

BOARD OF GOVERNORS'
ANNUAL REPORT
FOR
SCHOOL YEAR
2016 – 2017

Mary Queen of Peace Primary School
Glenravel
Co. Antrim
BT43 6QH

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Principal: Mr Malachy Conlon [BEd., MEd., PQH]



October 2017

INTRODUCTION

Mary Queen of Peace Primary School was opened in September 2016, following the amalgamation of St. Mary's PS, Cargan and Glenravel PS. The school operates on a split site, with Y1-3 on the Cargan site and Y4-7 in Marinstown during the 2016-17 school year.

This Board of Governors' first annual report covers the period 2016 - 2017; its purpose is to keep you informed of what is happening in the school and to foster your participation as an important partner in the education of your child or children. I trust that you will find this report informative.

The report cannot cover every aspect of school activity but gives an overview. If there are any issues of general concern in it, which you would like to discuss, please contact either myself or the Principal.

On behalf of the Governors, I would like to thank the Principal and teaching staff for their conscientious dedication to the education and development of our children. The non-teaching staff plays an essential role in the running of the school and their contribution is gratefully acknowledged.

If you require information about your *own* child or have a concern about him/her, you should contact the school and arrange an appointment with the Principal or the class teacher.

On behalf of the Board of Governors I thank you for your support and look forward to your continuing involvement.

Rev. Gabriel Lyons
Chairman
Board of Governors

ORGANISATION AND MANAGEMENT

THE BOARD OF GOVERNORS 2016-17

Chair: Rev. Gabriel Lyons
Parochial House, 119A Glenravel Road, Glenravel, Co. Antrim,
BT43 6QL
Tel: 028 2175 8217

Secretary: Mr Malachy Conlon (Principal)

The Board of Governors has overall responsibility for the effective management of the school. They are required to meet as often as the conduct of business may require, and a minimum of three times a year but in practice meet more frequently.

The Board of Governors is involved in all aspects of school life including but not limited to:

- Determination of Curriculum Policy and of the Curriculum
- Safeguarding
- Appointment of teachers and other staff
- School Admission Policy
- Control of the LMS Budget
- Fostering partnership with parents in school affairs
- School policies
- School building
- Promoting links with the community

Membership

Governor Name	Representing
1. Rev Fr Gabriel Lyons	Trustees
2. Mrs Martina Pirie	Trustees
3. Mr Sean Harvey	Trustees
4. Mr Mark McQuillan	Trustees
5. Miss Elaine Higgins	Department of Education
6. Mrs Karen Magill	Education Authority
7. Mr Seamus McMullan	Education Authority
8. Mrs Shauna Hynds	Teachers
9. Mrs Josephine McIlhatton	Parents
10. Mr Malachy Conlon	Principal (Secretary)

Date of expiry of current term of office: 2018

SCHOOL STAFF 2016 – 2017

Teaching Staff

Mr M Conlon	Principal	Mrs L Gormley	Year 4
Mrs F McConway	Vice-Principal, Year 7	Mrs E Sharkey	Year 5
Mrs S Hynds	Year 1	Mrs D Davies	Year 5
Mrs M McAlister	Year 2	(Temporary)	
Mrs G McKeown	Year 2	Mr P McKenna	Year 5
Mrs O'Mullan	Year 3	Mr T Magee	Year 6
Mrs C McNeill	Year 3	Mrs D Davies	Year 6
(Temporary)		(Temporary)	

Support Staff

Mrs Denise McAuley (Secretary)
Mrs Josephine Kelly (Secretary until Hallowe'en)
Mrs Kathleen McHugh (Building Supervisor)
Mrs Mary Swann (Building Supervisor)
Ms Stacey Brown (Temp Building Supervisor)
Mrs Christine McAfee (Cleaner)

Supervisor Assistants

Mrs Josephine Kelly
(until Hallowe'en)
Mrs Patricia Higgins
Mrs Marina McQuillan
Mr Sam Galloway
Ms Karen Conway
Mrs Christine McAfee

Learning Support Assistants

Mrs Christine McAfee (Y6 & Y7)
Mrs Marina McQuillan (Y6)
Mrs Dawn Dougan (Y5)
Mrs Mary McAuley (Y5)
Ms Karen Conway (Y3 & Y4)
Mrs Sheila Gallagher (Y2)
Ms Mary Swann (Y2)
Ms Emer Higgins (Y1)

School Crossing Patrol

Mrs Patricia Higgins
Mr Sam Galloway

Management Responsibility

Mr M Conlon	Principal	Overall responsibility for Curriculum, Pastoral Care, Deputy Designated Teacher for Child Protection
Mrs F McConway	Vice-Principal	Mathematics, Pastoral Care, Designated Teacher for Child Protection, Links to Parents & the Community

During the 2016-17 school year co-ordinators were appointed for the following curricular areas:

Mrs G McKeown	Literacy
Mrs M McAlister	Special Educational Needs
Mrs S Hynds	Head of Foundation Stage, Yr 1 Induction / Enrolment, Medical
Mrs L Gormley	Information Communication Technology

Professional Development

Staff Training

The School Development Plan's [SDP] curriculum and staff development priorities for 2016 – 2017 were:

1. Mathematics

The curriculum priority for the new school was mathematics. Mrs McConway, the Mathematics Co-ordinator provided training for the staff in the structure of a mathematics lesson as well as in-class support for staff through team teaching.

A scheme of work for the teaching of number from Y1 to Y7 was agreed by the staff. The standards of attainment in mathematics were measured and analysed.

The mathematics co-ordinator also raised the profile of mathematics throughout the school, through competitions (in-school and outside of school) as well as designated maths day throughout the year.

2. Literacy

The main literacy focus during the school year was the introduction of the Accelerated Reader programme in Key Stage 2. This initiative was led by the Literacy Co-ordinator, Mrs McKeown.

The standards of attainment in literacy were also measured and analysed.

3. ICT

The focus for work in ICT was the development of Interactive Design; led by the ICT Co-ordinator, Mrs Gormley.

The standards of attainment in ICT: Interactive Design were measured and analysed. A school website was launched to coincide with the opening of Mary Queen of Peace PS. The website has been used to improve communication between school and home; promote events that take place in the school and community; and also, importantly, to exhibit the children's work.

4. Special Educational Needs

Mrs McAlister (SENCO – Special Educational Needs Co-ordinator) led the school in planning for pupils with special education needs.

5. Foundation Stage

Mrs Hynds was appointed Foundation Stage Co-ordinator.

The focus of work in the Foundation Stage (Ys 1 & 2) was on planning for play and provision for outdoor learning.

In the course of the year members of staff and the Principal attended individual training sessions including: safeguarding, leadership, ICT and religion.

Medical training also took place for staff including allergies & Epi-pen training as well as diabetes training. There is a Policy for the Administration of Medication Needs in School

All of the staff in the school undertook Child Protection training.

School Development Days (SDDs) and Baker Days (BDs)

School Development Days (SDD)		Baker Days (BD)	
SDD I (30.08.16)	SDP: Plan 2016-17, Aims, Maths	BD1 (29.08.16)	Classroom Preparation
SDD II (26.09.16)	SDP: Aims, Maths, LSA Training	BD2 (31.08.16)	SDP: Teacher Planning
SDD III (05.01.17)	SDP: Maths, ICT	BD3 (03.11.16)	Religion
SDD IV (06.01.17)	SDP: Maths, SEN, ICT	BD4 (04.11.16)	Assessment
SDD V (02.05.17)	ICT 2017-18	BD5 (08.12.16)	SDP, Religion

Governor Training

During the year members of the Board of Governors were trained in Child Protection.

SCHOOL BUILDING AND ENVIRONMENT

The School Building

A planned new school build was suspended before the opening of Mary Queen of Peace PS, as result of a planning requirement for a footpath between Martinstown and Cargan. The Board of Governors has been working with the Department of Education and the Council for Catholic Maintained School (CCMS), as well as statutory bodies to resolve this matter. A new school build is essential for Mary Queen of Peace PS.

While the school remains on two sites, work has continued to improve the conditions for the pupils and staff. This is a challenge for Mary Queen of Peace PS, as one of the school buildings dates from 1875, while the other site largely consists of mobile classrooms. The school has no assembly hall for PE lessons or assemblies.

Nonetheless new carpet and blinds were fitted throughout the school, with painting for a number of classrooms. This work was largely provided by parents and staff and their families. Mary Queen of Peace PS is very grateful for the work and generosity of the school community.

Health & Safety

An Emergency Evacuation Plan has been introduced for the new school, with fire drills throughout the school year.

Security

The school has a 24 hour monitored security system on the Cargan site which includes:

- 4 cameras;
- Security access to external doors, including video and audio intercom.

The Martinstown site has perimeter fencing.

A risk assessment for access to both sites was carried out by the school and the Education Authority, in preparation for the opening of Mary Queen of Peace PS. As a result of the assessment a number of changes were made to the locks on access doors and changes to the procedures for accessing the school. A successful application was also made to the Department for fencing and controlled access to both school sites, which has been accepted by the Department. Work is due to begin at the start of the 2017-18 school year.

STATEMENT OF SCHOOL AIMS

In this report, the Board of Governors takes the opportunity to remind parents of:

- What the school believes in;
- What it aims to do for your children; and
- What values we want to give to the children.

At the beginning of the new school the staff developed a set of aims for Mary Queen of Peace PS, which is displayed throughout the school. The aims were also shared with and explained to parents in newsletters during the 2016-17 school year and on the school website.

OUR SCHOOL AIMS

- To enrich the Catholic lives of each pupil by offering a religious programme which will support their parents in handing on our faith.
- To create the opportunity for each child to reach their full potential: spiritually, academically, socially, emotionally and physically in a safe and caring environment.
- To provide an education which enables every child to be proud of their learning and achievements by delivering a modern, active, broad and balanced curriculum thus ensuring high academic literacy, numeracy and ICT standards throughout the school.
- To promote positive behaviour within the school through a happy and caring environment based on respect, tolerance, co-operation and self-discipline and where all children are valued as equals.
- To provide a positive learning environment where children's attitudes are nurtured to ensure they become independent, confident, resilient and enthusiastic learners for life and the future.
- To develop positive relationships between staff, parents, parish and the community to promote the life, work and values of the school.
- To encourage a positive lifestyle by promoting healthy eating, personal and physical development through the school's curriculum and after-school programme.



External Relations

We see the school as part of the local community and we endeavour to strengthen our links with parents, parish organisations and the wider public. We are pleased to welcome parents and the wider community to school masses, religious celebrations and to performances by the pupils. Children receive the Sacrament of Reconciliation, First Holy Communion and Confirmation. These significant and special occasions were celebrated with parents, families and friends.

A Parent Teacher Association (PTA) was formed at the start of the new school which has encouraged parental participation in the life of the school.

Mary Queen of Peace PS also has strong links to the local GAA club, scouts, Saint Vincent DePaul, Credit Union and Irish dancing school.

The school is also involved in joint programmes with its main feeder post-primary schools.

Cross Community Links

Mary Queen of Peace PS supports cross-community activities in education, sport and cultural events. In the 2016-17 school year the Y7 children participated in a shared education programme with Carnlough CIPS, Seaview PS, Carnalbanagh PS; while Y6 participated in a sports based twinning programme with Camphill PS.

PRINCIPAL'S REPORT

Enrolment in Y1 in September 2016 was 28 children which brought the overall school numbers to 238.

Girls – 121

Boys – 117

Average attendance for the year was 97.0%.

THE CURRICULUM

Curriculum a Definition:

“A school’s curriculum consists of activities designed or encouraged within its organisational framework to promote the intellectual, personal, social and physical development of its pupils. It includes not only the formal programme of lessons, but also the “informal” programme of extra-curricular activities as well as those features which produce the school’s ethos, such as the quality of relationships, the concern for equality of opportunity, the values exemplified in the way the school sets about its task and the way in which it is organised and managed. Teaching and learning styles strongly influence the curriculum and in practice they cannot be separated from it. Since pupils learn from all of these things, it needs to be ensured that all are consistent in supporting the school’s intentions.”

In a Catholic school the teaching and expression of our Catholic values are key elements of the curriculum. It is important that the children are well prepared for the Sacraments – Reconciliation, Eucharist and Confirmation and that these events are made memorable by the liturgy, music and celebration which accompany them.

The full NI Curriculum is being delivered by the staff within the school, supported by facilitators who enhance our children’s education.

Assessment and Reporting

It is school policy for regular assessment to be carried out to evaluate the progress of pupils and the success of teaching strategies used.

Assessment in the school, during the school year, took the following forms:

- Regular ongoing assessment by class teachers e.g. weekly spelling, tables, maths etc..
- Formal assessment of Maths and English, using standardised tests.

The school will promote:

- Assessment for Learning (AfL) providing pupils with on-going guidance and feedback on their work. AfL also includes pupil self-assessment of their own strengths and areas to be developed.

The following forms of assessment did not take place in the 2016-17 school year as a result of industrial action:

- Statutory Assessment of Year 4 and Year 7 pupils in Communication and Using Mathematics (CCEA).
- Assessment of ICT competencies, including End of Key Stage 1 & 2 Accreditation.

End of Key Stage Assessment 2016-17

During the 2016-17 academic year, teaching trade unions were involved in industrial action in relation to the new assessment arrangements. Mary Queen of Peace PS was part of this action and there is, as a result, no End of Key Stage data.

The Northern Ireland summary for End of Key Stage Data was similarly affected by the action and *best estimate* only figures are available for 2015-16. The Department of Education recommends caution in analysing data and benchmarking performance at this time.

Key Stage One 2016-17

Mary Queen of Peace PS - NI Averages

	Communication		Using Mathematics	
	MQP PS %	NI (Best Estimate) %	MQP PS %	NI (Best Estimate) %
Level 2 and Above		87.5		88.4

Key Stage Two 2016-17

Mary Queen of Peace PS

Mary Queen of Peace PS - NI Averages

	Communication		Using Mathematics	
	MQP PS %	NI (Best Estimate) %	MQP PS %	NI (Best Estimate) %
Level 4 and Above		78.0		78.7

Assessments using standardised tests were administered during the 2016-17 school year in mathematics and literacy. The standards of attainment in mathematics and literacy in Mary Queen of Peace PS were considerably higher than the levels of attainment nationally, at all levels of ability:

- There were more children with standardised scores of 100 or more than at the national level. A standardised score of 100 or more indicates average to above average ability. Mary Queen of Peace PS has more children who are of average or above average ability when compared to other pupils nationally, in both mathematics and English.
- There were more children at the very highest levels of ability (standardised scores of 115 or more) in Mary Queen of Peace PS, when compared to children nationally.
- There were less children in the special educational needs group (standardised scores of 85 or below) in Mary Queen of Peace PS, when compared to children nationally.

Standardised Test Scores in Mathematics:

	SS ≤ 85	SS ≥ 100	SS ≥ 115
% of Pupils in MQP	6%	62%	25%
Nationally	16%	50%	16%

Standardised Test Scores in English:

	SS ≤ 85	SS ≥ 100	SS ≥ 115
% of Pupils in MQP	7%	69%	26%
Nationally	16%	50%	16%

Transfer to Post-Primary School

Post-Primary School	No. Pupils
Slemish College	2
St. Killian' College	14
St. Louis' GS	17
St. Patrick's College	1

Special Educational Needs Provision

Using information from formal assessments and classroom observations, the Special Educational Needs Co-ordinator (SENCO) in close consultation with class teachers and parents, identify children who would benefit from individual education plans. These children are placed on the school's Special Educational Needs Code of Practice Register.

In Mary Queen of Peace PS support is given within the classroom setting whereby differentiated learning and teaching experiences allow children to work at an appropriate level. These experiences present opportunities for each child to progress at his or her own pace, consistent with his or her ability.

A number of children in the school are provided with literacy and medical support by external partners.

The school continues to work closely with parents and children to meet the wide spectrum of needs e.g. health, emotional and behavioural difficulties as well as physical disabilities.

Sport and Extra-Curricular Activities

Sport and extra-curricular activities form an important part of the life of the school. The local community has a strong sporting tradition and sports also provided an excellent opportunity for the children to come together as one school, competing for Mary Queen of Peace PS. The extra-curricular programme in the school also included creative and artistic clubs. In 2016–2017 the extra-curricular programme included sporting, creative & expressive, as well as environmental activities. The programme included netball, dance, basketball, Zumba, multi-skills, hurling, camogie, Gaelic football (girls and boys), cross-country running, girls' soccer, pottery, art, ECO School, tin whistle, board games, quiz, knitting and singing clubs.

The majority of the coaching was provided by the school's teaching staff with external support from Mid & East Antrim Borough Council, PSNI, Con Magees/Brídíní Óga GAC.

Participation in inter-school competitions is also an important part of school life, with Mary Queen of Peace PS competing in:

- **GAA:** SW Antrim hurling, camogie and Gaelic football (boys and girls competitions (indoor & outdoor).
The school won the SW Antrim hurling, camogie and girls' football championships. The girls went on to win the All-County football title.
- **Cross-Country** The girls won the regional competition and competed in the NI finals, as did a Y7 boy who made the individual final.
- **Festivals:** Ballymena Speech & Language Festival. We had 107 pupils participating, with 63 prize winners. We also won Best Overall Primary School in the Speech & Drama category.
Our choir, in its first competition, was placed third overall in the Ballymena festival. There were also individual awards for pupils in string, piano and singing grade examinations.
- **Quizzes:** School quiz teams took part in the Credit Union and Cumann na mBunscol quizzes. The school won its regional Cumann na mBunscol competition and participated in the Ulster final. In the Credit Union competition, the team won its local and chapter heats, eventually coming 8th in the All-Ireland final.

School Educational Visits

The educational visits undertaken by classes were closely linked to areas of the curriculum or focused on developing social skills and building relationships. Teachers undertook a risk assessment prior to visits and reported to the Principal.

Support for Parents Before and After School

A Morning Club, providing pre-school supervised care and a breakfast for children, was established following consultation with parents.

There has been very positive feedback from parents regarding this service.

EXTRACTS FROM THE SCHOOL DIARY FOR THE 2016 – 2017 YEAR

1st Term

September

- Opening of Mary Queen of Peace PS and blessing of the school by Bishop Treanor
- Team Building Days
- String, piano and singing tuition begins
- After School Clubs: Choir, Dance & Basketball
- Morning Club begins
- PTA established
- Fundraiser: Black Bag Re-cycling. £403 raised. Thank-you.
- Website launched
- First whole school assembly & Pupil of the Month
- School celebrations for Con Magee's GAC centenary
- First MQP Gaelic football team and medal winners too!

October

- Accelerated Reader begins in Key Stage 2
- First MQP Cross-Country team. Girls win regional race in Ballymoney.
- After School Clubs: Art, Board Games, Cross-Country & GAA
- Maths Week
- Celebrations for Brídíní Óga Ulster Final win
- School Council elections
- Retirement of our secretary, Mrs Josie Kelly
- Hallowe'en Fancy Dress

November

- Design a New School Kit competition winners
- Anti-Bullying Week: Together We Are Stronger
- Shoe Box Appeal – 123 boxes. Thank-you.
- Healthy Breaks Survey
- Y4 and Y7 Commitment Services
- Visit of GAA president (Aogán O'Fearghail)
- Y1 and Y2 visit the fairies
- Cross-Country Race II in Coleraine (UU). Girls' team win the competition.
- Boys' indoor Gaelic football tournament

December

- Girls' indoor Gaelic football tournament. Our first girls' team at MQP.
- PTA Family Bingo
- MQP Christmas Cards (PTA)
- School Christmas Card Competition
- Whole school visit to the cinema to celebrate the first Christmas in MQP
- Our first Christmas lunch
- Carol Service. Parish donation to school funds. Thank-you.

- Christmas concerts: Y1/2, Y3/4. Just the best way to the end the year!

2nd Term

January

- Primary 1 Open Morning
- After School Clubs: ECO, Cross-Country, Girls' Soccer, Multi-Sports, Zumba, Knitting & Sewing
- Book Fair
- Report on Healthy Eating Consultation
- Cross-Community Twinning Programme with Camphill PS (Y6)
- Y7 trip to The Braid
- Cross- Country Race III in Limavady and a win for the girls again. Girls' team qualify as regional champions for NI Final and we have a Y7 boy in the individual boys' race.
- Indoor Camogie tournament. Girls win MQP's first ever camogie trophy.
- Indoor Hurling tournament. Boys win MQP's first ever hurling trophy.
- Credit Union Quiz (Ballymena District) winners!
- Catholic Schools' Week

February

- Mass and visit to the school to mark Grandparents' Day on St. Brigid's Day as part of Catholic Schools' Week
- Service of Light
- Two new school kits (home & away) for the school teams
- PTA Table Quiz
- Safer Internet Day
- Retirement Assembly for Mrs Josie Kelly
- Cross-Country National Finals in Mallusk
- New playground furniture in the Foundation Stage (Cargan)
- Ballymena Festival: individual and school prize winners in speech & drama and music sections. The school won best overall primary school in the speech & drama section, while the choir came 3rd in its first ever competition.

March

- Trócaire collection begins
- World Book Day
- Sacrament of Penance
- Sacrament of Confirmation
- Cumann na mBunscol Quiz regional winners. Mary Queen of Peace represent Co. Antrim at the Ulster Final.
- After School Clubs: Netball
- World Maths Day
- PTA: Family Maths Trail
- Ceili, Irish dancing, readings, musical performances and singing in celebration of St Patrick's Day. Green Day fundraiser in aid of Trócaire.

- Credit Union Quiz (Chapter) winners. The team qualified for the All-Ireland Final and finished 8th.
- Camogie and hurling teams play at the half-time interval of Antrim's NHL game v Westmeath (in Cushendall)
- Mother's Day film on school website

April

- Choir Treat: Visit to the cinema
- Boys' Gaelic football competition
- Y7 Visit to Altnahinch Dam
- Trócaire total £1815.48. Every class organised a fundraiser. Thank-you.

3rd Term

- Y7 STEM Visit
- Accelerated Reader prizes introduced
- After School Clubs: Tin Whistle, Pottery, Gaelic Football (Boys & Girls)
- Singing: Grade 1 and 2 awards from the London School of Music for individuals in the singing tuition programme
- Pupils' work on display at the Glenravel Art Club Exhibition
- Girls' Gaelic football team win SW Antrim's Championship. They will represent SW Antrim at the All-County Finals.

May

- Children's Commissioner visits the school and meets the School Council
- After School Clubs: Hurling, Camogie (Y5/6), Netball
- Camogie team win SW Antrim's Championship. They will represent SW Antrim at the All-County Finals.
- Accelerated Reader: the first pupil to read 1,000,000 words
- Hurling team win SW Antrim's Championship. They will represent SW Antrim at the All-County Finals.
- Sacrament of First Holy Communion
- Induction Day for Year 1 pupils starting school in September 2017
- School Trip: Y3 Transport Museum, Cultra
- School Trip: Y4 W5, Belfast
- School Trip: Y5 Giant's Causeway
- School Trip: Y6, Jet Centre
- School Trip: Y7 Folk Park, Omagh
- School uniform evening
- A pupil plays for Antrim at the half-time interval of Antrim's Ulster Championship game v Donegal (Ballybofey)
- Big Spring Clean in Glenravel

June

- School Trip: Y1 & 2 Portstewart
- Y7 Retreat
- Fun & Fitness Fundraising. Thank-you for your generosity.

- Sports Day
- Y6 STEM Day in St. Louis' GS
- Y7 Pioneer Mass
- Y6 CSI Day in St. Killian's College
- Y7 Inside Out Programme
- Y1 Film Premier for parents
- Shared Education: Y7 Cross-Community Days with Seaview PS, Carnalbanagh PS and Carnlough Integrated PS
- Success in exams for piano and string pupils in the tuition programme
- Prize Giving
- Hurling, camogie and girls' football teams play in the All-County Finals. The girls' football team wins the county final.
- Feis na nGleann Art Exhibition
- Y7 Leavers' Mass
- School closes for the summer holidays

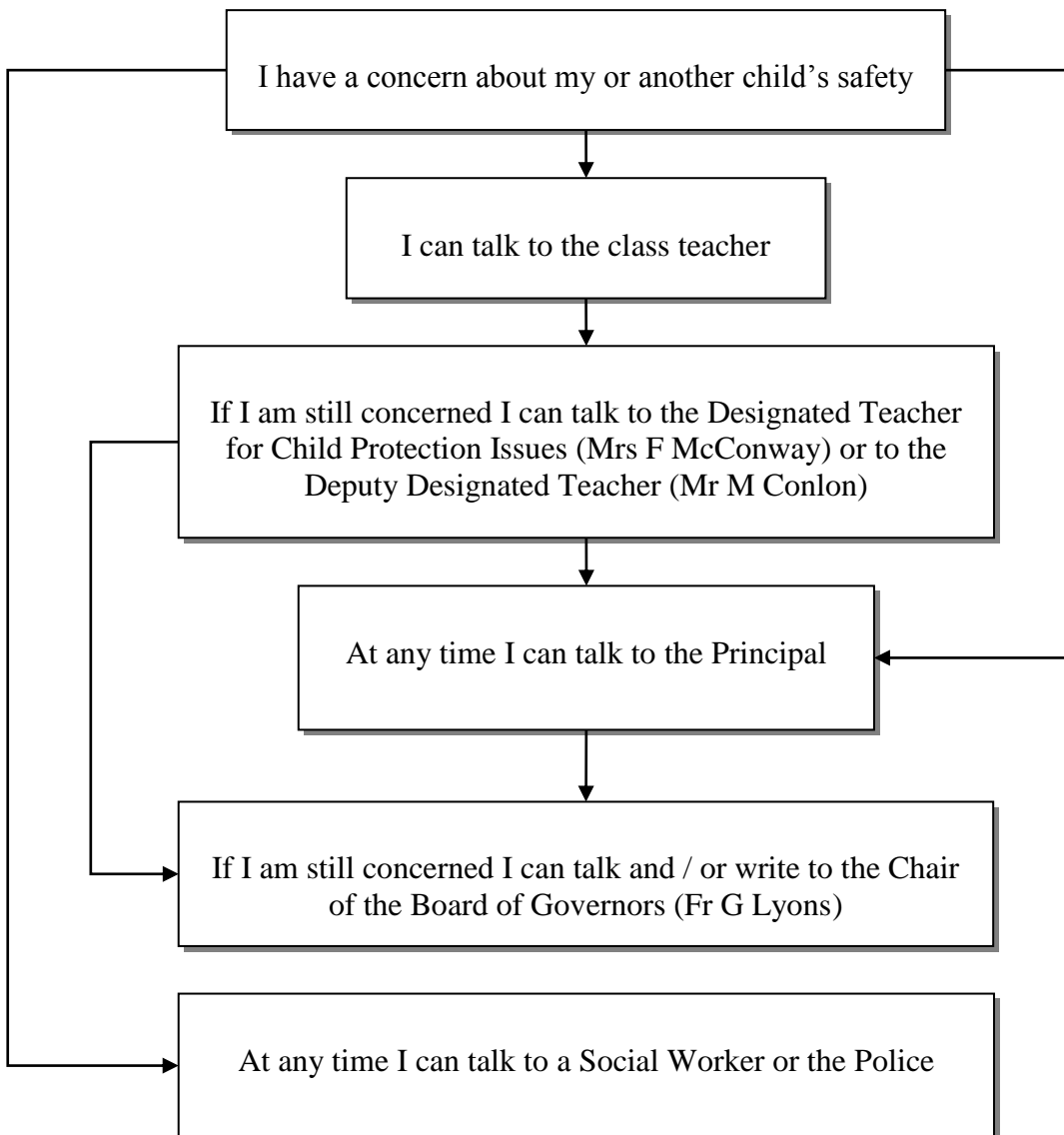
PASTORAL CARE AND CHILD PROTECTION

The school is an institution to further the education of all our pupils, with a duty of care to each pupil commensurate with the care afforded by any reasonable parent.

The Governors, Principal and Staff act in accordance with the requirement of DENI on Child Protection. Both the Designated Teacher (Mrs F McConway) and the Deputy Designated Teacher (Mr M Conlon) have had and will continue to avail of training. The Board of Governors has a School Safeguarding Team.

In accordance with legislation and following recommendations from the Education Authority and DENI the school has formulated guidance to parents, staff, pupils and governors on Child Protection Policy and Procedures. At the opening of the new school, each family was provided with a copy: A Guide for Parents – Child Protection School Policy; this document is also available on the school website. A copy of the Child Protection Policy is available in the school office.

Should any parent wish to raise a concern about a child's safety the following flow chart suggests a course of action:



ANTI – BULLYING POLICY

Guidelines for Parents

What is Bullying?

Bullying is threatening or dominating behaviour towards another person with the calculated intention to hurt or frighten them physically, emotionally or psychologically. It is usually, but not always, repetitive. Children have the right to receive their education free from such humiliation, oppression and abuse.

What to Do in the Event of Bullying

- Watch for signs of distress in your children. This could be apparent in, for example, unwillingness to attend school, a pattern of headaches or stomach aches, possessions that have gone missing, a request for extra pocket money, damaged clothing or bruising.
- Take an active interest in the child's social life. Discuss friendships, how playtime is spent and the journeys to and from school.
- If you think that your child is being bullied, inform the school immediately and ask for an interview with the member of staff who should deal with the incident.
- Reassure your son or daughter that there is nothing wrong with him or her. He or she is not the only victim.
- Advise your son or daughter not to hesitate to tell an adult, for example a liked and trusted teacher.
- Advise your son or daughter not to attempt to buy off the bully with sweets or other 'presents' and not to give in to demands for money.
- Keep a written record if the bullying persists. It will be painful but it will provide supportive evidence regarding WHO, WHAT, WHERE and WHEN.
- Together with an appointed teacher, and your son or daughter, work out a plan of action. Should the bullying be repeated the plan must be followed and an adult, parent or member of staff, informed that it has happened again.

What if Your Child is A Bully?

- If you think that your child may be bullying others, contact the school, so that together we can resolve the problem.

FINANCIAL REPORT

The School Budget, as allocated by the Education Authority under LMS, is controlled and managed by the Board of Governors.

Below is a summary of the application of the funds allocated.

LMS Budget Report **For the Year 1 September 2016– 31 March 2017**

	£		£
Budget for the Year	413,223	Staff Costs	361,940
		Non-Staff Costs	19,499
		Surplus c/f to 2017/2018	31,784
	-----		-----
	<u>413,223</u>		<u>413,223</u>

School General Fund Account **For the school year 1 September 2016- 30 June 2017**

	£		£
Balance c/f	0.00	After school, music	1869.00
Grants	12,000.00	music & sporting fees	
		Book Fair	1,792.86
Fundraisers	5,470.40	Trips(Christmas/summer/treats)	2,603.65
Christmas DVDs	520.00	Cargan playground & painting	1,594.09
Uniforms	6,632.80	Art Supplies	404.60
Music Fees	1,361.00	Bank Fees	212.80
Clubs (Morning, After School, sporting activities, choir)	4,181.19	Transport	2,350.00
Donations	1,582.00	Hall Rent	1,449.00
Shared Education	200.00	Tuck Shop supplies	448.13
Book Fair	1,792.86	ICT Equipment	1,304.22
Trócaire	1,815.48	Sports Day (Music & Medals)	256.12
		First News Subscription	314.00
		Sports Kit	1,370.00
		Morning Club (running & start up costs)	3,200.00
		Christmas DVDs	520.00
		Love for Life P7 Programme	174.16
		Balance C/f	15,693.10
	-----		-----
	<u>£35,555.73</u>		<u>£35,555.73</u>

PARENT TEACHER ASSOCIATION

The school benefits from an active and vibrant PTA which supports the work of the school throughout the year in a variety of ways. This year's fundraising was used to support the development of outdoor play in the Foundation Stage and at playtimes on both sites.

The Principal and Staff are indebted to the PTA for the contribution that they make to the life and work of the school and we wish to express our sincere gratitude.

Mary Queen of Peace Primary School PTA Account

For The Year 1 September 2016 – 30 June 2017

	£		£
Hallowe'en Day	168.90	Sacraments' Hospitality	343.64
Bingo	921.61	ICT	93.98
Christmas Cards	194.00		
Carol Service (Parish)	215.65		
Table Quiz	552.00		
Maths Trail	300.00	Fees	29.12
		Balance c/f	£1885.42
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	£2,352.16		£2,352.16
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CONCLUSION

The Governors wish to congratulate the children for their diligence and efforts during the first year of Mary Queen of Peace PS. We would also like to thank you, their parents, for the support and assistance given to the new school. We particularly commend our dedicated and loyal staff for the way they have undertaken their many and varied tasks and we congratulate them on a very successful first year in Mary Queen of Peace Primary School.