



Cedar Integrated Primary School and Nursery Unit

Annual BoG Report 2017/2018

Dear Parents/Carers,

Each year, the Board of Governors formally reports to parents. The Annual Report is circulated to all families in Cedar Integrated Primary School and Nursery Unit and summarises the work and achievements of our school during the periods indicated.

Should you wish to respond to the report which follows or wish to seek further clarification on any points raised, please write to:

Mrs Shemaine Kerr
Chair of Governors
Cedar Integrated Primary School
29 Kilmore Road
Crossgar
BT30 9HJ

Thank you,

H Crichton
Principal

2017/2018 **Board of Governors' Annual Report**

This Report will cover the periods:

- The financial year 1 April 2017 - 31 March 2018.
- The school year 1 September 2017 - 30 June 2018.

1. Organisation and Management

The Board of Governors has overall responsibility for the management of Cedar's affairs. The full Board of Governors met on six occasions during the year. In addition, sub committees met to deal with issues relating to finance, appointment of staff, salary review, teaching and learning, school development and sites, premises and safety.

Board of Governors

The Board of Governors for the period this report relates to, was as follows;

Name	Status	Term
Shemaine Kerr	Foundation+ Chair	October 15- 19
Orla McCormick	Foundation Designated Child Protection Officer	September 17-21
Joanna Donnelly	Foundation	September 17-21
Helen Bready	Foundation	September 17-
Jim Hamilton	Foundation: Trust	September 16 - 20
Roderick Downer	Foundation: Trust	March 17-20
Colin Meads	DENI Rep	April 15 - 19
Hilary Medhurst	DENI Rep	April 15 -19
Gavin McGrattan	DENI Rep: Waiting Ministerial Approval	September 17- 21
Helen Bready	DENI Rep + Vice Chair	September 17-21
Rory Miskelly	Parent	November 16- 20
Sonya Carter	Parent	June 17- 21
Neil Magowan	Parent	June 17- 21
Jonathan Walsh	Parent	June 17- 21
Kathryn Glover	Teacher	September 17-21
Rachel Bennett	Teacher	September 16-20
Hilary Crichton	Principal +Secretary	

- On the completion of the term of office of Parent Governors, the school will invite nominations for new Parent Governors. Elections will take place if required.

1. Responsibilities of Governors

The following areas of responsibility were dealt with by the Governors:

Finance

The school's accounts were prepared by the school bursar and approved by the full Board. Miscampbell & Co, Certified Accountants, were appointed as auditors in line with the Financial and Audit Arrangements for Grant - Maintained Integrated Schools. Please find attached Appendix A which summarises our financial position.

Training

Governors attend a number of courses run by the Education Authority and NICIE: Governor Induction, Recruitment & Selection, Child Protection & Safeguarding, School Improvement (Primary and Nursery), Role of the Chair, Effective Governance, School Development Planning, Managing Attendance, Handling Complaints, Performance Review and Staff Development, Managing Health & Safety in Schools, Roles and Responsibilities.

Office Bearers

Chair of the Board of Governors - Shemaine Kerr

Vice Chair - Helen Bready

Treasurer/Responsible Officer - Gavin McGrattan

Committees

Staffing and Finance

Gavin McGrattan (Chair)

Shemaine Kerr

Helen Bready

Colin Meads

Orla McCormick

Teaching and Learning

Sonya Carter (Chair)

Neil Magowan

Hilary Medhurst

Rachel Bennett

Nursery

Kathryn Glover (Chair)

Suzanne Marner

Sites, Premises and Safety

Jim Hamilton (Chair)

Rory Miskelly

Roderick Downer

Jake Fitzpatrick

Parents' Council

Joanna Donnelly

The Principal is a member of all sub-committees.

Staffing and Appointments

In order, to deliver the curriculum effectively, the Board of Governors employ a Principal, seven class teachers, a Nursery teacher, 7 classroom assistants and 6 auxiliary staff.

- Mr Millar resigned in June 2017 and Mrs Mailey was offered and accepted a permanent position.
- Dr Melville resigned in July 2017.
- Miss Jodi Degan was appointed as Classroom Assistant with Special Needs.
- HC met all teaching staff to review and discuss job descriptions and key responsibilities.

Teaching Staff- September 2017

- Nursery Mrs Suzanne Marner
- Primary 1 Mrs Linda Magee
- Primary 2 Mrs Danielle McGreevy (Maternity Leave)
- Miss Kerry Gilmore and Miss Jennifer Wilson
- Primary 3 Mrs Kathryn Glover
- Primary 4 Mrs Margaret Martelli
- Primary 5 Mr Garry McKinney- Temporary position
- Primary 6 Mrs Tricia Mailey
- Primary 7 Miss Rachel Bennett
- Principal Mrs Hilary Crichton

One year posts for Co-ordinators (2017/8) were appointed.

Nursery/FS/ KS1 Co-ordinator: Mrs Glover Literacy: Mrs Martelli
Integration and R.E Co-ordinator: Mrs T Mailey Numeracy: Miss Bennett

Non- Teaching staff

Sheenagh Crawford	Secretary (Mon- Wed)
Karen Chambers	Secretary (Thurs & Fri)
Karen Chambers	Learning Support Assistant (Mon- Wed)
Jake Fitzpatrick	Building Supervisor
Bronagh McGrattan	Classroom Assistant (C/A)
Lilia Mason	Classroom Assistant (C/A)
Moira Jackson	Classroom Assistant - SEN
Kathy Cardy	Classroom Assistant - SEN
Rebecca Carberry	Classroom Assistant - SEN
Jodie Degan	Classroom Assistant - SEN
Lauren Clendinning	Classroom Assistant - SEN
Lana Carlisle	Classroom Assistant - SEN
Rachel Ferguson	Classroom Assistant (C/A)
Linda McGrath	Nursery Assistant/ Cleaner
Mary Ross	Catering Assistant
Sharon Addis	Cleaner
Dolores Masterson	Catering Assistant

Admissions and Religious Balance

School admissions and religious balance for September 2017 were as follows.

YEAR	MALE	FEMALE	TOTAL
Primary 1	16	14	30
Nursery Class	12	14	26
YEAR	Protestant	Roman Catholic	Others
Primary 1	10	11	9
Nursery Class	6	11	9
Whole school	52	94	55

Summary of Curriculum Policy

The curriculum reflected the aims and objectives of our school and conformed to the statutory requirements of the Education Reform Order (NI) 1989 and the 2007 Education Order.

2. Principal's Report

Staff

During 2017-8, P6 and P7 were taught by permanent teachers and P5 had a temporary teacher for the year. P2 class teacher went on maternity leave and the temporary teacher started her maternity leave after Easter. Industrial Action continues to have an impact on the implementation of new initiatives and in the organisation of meetings after 3 O'clock. In-service training was held mainly during School Development Days.

Teaching and Learning

Communication:

- Most teachers are developing a different **writing type** e.g narrative, report, procedural, each half term and developing their plans accordingly.
- Children are exposed to modelled and shared writing before being asked to write by themselves, which gives them a much clearer understanding of what is expected. This has had an impact on the quality of their own writing. As the plans are further developed next year there will be clearer evidence of **modelled, shared, guided and independent writing** across the school.
- Tasks show that the children have been **writing for a variety of purposes** and audiences.
- **Collegiate Book Discussions** highlighted the greater use of **Assessment for Learning strategies** in Literacy during the school year.
- In the classes where **the line of progression of Assessment for Learning strategies** is being followed the children are using success criteria for peer and self-assessment. All teachers need to ensure that the Assessment for Learning strategies are promoted consistently. These need to be embedded next year.
- The **Linguistic Phonics Spelling Scheme** was introduced in January 2018. It is embedded into classroom and homework in P2 -7. Pupils who have struggled with the phonics have returned to the old spelling scheme.
- **Literacy Policy, Learning and Teaching Policy and Marking for Improvement** updated and ratified by BoG.
- **Data:** All classes tested have a mean score above the equivalent CAT score. With the exception of only one cohort, all classes have a mean score above 110 and have significantly improved their mean score from last year.
- Most pupils are **performing well above** the national average in all areas. There has been a good increase in all areas except complex inference compared to last year's results.

- Looking at all the Literacy data across the school there is no significant difference between gender or free school meals. However, there is clear evidence that **low attendance has a negative impact** on scores.
- The **Literacy Co-ordinator** monitored and evaluated teaching planners, pupils' exercise books and samples/ tasks submitted in cross-curricular skills.

Using Mathematics

- **Assessment for Learning strategies (AFL)** are not being used consistently across all Key Stages.
- **Collegiate Book Discussions** highlighted the greater use of **Assessment for Learning strategies** in Mathematics during the school year.
- **Our Pupil Voice** indicated increased awareness and use of **Assessment for Learning strategies** across KS2.
- A Line of progression and **Marking for Improvement Policy** was developed to support embedding of **Assessment for Learning strategies**.
- **Collegiate Book Discussions** demonstrated an increased focus on **cross-curricular** links in Using Mathematics.
- **Class topic webs** highlighted natural links across the curriculum and in particular Using Mathematics.
- **Measures** was the whole school focus with full coverage of all areas in Measure. Audit highlighted the need for resources to be purchased and greater hands on support during practical activities.
- **Fluency in Facts and Procedures** was a whole school focus which highlighted the need for upskilling staff and a timetabled period of Number Talk in KS2.
- **Using Maths Policy, Teaching and Learning Policy and Marking for Improvement** updated and ratified by BoG.
- **Data P4-7:** 4 pupils made lower than expected progress and 110 made expected or greater than expected progress. **Progress Test in Mathematics Scores are rising for the majority of pupils.**
- Most classes are above the National Average in their attainment in Measure, though our school standard could increase.
- **PASS scores** are rising for some pupils; this will continue to be an area of focus next year.
- The **Using Mathematics' Co-ordinator** monitored and evaluated teaching planners, pupils' exercise books and samples/ tasks submitted in cross-curricular skills.

Using ICT

- The concept of awarding "**levels**" is now being embedded amongst the staff who are not following industrial action.
- Pupils are being introduced to more **ICT skills** which is benefitting pupils' learning, but the children require longer exposure to the software before they become independent of adult support.

- A new **UICT planner** has ensured that staff are planning for UICT. There is a natural progression through the defined competences at each level.
- The **Using ICT Co-ordinator** monitored and evaluated teaching planners, and samples/ tasks submitted.
- Teachers received **On-line Safety Training** 25th August 2018. E-safety lessons for each class are in Staff -UICT Folder.
- A new, updated and user-friendly **website** has been created for a total outlay of £132.60. **Cedar's Facebook** page is showcasing the school and pupils' learning, with nearly 380 regular viewers. Between 9th August- 5th September we reached 1522 people. (Cedar Big Bun Bonanza - 1,600, Eco-warriors video - 1,300, P7 Camogie - 1,200, Cedar Cup - 1,800, KS2 Teacher post - 10,200, Mud Pie Day - 3,100, New Gaelic Strips - 1,400, Girls football - 2,100 and Snowman comp/ school closures - 8,600.)
- Cedar has created a **GDPR Time Line** detailing changes in school procedures and how we are complying with new data regulations. A GDPR Policy for Cedar IPS and NU and Privacy Notices for Students & Parents/ Families/ Carers, Teachers and Non -teaching staff have been ratified by the BoG. Data Protection Officer- from EA.

Special Educational Needs

- Due to financial constraints, the BoG were no longer able to employ a **SENCo** (2017-18). Dr Melville was offered a permanent part-time teaching post in P5, a post she later declined in July 2017. In September 2017, The BoG agreed to fund the employment of a **Learning Support Assistant** to support pupils in FS and KS1 for 3 days a week. The Principal continued as Acting SENCo.
- There is movement of pupils on and off the **SEN Register** depending on the level of need and the impact of interventions.
- Teachers reviewed targets for pupils on **IEP's** in October 2017 and February 2018 and **Target Pupils** termly. SIMS data and teacher judgement identified pupils to target.
- The new IEP format is more user friendly and accountable.
- The new proformas for target pupils have identified areas of need but there is a **lack of outside classroom support**.
- Teachers identified too many targets for pupils but were limited by the lack of withdrawal support and teachers tried to provide additional support in class.
- **Staff availability in 2017-18:** Nurture - one session each week. Six or seven sessions of support for KS2 a week from FS/KS1 staff. One C/A employed to provide support from 2-3pm.
- Each class has a range of **sensory toys** appropriate for their age range. Many of these toys were purchased by parents from Cedar's Amazon Wish List. The new Sensory Room will be available for use from September 2018.

- The Acting SENCo liaised with outside agencies, arranged the completion of relevant paperwork and ensured that staff and parents were kept updated regularly.
- GL Baseline Assessment completed with P1 pupils and will continue to be administered next year. Use of MIST for P2. P3-7 will complete PTM/PTE/PASS/SWST/ NGRT.

Data Analysis/Target Setting

- New format and system implemented from August 2017 - more data driven.
- Teachers used a combination of SIMS data, close analysis of PTE/PTM scores and professional dialogue to identify target pupils. Teachers are more aware of needs of class (class target) and individuals - class work more focused on specific needs. However, too many targets for pupils to truly engage - to be adapted for 2018/19. Progress made for most target pupils.
- Targets were reviewed by teachers (3 times across the year) and evidence of progress recorded using Seesaw.
- Parents and pupils informed of targets in September - information sent home on how best to support. Parents enabled to become more engaged and able to support their children's progress.
- Low scoring PASS pupils targeted for the first time to support social and emotional needs.
- Parents introduced to Growth Mindset approach and the associated language at Welcome Meetings in September 2017. Class Dojo 'Growth Mindset' talk homework set during Autumn term by P3-7 classes and a short video watched at home about Growth Mindset. We are beginning to challenge some parents' perceptions of 'how we learn' to ensure that positive and encouraging messages are consistent - especially in maths.
- More pupils adopting Growth Mindset language and attitudes.
- Pupils who were identified as having reading targets tested in NGRT A in September - results passed to class teachers to help inform planning for support.
- P6 and P7 pupils tested using NGRT B in December/January to trial mid-point testing - teachers analysed results and adapted targets as required.
- P4-7 target pupils tested using NGRT C in May - all results passed to teachers and MM for analysis.

GL Baseline

- Administered in September 2017 and Baseline Review in June 2018. Results generated and analysed - indicates solid progress made.

CAT4 (Intelligence Test) vs PTE (Progress in English) and CAT4 (Intelligence Test) vs PTM (Progress in Mathematics)

- The majority of pupils are making expected, higher or much higher than expected progress. Most classes increased mean score. All classes outperforming CAT scores. Clear progress based on data between 2016/17 and 2017/18.

Target and IEP Pupils identified on stanine charts

- **PTM** (45 target/IEP pupils) - 51% of target/IEP pupils increased by at least one stanine band. 27% maintained previous band. 22% dropped by at least 1 stanine band.
- **PTE:** Stanine bands across the school- there has been a marked improvement from last year with more children moving from stanine bands 4-6 into bands 7-9. The breakdown of the bands is as follows; 12 children working at stanine bands 2 or 3. This represents 8.4%. There are 70 children are working in stanine bands 4, 5 or 6 which represents 49%. There are 61 children working in stanine bands 7, 8 or 9 which represents 42.6%. There are no children working at stanine band 1. All the children in stanine bands 2 and 3 have been identified as having additional needs and are currently on an IEP or are in the target group for literacy.

PASS Scores

- Analysed individually. Mean scores created for each class to monitor general progress.
- Some classes making good progress, but definite room for improvement.
- Mean calculated for 'feelings about school' and 'learner self-regard' 2017/18 and 2016/17

Feelings about School	Learner Self-Regard
2016/17 - 51	2016/17 - 49
2017/18 - 54	2017/18 - 53
Increase of 3%	Increase of 4%

NGRT

- All target pupils in P4, 6 and 7 tested in September. P4, P6 and P7 pupils retested using NGRT C in May 2018. P6 and P7 pupils were trialled using the new test NGRT B in Dec/Jan and used to monitor progress/adapt current targets.

Assessment of Cross Curricular Skills

- Staff not supporting Industrial Action submitted two tasks in Using Maths (Number and Measure), Communication (two different types of writing) and UICT (Film and Animation and one other Desirable Feature). Three samples (Extension, Core, Support). Staff received written feedback. Timings need to be more stringently adhered to by staff.
- Due to on-going industrial action Levels were not submitted to DE.

Other Areas of Learning

Nursery/ Foundation Stage/ Key Stage 1

- All Play Based Learning planners now have learning intentions for malleable work.
- Progression of dough/ clay activities to be tracked in 2108-19.

- Workshops delivered 8.1.18 -34 parents attended (representing 49 pupils). Parent evaluations showed an increase in parent skill. On a Scale 1-10 Parent confidence with **phonics** before the workshop was an average of 5.6 and after the workshop it was an average of 8.9. Parent confidence with **Mental Maths** before the workshop was an average of 5.8 and after the workshop it was an average of 8.8.
- Self and Peer Assessment introduced in FS and well embedded in KS1.
- Tracking pupils' skills through the Seesaw app is inconsistent across the school. Pupils are using the QR Code, and the new WIFI system should eradicate previous issues.
- Learning and Teaching Policy Ratified 18.12.17

Integration and Religion

- Cedar IPS was awarded the Excellence in Integration Award in June and the school was presented with the Award on the 4th October 2017 by Roisin Marshall.
- Cedar was awarded a grant of £3,965.00 from the IEF to assist with the development of our Integration and RE Curriculum for 2017-2018.
- New integrated topics were developed across KS1 and KS2.
- Staff completed integration training facilitated by Dave Thompson.
- CRIS were unable to provide training but Cedar purchased their resources and facilitators resources. (Celebrating Differences (KS1) Programme and Knowing Me, Knowing You (KS2) Programme).
- Cedar's RE Policy was ratified by BoG in December 2017.
- There needs to be greater monitor and tracking of RE planners in 2018-19.
- Cedar's RSE Policy will be finalised after consultation with our stakeholders.
- Cedar was awarded a grant of £3,250.00 from the IEF to assist with the development of our RSE and RE Curriculum for 2018-2019.

World Around Us

- Clear cross-curricular links evidenced in planners with at least 3 pieces of topic work relating to Maths and Literacy per half term. Successful CBD sessions with all staff members and areas for development identified. Peer feedback implemented in KS1 and 2.
- Cross-curricular links are evident in planners- P4-7 successful introduced a topic web planner for each mid-term. Stronger cross-curricular links to mathematics have been established.

Physical Education- Substitute Teacher took on Co-ordinator Role

- Staff received athletics training and new resources costing **£458.04** were purchased.
- A new overview of planners highlighted an imbalance in the coverage of core areas of P.E. e.g games, athletics, dance and gymnastics.
- P5-7 completed a block of 6 or 7 swimming sessions annually.

- Healthy Kidz was a healthy fitness programme supported by the Down, Mourne and Newry Council which tried to target pupils to engage in more sport.

Music

- Boomwhackers are widely used throughout the school for the area of "Working Creatively."
- Cedar had booked 1½ hours Music tuition from an EA Tutor, costing £1,715.00 a year. With a low uptake of interested pupils and high fall out rate during the year, the decision to book one hour has been taken to keep the provision cost effective.

Primary Languages

- Through Parental donations the school was able to employ a language tutor for two terms for P1-P7. Spanish: Term 1 and French: Term 2.
Cost- £1,350.00.

Healthy Eating

- Using Welcome Meetings, regular features in the Cedar News and advice on the Parent Section of the school website, parents were encouraged to provide healthy breaks at
- P1 provide Healthy Break.

Whole School Focus

- Specific times were designated to: Anti-Bullying Week, NSPCC Number Day, Mud Pi Day, E-Safety Week, Money Week and Integration Month.

Nursery

- Parent Meetings 16-18th October 2017 & 6th- 8th February 2018.
- Develop links and updates direct to parents through 'See Saw' application. Photos and comments are stored in individual folders for the children on See Saw. These are shared with parents at the two parent meetings held in October and February. Photos are also share informally with parents at the end of sessions.
- 'Getting Ready to Learn' parent workshops were well-received by parents with lots of positive feedback in follow up questionnaires. Funding applied for in April 2018 to run the same three programmes next year. £1,600 received in September 2018. This is the final cycle of funding for this programme.
- Regular Nursery photos & comments are collated and posted on the Cedar website & Facebook page to keep parents updated on the range of activities the children are engaging in.

- Nursery Sing-Along was held on 12th December 2017. This year the sing along was sponsored by parents and we raised over £400 towards the creation of a partition wall to create a story room.
- A new story room wall was installed January 2018. This has created a quiet space for large & small group time and has been of great benefit. The room has been painted in calming colours as an underwater scene by Ms McGrath. Black out curtains have allowed the room to be transformed into a sensory room, which includes a bubble tube, fibre optic & fairy lights, a screen projector, various tactile sensory toys & stepping stones, soft music and an aromatherapy diffuser. This has been an excellent addition to our classroom and creates a safe space for children to relax and regulate their emotions.
- Big Lottery funding was applied for in May 2018. Unfortunately the application was not successful. Feedback as to why we were unsuccessful is to be assessed and we will reapply next year.
- Development of Nursery front garden. New flower beds have been created and planted out. An electric lawn mower has been purchased to maintain the short lawn. Bamboo fencing has been attached to the existing fence and a new pirate ship installed. The garden has been used extensively through the summer term and many parents have commented positively about the changes.
- Nursery Celebration Day 21st June 2018. This was very well attended and feedback was again very positive for this event.

Tuck Shop

Primary 7 successfully organised our annual healthy Tuck Shop during the Summer Term.

Educational Visits

In-school learning was supported by a range of educational visits, including trips to Strangford Lough (P7 - survey), P1-3 Christmas Pantomime Castle Ward - Victorian Day (P7), Belfast Zoo (P2), Titanic Trip (P7), Aunt Sandra's Sweet Shop (P5 & P6), Orienteering in Tobar Mhuir (P7), Down Council (P7), RADAR Belfast (P7) and Kingspan Stadium Visit (P5). The highlight for the older pupils was a 2-day outdoor education programme for Primary 6 organised through Killyleagh OEC and the P7 Residential in Killyleagh OEC (6-9th February 2018).

Visitors into school

People who help us in P1: PSNI, Fire Service, Paramedics/Ambulance Service, Mourne Mountain Rescue, Dentist and a Nurse. Reptile Show (P1) and Cat Protection Society (P1). Young Enterprise (P3, 5, 6 and 7). The Library Bus (P4 and P7), Fire Service (P5), Water Bus (P7), Uberheroes- mental health awareness (P7), Ulster Bank for Money Sense (P3), NSPCC workshops (P6 & 7), C2K: NewsDesk (P5 created a video on Anti- Bullying.), and the Magnus Viking Association (P6).

School Assemblies

- Jim Miller (SVP), Heather Gilmore (Guide Dog Association), Cancer Focus, NSPCC and Robert McConnell (Free Presbyterian) and Colin Tyndale (Raffrey Bible Club) led assemblies. Our Language Tutor (Anna) led an assembly on European Language Day. Each class led an assembly over the course of the year and parents were invited to attend.

School Closures: EA Approved

Monday 16th and Tuesday 17th October 2017: Storm Ophelia- severe weather.

Friday 8th December 2017: Extreme weather conditions.

Wednesday 17th January 2018: Extreme weather conditions.

Thursday 1st and Friday 2nd March 2018: Extreme weather conditions.

After- School Activities

Autumn 1 Term

Tuesday Sept- Oct 2017	Bells group	Kathryn Glover (T) Margaret Martelli (T)
Tuesday Oct- Dec 2017	Cross-Country	Kathy Cardy (C/A) & Garry McKinney (T)
Wednesday Sept- Oct 2017	Football 2-3 (P2-3) 3-4 (P4-5)	Paul Moore - Outside Coach
Thursday Sept- Oct 2017	Hip Hop 2-3 (P2-3) 3-4 (P4-7)	Naomi Braniff- Outside tutor
Friday Sept- Oct 2017	Sailing	Rachel Bennett- (T)

Autumn 2 Term

Tuesday 7 th and 14 th Nov 2017	Bells Group	Mrs Kathryn Glover (T) Margaret Martelli (T)
Tuesday Nov- Dec 2017	Cross-country	Mrs Kathy Cardy (C/A) Mr Garry Mc Kinney (T)
Tuesday Nov- Dec 2017	Cookery Club (P6)	Miss Kerry Gilmore (T)
Wednesday Nov 2017	Football 2-3 (P2-3) 3-4 (P4-5)	Paul Moore
Wednesday Dec 2017	Photographic Club	Mrs Moira Jackson (C/A)
Thursday Nov 2017	Hip-Hop 2-3 (P2-3) 3-4 (P4-7)	Naomi Braniff

Spring 1 Term

Monday Jan- Feb 2018	Healthy Kidz 2-3 (P2) 3-4 (P4)	Paul Carville
Tuesday Jan- Feb 2018	Healthy Kidz 2-3 (P3) 3-4 (P5)	Paul Carville
Tuesday Jan 2018	Cross-Country	Mrs Kathy Cardy (C/A) Mr Garry Mc Kinney (T)
Wednesday January 2018	Cookery Club (P5)	Miss Kerry Gilmore (T)
Wednesday Jan- Feb 2018	Football 2-3 (P1-2) 3-4 (P3-4)	Paul Moore
Thursday January 2018	Hip-Hop 2-3 (P1-3) 3-4 (P4-7)	Naomi Braniff
Thursday January- February'18	Guitar 2-3 (P1-3) 3-4 (P4-7)	Paul McMardie

Spring 2 Term

Monday Feb- May 2018	Healthy Kidz 2-3 (P2) 3-4 (P4)	Paul Carville
Tuesday Jan- May 2018	Healthy Kidz 2-3 (P3) 3-4 (P5)	Paul Carville
Wednesday Jan- Feb 2018	Football 2-3 (P1-2) 3-4 (P3-4)	Paul Moore
Thursday January 2018	Hip-Hop 2-3 (P2-3) 3-4 (P4-7)	Naomi Braniff
Thursday January- February'18	Guitar 2-3 (P2-3) 3-4 (P4-7)	Paul McMardie/ Shannon O'Neil

Summer Term

Monday April- May 2018	Healthy Kidz 2-3 (P2) 3-4 (P4)	Paul Carville
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Tuesday April- May 2018	Healthy Kidz 2-3 (P3) 3-4 (P5)	Paul Carville
Tuesday April- May 2018	Girls' Gaelic 3-4 (P5-7)	Mr Garry McKinney (Teacher)
Wednesday April- May 2018	Football 2-3 (P1-2) 3-4 (P3-5)	Paul Moore
Wednesday April- May 2018	Photography 3-4 (P7)	Mrs Moira Jackson (C/A)
Thursday April - May 2018	Hip-Hop 2-3 (P1-3) 3-4 (P4-7)	Naomi Braniff
Thursday April- May 2018	Athletics NI 3-4 (P5 and 6)	Paula Earley Maginn
Friday April- May 2018	Boys' Soccer 3-4 (P5-7)	Mr Garry McKinney (Teacher)
Friday April- May 2018	Netball 3-4 (P5-7)	Miss Rebecca Carberry (C/A)

Nursery

- Down Council Recycling Team visited the Nursery in October to share stories and information on litter and recycling with the children.
- Mr Hullaboo held a fairy tale story telling session for the Nursery & Primary One children
- A Nursery mum (Mandy Stranney) brought in a ewe & 3 baby lambs and talked to the children about caring for them.

Child Protection and Safe Guarding

Safeguarding Team:

- L Magee (Designated Teacher), H Crichton (Deputy Designated Teacher PS), S Marnier (Deputy Designated Teacher NU), R Bennett (C2K Manager), K Glover (Nurture), K Chambers (SEN Support) and O McCormick (Designated BoG). New displays were put up and Orla was introduced to pupils on 6th June 2018.
- All teachers attended On -Line Safety training on 25th August 2017.
- Safeguarding and Child Protection leaflet was distributed to all families in September 2017. Distribution of Child Protection and Safe Guarding Policy to Primary School and Nursery and new families.
- All staff attended Safeguarding and Child Protection on 3rd January 2018 and had an input into Cedar's new policy on Safeguarding and Child Protection.
- Safeguarding and Child Protection Policy ratified by BoG February 2018.

- S Marner attended Refresher Safeguarding and Child Protection Training in her role as Deputy Designated Teacher on the 12th October 2017.
- H Crichton attended On-line Safety Courses 19th October 2017 and 10th January 2018.

Monitoring and Evaluating Procedures/Self Evaluation

- Agreed formats of pro forma used by co-ordinators to monitor Teachers' planning documents, content of book scoops and samples/ tasks.
- Agreed timetable for completion of Book Scoops, review of Learning and Teaching Planners, collection of samples of Cross Curricular Skills tasks.
- Prior to conducting Book Scoops, co-ordinator requested books from support, core and extension groups within a class. Teachers accompanied these with a completed pro forma where they reviewed their own practice. (Reflective Teacher). Staff received written feedback.
- The implementation of Collegiate Book Discussions in Literacy, Mathematics and Topic Books has led to agreed focus on specific areas e.g. Assessment for Learning, Measure, writing types and cross-curricular links. The standard of the focus areas has improved but not consistently and it is not fully embedded yet.

School Management

Management Structure

- S Kerr- Chair of the Board of Governors
- H Bready- Vice Chair of the Board of Governors
- H Crichton - Principal, Acting UICT Co-ordinator and Acting SENCo.
- M Martelli- Literacy Co-ordinator
- R Bennett- Numeracy Co-ordinator
- K Glover- Co-ordinator for Nursery/FS and KS 1
- T Mailey-Integration and RE Coordinator
- R Bennett and M Martelli attended NICIE's VP Forum and led the process of Self -Evaluation

Staff Management

- Scheduled regular meetings to ensure all aspects of work was being completed and to support staff in areas for development/unfamiliarity.
- Issued staff with contracts as appropriate.
- Induction of new teaching staff - temporary/permanent - familiarise staff with key policies, procedures and expectations.

Policy Reviews and Updates

December 2017	Freedom of Information Policy and Publication Scheme
December 2017	Religion Policy
December 2017	Learning and Teaching Policy

February 2018	Literacy Policy
February 2018	Mathematics and Numeracy Policy
February 2018	Safeguarding and Child Protection Policy
March 2018	Intimate Care Policy
March 2018	Marking for Improvement Policy
June 2018	Disposal of Records Schedule
	GDPR Policy for Cedar IPS and NU
June 2018	Privacy Notice for Students & Parents/ Families and Carers/ Legal Guardians
June 2018	Privacy Notice for Teaching Staff
June 2018	Privacy Notice for Non- Teaching Staff

Nursery Unit and Primary School Links

- K Glover and Primary 1 teacher met the Nursery teacher to explore areas of linkage and transition arrangements.

School Development Plan: 2016-2019

- The school was in the second year of a three- year cycle- 2017-2018.
- Due to the number of changes in staff and roles, 2017/18 was a period of transition and consolidation.
- A plan was developed to review and respond to parental requests e.g. additional FS/KS 1 clubs, methods of communication: Facebook and a user friendly school website.
- A parent/carer friendly version of the yearly School Development Plan for 2017/2018 was presented to Governors and distributed to parents.
- On-line questionnaires for pupils (P3-7), parents (P1 -P7) on homework fed into the School Development Plan 2017/18 and altered aspects of homework practice particularly in KS2 to include a research night.

Integration

NICIE

- Cedar IPS was awarded the Excellence in Integration Award in June and the pupils, staff and governors were presented with the Award on the 4th October 2017 by Roisin Marshall (CEO of NICIE).
- NICIE Training- Marketing Schools on 23rd November 2018- HC.
- VPs and Senior Teachers from 26 integrated schools met at Cedar for the NICIE VP Forum on 24th November 2017.
- Cedar was able to secure an APTIS Bursary c/o NICIE for "Everybody Outstanding." Staff from Cedar, Drumlins, Hazelwood and All Children's met to share good practice on Assessment and how best to use performance data.
- R Bennett and M Martelli attended training with NICIE VP's Forum (29th September 2017, 23rd February 2018 and 21st March 2018.)

- NICIE held Governor Training at Cedar on 28th November 2017.

IEF

- Cedar was awarded a grant of £3,965.00 from the IEF to assist with the development of our Integration and RE Curriculum for 2017-2018.

Cedar IPS

- T Mailey was appointed Integration and RE Co-ordinator in September 2017. (One-year post)
- Dave Thompson facilitated Integration Training with all of the staff on 6th November 2017 and followed up with work on the Cedar's Integration curriculum on 9th November 2017 (TM & KG).
- "Walk in their Shoes" in Crossgar Village- All staff and Governors were invited to visit many of the different places of worship in Crossgar, particularly from the Protestant Community. This tour was facilitated by Dave Thompson 19th February 2018 and there was follow up curriculum development on 19th March 2018. (DT, TM & KG).

Links with other Integrated Schools

- **Funding from APTIS- Everyone Outstanding** allowed a cluster of integrated schools (**Drumlin's, All Children's, Hazelwood and Cedar IPS**) to share good practice on Assessment for Learning and tracking pupil targets using SIMS.
- **Drumlin's Integrated Primary School**
The Principal and Chair attended the official Opening Ceremony of the new school building on 19th December 2018.
- **All Children's Integrated Primary School**
Cedar's netball and soccer team competed in the All Children's Event on 1st June 2018.
- **Millennium Integrated Primary school**
Cedar attended both Dodge ball (14th March 2018) and Table Quiz (16th March 2018) events hosted during Integration Month.
- **Blackwater Integrated College**
P7 Taster Day- 7th December 2017.
P6 Taster Day - 29th May 2018.
- **Shimna Integrated College**
P7 Open Day- 24th November 2017.
P6 Active Learning Day- 8th June 2018.
- Staff from Integrated Colleges visited Cedar to speak to P7 pupils on transition to secondary level.

Staff Training:

- Good Practice in RE in Integrated Schools- NICIE 22nd September 2017.- HC
- Early Years Forum- NICIE- 24th October 2017- KG
- NICIE's Teacher Committee- 19th October 2017, 29th November 2017, 16th January 2018 and 16th April 2018.- KG
- Tricky Topics in the Classroom- D Thompson- 25th January 2018- TM & RB

- APTIS One Day Conference: 10th November, Two Day Conference 19th and 20th April 2018 and APTIS- GDPR Conference on 31st May 2018. - HC
- Integrated Schools Finance Association - 28th November 2017- SC

Integration Month- March

- Participated in Integrated Education Month (1st March - 28th March 2018) which had the theme of "Everyone Outstanding."
- All pupils completed an Integration themed homework the week beginning 19th March 2018.
- Odd Socks Day's raised a total of £150.00 for the Integrated Education Fund on 16th March 2018.

Sacraments

- The Sacraments of Penance (23rd March 2018) and First Communion (4th May 2018) all passed off successfully and were well supported by parents, friends and family.
- Cedar pupils held their own service of Light and Commitment on 18th April in St Joseph's Church, Crossgar. The Sacrament of Confirmation was held in St Patrick's Church Downpatrick along with Our Lady and St Patrick's Primary School on 25th April 2018.
- Many thanks to Mrs Magee, Mrs Martelli, Miss Bennett and Mrs Mailey for all of their hard work in connection with these events.

Parental Involvement

- Welcome Meetings held for all classes 11-14th September 2017.
- Parent/Teacher interviews 23rd- 27th October 2017 (P2-7) and 5th - 9th February 2018 (P1-7).
- Book Fair: 6th - 10th November 2017 alongside Parent Reading Week 6th- 10th November 2017.
- Open Morning on 15th December 2017.
- Transfer Meetings for P7 pupils held in January and February 2018.
- Parent/carers were invited to watch their child's class take a school assembly during the course of the year.
- The children in Nursery put on a "Sing-Along" for their mums, dads, grandparents and younger siblings. This was enjoyed by all on 12th December 2017 and 21st June 2018.
- Parents attended workshops on Phonics and Mental Mathematics on Monday 8th January 2018.
- Parents from the Nursery attended a series of workshops on "Getting Ready to Learn".

Breakfast Club

- The introduction of a Breakfast Club has been a great success due to the great effort and dedication of Mrs Bronagh McGrattan and other classroom assistants.

Awards/ Grants

- Cedar IPS secured funding (£3,965.00) from the IEF to develop integration.
- The Parents' Council was awarded £2,200.00 to implement a Healthy Kidz programme (P1-4)
- Cedar IPS received a bursary of £1,500.00 from the APTIS Bursary c/o NICIE to share good practice in their "Everybody Outstanding" Project for integrated schools.
- Applications for Peace IV Shared Education were unsuccessful.
- Application submitted to Robert Dunbar Memorial Library (Children's Books Ireland) was unsuccessful.

Eco-warriors

The Eco-Warriors created a video to encourage people with their top five tips how to reduce the amount of plastic waste. The Eco-Warriors worked on their Action Plan to apply for the "Green Award".

Special Educational Needs

	No. of Pupils	Pupils on SEN Register (June 2018)	Pupils at Stage 5
Year 4	29	5	1
Year 7	30	4	1

- SEN - refers to Special Educational Needs Register and those children who require additional help/support for academic/ medical/ social/ emotional reasons.
- Stage 5 - refers to pupils who have a Statement of Special Educational Needs and require a high level of support.

Pupil Achievement: Key Stage Results (Year 4 and Year 7)

In September 2017, teachers in Primary 4 and P7 predicted pupils' levels of achievement in Communication, Using Mathematics and Using ICT. Then, teachers assigned a final level in June 2018.

Comparison of Cedar IPS End of Key Stage Results with Northern Ireland Results

Based on 14% of schools	NI Communication Statutory Assessment June 2018	Cedar IPS Communication 2017/18	Cedar IPS Communication 2016/17
Key Stage 1			
Below Level 2	12.36%	8%	3.4%
Level 2 or above	87.64%	92%	96.6%
Key Stage 2			
Below Level 4	20.56%	20.69%	20%
Level 4 or above	79.23%	79.31%	80%

Based on 14% of schools	NI Mathematics Statutory Assessment June 2018	Using Cedar IPS Using Mathematics 2017/18	Cedar IPS Using Mathematics 2016/17
Key Stage 1			
Below Level 2	10.78%	4%	6.7%
Level 2 or above	89.22%	96%	93.3%
Key Stage 2			
Below Level 4	20.19%	20.69%	20%
Level 4 or above	79.64%	79.31%	80%

Based on 14% of schools	NI UICT Statutory Assessment June 2018	Cedar IPS Using ICT 2017/18	Cedar IPS Using ICT 2016/17
Key Stage 1			
Below Level 2	8.74%	12%	6.7%
Level 2 or above	90.36%	88%	93.3%
Key Stage 2			
Below Level 4	14.85%	10.34%	12%
Level 4 or above	85%	89.66%	88%

Comparison of Cedar IPS's average scores in Communication, Using Mathematics and Using ICT, compared to the NI Benchmarking data indicates that our pupils are generally achieving higher than other schools in Northern Ireland in KS 1 and KS 2. (CEAA figures based on 14% of schools submitting results.)

Transfer to Secondary Education September 2018

- Our P7 pupils transferred to 10 different schools and 4 pupils did not receive their first preference
 - Assumption Grammar 2
 - De La Salle 1
 - Down High 6
 - Lagan College 3
 - Our Lady & St Patrick's College 1
 - St Colman's High & 6th Form 1
 - St Colmcille's High school 4
 - St Mary's HS 1
 - Saintfield High 3
 - Shimna College 6
- We said farewell to our Primary 7 children on Tuesday 26th June following the Leavers' Assembly. The children put on a fantastic show for parents, carers and grandparents. A huge thank you to Shemaine Kerr,

Miss R Bennett, Miss R Carberry, Mrs D Hawthorne and Mrs L Karim for all her work in preparing the children for this special event.

Student Council: (Representatives from P4-P7) Targets for 2017-8

- The Student Council asked pupils what additional after school clubs would they would like to attend. Miss Bennett arranged a Guitar Club which was a great success.
- The Student Councillors ordered new playground toys for break and lunchtimes.
- Discussed refilling soap and hand towel dispensers with Jake.
- Requested that playground games are re-painted in the playground.
- Worked towards a pupil friendly version of the School Development Plan.

Digital leaders (P7 pupils)

- Digital Leaders roles: set up laptop and projector for school assemblies, difficulties in the ICT Suite, teaching the basics of "Scratch", re-connecting to iPads to Wi-Fi.

Sport

- Mrs Kathryn Glover represented GBNI in the European Transplant and Dialysis Games held in Cagliari, Sardinia and won 3 gold, 1 silver and 1 Bronze with 2 new personal best times at the championship.
- Teconnaught Gaelic Club kindly donated a Gaelic Football strip to the school in March 2018, arranged by Mr McKinney.
- Friday 15th June provided a dry day and allowed us to hold our school Sports Day. As well as being enjoyed by the children, the event was very well supported by parents, carers, siblings and grandparents.
- A group of KS2 pupils attended an athletics event held in Ballymote Centre.

Cross- country

- Cross- Country- Pupils from P5-7 competed in Round 1 on 10th October and Round 2 on 5th December 2017 in the Flahavan's Cross Country.
- Thank you to Kathy Cardy and Garry McKinney for running the After School Club and entering the pupils in the events.

Soccer

- Cedar entered two football teams into a local Grassroots Football Tournament on Friday 29th September 2017.
- The Girls' Soccer Team excelled at a Football Blitz held on International Women's Day on 8th March 2018.
- Cedar's Football team put up a strong performance at St Colman's Ballynahinch on 16th March 2018. Soccer coaching led by Seamus Heath and his IFA team ran over the course of the school year and all children from

Primary 1 to Primary 5 had the opportunity to develop their skills and have fun.

- The Football Team represented Cedar IPS at an Integrated Cup Final in Belfast on 14th June 2018.
- Mr McKinney trained our Primary 6 and 7 football squad.
- The Cedar Cup was a new KS2 phenomena that brought all the pupils out to watch the Semi Final and Final.

Swimming

- Primary 5, 6 and 7 completed 6/7 swimming sessions at Downpatrick Leisure Centre (Nov 2017- March 2018)

Rugby

- Dan Rogan (Ballynahinch Rugby Club) ran a Girls' Rugby Session during September and October 2017.

Camogie

- Mr McKinney trained Cedar's Girls' Gaelic Football Team with pupils from P5-7. The girls' received Camogie training sessions from Joanne Russell, Paige Jennings and Donna Mullan from Teconnaught Gaelic Club.
- On three occasions a Girls' GAA competition was cancelled due to the water logger pitches.
- Members of the Camogie Team were able to display their skills at Teconnaught Challenge Match with Holy Family and at a tournament held in Assumption in June.

Netball

- Our netball team is going from strength to strength under the coaching of Miss Rebecca Carberry. The girls only managed to compete in the competition held at All Children's Integrated Primary School, as a tournament in Saintfield High was cancelled and a tournament run by Down Netball Club at Ballymote Sport's Centre was not held this year. The girls worked well together and should be very proud of their performance.

Hip- Hop

- This after school club still proves to be very popular with all the pupils with boys and girls attending Hip-Hop classes. The tutor ran a Hip -Hop Summer Scheme in the first week of the July holidays and over twenty-five pupils attended.

Drama

- P1 and P2 presented "Manger Mouse" and P3 and P4 performed "Children of the World" in their Christmas Productions thanks to Mrs Magee, Miss Gilmore, Mrs Glover, Mrs Martelli and all the classroom assistants.
- KS2 held a carol service in St Joseph's Church, Crossgar.
- Primary 1-3 attended a Christmas Show of little Miss Muffet in Downpatrick on 6th December 2017.
- The P7's Leavers' Assembly was held on the 26th June 2018. A big thank you to Miss Rachel Bennett, Miss Rebecca Carberry, Mrs Lyndsey Karim,

Mrs Deirdre Hawthorne and Mrs Shemaine Kerr for all their hard work. The pupils wrote and directed the play, "Back to the Future: The Re-Union".

Music

- Cedar's Bells Group performed at the Ulster Museum on 17th November 2017 to celebrate 35 years of integrated education with the launch of the "Big Small Stories."
- The Bells Group also performed at the APTIS Conference on 20th April 2018, in the Slieve Donard Hotel, Newcastle.
- Brass tuition has continued this year with several of our Key Stage 2 pupils availing of the opportunity to learn a brass instrument. This service is facilitated by EA's Music staff.

School /Community Links

- Links with the community continued with the ongoing success of the Crossgar Badminton Club, which takes place in school on Monday and Wednesday nights.
- The Board of the Crossgar Youth Club held their meetings in Cedar over the course of the year.
- The mobile library visited Cedar from January to June 2018 for P4 and P7.
- Primary 7 attended the "RADAR" on 4th May 2018, to help them with their transition into big school.
- The school hall is hired by a Fitness Instructor on Tuesday and Thursday evenings.
- A "Spin" Class also books the hall on a Wednesday evening prior to the Badminton.

Parent Volunteers

- We have continued to receive excellent support from our parent body. Several parents volunteered their time and supported our children with additional reading. Results from this programme are very positive and evidence base the need for us to keep this scheme in place.
- Mrs Kathy Cardy a parent and classroom assistant also takes the Cross Country Club.
- Shemaine Kerr helped produce the Leavers' Play at the end of year production for Primary 7.

Extra -Curricular Activities

- A range of activities was available to pupils during the year. These included Soccer, Cross Country, Cookery, Photography, Camogie, Rugby, Netball,

Athletics, Hip-Hop, Guitar, Healthy Kidz, Sailing, Bells and Outdoor Learning Club.

- Very many thanks to the staff and parents whose efforts make these activities possible.

Charitable Links

- Cedar IPS continues to support a number of charities each year.
- During the Harvest Celebration food was donated to Crossgar Food Bank.
- During Money Week, Primary 6 hosted a Fair Trade Coffee Morning and raised £222.10 in aid of the work of Christian Aid.
- Primary 5 donated £101.10 to "Lend with Care" after raising money through a bun sale in March.
- Purchases of Ten Foundation school bags and lunch bags raised £780.00.
- £683.00 was raised in aid of the Children's Cancer Unit in RVH from a P5 Bun Sale on 27th June 2018.
- Wear a Digit Day on 2nd February 2018 raised £172.00 for the NSPCC.

Special Educational Needs

- Over 60 children were placed on the SEN register during the school year. Their differing needs were met by the operation of Individual Education Plans and/or withdrawal from class for support work from our Learning Support Assistant or EA outreach teachers or in class support.
- A number of children were referred to the EA for additional support.

Outdoor Learning

- The outdoor equipment purchased by the school continues to be widely used. An Outdoor Learning Day on 4th October celebrated Cedar being awarded the "Excellence in Integration Award."
- Mud Pi Day on 14th March 2018 will be remembered as the wettest and murkiest day ever and raised £90.00 for Outdoor Learning Equipment.
- An After School Club created a fairy trail and planters.
- Parents created three vegetable plots for classes to plant and harvest vegetables.
- Creation of a sensory garden- to be further developed next year.

Sites and Premises

- Completion of Risk Assessments covering the school site in accordance with EA recommendations.
- Investigate possible external funding sources e.g. Awards for All as a means of further developing the school grounds- Nursery Unit playground, Outdoor classroom.
- Completion of Risk Assessments covering school site in accordance with the Education Authority's recommendations.
- The Education Authority erected a perimeter fencing around the site at a cost of £52,000. The school appreciated the support of all our local

politicians who supported Cedar's planning application. Fencing was completed July 2018.

- An application for Capital Funding (forwarded to DE on the 24th February 2017). to replace the Nursery Unit and FS/KS1 Building was rejected on 8th May 2018.
- Minor works applications for: CCTV camera to monitor the side entrance and right hand side of the playgrounds and internal CCTV cameras was submitted on 17th November and rejected 1st June 2018.

Security/Health and Safety

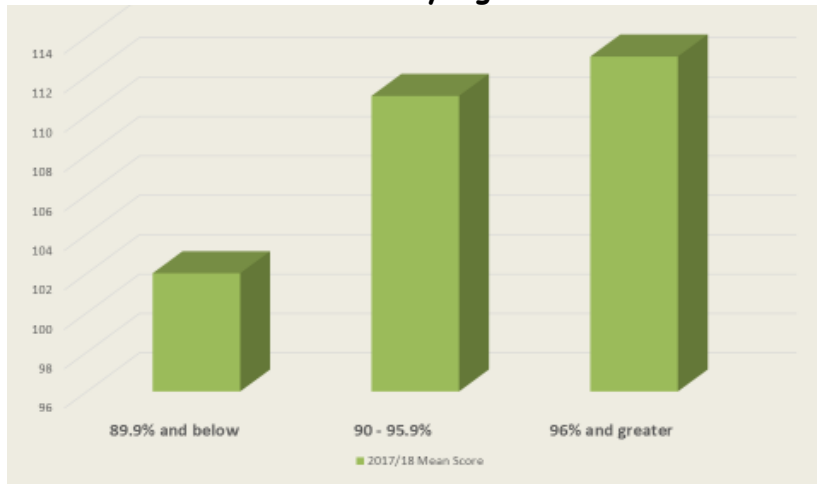
- The Governors, Principal and staff continue to place the highest priority on the health and safety of children and staff and implement the Health and Safety Policy accordingly.
- Evacuation drills were conducted each term.
- Access NI criminal record checks were conducted on all volunteers wishing to work with the school.
- The school continued to implement a Healthy Break Policy, whereby pupils were encouraged to bring a healthy food option from a list provided by school.
- Parents' council began to fundraise to purchase a defibrillator for the school. The Lennon family very generously donated one and a grant from the Fire Service enabled the purchase of a box to house the defibrillator on the school grounds. Staff received training on the administration of the defibrillator on 3rd January 2018. Kilmore pitches have a key to the school gate and the code to access the defibrillator.

Pupil Attendance Rates

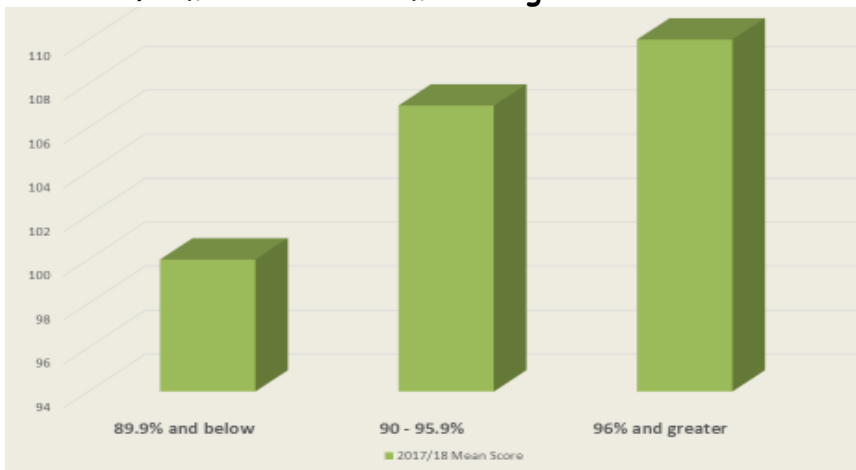
- During the 2017/2018, the target for pupil attendance was **over 96%**.
 In 2015/16: the actual pupil attendance rate was **95.9%**.
 In 2016/17: the actual pupil attendance rate was **96%**
 In 2017/18: the actual pupil attendance rate was **96.1%**

Pupil attendance below 96%	2015-6	2016-7	2017-8
Pupils on IEP's for Literacy	74% below 96%	52.5% below 96%	50% below 96%
Pupils on IEP's for Mathematics	93.75% below 96%	47.82% below 96%	50% below 96%
Target pupils in Literacy	50 % below 96%	60% below 96%	28.57% below 96%
Target pupils in Mathematics	50% below 96%	57.69% below 96%	46.67% below 96%

Performance in Literacy Against Attendance



Performance in Mathematics Against Attendance



Parents' Council 2017/18

Secretary: Nicola Ellison

Throughout the year the school received much support from the Parents' Council which organised and hosted a wide range of events, some centring on fund raising and others to generate more of a sense of community within the school.

The following activities took place during the school year 2017-2018:

AGM of the Parents' Council was held on 18th September 2017 when a new Committee was elected.

Chair: Kristin Collins

Joint Vice-Chair: Jennifer Flynn/Leanne Houston

Treasurer: Gavin McGrattan

Secretary: Nicola Ellison

Cinema Screening: A cinema night was organised in October at Downpatrick Cinema for the film Hocus Pocus. Unfortunately, due to Storm Ophelia the Cinema Night had to be cancelled. Due to a subsequent change of ownership of the Cinema, Parents' Council were unable to rearrange the evening.

Parents' Council then arranged a Cinema afternoon in the hall at Cedar IPS on Sunday 3rd December, showing Arthur Christmas and Elf. A very special visitor took time out of his busy schedule to join the boys and girls at the screening! The cinema afternoon raised a total of £354.00. With plenty of popcorn still available, bags were sold in school on 8th December making an additional £79.00 for school funds.

Halloween Disco: Having received many requests, Parents' Council's first disco of the year was a Halloween Disco. Everyone got their spooky dancing shoes on for a Halloween Boogie and there were some fantastic costumes and scary sights on show!

The disco proved a great success and raised £728.70.

Christmas Disco: On 19th December, the children from Nursery to Primary 3 assembled in the Hall from 6.00 p.m. This was quickly followed by the arrival of Primary 4 to Primary 7 children for their disco at 7.15 p.m. raising a fantastic £605.50. Thanks to our resident DJ's Rory Kerr and Pearse Cullen (past pupils).

Christmas Raffle: A major part of the Parents' Council fund-raising calendar is the annual Christmas Raffle. The raffle took place in school on 21st December and winners were treated to a host of excellent prizes, generously donated by local businesses, and raised £603.00. The children's hampers raised £184.00 and the raffle at the KS1 production generated £200.

Smarties Tubes: This year each child was given a tube of Smarties to enjoy and then to return the tubes filled with 20p coins. Again, this proved to be a very successful fundraising initiative, raising £850.50.

Sports Active Award

Parents' Council successfully applied to Newry, Mourne and Down Council for a Sports Active Award and were awarded £2,200.00. This ensured that a Healthy Kidz programme could run free of charge over the winter months involving P2, P3, P4 and P5 pupils.

The Easter Class Draws: The annual Easter Raffle was again very well supported. Easter Hampers were available to win in each class and the raffle raised £332.40.

Bingo Night: It was eyes down for the Easter Bingo Night at Cedar IPS on 27th March. A great turnout ensured this was a successful and social evening. Many thanks to Michael Sheppard for his enthusiastic Bingo Calling, ably helped by pupil volunteers on the night. With prizes and refreshments on offer, the evening raised a total of £236.50.

Recycling: Again, we continued to make use of the onsite-recycling bin, which added to our fundraising total of £309.20 from September to June.

Sponsored Walk: The School Sponsored Walk was held on Friday 18th May at Kilmore Pitches. Each class completed their allocated number of laps and raised an incredible £1788.73.

Non- Uniform Days: Money was donated to two charities and £378.74 raised for school funds.

Pre-Loved Uniforms: Sales of Pre-Loved Uniforms continue to be popular amongst our school family and donations came to £114.50 up to end of June. The rails are now situated most days in the school foyer and we are very grateful to all families who have donated items of uniform.

Holy Communion Tea: Each year the Parents' Council helps organise the Holy Communion Tea. This has been a real privilege to arrange, and it has been wonderful to be part of this special day.

Copper Challenge: The pennies certainly add up when a grand total of £221.80 was raised.

easyfundraising.com: Cedar registered and began to encourage families and friends of Cedar to register and to make donations as they shopped online. In November 2015, we had 19 supporters and had raised a total of £39.95. By June 2016, there were a total of 63 supporters who had raised a grand total of £311.99. By June 2017, we had a total of 78 supporters and raised a total of

£440.27 over the course of 2016-2017. This year, we now have 104 supporters and to date have raised £1115.79.

The P7 Tuck Shop: Each year the Parents' Council has been invited to invest in the P7 Tuck Shop. We were invited to a fantastic power point presentation on their proposed Tuck Shop. It was lovely to see the teamwork involved in such a project, and the professionalism in which it was carried out.

Quiz Night: A Pub Quiz night was held at the Corner Inn, Crossgar on Friday 15th June and was well supported. The Quiz Night generated £357.00 and an enjoyable night was had by all.

£120.00 worth of ballot tickets were sold at the **Leavers' Assembly**.

Shorts and Shades Disco: The final event of the year was a Shorts and Shades Disco. Thanks to the fantastically warm and sunny weather, the end of year disco was held out in the school playground. A total of £416.94 was raised.

This year we had an amazing team of people supporting the Parents' Council. It made our job a much easier one.

As a result of the fundraising outlined above Parents' Council provided:

- Purchase of library books
- Purchase of outdoor learning equipment
- Swimming subsidy
- Trip and Bus subsidy

In light of the financial climate, this total was a phenomenal achievement and hugely rewarding and was only possible with the support of parents, family members and staff, who financially supported, kindly attended, baked and gave their time to make all the activities the success they became.

Thank you.

Nicola Ellison

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2018**

INCOME

	£
DE Delegated Grants	702,417
Excepted Item of Expenditure	170
Other sources	
Sweatshirts, Trips, Miscellaneous	40,387
Vat Reimbursement	<u>11,585</u>
	754,559

EXPENDITURE

Teaching Staff Costs	461,503	
Non-Teaching Staff Costs	<u>160,912</u>	£622,415
Rent and Rates	24,768	
Insurance	6,590	
Heat, light and power	14,357	
Laundry and cleaning	4,219	
Maintenance of equipment	5,770	
Maintenance of building and grounds	4,974	
Printing and stationery (office costs)	5,459	
Telephone and postage	2,899	
Advertising	1,048	
Stationery, books and materials	11,094	
Bank charges	247	
School Trips	7,019	
Photographs, badges and sweatshirts	6,858	
Transport	260	
Accountancy and audit	2,600	
Water Rates	935	
Miscellaneous	2,688	
Equipment	6,735	
Hire and contracted services	15,570	
Sports and games	483	
Vat on expenses claimed	11,585	
		<u>£136,158</u>
		£758,573

Closing Balance: (-£4,014)

Cedar Integrated Primary School

Balance Sheet

As at:

31 March 018

	<u>2018</u>	<u>2017</u>
	£	£
Fixed Assets:	26,621	28,209
<u>CURRENT ASSETS</u>		
Cash At Bank:	46,414	39,247
<u>Current Liabilities:</u>		
Accruals	<u>0</u>	<u>0</u>
NET ASSETS	<u>73,035</u>	<u>67,456</u>
CAPITAL & RESERVES		
Accumulated Fund	<u>73,095</u>	<u>67,456</u>

INCOME AND EXPENDITURE ACCOUNT

Year Ended:

31 March 2018

	<u>2018</u>	<u>2017</u>
	£	£
<u>Income:</u>		
Fundraising	11,142	15,336
Other Income	2,700	2,800
Miscellaneous Income	<u>2,546</u>	<u>2,388</u>
	16,388	20,524
<u>Expenditure:</u>		
School Expenses	6,451	14,716
Building Expenses	1,327	0
Repairs	700	1,560
Office & Secretarial Costs	13	13
Post, Stat & Telephone	0	0
Donations	0	80
Fundraising Expenses	580	940
Bank Charges	102	138
Depreciation	<u>1,588</u>	<u>1,734</u>
TOTAL EXPENSES	<u>10,760</u>	<u>19,181</u>
PROFIT BI&T	5,627	1,343
Interest Received	<u>12</u>	<u>10</u>
NET SURPLUS	<u>5,639</u>	<u>1,353</u>