT
2019-2020*

Dear Parent

I am pleased to present to you the Governors' Annual Report, which is a summary of the activities of Fair Hill Primary School over the last academic year, September 2019 to June 2020

The year proved to be a very successful one during which the standards of teaching and learning, behaviour and pastoral care were maintained at a high level. The staff, both teaching and non-teaching, continued to work hard to maintain and improve the level of success to which we have all become accustomed.

We recognise the commitment and dedication of the teaching staff and would like to thank them for their efforts on our children's behalf. We note the good staff relations and the manner in which they function effectively as a team.

Our dedicated team of Classroom Assistants work diligently to assist the class teachers and pupils and the governors recognise the important role they play within the school ensuring that children are supported in work planned by the teacher. The Governors also wish to express their appreciation for all the ancillary staff who work to ensure the smooth running of our school

The Board of Governors also on record their thanks to the Parents' Support Group which does so much to raise the profile of the school in the community, draw parents into the ongoing life of the school and raise money for much needed materials and equipment.

I hope you find this report informative. If you require any further clarification of any aspect of the report please forward your queries in writing to the Principal.

Yours sincerely

D Spiers

*David Spiers
Chairperson*



Fair Hill Primary School Board of Governors

Chairperson:

Mr David Spiers

Secretary:

Mrs Mary Spratt (Sep to March) Mr J. Brown (March to June), Fair Hill Primary School, 4 Tullinisky Road, Kinallen, Dromara, BT25 2PJ. Tel: 028 9753 2553.

Transfer Representatives:

Mr D.Copes 2010-2019

Mrs K Keown 2018-2019

Mr D Spiers 2010-2019

Mrs R Williamson 2018-2019

EA. Representative:

Mrs O Mercer 2014-2019

Mrs G Corbett 2016-2019

Parent Representative:

Mrs D Walker 2010-2019

Mrs P Boyd 2018-2019

Teacher Representative:

Mrs M Spratt 2010-2014

2018-2019

Principal:

Mrs Mary Spratt (acting principal Sep 10 – March 20) Mr J Brown (March forward)



Responsibilities of Governors:

Our duties include:

1. The oversight of the curriculum.
2. The control of the budget.
3. The provision of information to parents.
4. The selection of staff.
5. The maintenance of the premises - shared responsibility with EA-S region
6. The Admissions' Policy.
7. Fostering links with the local community and pursuing the objectives of Shared Education.

The Governors are responsible for the overall management of the school. We are required to meet for a minimum of three times per year, but in general we meet more than this to fulfil the above duties and others on occasion such as PRSD review and appointments' procedures.

Members of the Board of Governors have attended a range of training courses during the year in order to develop their knowledge and skills for the important role they play in the management of the school.



Staffing Compliment

Teaching Staff:

Mr J Brown	Principal
Mrs M Spratt	Vice Principal – Primary 5 Acting principal from Sept to March
Mrs K Andrews	Nursery Teacher
Miss T Russell	Primary 1
Mrs M Knox	Primary 2/3 Job Share
Mrs E Watson	Primary 1/2 Job Share
Mrs P Coulter	Primary 3
Mrs J Poots	Primary 3/4
Mrs C Curran (career break)	
Mrs H Fry	Primary 4/5 Job Share
Mr D Woods	Primary 6
Mrs D Bennett	Primary 6/7
Mrs A Kelly	Primary 7
Mrs Annett	P4/5 P3 job share
Mrs J Hylands	P2/3 job share

Ancillary Staff

Mrs E McNeill	Secretary
Mrs G Walsh	Building Supervisor
Mrs M Corbett	Cleaner
Mrs C Jones	Cleaner
Mrs R Green	Cleaner
Mrs J Turner	Classroom Assistant Foundation Stage
Mrs L Logue	Classroom Assistant Foundation Stage
Mrs W Hughes	Classroom Assistant Foundation Stage
Mrs S Steenson	Classroom Assistant Foundation Stage
Mrs K Boyd	Nursery Assistant
Miss Ingrid Perry	Classroom Assistant (Special Needs)
Mrs Tiarna Cochrane	Special Needs Classroom & Domestic Assistant
Miss Wendy Rankin	Special Needs Classroom Assistant
Mrs K Peel	Special Needs Classroom Assistant
Mrs J Aiken	Special Needs Classroom Assistant
Mrs L McAllen	Special Needs Classroom Assistant
Mrs L Cochrane	Special Needs Classroom Assistant
Mrs C Jones	Special Needs Classroom Assistant

School Meals Staff

Mrs M.Ellis	Cook
Mrs G Porter	Kitchen Assistant
Mrs P. McCausland	Kitchen Assistant
Mrs R Green	Kitchen Assistant (Part-time)
Supervisory staff	
Mrs W Hughes	Lunch Time Supervisory Assistant
Mrs D Kinkaid	Lunch Time Supervisory Assistant
Mrs L Logue	Lunch Time Supervisory Assistant
Mrs L McAllen	Lunch Time Supervisory Assistant



Mrs N Annett, and Miss J Hylands continued on our team of teachers in a temporary capacity, making a valuable contribution to the school.

Inductions

Parents and nursery children were invited to meet the teacher, Mrs Andrews, and Classroom Assistant, Mrs Boyd, in mid-June. They were given information about routines, intake and other important messages. The year has proved very successful once again

In Mid-June parents of the new Primary 1 pupils attended an induction afternoon. The pupils met their teachers, Mrs Watson and Miss Russell, also the Classroom Assistants. During this time parents were given a talk on school life and the children visited their new classroom.

In September the parents of the P2-P7 pupils were invited into the classes to discover the curriculum and the teaching approaches used. In October the P1 parents had their first interviews with the class teachers after a settling in period. We feel this is a vital part of the children's learning and helping them fulfil their potential

The Curriculum

At Fair Hill the curriculum is designed to stimulate children's thinking and to make it as relevant to everyday life as possible.

The school has also been heavily involved with developing STEM and PDMU through the Shared Education project.

The school was also involved in the Computerised Based Assessment tools called PTE, PTM and CAT. All children from P3-7 take these assessment tasks.

Staff carried out work in both the areas of literacy and numeracy and continued to build on the skills based approach of the Northern Ireland Curriculum. There was a particular focus on Comprehension skills in Narrative texts and Shape and Space in mathematics.

As ICT is an integral part of the curriculum there has been a particular focus in using ICT across the curriculum. Staff will continue to develop this in the classroom on laptops and iPads and to make use of the wide range of resources available to them online and on the C2K managed network.

Post Primary Transition

35 children transferred to Dromore High School. 25 children sat the AQE. 7 transferred to Banbridge Academy, 3 to Friends School, 1 to Victoria College, 3 to New-Bridge Integrated. We wish all of them well and shall continue to have an interest in their future achievements.

Positive Behaviour:



Staff continued to reward positive behaviour and the Buddy System has continued to develop the children's use of playtime during the lunch break. Buddies are pupils from Primary 6 & 7 who apply for the posts and are timetabled throughout the year to organise the play equipment used at dinnertime. They show children how to use the equipment and help to teach them new playground games. They also look after the P1 and P2 children during their play time

We appointed Eco Buddies to take responsibility for some of the tasks related to the school environment; they worked diligently to ensure they carried out their responsibilities. The system appears to be working effectively and will be developed, as the need requires.

We are now in our fifth year of Peer mediation. Children use this system to deal with issues they may be having with each other.

Child Protection

Fair Hill's Child Protection Policy was updated and is available to view on our school website, www.fairhillps.co.uk or available in paper copy upon request from the school. Child Protection procedures continue to be implemented fully and criminal background checks are carried out on all newly appointed staff and volunteers.

Mrs Spratt has the role of Designated Teacher for Child Protection and can be approached by parents and pupils who have concerns in this area. The Deputy Designated Teacher is Mr Brown and Mrs Bennett

Special Educational Needs

We operated our SEN work in the school by following the five stages of the Code of Practice. Children moved within the various stages.

Standardised tests in English, Mathematics and Cognitive Ability help us to determine those children in need of support. In accordance with the Code of Practice we had children at all stages from 1 - 5 throughout the year, a total of 56-69 during the year.

SEN work is a team effort involving the class teacher, SEN team and parents. In accordance with the Code of Practice, the SEN co-ordinator, teachers and parents are invited to contribute to the review and preparation of Individual Education Plans (IEP's), setting targets for pupils.

SEN has an open door approach and the members of staff are happy to help parents in whatever way possible. We continue to have the support from outside agencies e.g. Educational Psychologists, the RISE Team, Speech and Behaviour Therapists and members of the Medical Profession, for which we are grateful.

May we draw parents' attention to the Advice and Information service provided by EA-S. This may be accessed at either the Regional Website: (www.education-support.org.uk) or EA Special Education website: (www.eani.org/specialeducation).



Review of the Past Year

The year was as usual a very busy and fruitful one packed with experiences and opportunities for the development of all of the children.

<p><u>September</u></p> <ul style="list-style-type: none"> Centralised medical training Curriculum information days Swimming for Key stage 2 P1 photograph for press Football and dance after school activities Assembly visits by ministers Nursery cluster Visits Psychology initial meeting New Students start Behaviour team visit Literacy screening First Aid Training Music tuition starts Book fair Principals' conference 	<p><u>October</u></p> <ul style="list-style-type: none"> Parent interviews Cross country 7 a side football competition Walk to school Week EWO visits School nurse Shared education Visits Board of Governors meeting Principal PRSD Assessment meeting Meeting with Dromore principal Harvest festival Flu injections for whole school Levelling meeting in Curriculum areas
<p><u>November</u></p> <ul style="list-style-type: none"> Nursery interviews Nursery photos Nursery/P1 open evening Cash for clobber Annual SEN reviews for P7 Poppy appeal Christmas Colouring Competition Children in need AQE tests Nursery P1 Open night First Aid Training 	<p><u>December</u></p> <ul style="list-style-type: none"> Cross Country Psychology Nursery Consultation Christmas lunch Christmas production P1/2 Nursery Christmas Songs Fair Hill has talent OT visit EWO visit Festive Cheer RISE team



<p><u>January</u> Nursery admissions meeting Cross country at Banbridge Post Primary principal visits SEN annual reviews Nursery –P6 Nursery Cluster Lisburn Principal’s conference Standardisation meeting Behaviour Team</p>	<p><u>February</u> Annual reviews Levelling meeting in Curriculum areas Genevieve the goat Bible Exhibition Tesco visits P3-P5 SEN File Scoops</p>
<p><u>March</u> Close down for Coronavirus</p>	<p><u>April</u> Close down for coronavirus</p>
<p><u>May</u> Close down for Coronavirus</p>	<p><u>June</u> P7 End of year get together in car park Between and 5 and 21 children attended school each day from March to June. This was for SEN and key worker children</p>

There were no prize assemblies this year due to the Coronavirus pandemic. The P7 class had a socially distant get together in late June in the school car park

Cup/Shield	Winner	Runners Up
Foundation Cup		
P1 Endeavour Cup		
Harte Cup (KS1)		
Alexander Cup (KS2)		
Drama Shield		
Academic House Cup		
Woods Cup- Footballer of the year		
PSG sports cup		
Sports Award		
Pupil of the Week Shield		
Outstanding Contribution to School Life Award		
Clinghan Cup for Maths Investigations		
Boyd Shining Star Trophy		
Diamond Jubilee Cup for Arts		
Good Conduct Cup		



Educational Visits

Primary 1 & P1/2	
Primary 2 /3	
Primary 3	
Primary 4	
Primary 4/5	
Primary 5	
Primary 6	
Primary 7	

All school trips were cancelled due to the Corona Virus pandemic

Shared Education

This year we entered our fifth year of Shared Education with St Colman's Annaclone. Most classes took part. Due to the budget each class only had a one visit to each other's schools this year. There was excellent planning from all the teachers and the children and teachers enjoyed their lessons together. The March to June plans were cancelled due to the Coronavirus pandemic

Eco Schools

Fair Hill Primary as an Ambassador ECO School continues to work hard towards raising awareness of Environmental issues through the ECO schools programme. Staff and pupils being led by Mrs Spratt and Mrs Poots. They have been ably assisted by the ECO committee meeting monthly.

There are ten environmental areas to cover and the school community The Clothing Bank at school was well supported and much needed funds were raised through the Cash for Clobber scheme. Energy Saving Week and Switch off Fortnight encouraged everyone to save energy by turning off lights and computers when not in use. The committee collected data on a daily basis as to how the solar panels were creating energy for the school. Classroom light monitors have also worked hard and we were pleased that the school energy Score had dropped from 103 to 97.

It has been a good year for the school and they have achieved their environmental targets. A big thank-you goes to everyone for their help and support throughout and for our sixth Green Flag Award status and indeed the name of Ambassador School for energy conservation. We also continued working closely with St Colman's in ECO issues.

Healthy Schools

Mrs Watson organised a range of visitors to work with the pupils on the importance of maintaining good health. We continued the Daily Mile Routine to improve the stamina of the children, classes took part each day around the pitch.



Primary 7 pupils, under the instruction of Miss Russell and Mrs Bennett, gained Heartstart Certificates for the successful completion of the programme which involves a final test to ensure there is a clear understanding of how to carry out CPR and to attend to minor injuries.

Once again the P7 pupils took participated in the Love for Life programme delivered by Mrs Bell, Mrs Bennett and Mr Woods.

Extra-Curricular Activities

During the year the children had the opportunity to take part in netball, art, football, hockey, music, computer, book club, cookery and ECO clubs. Staff worked hard to make these activities interesting and enjoyable for all who attended. Very often several clubs had to be repeated to cater for the demand.

This year football, as always, was a very popular activity. Mr Woods ran two after school football clubs. One for P4-5 pupils and another, more competitive club for P6-7.

The P4-5 club is based around giving any child with an interest in football the opportunity to learn the fundamental skills involved within football and allow them the chance to develop as a footballer, whilst at the same time, and just as importantly, having fun.

The P6-7 football club is the source from which Fair Hill Primary School Football Team is generally chosen. The team take part in many 7 a-side and 5 a-side competitions in South Down and the Mid-Ulster League and won the Dromara 5 a side competition in June. Photographs appear on our website. Mrs Watson and Mrs Bell coached the girls for netball and organised matches for them with Dromara and the ABC netball championships in Dromore and Banbridge

Mr Woods and Mrs Annett were in charge of the cross country. The children ran in two qualifying races across Co Armagh.

Mrs Poots and Mrs Bell were responsible for the Music Club, which was well attended.

Mrs Knox and Miss Russell was responsible for Art Club, the children took part in a range of planned activities exploring and experimenting with a range of media and techniques including mono-printing, textile weaving and painting. Through these planned experiences the children were able to develop their fine and gross motor skills, build confidence and self-esteem. They enjoyed celebrating their achievements and their work was displayed around the school.

Paul Evans also held after school football for pupils in P1-7, this was well attended throughout the year.

Aaron Nelson provided a fitness club every Monday afternoon

We are grateful to all parents who provided transport to different activities and those who accompanied pupils on Educational visits. Participation in events like these would not be possible without your support.

Charities



The school contributed to the following charities: -

Children in Need	£1280.00
Poppy Appeal	£619.43
Cancer Focus	£270.00
Kids Together	£175.00
RNIB	£1280.00
Total	£3674.03

We are grateful to parents and children for their valued support.



School Liaison

Letters of information were regularly dispatched from the office keeping you abreast of activities and the new School App has proved a useful platform for disseminating information.

Parents also attended other school events such as our Christmas activities, Easter and End of Term services. Our annual Sports' Fun Day was well attended by parents and friends, who entered into the proceedings with enthusiasm.

Parent Teacher consultations were held in October for the parents of pupils in P2-P7; early October and February for P1 parents and November and June for Nursery parents. At the end of June all parents received written reports on their child's /children's progress. P6 and P7 parents had meetings regarding Transfer.

As is our practice, parents may make an appointment with the class teacher to discuss their child's progress at any point throughout the year.

Information meetings on curriculum taught in each year group were held for parents of P2-P7.

Members of staff worked closely with the EA-S Peripatetic Service, Speech Therapists and the Educational Psychologist.

Our Primary 1 teachers continue to liaise closely with our feeder pre-school providers to ensure that the transfer to P1 is as smooth as possible.

School Links:

Links forged with Dromore High School and St. Colman's have continued to develop.

Close relationships were maintained with Dromore High School. The Primary 7 class visited the school, teachers from Dromore High School visited the Primary 7 children in Fair Hill and the Principal met a group of High School teachers to discuss curriculum and social issues. P5 also took part in a science day arranged by the High School.

Banbridge Academy, Lisnagarvey High School, Friends School Lisburn and Wallace High School sent teacher representatives to Fair Hill P.S. to meet the children who would be transferring there.

We have just completed year five of the Shared Education Project with St Colman's Annaclone. All teachers planned lessons and the children attended each other's schools taking part in lessons in order to understand each other's culture.



Parents' Support Group

The Parents' Support Group continues to play a very important role within the school raising funds to enhance our pupil's experiences and providing further opportunities for parents to meet and get to know each other.

Office Bearers:

Secretary:- Mrs Rodgers

Treasurers:- Mrs Williams & Mrs Harper

Chair:- Mrs Williamson

Over the past year, the Parents' Support Group have been very active in organising and running a number of fundraising events. Children and parents enjoyed the autumn and Easter parties and the end of year leaver's barbecue.

Money raised through planned events will be used to purchase vital equipment for the Primary and Nursery and to help fund transport for school trips. This year the PSG covered the cost of the engraving for school trophies as well as purchasing the Leaver's medals.

The Parents' Support Group are to be commended for their hard work and enthusiasm. As a parent of a pupil at Fair Hill Primary School you are automatically a member of the Parents' Support Group so please make every effort to become involved.



Annual Attendance Rate

The average attendance at the school is 96.19%. Thank you for continuing to ensure a high attendance rate, reflecting a commitment to your child's education and hopefully indicating that most children want to come to school.

School Buildings and Grounds

The school premises continue to be very well maintained. The Board of Governors would like to thank Mrs Walsh, Mr Williamson, Mrs Corbett, Mrs Green, Mrs Jones and Miss Rankin who have contributed to the maintenance of the school and grounds.

School Times

School begins at 8.55am sharp and all children are expected to be in the building or school playground by 8.50am.

Classes are dismissed as follows: -

Primary 1 & 2	Mon- Fri	1.50pm
Primary 3	Mon-Wed	2.50pm
	Thurs & Fri	1.50pm
Primary 4, 5, 6 & 7	Mon- Fri	2.50pm



Notification of school plans for use of School Development Days 2019/20

(ref. DE Circular 2011/21)

Name of school: FAIR HILL PRIMARY SCHOOL & NURSERY UNIT

Date of school development day	School development priority/ Focus for staff development on this day
'BAKER DAYS': 5 'Baker Days' should be planned	
1. 27 /8/19	Sharing of Data Analysis-NRIT/CAT v PTE & PTM Identification of Target Groups –targets set Preparation of subject group charts, class timetables, whole school timetabling. Coordinator and team meetings for literacy and numeracy First Aid Training RISE Team information Day
2.. 28 /8/19	Whole Staff Meeting Child Protection Training Review of Inspection findings from May 2017 Action planning for moving forward discussion of progress made Shared Education –Positive Behaviour Initiative for the Whole School
3. 29/8/19	Purple Mash Computer based Learning Training Review School Development Plan Outcome of self- evaluation Planning the way forward In class preparation time for teachers
4. 30/8/19	Sharing of Data Analysis-NRIT v PTE & PTM Identification of Target Groups –targets set Discussions with SENCO re specific pupils Sharing of pupil information with intake teacher Preparation for teachers
5. 4/11/19	Internal standardization of Literacy
SCHOOL DEVELOPMENT DAYS (SDDs): Up to 5 'exceptional closure' days may be taken	
1 2/11/19	Dealing with positive behaviour issues in the classroom Review of PRSD targets so far New composite classes meetings
2 3/11/19	Internal standardization of ICT and numeracy Review of work already started for inspection follow up
3 11/11/19	Shared Education with St Colmans and the other Hub schools Conference on Positive Behaviour.
4 6/4/20	Whole School Training Understanding Attachment in the classroom
5. 22/5/20	Analysis of PTE and PTM results-whole staff. Implications for in coming year PRSD review for staff Annual report writing



Under Local Management of Schools, each school is given a budget and is expected to operate within that budget.

The School Budget Share is made up of a centrally managed budget, which includes teaching costs, non-teaching costs, employer costs and running costs.

The Governors agree how the allocation should be spent.

This is the Cash Out-turn statement relating to this financial year.

SOUTHERN EDUCATION AND LIBRARY BOARD

COMMON FUNDING FORMULA ALLOCATIONS FOR 2019/20

PART 3: THE CALCULATION OF EACH SCHOOL'S BUDGET SHARE

School Name: Fair Hill Primary

School Type: Controlled Primary School Free School Meal Pupils 34

DE Ref: 501-6599 EA-S Ref: 0251 Job Seekers Allowance FTE Pupils 1

(A) AGE WEIGHTED PUPILS UNITS

AWPU Cash Value £2007.2434 (for a weighting of 1.0)

Nursery Class full-time	26	1.35	35.10	74223
Year 1	39	1.08	42.12	89067
Year 2	38	1.08	41.04	86783
Year 3	40	1.08	43.20	91351
Year 4	47	1.08	50.76	107337
Year 5	42	1.08	47.52	100486
Year 6	44	1.08	45.36	95918
Year 7	49	1.08	52.92	111905
Total				757070

(B) OTHER FORMULA FUNDING	Number of Units/Band	Funding per Unit £		Funds Allocated £
Premises By Area	1,877.00	8.62		16172
Premises Pupil Related	325.00	84.26		27385
Nursery TSN Social Deprivation	2.00	672.54		1345
	assessed	assessed		63
Primary TSN Social Deprivation	34.00	613.60		20862
	assessed	assessed		962
Small schools support Factor	Assessed	Assessed		226
Primary Principal Release Time	Assessed	Assessed		82
Mainstream Foundation Stage	Assessed	Assessed		35480
IMU Foundation Stage	Assessed	Assessed		
Teacher salary protection				3768
Irish medium Curriculum support				
Irish medium admin support				
Service personnel children				
Children of traveller community				
Looked after children	4.00	1057		4229
Newcomer pupils				
Special Unit Lump Sum				
Total Other Formula Funding				110575
TOTAL ALLOCATED (A+B)				867646



Fair Hill PS
Annual Expenditure 2019/20

Resources	Expenditure (£)
Teaching staff	721814
Non-teaching staff	137879
Staff other costs	700
Premises	24124
Operating costs	30056
Non capital purchases	2069
Reallocations total	2847
Total	917911

J Brown November 2020