



Coagh Primary School

Board of Governors
Annual Report
2017/2018



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Dear Parent,

As the Chairperson of the Board of Governors, I would like to take this opportunity to reflect on the last year and to offer thanks to all of those people involved in the running of Coagh Primary School.

Thanks must go initially to the members of the Board of Governors for their continued commitment and support in the management of the school.

Thanks must be extended to Mr Bayne, the Principal, who has continued to demonstrate a tireless dedication to Coagh Primary School, constantly endeavouring to improve it in every way over the last year. His dedication and enthusiasm are equalled by that of the teaching and support staff who have all worked hard over the last year to ensure that Coagh Primary School continues to be a welcoming place that encourages hard work, learning and respect for one another.

Sincere thanks must also go to you, the parents, and to the wider community for providing invaluable support for school events throughout the last year. Finally, thanks go to each and every pupil for striving to give their best and for representing their school to the best of their ability in a variety of community, educational and sporting events.

By working together over the last year, every person mentioned above has provided a positive contribution to the running of Coagh Primary School and, in doing so, has helped to fulfil the school motto of 'Happiness, Excellence, Achievement.' I thank every one of you.

I hope you find this report both informative and insightful.

Yours faithfully,

Emma McCrea

Emma McCrea (Chairperson)



Coagh Primary School
Board of Governors Annual Report 2017/18

Membership of the Board of Governors

Chairperson	Mrs Emma McCrea
Secretary	Mr Ivor Bayne B.Ed.(Hons)
Transferor (Trustee) Representatives (4)	Rev Martin Gracey B.A., B.Th.
	Mrs Emma McCrea
	Mrs Sandra Dallas
	Mr William Wasson
Parent Representatives (2)	Mrs Rachael Johnston
	Dr Sandra Moffett
E.A. Representatives (2)	Vacant
	Canon Barry Paine Dip.Th
Teacher Representative	Mrs Gillian Montgomery B.Ed (Hons)

Mr Ivor Bayne B.Ed.(Hons), as school Principal acts as secretary to the Board of Governors.

Responsibilities of Governors

Our Board of Governors is responsible for the management of Coagh Primary School. They are required to meet three times each year but in practice meet more often than this. Some of their duties include: -

- The oversight of the curriculum
- The control of the budget (Fully delegated to the Governors since April 1991)
- The provision of information for parents
- The selection of staff
- The Admissions Policy
- The maintenance of the premises (Shared responsibility with EA)
- Fostering links with the local community
- Responding to DENI and EA initiatives on matters which affect the school
- Reporting to parents.



The day-to-day administration and organisation of the curriculum is the Principal's responsibility.

Certain Governors have designated responsibilities outlined as follows:

DESIGNATED GOVERNOR FOR CHILD PROTECTION	Mrs Sandra Dallas
PRSD REVIEWERS	Canon Barry Paine Dip.Th Dr Sandra Moffett
FINANCE COMMITTEE	Canon Barry Paine Dip.Th Rev Martin Gracey B.A., B.Th. Mrs Emma McCrea Mrs Sandra Dallas
STAFFING/APPOINTMENTS COMMITTEE	Canon Barry Paine Dip.Th Rev Martin Gracey B.A., B.Th. Mrs Emma McCrea Dr Sandra Moffett

Annual Attendance Rate

The annual attendance rate for 2017/2018 was 97.5%.

This is an improvement on the previous year's attendance rate of 96.1%. The Governors would like to remind all parents of the advice from the Department of education which states that 95% attendance rate is satisfactory, 90% attendance is poor and 85% attendance or lower is unsatisfactory. It is the parents' responsibility to ensure that their child(ren) are not removed from school unnecessarily i.e. for a family holiday.

Teaching Staff

CLASS	TEACHER
Primary 1/2	Miss G. Brooks (Mrs Glasgow on Maternity Leave)
Primary 3	Mrs H. Michael
Primary 4/5	Mrs A. Wilson



Primary 6/7	Mr I. Bayne (Tue/Wed/Thurs) Mrs G. Montgomery (Mon/Fri)
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Non - Teaching Staff

Name	Role
Mrs J. Gates	General classroom assistant working in the P1/2 classroom. She combined this with her role as secretary from 1.30pm each day. Lunchtime Supervisor.
Mrs L. Carleton	General classroom assistant and she also covered both the 'Early Bird' and 'Fun' Club. 'Homework Club' Assistant. Lunchtime Supervisor.
Miss J. Dallas	Special Needs Classroom Assistant working in P4/5 room. 'Homework Club' Assistant. Reading Partnership Coordinator
Miss A. Brown	General Classroom Assistant and 'Homework Club' Assistant.
Mrs L. Graham (February 2018 - June 2018)	General Classroom Assistant
Mr M. Kochanski	Building Supervisor
Mrs M. Kochanski	Cleaner

The Governors would like to take this opportunity to express their thanks and appreciation to the Principal and all the staff for their high level of commitment and the high standards achieved both inside and outside the classroom.

MANAGEMENT STRUCTURE/SUBJECT CO-ORDINATION

Mr Ivor Bayne	Principal P6/7 Teacher- Tuesday, Wednesday and Thursday Deputy designated teacher for Child Protection PE Coordinator Numeracy co-ordinator Organise and arrange P7 residential Oversee and arrange participation in sporting tournaments
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Mrs Alison Wilson	P4/5 Teacher Literacy co-ordinator SENCO Music co-ordinator First Aider Organise concerts/musical productions/festivals
Mrs Heather Michael	P3 Teacher First Aider Designated Teacher for Child Protection First Aider E-Safety Coordinator Assessment co-ordinator
Miss Gillian Brooks	P1/2 Teacher (Cover Mrs T. Glasgow's maternity leave) PDMU co-ordinator Eco-school co-ordinator
Mrs Gillian Montgomery	P6/7 Principal Release Teacher- Monday and Friday Art and Design co-ordinator

STAFF DEVELOPMENT

Throughout 2017-18 members of staff were involved in five staff development days all of which had a particular focus:

'BAKER DAYS':	
August 2017	Classroom Preparation
Tuesday 22 nd August 2017	Whole Staff Meeting & Child Protection Training
Wednesday 23 rd August 2017	Medical training Classroom Preparation
Thursday 24 th August 2017	Analysis of data School Development Planning
Friday 25 th August 2017	School Development Planning Evaluating and Preparation of 2017/18 Action Plans
SCHOOL DEVELOPMENT DAYS (SDDs):	
Friday 3 rd November 2017	Whole Staff Child Protection Training



Wednesday 3 rd January 2018	Training on Levelling work
Friday 16 th February 2018	Internal moderation and standardisation of work
Tuesday 10 th April 2018	Staff training on Literacy: Grammar progression
Tuesday 29 th May 2018	Preparation for End of year Reports

THE CURRICULUM

It is the policy of the Board of Governors of Coagh Primary School that all the pupils will receive their full entitlement under the Northern Ireland Curriculum and that the school will go beyond that entitlement in areas where there are particular abilities among the staff.

Coagh Primary School will offer a curriculum that is balanced and broadly based and which promotes the spiritual, moral, cultural, intellectual and physical development of the pupils. This curriculum will be delivered in a way which is best suited to the pupils' age, aptitude and ability in order to help prepare them for the opportunities, responsibilities and experiences of adult life. The school will aim to provide a happy and secure atmosphere in which the children can learn effectively. It will also be the aim of the school to maximise the potential of each pupil, to develop self-confidence in the pupils and to promote a spirit of tolerance towards others.

The Curriculum will be so designed that the desire to learn will be encouraged in the pupils and that thinking and reasoning will be stimulated. It will be held to be important that children learn to apply themselves to the work in hand and to work to the best of their ability.

The Curriculum is seen as being a common curriculum for all the pupils of Coagh Primary School and no pupil will be debarred from any part of it. Every effort will be made to provide reasonable adjustments and maximum access to the curriculum for children who have a physical disability.

The Northern Ireland Curriculum is set out in six Areas of Learning:

1. **Language and Literacy:** including Talking and Listening, Reading and Writing.
2. **Mathematics and Numeracy:** focusing on the development of mathematical concepts and numeracy across the curriculum.
3. **The Arts:** including Art and Design, Music, Drama
4. **The World Around Us:** development of knowledge, skills and understanding in History, Geography, Science and Technology.



5. **Personal Development and Mutual Understanding:** focusing on emotional development, social skills, learning to learn, health, relationships and sexuality education and mutual understanding in the local and global community.
6. **Physical Education:** development of knowledge, skills and understanding through play and a range of physical activities.

At the heart of the curriculum lies an explicit emphasis on the development of skills and capabilities for lifelong learning. Through opportunities to engage in active learning contexts across all areas of the curriculum, children should progressively develop:

Cross Curricular Skills:

- Communication
- Using Mathematics
- Using Information and Communications Technology

Thinking Skills and Personal Capabilities:

- Thinking, Problem-Solving and Decision Making
- Self-Management
- Working with Others
- Managing Information
- Being Creative

Religious Education is a compulsory subject and is taught to all children in accordance with the core syllabus specified by the Department of Education. Assembly takes place every Wednesday morning. Local ministers, missionary organisations, local charity representatives and the principal are involved in taking the Assemblies throughout the year.

The school was visited on 17th April for the annual RE inspection by Rev E. Stevenson.

SPECIAL NEEDS

In keeping with the Code of Practice and Special Educational Needs policy, provision is made for children with special education needs, and this continues to prove effective. Daily withdrawal support for both Literacy and Numeracy was provided by Miss J. Dallas.

ASSESSMENT

From September 2012 the Department of Education put new arrangements in place for the statutory assessment of Communication and Using Mathematics in key Stages 1 and 2. Pupils in Year 4 and Year 7 are involved in Statutory assessment as organised by CCEA (Curriculum Council for Examinations and Assessment). In Year 4 it is expected that children, of average ability or above, will attain Level 2 or above in Communication and using Mathematics and in Year 7, children of average ability or above, will attain level 4 or above in Communication and Using Mathematics. [Due to Union Action by the main teaching unions, no data was submitted this year to the Department regarding levels.]



Our 2017/18 Key Stage Assessment results are shown below.

Primary 4	COMMUNICATION		USING MATHS		USING ICT	
	Target	Achieved	Target	Achieved	Target	Achieved
Achieving Level 1	0%	0%	0%	0%	0%	0%
Achieving Level 2 or higher	100%	100%	100%	100%	100%	100%
Achieving Level 3	0%	10%	0%	15%	0%	0%

Primary 7	COMMUNICATION		USING MATHS		USING ICT	
	Target	Achieved	Target	Achieved	Target	Achieved
Achieving Level 3	0%	0%	0%	0%	0%	0%
Achieving Level 4 or higher	92%	100%	100%	100%	100%	100%
Achieving Level 5	8%	16%	8%	24%	8%	16%

POST PRIMARY TRANSFER

At the end of June 2018, thirteen Primary 7 pupils transferred to the following schools:

Cookstown High School	8
Sperrin Integrated College, Magherafelt	3
Rainey Endowed, Magherafelt	2

BUDGET AND EXPENDITURE REPORT

Financial Year 2017/2018

Surplus/Deficit at end of 2016/17	-£6,916
Budget Allocation	£301,950
Expenditure	£297,713
Surplus/Deficit at end of 2017/18	-£2,679

COAGH PRIMARY SCHOOL PARENTS ASSOCIATION

Committee Members 2017/18	
Chairperson	Judith Friend
Vice Chairperson	Tracy Gillis
Treasurer	Janine Gates
Secretary	Rachel Johnston



HIGHLIGHTS OF THE YEAR

Main fundraising events:
Breakfast with Santa
Belfast Marathon Relay
Car Boot Sale and Craft Fair
Summer Fair
Half Term Discos

SUMMARY OF ACCOUNTS 2017-2018

Opening Balance 17 th September 2017	£3211.03
Income	£6,484.26
Expenditure	£6,542.91
Closing Balance 2 nd October 2018	£3,542.38

These accounts were unanimously passed by the committee of Coagh Primary School Parents Association at its AGM on 2nd October 2018.

The Board of Governors would like to thank all members of the Parents Association who work extremely hard for the benefit of the school. Thanks are also extended to all who supported and attended each event and to those who donated money

YEAR 7 RESIDENTIAL

In May the Primary 6 and 7 pupils from Coagh Primary, accompanied by Mr Bayne, Miss Brooks and Miss Dallas travelled to Woodhall Outdoor Education Centre. This trip provided an enjoyable experience for all who participated. A packed itinerary included opportunities to participate in canoeing, High Ropes, Archery, Team Building, Zip Line and many more activities.

The pupils were able to experience the challenges of being away from home, enabling them to practise life skills in an unfamiliar environment. Supported by their peers and teaching staff, the children were given the valuable opportunity to build independence and self-confidence.

EXTRA CURRICULAR ACTIVITIES

A wide and varied range of Extra Curricular Clubs were also on offer during the year which included:

- Scripture Union
- Eco Committee
- Choir
- Football
- Hockey
- Tag Rugby



- Athletics/Multi Sports
- Cycling Proficiency
- Horrible Histories

SPORT

Coagh Primary School offers a wide variety of sporting activities both during and after school. The children had experience of the following sports as they progressed through the school last year – dance, gymnastics, hockey, basketball, netball, soccer, indoor and outdoor athletics, Kwik Cricket, swimming and rugby.

The school's P.E. policy sets out aims which are designed to:

1. Encourage a positive attitude to sport.
2. Provide opportunities for participation to every child.
3. Improve physical skills.
4. Provide new experiences and set new challenges.

The children attended the usual sports fixtures during the year including:

- Football Tri-County
- Futsal Regional qualifiers and Northern Ireland Finals
- Primary 4, 5, 6, and 7 attended swimming lessons at Cookstown Leisure Centre during the year.
- The Boys and Girls hockey teams participated in local tournaments.

ECO-SCHOOLS

16 new committee members were selected for the 2017/18 year. Some of the activities include:

Daily monitoring of classrooms and award of Eco Cup each month
Gardening evening
Cash for Clobber
Purchase of Vegetables and Seeds for Garden
Recycling bin
Spring Clean around School

SCHOOL COUNCIL

Our school council elections were held again in September 2017. Each pupil from P3-7 wrote a manifesto and then they put themselves forward to stand as candidates. The whole school elections were held at the end of September and 10 council members were duly elected. The school council had regular meetings with Mr Bayne and made a valuable contribution to school life.



MUSIC

Music continues to play an important role in the life of the school.

- ❖ Snare Drumming tuition provided by Geoffrey Hamilton
- ❖ Piping Tuition provided by Lowry Ferguson
- ❖ Tenor Drumming tuition provided by Danielle Hamilton
- ❖ Fife, Flute and Clarinet tuition from the EA Music Service
- ❖ Piano tuition provided by Mrs Walker to P4-P7 pupils throughout the year.

HOMEWORK CLUB

2017/18 saw the creation of 'Homework Club' – which operated each afternoon from 3 - 5.00pm and was open to all pupils in P1-P7. The club was supervised by classroom assistants who provided a wide and varied range of activities for the children each day including outdoor play, art and craft activities, movies, iPads, toys and games, puzzles and quizzes etc. in addition the children were provided with a snack each afternoon and were assisted in completing their written homework.

SCHOOL LIAISON

The school has provided the opportunities for parents to take an active interest in the education of their children this year and has found parents very responsive indeed.

Liaison included:

- New P1 parents were invited into school during the Summer Term before their children started school to meet the Class Teacher, receive their 'Starting School' Booklets and discuss important aspects of school routine with the Principal.
- P1 parents were invited to attend a Phonics and Numeracy information evening at the start of September to give parents an overview of the year ahead.
- In November and May, all parents received formal invitations to visit the school to discuss their children's progress with the teachers. P7 parents were also invited to discuss the transfer from primary to secondary school if they felt this was necessary. Parents could contact the Principal and arrange to see him, or a class teacher, if they had a particular problem. There were also many opportunities to visit events held in the school e.g. Open Night, Christmas Concerts, Annual Prize day, Breakfast with Santa, Sport's Night. The Parents Association had a very successful year and the Governors would like to thank them for all their hard work.
- P7 had opportunities to smooth their passage into secondary school by visiting the secondary schools, or by talking to secondary school teachers when they visited us in June.



- SEN interviews for those parents whose children are on the school's SEN Register.
- Monthly Newsletter issued to all parents and available on the school website.
- Regular updating of the school website www.coaghprimaryschool.com
- Updates and information available on the school's Facebook page @Coaghprimaryschool.
- The use of a text messaging service for parents.

PASTORAL CARE

In line with the policy of maximising the potential of each child, the school recognizes that it has a responsibility to do everything possible to care for each pupil's emotional wellbeing. The school endeavors to provide a comfortable and safe environment for learning.

Due to the nature of primary education, it is the responsibility of each class teacher to look after the pastoral needs of each child in his/her class. Class teachers attempt to resolve the worries of pupils and relieve their anxieties. The Principal will be grateful for information about any difficult home circumstances, which may be causing distress or anxiety.

When a child is sick or injured the school will, in the first case, attempt to bring the parent to school. If this is not possible, the child will be brought to hospital. In less severe cases, the emergency contact number will be contacted.

In all cases it will be the school policy to act in the best interest of the pupils at all times.

CHILD PROTECTION

If you have a concern about the safety of your own, or another child and you wish to make a complaint about possible child abuse, the following procedures should be used:

1. Talk to the class teacher of the child.
2. If you are still concerned, talk to the designated teacher for Child Protection, Mrs Heather Michael, and in her absence, the deputy designated teacher, Mr Ivor Bayne.
3. If you still have a concern, talk to the Principal, Mr Ivor Bayne.
4. If you are still concerned, talk or write to the Chairperson of the Board of Governors, Mrs Emma McCrea
5. At any time, contact:

Southern Trust Duty Social work Team **Tel: 02837415285**



or

PSNI Public Protection Unit Tel: 101

SECURITY

The alarm system continues to ensure the safety of the premises. The internal locking system is used for the security of the pupils.

CALENDAR OF SCHOOL EVENTS

August	Staff Baker Days Diabetes Training 30 th August 2017- First day of school term
September	IFA Football coaching begins (Gareth Porter) Gardening Evening Hockey Coaching P4-P7 with Rhian Pegram (Ulster Hockey) Phonics and P1 information evening Parents Association AGM Afterschool Football Club begins Music tuition begins- Piano, Piping, Drumming, Clarinet and flute NI Chest, Heart and Stroke (Commit to be fit) in School P4-P7
October	P1 pupils stay to 1.45 pm School Council Elections Eco School Committee Elections Tri County Football Tournament (Day 1) Eco-School Club Horrible History Club SU club Fire Brigade talk about Firework Safety Parents Association Half Term Disco
November	Flu immunisation Parent Interviews Anti-Bullying Week Tri County Football Competition (Day 2) School Photographs Open Night
December	Breakfast with Santa Christmas Light 'Switch on' in Coagh 'Sleeping Beauty' Pantomime at Market Theatre, Armagh Scholastic Book Fair Mid Ulster in Harmony (Cookstown Primary School) Cookstown in Harmony Christmas Concert Class Christmas Parties



January	<p>Launch of New School Website at www.coaghprimaryschool.com</p> <p>P6/7 Swimming</p> <p>'Casey's Creatures' whole school visit</p> <p>'Bee Safe' event at Cookstown Leisure Centre</p> <p>Shared Education Project with Ballylifford begins P5-P7</p> <p>New iPads (17) purchased by Parents Association</p>
February	<p>'MUST' Project with P4 pupils from Coagh and Balllifford</p> <p>P7 transfer to post primary interviews</p> <p>PSNI visit to classes</p> <p>Safer internet day</p> <p>'Blitz' Hockey Tournament at Cookstown High School (Boys and Girls)</p> <p>Ulster Qualifiers Hockey Tournament at Cookstown High School (Boys)</p> <p>Cash for Clobber Collection by Eco Committee</p>
March	<p>World Book Day</p> <p>Futsal Qualifying Tournament at MUSA (Boys and Girls)</p> <p>K'nex Challenge at Dungannon Royal</p> <p>Hockey Tournament for Boys and Girls at Cookstown High School</p> <p>Cash for Clobber Collection</p> <p>Parents Association Easter Disco</p> <p>School Council Easter Egg Hunt</p> <p>Swimming Gala</p> <p>Cycling Proficiency Starts</p>
April	<p>P4/5 Swimming</p> <p>Bryson House Energy Talk P5-P7</p> <p>Parents Association Car Boot Sale and Craft Stall</p> <p>Charity Appeal- Leprosy Mission</p> <p>Eco Committee visit to Garden Centre to purchase vegetables/seeds for the Community Garden</p> <p>School Choir performing at Coagh Presbyterian Church Hall</p> <p>Northern Ireland Finals of Futsal (Valley Leisure Centre, Newtownabbey)</p>
May	<p>P6/7 Residential to Woodhall</p> <p>Shared Education Trip to 'Titanic' Centre Belfast P5-P7</p> <p>Tri County Football Tournament at MUSA</p> <p>P7 Transition talk by EWO</p> <p>P7 'Love for Life' Programme</p>
June	<p>Walk to School Week</p> <p>Parents Association BBQ</p> <p>School Nurse in for P1 Appraisals</p> <p>Parent Interviews</p> <p>P7 Outing to Bowling Alley and McDonalds</p> <p>P1 Open Morning</p> <p>P7 Transition Programme by Paul Cameron</p> <p>Cancer Focus Talk P1/2 and P3/4</p> <p>P6 visit to Cookstown High School</p>



	Sports Night Prize day assembly
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Thank you to everyone for their support during our school activities. The partnership between parents and school continues to be an extremely important aspect of school life and has a beneficial impact on the learning of our pupils.

School Holidays 2017 – 2018

All dates are inclusive.

Autumn Term

Wednesday 30 th August*	P1 only
Thursday 31 st August*	Term begins P1-P7
Monday 30 th October – Friday 3 rd November	Half Term
Wednesday 20 th December*	Term ends
Thursday 21 st Dec – Wednesday 3 rd Jan	Christmas Holidays

Spring Term

Thursday 4 th January	Term begins
Monday 12 th – Friday 16 th February	Half Term
Monday 19 th March	St. Patrick's Day
Wednesday 28 th March*	Term ends
Thursday 29 th March- Tuesday 10 th April	Easter Holidays

Summer Term

Wednesday 11 th April	Term begins
Monday 7 th May	Bank Holiday
Monday 28 th May	Bank Holiday
Tuesday 29 th May	Staff Training
Friday 29 th June*	Term ends

***School will close at 12 (noon) on these days**

Mrs. E McCrea (Chairperson) Board of Governors