



BOARD OF GOVERNORS ANNUAL REPORT 2023-2024

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CHAIR'S REMARKS

With this year coming to a close we can all say we have had a great and successful year here at Kircubbin Integrated Primary School. Our Senior Leadership Team continue to work together well. The KIPS+ Parent/Teacher Association is going strong and continuing with fundraising and fun events for our children and the local community.

We have sadly had to say goodbye to a long serving member of staff Mrs Magee after 18 years of service. On the other hand we have recruited some more Classroom Assistants to our team.

Our numbers and applications continue to rise as we continue to show the benefits of integrated education to the wider community.

I would like to congratulate everyone at KIPS on becoming a finalist in the first ever UK School Song of the Year Competition. Wishing everybody the best of luck.

Again I would like to express my appreciation to my fellow Governors and a massive thank you to Julie Stuart for her continue support over the years. For some of us, including myself our journey as governors is coming to an end. I would like to take this opportunity to thank Roger and his team for all their hard work and dedication at KIPS.

All the best to the new Board of Governors and I hope that KIPS will continue to go from strength to strength for many years to come.

Mrs C McMaster

BOARD OF GOVERNORS

2018-2024

The Board of Governors was reconstituted in October 2018. Below is a list of current governors.

Name	Representative	Role
Mrs C McMaster	Parent	Chair
Mr J Hughes	Education Authority	Child Protection
Dr M Thatcher	Education Authority	PRSD
Mr D Heron	Education Authority	PRSD
Mr P Cash	Education Authority	
Canon G Withers	Transferor	
Mrs P Bell	Trustee	
Mrs S Stothers	Trustee	
Mrs L Doherty	Teacher	
Mr A Ferguson	Teacher	

The Governors' Main Responsibilities

The school's Board of Governors plays an extremely important role in supporting schools to ensure that pupils have every opportunity to develop to their full potential within a caring and stimulating learning environment. As schools are accountable for what they do, governors must work in close partnership with the principal, staff, parents and pupils to monitor and evaluate the effectiveness of their school in providing the best quality education for all pupils within the school.

The governors and principal work in partnership to manage the school. This involves meetings dealing with issues such as determining staffing levels, recruitment, formulating and reviewing policies and drawing up and implementing the school's admissions criteria. The governors are also responsible for the overall allocation and management of the school's budget. Further to this, the governors also respond to

proposals from a range of educational agencies and comment upon issues which may have an impact on the provision of education for the local community.

Safeguarding

Appointed governors also sit on the school's Safeguarding Team ensuring that pupils remain safe and secure and all needs are catered for.

Enrolment and Admissions

The school has been granted additional enrolment places through a Development Proposal and now has an official enrolment of 189 pupils and an admissions number for P1 of 27.

Policies and Procedures

An important role for governors is the formulation of policies which guide the management and operation of the school. During the year Coordinators and Governors reviewed a number of policies and ratified additional ones including a Communication Policy and Whistleblowing Policy.

Curriculum

The curriculum of the school consists of all the activities and experiences designed to promote the emotional, social, physical, spiritual and academic development of our pupils. The curriculum includes the programmes of study followed and the wider curricular activities available. An extensive range of extra-curricular activities is also offered and listed in more detail later in this report. The curriculum is reflected in the school's ethos and the four key principles of integrated education; namely equality and diversity, faith and values, parental involvement and social responsibility.

Statutory assessment procedures are in place with each child receiving an annual report. Parents also had the opportunity to meet with their child's class teacher on two formal occasions during the year to discuss progress.

CLASS ORGANISATION AND STAFFING - 2023/24

Class	Key Stage	Teacher	Support Staff
P1	Foundation	Mrs McManus	Miss Clarke Mrs Adair
P2	Foundation	Miss Henderson	Mrs Angus
P3	1	Mrs Downes Mrs Doherty	Mrs Burtonwood
P4	1	Miss McDermott	Miss Shergold Miss Mellon
P5	2	Mr Ferguson Mrs Cooper (PE Coordinator)	Miss Ritchie Mrs Ennis Mrs McMeekin
P6	2	Miss Ennis	Mrs Sinclair Mrs Brown Miss Walker Mrs McMullan
P7	2	Mrs Smyth	Miss Magee Miss Thompson Mrs Gilmore Miss McMaster

PRINCIPAL'S REPORT

The year 2023-24 saw Mrs Julie Stuart resign from her post as Chair of the Board of Governors at KIPS and Mrs Cathy McMaster take on the role. Mrs Stuart has been a serving member of the Board of Governors of Kircubbin Integrated Primary School for many years (as well as a very active parent) and was appointed Chair of Governors in February 2019, prior to my appointment as principal.

The role of a governor is a vital one in the operation of any school and the role of Chairperson to the Board, particularly so. I would like to thank Mrs Stuart most sincerely for her many years of service and particularly in her role as Chairperson since my appointment as principal in 2019. The role of Chair is challenging and demanding at any time, but Mrs Stuart has been an excellent support and guide through the most challenging of times in recent years, helping in navigating our way through a global pandemic, industrial action and the tragic loss of Harry.

2023-24 was a year of further challenges to school development due to unprecedented levels of staff industrial action. Disruption was therefore inevitable, and some areas of school development were put on hold due to necessity. Having said that, we were able to improve pupil outcomes with a focus on learning homework in particular and we further developed our 'Connect 4' small schools' partnership with Crawfordsburn PS, Millisle PS and West Winds PS which included two very successful joint staff training days.

Our KIPS+ Committee (PTA) continues to go from strength to strength with the highlight once again being our Summer Fair. Other notable events during the year were the Autumn Fair, Easter Ballot and Marathon Relay teams.

Another highlight of the year was a move to Delamont Outdoor Education Centre for our P7 residential where our leavers had an unforgettable three days of fun in the great outdoors!

For me, the most notable highlight of the year was our new school song, 'We are One'. To mark our 25th anniversary as an Integrated Primary School we wrote a song that encapsulates our school vision (and even quotes our motto). All of the children and staff were recorded singing together and then a music video was created. My thanks to Zak Irvine (audio) and Jonny Sanlon (video) for putting it all together and having a wonderful advert for our school that now sits pride of place on our school website homepage. At the time of writing I am delighted to report that the song has been selected as a finalist in the first every UK School Song of the Year Competition!

We continue to offer a wide and varied range of after school clubs. Notable successes were our P7 quiz team who won their heat of the Credit Union Primary School Quiz Competition and our Rounders Team winning the Glastry College Schools' Tournament.

We said farewell to three staff members at the end of the academic year; Miss Henderson as P2 teacher, Miss Magee as a classroom assistant and Mrs Magee (also as a classroom assistant) after 18 years at KIPS!

Mr R Irvine

CHILD PROTECTION AND SAFEGUARDING

If there is a concern about a child's welfare the relevant contact people are –

- 1) Mrs Smyth – Pastoral Care Coordinator and Designated Teacher for Child Protection
- 2) Deputy Designated Teachers – Mrs McManus (FS/KS1) and Mr Ferguson (KS2)

The school Safeguarding Team meets on an annual basis and as otherwise required. As well as this our Pastoral Care Coordinator provides an annual report to BoG as well as meeting with the Designated Governor for Child Protection to discuss procedures.

The school Safeguarding Team consists of –

Mr J Hughes - Designated Governor for Child Protection

Mrs S Smyth - Designated Teacher for Child Protection

Mrs C McManus - Deputy Designated Teacher for Child Protection

Mr A Ferguson - Deputy Designated Teacher for Child Protection

Mrs L Doherty – Teacher Rep

Mr R Irvine – Principal

School Aims and Mission Statement

'Learn to Love, Love to Learn'

School Vision

At Kircubbin Integrated Primary School we firmly believe that we all need to love and be loved. Through core integrated principles of equality, faith and values, parental involvement and social responsibility we aim to ensure all within our school community are valued, respected and loved. In learning to love, our children can love to learn and achieve their full potential.

School Aims

At KIPS we aim to create a loving, happy and stimulating environment where pupils can learn effectively by...

Equality

- Catering for the needs of each individual.

Faith and Values

- Ensuring that people from all faiths and none, are respected, acknowledged and accepted as valued members of the school community through mutual understanding.

Parental Involvement

- Effectively partnering with parents and the wider community in supporting our children.

Social Responsibility

- developing a sense of responsibility and a belief that we can all make a positive difference with ourselves and others, locally, internationally and to the planet.

SEN ACCESSIBILITY ARRANGEMENTS

Kircubbin Integrated Primary School seeks to promote the inclusion of pupils with Special Educational Needs &/or Disabilities in all aspects of school life. This includes, where possible, eliminating any barriers that pupils may have in accessing the curriculum and the physical school environment.

Current Status/Reasonable Adjustments

At present pupils with Special Educational Needs and/or Disabilities have equal access to all areas of the school building. This is reviewed on an annual basis and contact is made to the EA as required. Should a child apply to the school with special educational needs or a disability they are treated fairly. A risk assessment will be undertaken, and reasonable adjustments will be made to enable that child to learn alongside his/her peers.

Improvements to the Physical Environment

All entrances and exits to the different buildings within school are wheelchair accessible. Additional reasonable adjustments that may be taken may include:

- Lighting and paint schemes to help visually impaired children.
- Lifts and ramps to help physically impaired children.
- Carpeting and acoustic tiling of classrooms to help hearing impaired pupils or appropriate amplification equipment.

The following highlights some of the ways in which the school has made further adjustments to ensure that all the children and staff with specific needs are able to fully participate in all aspects of school life during the last academic year.

Accessibility of the Curriculum

A new amplification system was purchased and staff training delivered in relation to 'Communication Tactics' and supporting staff and pupils with hearing difficulties.

CHARITIES

It was decided that during each term the school would focus their efforts on one particular charity. In term one we raised a total of £489.39 for the BBC Children in Need Appeal.

In Term 2 we raised £410 for SOFT Ireland through a Rainbow Clothes Day in order to support a child from our own KIPS community

In Term 3 our chosen charity of Charlene's Project was presented with a cheque for £267.67 as well as lots of stationery and sweets to send to children in Uganda.

INTEGRATED EDUCATION

All of our pupils took part in activities for Integrated Education month. In addition to this we started the journey towards being assessed for our Excellence in Integrated Education Award (EIEA).

ATTENDANCE

Class	2023/2024	2022/23	2021/22 figures
P1	93.2%	92.7%	95%
P2	93.2%	96.1%	96%
P3	93.5%	93.3%	94.1%
P4	91.0%	92.1%	89.7%
P5	92.8%	89.2%	94.7%
P6	90.1%	92.1%	93.4%
P7	90.6%	91.5%	93.2%

Overall Attendance

2023/24 = 92.1%

2022/23 = 92.4%

2021/22 = 93.7%

Unauthorised Absence

2023/24 = 3.0%

2022/23 = 1%

2021/22 = 2.7%

The range of attendance varied in classes from 90.1% to 93.5%.

FINANCIAL STATEMENT 2023/24

EA DELEGATED BUDGET FIGURES

Delegated Budget Share	£746,387
Carry forward	£199,392
Total Available	£ 945,779

Summary of School General Funds Account for the period 1 April 2023- 31st March 2024

Opening Balance	£26,304.56
Income	£68,314.01
Expenditure	£64,531.80
Closing Balance	£30,086.75

TO PASTURES NEW

23 pupils transferred to post-primary education in June 2024. The process of transferring is still unregulated with a new system of academic selection for grammar school known as SEAG (School Entrance Assessment Group). Whilst this puts undue pressure on our pupils, we as a staff support those who wish to apply for a grammar school place by preparing them for the tests.

In September 2024 our pupils will commence learning in seven different post-primary settings –

Glastry College – 4 pupils

Regent House Grammar – 4 pupils

Strangford Integrated College – 11 pupils

St Columba's College – 1 pupil

Dundonald High – 1 pupil

Rockport School – 1 pupil

Movilla High – 1 pupil

We wish them all the very best for the future!