



St. Joseph's Primary School  
42 Castle Street  
Lisburn  
BT274XE

*'Being the best that we can be'*

# St. Joseph's Primary School Board of Governors



## Annual Report 2016/2017



Acting Principal: Mrs Pauline Fleming BA PGCE PQH(NI)  
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Acting Vice-Principal: Mrs Nuala O'Hare BEd PQH(NI)  
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Dear Parents,

As Vice-Chairperson of Governors, I wish to express a sincere thank you for your continual support and loyalty to St. Joseph's. The Governors value and compliment the parents and grandparents for their continual commitment to the life of the school expressed in so many ways especially at Class Assemblies, PTA events, Sports Days and sporting events, Christmas Nativity Concerts, and School Liturgical Events.

2016/2017 has seen the re-establishment of leadership stability within the school. The Governors would like to thank Mrs. Fleming and her senior leadership team for their immense efforts this year. We saw the departure of Mr. Gallagher, who left to take up the Principal's post in St. Eugene's P.S. We wish him well in his new post.

The Governors and staff have been working very closely with the Education Authority and CCMS to ensure that the issues highlighted in the 2016 ETI Inspection report are addressed, and appropriate changes implemented. There have been very significant changes to the delivery of Literacy, Numeracy, and ICT across the whole school. These are improving the standards of teaching and the learning outcomes for all the children. We expect that there will be a follow up inspection this year. We are very confident that there will be a successful outcome to this inspection.

Several safeguarding measures have been implemented in the school environment to improve the security of the children, including fobbed entry on all external doors, CCTV and erection of gates.

The School Development Plan for Parents is available on the school website and a full unabridged version is available on request.

The monthly newsletter and 'Friday Note' to parents detail the achievements and activities provided for your children. The Governors acknowledge the valuable contribution that all staff make towards your children's all round education.

We hope you find the Annual Report for 2016/2017 helpful and informative.

Yours Sincerely

Paul Glover  
Vice-Chairperson  
Board of Governors

The Board of Governors has overall responsibility for the effective management of the school. As well as nominees from the Trustees, the Education Authority (South Eastern Region) and the Department of Education, its membership also includes an elected parent governor, an elected teacher governor and the Acting Principal.

**Composition of the Board of Governors 2016-2017:**

Miss Eileen Cooley, Chair	Education Authority
Dr Paul Glover, Vice-Chair, Secretary	Trustee Representative
Father Dermot McCaughan	Trustee Representative
Miss Patricia Mulholland	Department of Education
Mrs Anne Cormican	Trustee Representative
Mrs Siobhan Quinn	Trustee Representative
Mr Paul Corr	Education Authority
Mr Eamonn Broderick	Parent Governor
Mrs Nuala O'Hare	Teacher Governor
Mrs Pauline Fleming	Acting Principal

In Catholic schools, the Board of Governors have the responsibility of being guardians of the core values and ethos of the school. The 9 areas listed below are indicative of the main responsibilities and functions of the Board of Governors but are not intended to define the complete spectrum of responsibilities of the Board of Governors.

**Roles and Responsibilities of the Board of Governors:**

1. Catholic Ethos
2. School Development Planning
3. Curriculum and educational Standards
4. Pastoral Care
5. Employment Practices and Staff Relationships
6. Area Planning
7. Enrolment and Admissions Policies and Practices
8. Financial Management
9. Annual Report to Parents

Responsibility for the day to day operation and management of the school rests with the Principal who advises the Board on issues arising.

## **St. Joseph's Primary School Mission Statement**

**Surround ourselves with a happy, secure learning environment  
for all**

**Join together the home, school and the wider community**

**Promote academic and cultural excellence amongst our pupils**

**Support and provide for every individuality**

### **Aims of St. Joseph's Primary School**

- The philosophy of the school is soundly based on Christ, Christian teaching and Christian attitudes.
- We strive to follow the ways of Christ nurturing in our pupils a set of Christian values.
- Ideally this means genuine love and respect for the individual pupil, based on an awareness of his/her unique personality and ability.
- It means also on the part of the teaching staff, commitment and dedication to the education and welfare of the pupils.

These broad aims of the school are developed with the support of an enthusiastic and committed staff who value the potential within every child, and are highly motivated to help each child achieve their potential.

## **Staffing in 2016/2017**

P1	Mrs McManus
P1	Mrs Crilly and Miss McNally
P2	Miss McAnerney
P2	Miss Beatty
P3	Ms Kitt
P3	Miss Clarke
P4	Mrs Gould
P4	Mrs Connolly
P5	Mrs Gartland
P5	Mr Reid
P6	Mrs Hanna
P6	Mr Gallagher/ Mrs Wilson/ Mrs McCambridge (February 2017 – June 2017)
P7	Mrs McCambridge/ Mrs Adair (January 2017 – June 2017)
P7	Mrs O'Hare

## **Additional Learning Support**

Literacy:	Mrs Teresa Twene	Numeracy:	Ms Annette Bushe
Creative Voices:	Mrs Therese Gorman		

## **Classroom Assistants**

Mrs Melissa Toman	Mrs Emma Noblett	Miss Sharon Gray	Mrs Joyce Dunlop
Miss Clare Manson	Miss Alice Gallagher	Mrs Caroline Allen	Miss Celine Brown
Mrs Julie Gordon	Mrs Lena Law	Mrs Rasa Braskiene	
Mrs Annamarie Keenan	Mrs Noirin Jordan	Mrs Margaret McCarragher	
Mrs MarieTherese Trowlen			

## **Office Staff**

Ms Julie Gibson	Mrs Gillian Gowdy
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## **Lunchtime Supervisors**

Mrs Deirdre Hamilton	Mrs Patricia Diamond	Mrs Joanne Hooks
Mrs Mary McCammon	Mrs Ursula McKeown	Mrs Nicola Davidson
Mrs Celine Brown		

## **Building Supervisor**

Mr Brendan McCaugherty

## **Leadership and Management Structure**

- Mrs Wylie, Principal remained absent from school
- Mrs Fleming fulfilled the role of Acting Principal from 1 July 2016
- Mr Gallagher fulfilled the role of Acting Vice-Principal until 9 December and Mrs Nuala O'Hare thereafter
- A number of members of staff continued in their roles of responsibility for the co-ordination of a subject area:
  - Literacy – Mrs Anne Hanna/ Miss McAnerney covering maternity leave
  - Numeracy – Mr Gavin Gallagher until 9 December 2016/ Miss Clarke thereafter
  - Assessment – Mrs Pauline Fleming
  - ICT – Mrs Brenda Gould
  - Special Educational Needs – Mrs Michelle Connolly
  - World Around Us & The Arts – Mrs Nuala O'Hare
  - Foundation Stage Coordinator – Mrs McManus
  - PE & Active Lifestyles – Mrs Suzanne Gartland
  - Religion & Promoting the Catholic School – Ms Sinead Clarke
  - Personal Development and Mutual Understanding – Mrs Sinead Crilly
  - Newcomer Pupil Coordinator – Ms Charlene Kitt
  - Foundation Stage Coordinator – Mrs Ciara McManus
  - Key Stage One Coordinator – Mrs Michelle Connolly
  - Key Stage Two Coordinator – Mrs Nuala O'Hare

## Post-Inspection Actions

The School Development Plan for 2016 – 2019 was written taking into account ETI findings from the school's ETI inspection in May 2016.

Post-Inspection Action Plans were written for the following areas:

- Leadership and management incl. Governance
- Quality Learning and teaching
- Numeracy
- Literacy
- ICT
- Special Educational Needs

These action plans were submitted and approved by DENI.

Staff participated in a significant amount of staff and professional development (See Staff Professional Development).

Success Criteria were set for Literacy, Numeracy and ICT in September 2016. These were reviewed in February 2017 in light of school improvements made and monitoring findings.

Medium term planning in Literacy and Numeracy was adjusted to include differentiation and teacher evaluation of learning. Planning for Literacy and Numeracy is now completed on a monthly basis.

ETI carried out an 'Interim Follow-Up Inspection' on 5 December 2016 with an extremely positive outcome.

Mrs Fleming and the Leadership Team worked closely with the school's District Inspector, Ms Jill Garland, who carried out joint lesson observations with Mrs Fleming in ICT and Literacy. Joint Numeracy observations were carried out by Mrs Fleming and Robert Thompson from the EA.

Staff were supported by Education Authority School Improvement officer, Mr Robert Thompson, and by CCMS Professional Associates, Mrs Loretta Bullock and Mr Peter McAllister.

Parents were informed of all post inspection actions for improvement through the weekly Friday Notes and monthly newsletters.

An abridged version of the School Development plan was shared with parents and pupils.

Staff, pupil and parent questionnaires were completed at the beginning and end of the academic year and actions developed through the feedback.

Post-Inspection Action Plan Review Meetings took place on:

- Friday 9 December 2016
- Monday 10 April 2017

Representatives from the Board of Governors, Education Authority, and CCMS were in attendance. Co-ordinators for all 6 Action Plans for Post-Inspection Improvement presented evidence of improvements and set out future actions.

GL Assessment's Complete Digital Solution was purchased for digital testing in P3 – P7 in PTE, PTM and CAT4.

*All other actions for improvement are detailed in individual learning areas below.*

## Curriculum Development

### Language and Literacy – 2016/2017

- Medium term planning in Literacy was reviewed to include differentiation as well as teacher evaluation and areas for future planning.
- Analysis of PTE (Progress Test English) data for P3 – P7 and targets set for pupils.
- Success criteria established and agreed with all staff in September 2016 and reviewed in February 2017.
- Post Inspection Action plan written with EA support.
- Link Governor for Literacy established.
- Whole school collegiate book discussion highlighting good practice.
- Mrs Hanna and Miss McAnerney attended training in Guided Reading led by OUP. Information was disseminated in follow up Key Stage Meetings.
- All teaching staff attended EA training in Writing (process/genre/structure).
- In February Pupil Voice was carried out across the school as a form of monitoring – P1-3 this focused on Writing and P4-P7 this was focused on use of shared text contextualizing grammar and punctuation.
- Book Call (Literacy books) carried out across the whole school – focus on differentiation/contextualizing grammar and punctuation.
- Writing Walls established to raise profile of writing.
- Year group targets were established to address issues in each year that had arisen from teacher evaluations of planning, curriculum delivery and assessment of pupil attainment.
- Targets were monitored and evaluated on a termly basis and new targets set accordingly.
- Coordinator participated in Lisburn Literacy Cluster group.
- ‘National Poetry Day’ was celebrated by the entire school. Primary Two classes took part in performance poetry and performed for assembly. Children participated in Once Upon a Dream competition and entries published in a commemorative book.
- P7 pupils ran the Book Fair as a business initiative and raised just under £2600 in commission to spend on books for the school. This commission money used to purchase a variety of novels for Key Stage 2 and picture books for Key Stage 1 and Foundation Stage.
- Children celebrated World Book Day by dressing up and taking part in the extreme reading challenge.
- Children participated in a Fronter Course for ‘World Book Day’. Buddy Reading sessions took place to celebrate this.
- Primary Four and Six pupils attended the library in term two P4 and P6 sessions at Lisburn Library.
- P5 visited Waterstones for Workshop to celebrate World Book Day.
- Monitoring and Evaluating took place at the end of term 2 in the form of classroom observations across the whole school. Teachers were given individual feedback and the outcomes were fed back to teachers individually along with recommendations for teaching and learning.
- The Lexia Programme and support classes for low achievers and underachievers started in October.
- Action Plan reviewed termly and shared with Board of Governors /EA/CCMS (PIAP review).
- Self-evaluation completed in June 2017.

### Numeracy

- Medium term planning in Numeracy was reviewed to include differentiation as well as teacher evaluation and areas for future planning.
- Analysis of PTM (Progress Test Mathematics) data for P3 – P7 and targets set for pupils.
- Success criteria established and agreed with all staff in September 2016 and reviewed in February 2017
- Post Inspection Action plan written with EA support.
- Link Governor for Mathematics and Numeracy established.
- A new co-ordinator was appointed in November 2016 to take over the role from Mr Gallagher.
- Development focused on the teaching of the four types of Problem Solving throughout the school (Finding All Possibilities, Exploring Patterns and Relationships, Logic and Reasoning and Visual Diagrams).

- All teaching staff attending training from Mr Robert Thompson (EA) on Problem Solving (August 2016) and Word Problems (May 2017).
- Co-ordinator delivered in-service training on each of the Problem Solving types throughout the year.
- Teachers planned for and delivered lessons in each of the Problem Solving types using tasks from SEELB booklets and other resources.
- Problem Solving Overviews and Resource Files were created for each year group for each of the 4 Problem Solving types.
- New monthly Numeracy planners were created in each year group with more focused differentiated learning outcomes (extension, main and support groups).
- Problem Solving was incorporated into medium term planning in Numeracy.
- Teachers planned for differentiation in Numeracy and there was an increased focus on the use of practical work in all Numeracy lessons.
- Evaluation of Numeracy planners became a working document with children who were having difficulties identified and actions for future planning set.
- PTM Data was analysed to identify pupils in need of additional support in areas of Numeracy and whole school/year group targets were established using this information. (Oct 2016).
- The Numeracy Support Timetable was reviewed in January 2017 and where the Numeracy Support teacher worked within P3 and P4 classes to support target children.
- Class specific Target Setting in relation to PTM was carried out to assist teachers in focussing upon specific areas of the Numeracy Curriculum in their planning & teaching (November 2017).
- Monitoring & Evaluating was carried out in all three terms (Numeracy Observations by Principal and Robert Thompson (E.A), Collegiate Book Discussion, Book Call and Pupil Voice).
- The Numeracy coordinator attended E.A Co-ordinator clusters and training in Problem Solving and Data Analysis (ongoing throughout the year).
- The Mathletics programme was purchased to be used by every child in the school.
- Teachers attended training in the Mathletics programme led by the Mathletics co-ordinator (January 2017)
- IZAK9 Cubes were bought to enhance the teaching of Problem Solving.
- Teachers attended training in the use of IZAK9 Cubes (IZAK9 company followed up by the co-ordinator – February and March 2017).
- Numeracy Displays were updated in classrooms and in shared spaces to celebrate pupil attainment.
- Profile of Numeracy throughout the school was raised through a variety of initiatives - pupils took part in Mathematics Week and celebrated the 100<sup>th</sup> Day of School in February.
- P7 Learning Leaders were appointed to support Primary 1 children with learning in Numeracy (and other curriculum areas).
- Mr Robert Thompson worked with P4 teachers to update the numeracy overview to include differentiation.
- The Co-ordinator took part in PIAP Review Meetings (December 2016 Mr Gallagher, April 2017 Miss Clarke).

## ICT

- New iPads have been purchased providing 1 teacher and 6 pupil iPads per class. Three additional iPads were purchased, 1 for the Principal and 2 for learning support teachers.
- AppleTV purchased for all classrooms, Assembly Hall and Learning Support room, to incorporate ICT and iPads in daily teaching to enhance teaching and learning.
- iPad training – All teaching staff attended iTeach training in Green Screen, Garageband and Explain Everything.
- Classroom Assistants receiving Green Screen training from ICT Co-coordinator.
- Foundation Stage teacher attended training with Eilish Boyle on UICT in Foundation Stage.
- The ICT coordinator attended CCEA Thinking for Digital Primary ICT Conference, iLearn2017 with a classroom assistant.
- Primary Four to Primary Seven continued to use Fronter as a virtual learning environment.
- Primary three children were introduced to Fronter.
- A whole school 'Fronter' course was added for 'World Book Day'.
- All Primary Four to Seven children had the opportunity to participate in 'River Lagan' Fronter Course.



- Link Governor Mrs Siobhan Quinn worked with the ICT co-ordinator to devise a whole school assessment spreadsheet.
- Teachers updated skills for the new assessment spreadsheet in line with CCEA levels of progression.
- ICT co-ordinator worked with Mrs Eilish Boyle (EA) to amend assessment spreadsheet.
- Teachers assessed pupils twice per year completing the assessment tracker system in place for every pupil.
- ICT Coordinator analysed ICT Assessment tracker data at a whole school level.
- A School Twitter was set up and used regularly by staff as a communication tool.
- Seesaw was piloted successfully in a number of classes. With a view to expanding to whole school next year. (a student driven digital portfolio that allows students to independently document what they are learning at school. Parents receive an immediate and personalised window into their child's school day, increasing communication.
- Two new ICT clubs – Coding club for KS2, co-ordinated by Mr Reid, and GoMedia, for P1-3 & P4-7. Along with Miniversity, they were added to the increasing number of after school clubs. This provides over 80 children with access to ICT Clubs.

## **The Arts**

- St. Joseph's had three external music tutors providing tuition in Guitar, Flute, Clarinet, Violin and Tin whistle.
  - 1) Louise Mc Gilligan takes children P5 – P7 for folk group, with twenty children playing violin, flute, whistle and guitar.
  - 2) Mrs Mary Smyth continued to volunteer every Thursday to work with the children.
  - 3) Mrs Mc Goran provided musical accompaniments and plays with the choir.
- Twenty children play the violin.
- Twenty four children play wind instruments.
- All children taking examinations passed (Grade One to Grade Three).
- Primary Seven violinists were members of the Education Authority Orchestra.
- The Christmas Carol Concert and end of year Primary Seven shows were performed in the Island Hall Lisburn and choreographed by Rebecca Leonard, professional choreographer.
- Primary 4 and Primary 7 pupils participated in 'Arts Award' a unique award in which we are the only primary school in Northern Ireland to participate.
- The school musicians along with P5 children participated in 'St Joseph's Charity Carol Concert' raising huge amounts of money for charity.
- The choir continued to raise the profile of St. Joseph's with their carol singing in Lisburn.
- Within the class music schemes, P5 – P7 learn to play the recorder with some being excellent by the end of KS2.
- The children from choir and folk group led the music at all liturgical performed at school events, Carol Concert, singing for charities and in Thompson House.
- Mrs Therese Gorman provided clay workshops in the Island Arts Centre for all children (Primary One to Primary Seven)
- Mrs Therese Gorman provided 4 CPD courses in art and design for teachers in the Lisburn area.
- Mrs Gorman held a whole school art exhibition raising money for school funds.
- Children made Christmas Decorations for the Christmas Bazaar.
- Miss Delaney continued to establish links with SERC who provided drama workshops for Primary One and Four children. The links with the Island Centre enabled children to participate in live performances.

## **The World Around Us and Connected Learning**

- The Connected Learning team continued to work together in establishing links with all curriculum areas.
- Links continued with the Linen Centre, with all classes making at least two visits per year linked to the topic planning.

- In addition to these, St. Joseph's continued to develop technology lessons and carried these out in the Linen Centre with support given by the Linen Centre staff.
- Parents visited the school to talk to the children about healthy living and looking after our environment.
- Mrs Katrina Hunter actively runs our school grounds campaign and Eco Council.
- The Eco Council received bronze, silver and gold awards in Woodland Trust Award.
- The Local Study Week in January was once again a success and pupils followed a wide and varied programme learning about our local world around us.
- Resources were ordered and used for the delivery of the WAU.
- Connected Learning Planners were completed are now established in all year groups.
- In addition to the bug hotel, there are a number of birdhouses and a hedgehog home in our science garden.
- The eco team grew vegetables and herbs with Mrs Katrina Hunter. Some of their produce was sold to purchase new plants for the greenhouse.
- Eco Council pupils organized and delivered Key Stage and spoke at parent assemblies highlighting the work carried out by the Eco Council.
- Mrs McCambridge organised a 'Cash for Clobber' event collecting for school funds. Parents cleared out all their old clothes and used the recycling bank. This raised much needed money for school funds.
- Primary Seven pupils delivered a number of Eco council assemblies.
- A new Eco team was appointed in June. The 20+ members actively looking after our school grounds.
- We have applied for Eco School Green flag and are awaiting judges to come to the school in Term 1 of 2017/18 academic year.

## **PE / Active Lifestyles**

- The school continued to make full use of the excellent sporting facilities in the surrounding area:
  - Wallace Park Tennis dome: P4, P5 and P7 had specialist coaching in tennis in the dome.
  - Lisburn Racquets' Club provided badminton coaching for P6 – P7 pupils.
  - P5 – P7 pupils enjoyed swimming lessons in Lisburn Leisureplex.
- P5's carried out the Daily Mile and were impressed by the benefits in particular to settling to task those children who presented with concentration and focus concerns. Overall there was an improvement in the fitness levels of the children. All children in Mrs Gartland's class were able to run the daily mile by the end of the year. The children thoroughly enjoyed the daily mile and it is anticipated that this will be rolled out in more year groups in the current academic year 2017/8.
- Children also received Fundamentals coaching (P3 & P7).
- A significant number of St. Joseph's pupils represented the school in the annual Lisburn Swimming Gala in Lisburn Leisureplex.
- We enjoyed three very successful sports days in May and June 2017.
- There has been a new link established with SALTO gymnastics. P4 are due to attend this in September 2017 for 6 weeks.

## **Sporting achievements 2016/17**

### **It was our most successful sporting year ever with the following achievements:**

#### **P7 Girls Olympic Handball Champions**

(Hannah Gartland, Enya Daye, Katie Magee, Mia Law, Tyler Hillier, Shannon Johnston, Sian Rooney, Moya O'Kane, Rihanna Lawlor, Kamile Ramanskaite)

#### **P7 Boys Olympic Handball Runners Up**

(Fionn Dobbin, Conall Gorman, Oliver Nejmo, Conor Broderick, Ruairi Gallagher, Oisín Casey, Anton Beattie, Caelin McKenna, Lewis Hooke)

#### **P6 Boys Olympic Handball Runners Up**

(Kaelan Smyth, Ray Brady, Charlie McLoughlin, Jack McMahon, Conn Rush, Noah McGlade, Eoin Ryan, Shay McClure)

### Cumann na Bunscoil Indoor Camogie Champions

(Enya Daye, Hannah Gartland, Mia Law, Eve Watson, Katie Longley, Anna Broderick, Molly Gribbon, Dearbhla Lynch, Aoife Doherty)

### P7 Girls Indoor Athletic Champions

(Hannah Gartland, Enya Daye, Kamile Ramanskaite, Moya O'Kane, Sky Gaffey Sian Rooney, and selected for Rising Stars Programme (Hannah Gartland, Moya O'Kane, Enya Daye, Kamile Ramanskaite)

### Outdoor Athletics Boys

(Conor Broderick - also selected for Rising Stars)

### Cross Country Champions

(Conor Broderick and Enya Daye)

### Swimming Gala Medley P6/7 champions

(Moya O'Kane, Mia Law, Rihanna Lawlor, Anton Beattie)

### Swimming Gala Freestyle P7 champions

(Anton Beattie, Cormac Marshall, Moya O'Kane, Rihanna Lawlor)

### Individual Swimming Medalists

(Moya O'Kane, Rihanna Lawlor, Justine Bigornia, Eve Watson, Yzabelle Pacia, Charlie Lawlor)

### Antrim Schools Girls Four Wall Handball Champions

(Hannah Gartland, Enya Daye)

### Participants in Cumann na Bunscoil One Wall Handball Championships

(Conall Gorman, Ruairi Gallagher, Hannah Gartland, Enya Daye)

### 4 x P7 children selected for Cumann na Bunscoil Dublin/Belfast Games in GAA handball

(Hannah Gartland) and Gaelic Football (Conor Broderick, Enya Daye, Ruairi Gallagher)

Winners: EnyaDaye (Gaelic Football) Hannah Gartland (Handball)

### Netball Lisburn League Runners up

(Enya Daye, Hannah Gartland, Katrina Visomiraskyte, Katie Magee, Shannon Johnston, Moya O'Kane, Rihanna Lawlor, Sian Rooney, Mia Law, Isabelle Barrett, Ella Maloret, Eve Watson)

## **Promoting the Catholic Faith**

- We opened the school year with Mass and all our Classes P4-P7 attend Mass on a rota basis.
- Primary Four to Seven attended Mass for special events such as Christmas, Easter and End of School Year.
- Parents' Meeting for Confirmation was held and the linked service was beautiful. The Bishop commented on the excellent behaviour and responses of our P7 children.
- Primary Four parents were invited to a Breaking of Bread ceremony in preparation for First Holy Communion. First Holy Communion on Saturday 13 May was a lovely service led by Fr. McCaughan.
- Primary Three parents were invited to an Enrolment Service for First Confession and the Confession service was led by Fr. McCaughan in St Patrick's.
- P1-7 attended weekly assemblies, with a class leading an assembly each week.
- The new Grow in Love programme was purchased for P3 and P4 to replace the Alive O programme. P3 and P4 teachers attended training in September and delivered the program me to their classes.
- Alive O Programme was timetabled for and delivered in P5-7.
- Catholic Schools Week was celebrated in January.
- Mums and Dads in Primary One joined their children for a Valentine's afternoon.
- Annual Carol Service was held in the Island Hall raising huge amounts of money for our nominated charities.
- Lots of fundraising events took place in each class during Lent, such as bun sales and raffles, to raise money for Trocaire
- Road of Hope charity collected 235 shoe boxes for Eastern European Children at Christmas Time.

## **PDMU**

- A House System from P4-P7 was set up and house points collected and collated every Friday by Mrs. Crilly
- Children responded well to this behaviour system and were very definitely motivated by it.
- Introductory Global Learning Mark was achieved and is now displayed on school note paper.
- Parent and Children survey was completed and then collated by SLT.
- George Ellis delivered “staying safe online “workshops for P4-7 children.
- NSPCC delivered anti-bullying workshops as part of the school’s anti-bullying week in November 2016
- Trocaire delivered workshops for Primary 7 pupils in Conflict, Fair Trade and the importance of Water.
- All P1-P3 classes are using Rules, Rewards and consequences behaviour management systems in class.
- Primary 7 pupils experienced four sessions of ‘Mindfulness’ in the first term provided by Ms Vivienne Bannon from Envisage Now

## Professional Development for Staff

<b>August 2016</b>	EA Numeracy Problem Solving Training for all teaching staff Post-Inspection review day with EA, Governors and all staff CCMS (Dr P. Shevlin): School Improvement for all teaching staff
<b>September 2016</b>	Child protection training for all staff EpiPen training for all staff Mathletics workshop for all teaching staff Talk Boost training for Foundation Stage staff Roots of Empathy training: Miss Alice Gallagher Iteach Training in Explain Everything SHINE Training for P6 and P7 staff Number talk training for Miss Beatty, Mrs Gorman and Miss McAnerney 2Build a Profile training for Foundation Stage teaching staff Grow in Love training for Miss Clarke Digital Learning Conference: Mrs Gould and Miss Clarke Effective Questioning training for all teaching staff First Aid Training at EA: Mrs Jordan and Mrs Toman
<b>October 2016</b>	First Time Principal Training: Mrs Fleming CCMS Ethos Support day: Mrs Fleming and Miss Cooley Iteach training for ICT Coordinators: Mrs Gould and Miss Clarke Daily Mile information session: Mrs Fleming GL Assessment Complete Digital Solution training: Mrs Fleming and Mrs O'Hare EA Quality Learning and Teaching training for all staff Olympic Handball training session: Mrs Gartland and Mr Reid Beginning teacher Course: Mrs Gorman
<b>November 2016</b>	C2K Training: Mrs Fleming Catholic Ethos Retreat: Mrs Fleming Iteach training in Explain Everything and Green Screen for all teaching staff (2 sessions) Positive Behaviour Training: Mrs Gould Counselling Course: Ms Gorman CCMS School Improvement training: Mrs Fleming and Mrs O'Hare EA Critical Incident Training: Mrs Fleming Beginning Teacher course: Mrs Gorman Foundation Stage training with Joan Henderson: FS teachers and classroom assistants
<b>December 2016</b>	STEPS Into Leadership Training: Mrs Ciara McManus Post-Inspection Action Plan Review Meeting
<b>January 2017</b>	EA Middle Management training: the role of the coordinator: All teaching staff Mathematics Problem Solving training in 'Finding all Possibilities@ for all teaching staff EA Quality Learning and Teaching training for all staff EA Human resources training: Mrs Fleming ICT Training in ICT Assessment Tracker: all teaching staff Deputy Designated Teacher training for Mrs O'Hare Epilepsy awareness training: Mrs Connolly EA Foundation Stage Training: Mrs McManus EA Literacy: Writing for all teaching staff Mathletics update for all teaching staff
<b>February 2017</b>	IZAK 9 training: Miss Clarke Designated Teacher Child Protection Training: Mrs Connolly Mathematics: Problem Solving training: Logic and reasoning: All teaching staff Beginning Teacher Course: Mrs Ciara Gorman PQH Coaching Course: Mrs Suzanne Gartland Quality Learning and Teaching: Planning for all teaching staff EA Effective Governance training: Mrs Fleming ILearn Conference: Mrs Gould and Mrs Toman IZK Training: All teaching staff Global Learning: Mrs Crilly
<b>March 2017</b>	Mathematics Problem solving training: Exploring patterns and relationships EA Behaviour Training for all classroom assistants EA Child Protection training: Mrs Fleming Catholic Ethos training: Miss Clarke Mathematics Coordinator training: Miss Clarke Steps into leadership: Mrs Ciara McManus NAHT Early Years Conference: Mrs McManus

	Iteach training in Garage Band for all teaching staff EA ICT Coordinator training: Mrs Gould IZAK 9 follow up training for all teaching staff EA Integrated Finance System training: Mrs Fleming and Miss Gibson Global learning training: Mrs Crilly
<b>April 2017</b>	Mathematics Problem Solving: Visual Diagram training for all teaching staff CCMS Principal Training: Mrs Fleming Steps into Leadership training: Mrs McManus Post-Inspection Action Plan Review Meeting ICT Assessment Tracker training for all teaching staff EA Mathematics training in Word problems for all teaching staff Mathematics: Differentiation: Mrs Gould and Mrs Connolly
<b>May 2017</b>	C2K Assessment Coordinator training: Mrs Fleming Steps into Leadership training: Mrs McManus Numeracy and Literacy Coordinator training: Miss Clarke and Miss McAnerney ETI Dissemination of Good practice: Mrs Fleming Mathematics Problem Solving training for all teaching staff AQE Training: Mrs Fleming
<b>June 2017</b>	ICT Assessment Tracker Training: All teaching staff C2K Training: Mrs Fleming EA ICT Coordinator Training: Mrs Gould

### School Development Days 2016-2017

The following is a summary of how the 10 School Development Days were used in 2016-2017

<b>School Development Day</b>	<b>Date</b>	<b>School Development Focus</b>
1	Tuesday 23 August 2016	Staff Meeting Classroom Planning and Organisation Preparation for the new academic year
2	Wednesday 24 August 2016	Mathematics Problem Solving at EA
3	Thursday 25 August 2016	Assessment training for all staff Key Stage Meetings Classroom Planning and Organisation Preparation for the new academic year
4	Friday 26 August 2016	Post-Inspection Review Day with all staff, Board of Governors and facilitated by EA Designated Officer Robert Thompson
5	Friday 28 October 2016	Assessment: Reporting to Parents
6	Thursday 8 December 2016	IPad Training
7	Friday 6 January 2017	'Middle Management' Training for all staff facilitated by EA designated Officers Robert Thompson and Debbie Traynor
8	Monday 13 February 2017	'Quality Learning & Teaching' training
9	Thursday 16 March 2017	Assessment: Reporting to Parents
10	Monday 29 May 2017	Assessment: Annual Report Writing

### **PRSD and EPD Arrangements**

- The PRSD (Performance Review and Staff Development) process was completed in June 2017. Mrs Fleming carried out the reviewer role for all eligible teachers.
- There were 3 PRSD Targets, two of which were curriculum based (Mathematics: Problem Solving and Investigations and ICT: Assessment) and one which was a personal target for each individual based upon their professional role within the school.
- All PRSD eligible teachers successfully completed the PRSD process
- Mrs Fleming's PRSD Review was completed by two members of the Board of Governors as well as an outside observer. Mrs Fleming successfully completed the PRSD process.
- Mrs O'Hare, as Teacher Tutor, led two teachers through Early Professional Development – Mr Reid & Miss Beatty (Early Professional Development Year 1) and Mrs Gorman through part of the induction process for beginning teachers.

### **Pastoral Care and Child Protection**

- Child Protection Training was delivered to all staff.
- The school's 'Safeguarding and Child Protection Policy' was updated and ratified by the Board of Governors for ratification.
- A new 'House System' was introduced to P4 – P7 based on the values and history of the school's heritage with the Sisters of the Sacred Heart of Mary Order.
- Miss Alice Gallagher delivered the 'Roots of Empathy' programme to one Primary 5 class with the help of Mrs Southwell and her daughter.
- Anti-Bullying Week was celebrated in November 2016 with inputs from Barnardos.
- Training in the use of EpiPen was provided for all staff.
- Promoting and Sustaining Positive Behaviour Policy was updated.
- Care and Respect Policy was updated and provided for all parents in January.
- 4 members of staff were fully trained in First Aid.
- Safeguarding meetings took place on a monthly basis or 'as required.'
- There were no Child Protection Issues to report.
- Creative Voices Programme continued for 3 days per week.

### **Special Educational Needs**

- Learning Support in both Literacy and Numeracy for pupils Primary Three to Primary Seven was provided.
- Targets were set from PTM/PTE/CAT4 analysis, benchmarking and target setting.
- IEPs were compiled by teachers with support from SENCO.
- The Lexia Support Programme was introduced by Mrs Connolly and fifty children access this through a timetabled support programme and children worked on this programme both at home and school.
- Annual Reviews were carried out by Mrs Connolly for all children at Stage Five.
- Learning Support register was updated.
- Learning Support was provided in Literacy and Numeracy.

### **Enrolment and Induction Process**

- Open Night for admission to St. Joseph's P.S, Lisburn in September 2017 took place on Tuesday 6 December 2016.
- 44 applications for Primary One were received by the closing date of Wednesday 11 January 2017, with a further 2 applications being accepted as part of the enrolment process before the end of the academic year.
- Parents were invited to attend the '*Primary One Induction Evening*' on Tuesday 30 May 2017.
- Following this, 46 pupils and their parents were welcomed to St. Joseph's P.S. on Wednesday 7 June for our P1 induction afternoon.
- New pupils had an opportunity to meet their teacher, see their classroom and meet their buddy for next year.
- Parents were informed of key aspects of school life and had the chance to meet staff.

## After School Activities

- A wide and varied range of After School Activities were offered to pupils throughout the 2016-17 academic year. The following clubs took place from 19 September 2016 to 2 June 2017, catering for all pupils from Primary 1-7: Art Clubs, Cookery Club, Hola Muchachos (Spanish Language Club), Netball, Monkeynastix, Hurling/ Camogie, Soccer, Gaelic Football, Dance, Miniversity, Go Media Academy, Coding Club, Children's Music Academy, Choir, Drama and Folk Group.
- Registration Mornings gave parents/ carers the opportunity to sign their children up for the various After School Activities. The Registration Mornings were held on the following dates from 8.15am in the school Assembly Hall:
  - Term 1 - Tuesday 13 September
  - Term 2 – Tuesday 20 December
  - Term 3 – Tuesday 11 April
- A set fee of £2 per session for After School Activities taken by a member of staff: Hurling/ Camogie, Gaelic Football. This raised over £1000 for school funds in both Terms 1, 2 and 3.

## Transfer to Post-Primary Schools

- 57 pupils transferred to Post Primary School at the end of the academic year, enrolling in 15 different schools in the Greater Lisburn and Belfast areas as follows:

Rathmore Grammar School	10 pupils
St Patrick's Academy	16 pupils
Wallace High School	6 pupils
Fort Hill Integrated College	4 pupils
Hunterhouse College	3 pupils
Victoria College	3 pupils
St. Mary's CBS Grammar School	3 pupils
Friends Grammar School	2 pupils
Royal Belfast Academical Institution	2 pupils
St Dominic's High school	2 pupil
Assumption Grammar School	1 pupil
St. Malachy's College	1 pupil
Methodist College	1 pupil
Lagan College	1 pupil
St Louise's Comprehensive College	1 pupil
St Ronan's College	1 pupil

## Parent Teacher Association

The PTA remains an extremely active group of parents who support the school in the purchase of much needed resources to support the delivery of the curriculum. As a school we very much appreciate their efforts. This year they had their most successful year yet, raising £9409. Some very successful events were organised to fundraise and help support the school.

- Halloween Fun Day
- Class Fundraising Christmas Cards
- Christmas Bazaar
- Small Change for a Big Difference
- Mother's Day Raffle
- Easter Bonnet Day and Easter Raffle
- Summer Fun Day
- Lisburn Fun Run

PTA purchased the following items for use in school with the total spend being £6100:

- Pantomime deposit
- Blinds for classrooms
- P7 Autograph Books
- First Holy Communion refreshments
- Stationary for each class
- Twinkl website subscription for teachers



## Fundraising & Charitable Events

- The choir, folk group, guitar and tin whistle groups performed at the annual Christmas Concert raising over £1500.
- The school choir sang in the centre of Lisburn, entertaining shoppers and fundraising at the same time.
- We donated a total of £2200 to a wide range of charities including Trocaire, The Simon Community, Tuesday's Child, Father Charles in Malawi, Road of Hope, The Lord Mayor's Charity, Positive Futures, St Vincent de Paul, Barnardos and Lisburn City Food Bank.
- The Choir sang in Thompson House and Kingsway Nursing Homes.
- Freddy Fitness hosted a fitness day in October 2016 to raise money for school funds.

## Communicating with Stakeholders

- The school responded to parent feedback about communication.
- A school Twitter feed was opened in September 2016 (@stjosephlisburn).
- 'Friday Notes' were introduced and are shared with parents on a weekly basis.
- Monthly newsheets continued.
- Year groups introduced their own year group newsletters. These are shared with parents on a twice termly basis.
- 6 weekly assessments in Literacy and Numeracy in P3 – P7 were shared with parents.
- Teacher/parent consultations took place in October 2016 and March 2017.
- Each pupil received their annual school written report in June 2017.

## Learning opportunities in and with the Community

<b>September 2016</b>	P7 Linen Museum Victorian Workshop P3 and P4 ITeach Minecraft workshop Queens University PGCE Students x 2 Roots of Empathy [project in Primary 5 P4 Linen Museum Family Crest and Lisburn Town Trail P5 Swimming at Lisburn Leisureplex P7 Badminton at Lisburn Racquets' Club P4 tennis at Wallace Park Tennis Ciaran Chambers 'Little Smashers' Demonstration Opening the school year Mass in St. Patrick's P2 – P6 Curriculum Meetings for parents Mindfulness Session for Primary 7 Gaelic Team match at St. Patrick's Holywood Doctor visit to primary 2 After school activities Class Newsheets out to parents PTA Meeting
<b>October 2016</b>	St. Patrick's Academy pupil on work experience P5 Swimming at Lisburn Leisureplex P4 tennis at Wallace Park Tennis P7 Badminton at Lisburn Racquets' Club P5 Pottery sessions at Lisburn Island Arts Centre National poetry Day celebrations P6 boys' soccer tournament Girls Gaelic tournament at Good Shepherd Primary School P5 Mrs Gartland Parent Assembly Mindfulness Session for Primary 7 Annual reporting to parents First Trust Banking Day Freddie Fitness Day After school activities Primary 1 and 2 autumn Walk in Castle gardens Halloween dress-up day Awards assembly
<b>November 2016</b>	Whole school flu vaccine After school activities Netball Tournament Lisburn Leisureplex

	<p>Eco Council assembly  P6 at badminton and squash in Lisburn Racquets' Club  Class Newsheets out to parents  P7 at Buggy Malone in Island Arts Centre  P1 at SERC Theatre Studies student performance  NSPCC Keeping Safe talk for P1 – P7  George Ellis Keeping Safe talks in P1 – P7  Anti- Bullying Week  Scholastic Book fair  Olympic Handball for P7  Waterstones Book Launch for Nicola Pierce for Primary 6  Eco Waste talk from LCCC for Primary 6  Awards assembly</p>
<b>December 2016</b>	<p>Digital leaders' assembly  Recycling talk from LCCC  P5 and P6 at badminton/ squash in Lisburn racquets' Club  Open Night  Primary 7 at St. Patrick's Academy Science Fair  Christmas Bazaar  School Choir singing at PSNI Carol Concert in Christ Church, Lisburn  School Choir Carol singing in Lisburn city centre  School choir singing at Thompson House and First Trust Bank  P1 and P2 Christmas concert  Road of Hope Shoebox appeal  Annual Carol Concert in Lisburn's island Hall  P1 – P3 visiting Santa in Lisburn's Linen Centre  Awards assembly</p>
<b>January 2017</b>	<p>Trocaire Workshop for Primary 6 and Primary 7  P6 Linen Museum workshops  P5 Science Flight workshops in Linen Museum  Class news sheets for parents  P6 and P7 at hurling tournament  P5 at tennis in Wallace Park  P3 at weather watcher tournament in Linen Museum  LCCC Recycling talk for Primary 7  Primary 6  P7 girls' soccer at Ballymacash primary School  Catholic Schools Week  PTA meeting  Primary 7 Confirmation meeting  Primary 1 winter Walk in Castle Gardens  Olympic Handball at Lough Moss Centre  Awards assembly</p>
<b>February 2017</b>	<p>Water NI talk for Primary 6  Eco Council Assembly  Primary 7 at indoor athletics  Primary 7 at Road Safety Quiz  Primary 7 Service of Light  Celebration of Founders' Day  PTA AGM  EWO meeting Mrs Fleming  Primary 7 at pottery at Island Arts Centre  Awards assembly</p>
<b>March 2017</b>	<p>P5 tennis at Wallace Park  Art and Design CPD Session 1 for local teachers from Ms Therese Gorman  World Book Day celebrations  P5 visit to Waterstones  P6 Olympic Handball  Boys Gaelic match at Sarsfields  Primary 3 Commitment Service  Primary 7 pupils enter Eco Youth Speak competition  P4 trip to Castle Ward  Mass for St Patrick and St Joseph in St Patrick's  Confirmation</p>

	<p>P2 pottery at Island Arts Centre  Annual reporting to parents  P6 and P7 cross Country Competition  P5 at Linen Museum workshop  P7 parent assembly  First Confession  Awards assembly</p>
<b>April 2017</b>	<p>P2 pottery at Island Arts Centre  P4 visits to Lisburn Library  P7 involved in museum research with Collette Brownlee from Linen Museum  P3 – P7 Easter Mass  4 x P7 pupils to regional athletics finals  McCall's Netball tournament  P7 Moat Project with LCCC  Trocaire fundraising  Wear your Easter Bonnet to school day  Science demonstration from Forthill Integrated College for Primary 3  P6 Transfer Process meeting  P4 Breaking of Bread Service  Cash for Clobber day  ASCET Programme with Primary 2  Awards assembly</p>
<b>May 2017</b>	<p>Class Newsheets  P1 &amp; P2 pottery workshops at Island Arts Centre  ASCET Programme with Primary 2  P6 boys Olympic Handball final  Big School Clean Up week  P6 visits to Lisburn Library  P7 residential trip to Gartan Outdoor Education Centre, Donegal  Foundation Stage Coordinator visits to feeder nursery schools  Primary 2 W5 school trip  P3 architect visit  P7 at tennis in Wallace Park  Ulster Wildlife workshops for P4  Eco Council herb sale  PSNI Fishing trip for Primary 7</p>
<b>June 2017</b>	<p>30 days wild month  ASCET programme with primary 2  Sports days  Cancer Focus talk at assembly  Eco Week  P7 Retreat at De La Salle retreat centre  P5 &amp; P6 Dairy Council talk  LCCC Arts Awards  PTA Summer fair  P1 teddy bear Picnic in castle gardens  P7 Heart Start workshops  Inside Out workshop for P7  P5 school trip to Colin Glen Forest park  P6 school trip to titanic  P5 Egyptian workshop in Linen Museum  PTA Lisburn Fun Run  Annual Reports  Primary 7 Leavers' Mass and prizegiving</p>

### **School Building and Accommodation**

- A range of security measures (including new gates, fencing and fob entry to mobile classrooms and outer doors) across the school was completed.
- Works carried out throughout the year included:
  - Wasp nests were cleared in 2 areas
  - Toilet leaks in a number of toilets
  - Window latches replaced in room 6

- New glass in fire door
- Heaters in Cool Kids cabin fixed
- 2 steps into the top playground were repaired
- Shed in car park was removed from car park

## Academic Statistics

### End of Key Stage Assessment (P4 – P7) 2016 – 2017

Due to industrial action, we are unable to publish End of Key Stage Assessment results for this period. The majority of Northern Ireland primary schools have now refrained from engaging in this process due to concerns over the educational validity of the system.

## Attendance

In St. Joseph's we take attendance in school very seriously, and we are pleased that our attendance rates have steadily improved over the last few years. Attendance still remains a focus. The school distributes the DENI Attendance Information leaflet annually. Parents are encouraged to book holidays out of term time as holidays within term time cannot be authorised.

The annual attendance rates are as follows:

2014/2015	96.1%
2015/2016	96.7%
2016/2017	96.9%

## Finance

### LMS Budget Deployment from 2016 – 2017

Budget Allocation	£1 071 046
Total Expenditure	£1 116 253
2015/2016 Total Cumulative Deficit	-£45 207

### St. Joseph's Primary School      School Fund Account 2016/2017

Balance at 31 August 2016:	£10 710.75
Income:	£81 642.95
Expenditure:	£76 598.20
Balance at 31 August 2017:	£15 755.50