

Cedar Integrated Primary School and Nursery Unit



Annual Report 2016/2017

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

2016/2017 **Board of Governors' Annual Report**

This Report will cover the periods:

- The financial year 1 April 2016 - 31 March 2017.
- The school year 1 September 2016 - 30 June 2017.

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 five or more 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 and premises.

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
Gerard Curry	Foundation + Vice Chair	April 13-17
Ronnie Lennon	Foundation	April 13-17
Maddy Bridgman	Foundation	April 13-17
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
Helen Bready	DENI Rep	April 13-17
	DENI Rep	
Orla McCormick	Parent	May 14 -18
Joanna Donnelly	Parent	November 15 - 19
Rory Miskelly	Parent	Nov 16- 20
	Parent	
Gavin McGrattan	Co-opted	
Jordan Millar	Teacher	September 15-19
Rachel Bennett	Teacher	September 16-20
Hilary Crichton	Principal	

- 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 - Gerard Curry

Treasurer/Responsible Officer - Gavin McGrattan

Committees

Staffing and Finance

Gavin McGrattan (Chair)

Shemaine Kerr

Helen Bready

Colin Meads

Teaching and Learning

Ronnie Lennon (Chair)

Maddy Bridgman

Hilary Hammond-Medhurst

Rachel Bennett

Nursery

Orla McCormick (Chair)

Suzanne Marnier

Sites, Premises and Safety

Gerard Curry

Jim Hamilton

Jordan Millar

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 employed a Principal, seven class teachers, a part time Special Educational Needs teacher, a Nursery teacher, 6 assistants and 6 auxiliary staff.

- In May 2016, Miss Bennett was appointed as a permanent teacher in KS2.
- In May 2016, Mrs Tricia Mailey was interviewed and offered a year temporary contract taking Primary 5.
- Mrs Sheenagh Crawford requested a change from full time to part-time secretary. Mrs Karen Chambers was appointed in December 2016.
- Mr Millar resigned in June 2017 and Mrs Mailey was offered and accepted a permanent position.
- Dr Melville resigned in July 2017.
- HC met all teaching staff to review and discuss job descriptions and key responsibilities.

Teaching Staff- September 2016

- Nursery Mrs Suzanne Marner
- Primary 1 Mrs Linda Magee
- Primary 2 Mrs Danielle McGreevy
- Primary 3 Mrs Kathryn Glover
- Primary 4 Mrs Margaret Martelli
- Primary 5 Mrs Tricia Mailey- Temporary position
- Primary 6 Mr Jordan Millar
- Primary 7 Miss Rachel Bennett
- Learning Support Dr Dorothy Melville
- Principal Mrs Hilary Crichton

One year posts for Co-ordinators (2016/7) were appointed.

Literacy: Mrs Martelli

Numeracy: Miss Bennett

Using ICT: Mr Millar

Nursery/FS/ KS1 Co-ordinator: Mrs Glover

Non- Teaching staff

Sheenagh Crawford Karen Chambers	Secretary
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
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 2016 were as follows.

YEAR	MALE	FEMALE	TOTAL
Primary 1	11	16	26
Nursery Class	14	12	26
YEAR	Protestant	Roman Catholic	Others
Primary 1	3	14	9
Nursery Class	8	7	11
Whole school	49	91	55

Summary of Curriculum Policy

The curriculum reflected the aim 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 2016-7, the teachers in Key Stage 2 changed year groups and areas of responsibility were re-allocated. Industrial Action by all the Unions had an impact on the implementation of new initiatives and in the organisation of meetings inside school hours. In-service training was held mainly during school development days.

Although some progress was noted, it was not always consistent. It will then be necessary to maintain some targets across all curriculum areas next year.

Teaching and Learning

Communication:

- **Embedding writing types.** P2-7 are moving towards covering the six writing types each half term. Staff are beginning to identify the development of each writing type, focusing on the modelled, shared, guided and independent activities. Planners should highlight differentiation and the build up to an extended piece of writing. P1 will be introduced to the features of each writing type.
- **Effective planning for the development of writing.** Class observations highlighted that teachers had planned activities to inspire the children to want to write. The samples of work collected during the year show that the children have been writing for a variety of purposes and audiences.
- **Developing AFL.** The range of Assessment for Learning (AFL) strategies and use of plenaries have not been embedded across all key stages- further training will be required.
- **Up-skilling teaching staff in assessing children's work against set criteria.** Staff looked at a range of samples and discussed the strengths and areas for development in each piece. Following discussion, agreement on the ranking was reached. Levels were not assigned due to industrial action.
- **Monitoring children's work in Cross-Curricular Skills.** Teachers were asked to provide samples of two different writing types over the course of the year. These show clear links with topic work giving evidence of writing across the curriculum. This could be further developed particularly in KS2.
- **To develop a common approach to teaching phonics.** Teaching phonics is now well established in both FS and KS1. The sounds being addressed have been added to the half term planners.
- **Establish a line of progression in reading.** A line of progression of learning intentions for reading for each class has been completed. Staff have been

asked to review these and move them to the term that was most suitable for their plans. This will be finalised next year.

- **Development of the school library.** All teaching staff were trained in using the new computer system. The Parents' Council funded the purchase of new books. We now have a very wide range of fiction books suitable for children from P2 to P7. We also have a good range of picture books, which will appeal to children in foundation stage and beyond. While we have a good number of non-fiction books, this could be extended further if money becomes available. The library needs to be utilised fully.
- **Embed the use of iPads.** iPads are being used more widely across the school. However, staff need to showcase their use in teaching planners and embed the practice of showcasing what the children are able to do on the SeeSaw app.
- **Enhance the use of outdoor learning.** The outdoor learning day was a great success. Teachers need to take each opportunity for using the school grounds for teaching and learning.
- **Signature Project.** Resources from the Signature Project and ideas have been disseminated to staff. RB has made links with Blackwater and has met its link teachers to agree levels on samples of work. These links will be maintained next year.

Using Mathematics

- **To embed the Mental Maths strategies and Number Talk in weekly teaching.** Following staff training, teachers were required to try out at least two number talk sessions with pupils per week. During the Spring and Summer terms, classroom observations were carried out. Some classes had clearly been using the strategies, pupils were extremely familiar with the routines and spoke confidently about the strategies that they used. Some staff require further support in order to fully embed Number Talk across the school.
- **To sustain and improve the difference in national average in the process 'Fluency in facts and procedures'.** Most classes remained above the national average by 15%, 8% and 9%, only one year group managed to improve upon the difference from 2016. As a result, there will be a whole school focus on this area.
- **To embed the concept of Growth Mindset in school.** Following staff training, it was noted that classes in KS1 and 2 had Growth Mindset displays and some pupils were overheard using the language of 'yet'. PASS targets to be introduced to target pupils who show as 'red' with their individual mean scores.
- **Staffing - To up-skill new co-ordinator.** RB appointed in October as Maths coordinator. Attended EA training, was involved with Signature Project and completed a Senior Leadership Pathways presentation, both focusing on moderation.

- **To successfully moderate pupils work in line with Levels of Progression.** Training was delivered to P3-7 teachers to upskill teachers in assessing and moderating maths. CCEA exemplars were examined and staff selected a CCEA example for numeracy to carry out with their class during Autumn term. Using this example for guidance, staff created their own task to assess numeracy during summer term. Staff submitted levelled pieces (P3-7) for a moderation activity in August 2017.
- **To actively use assessment in Maths Recovery.** P 1- 3 amended all planners to include Maths Recovery language in weekly teaching, in relation to all areas of MR.
- **To work with nursery.** In particular, the use of See-Saw for capturing pictorial observations and key outcomes was extremely beneficial to track progress. (Head of KS has access). The nursery could embed some of the P.5 Maths Recovery strategies.
- **To create pupil friendly assessment criteria (part of the Signature Project).** This target was not met during 2016/17 due to time constraints with the project. Through the promotion and work on AfL strategies, in particular setting own success criteria, pupils are becoming more aware of the expectations at each level and are beginning to become confident in setting their next steps (P3-7).
- **To support new supply teachers within the school.** Support was offered on a regular basis; however monitoring needs to ensure that there is clear differentiation, pace and challenge.
- **To monitor pupils' work in the Cross Curricular Skills.** CCEA tasks were analysed based on "number". New assessment reporting sheets were created. Class mean scores are all above the average 100, with the majority of classes scoring above the national average in each of the 8 categories.
- **To evaluate & review teachers planning.** Planners were submitted termly. A particular focus on 'Number' showed good coverage of the content with the lines of progression. There was evidence of good levels of pace and challenge in planners, with each term building upon previous learning. Written feedback was given to all staff in Autumn, Spring and Summer terms. Specific areas for development, such as the inclusion of AfL strategies and cross-curricular links, were noted and are being acted upon.
- **To ensure planners show evidence of new areas from past years.** P1 and 2 planners have included Maths Recovery strategies. Data Handling was noted frequently across planners from all stages. Outdoor learning and the use of ICT, in particularly iPads, are evident in every class. However, more could be done to showcase good practice.
- **To ensure formative assessment is being used effectively across the school.** Through book scoops and monitoring planners, it became evident that this is an area in need of revision and development across the school.

- **To work collaboratively with businesses and others to enhance mathematical learning.** Young Enterprise delivered workshops to P3,5,6 and 7. As part of the Tuck Shop enterprise, P7 pupils worked with John Colgan to purchase fruit and Joanna Donnelly to gain business expertise. More links need to be made during 2017/18 to allow pupils to increase their awareness of maths in context.

Using ICT

- **Upskill teaching staff in assessing children's work against set criteria.** Creation of 'Using ICT' portfolio in the Public Folder. Teachers compared different 'presenting' tasks and with success criterion for appropriate levels. The staff used the level descriptors to assign levels to each PowerPoint.
- **Development of a line of progression for 'Presentation',** focusing on Microsoft PowerPoint and Keynote, and other available programmes. A Line of progression has been produced.
- **Development of 'six weekly planners' to include iPad apps, all ICT and the '5 E's' where appropriate.** Written feedback to be given to staff after each half term. New planner developed to showcase the range of apps and online resources currently being used by pupils.
- **Updating school website, and development of the use of Facebook/Twitter as a communication tool.** The school Facebook is well established and it has enabled the school to reach a really wide audience. The school website needs to be updated in terms of its capabilities and staff need additional training. The Twitter account is mainly dormant.
- **Using the i-Pad in the Nursery.** Staff have embedded the use of the iPad in their daily routine. The SeeSaw app has been excellent to track and showcase the children's work.
- **ICT Permissions - Staff, pupil and parental internet acceptable use permissions to be created and completed. Staff 'Loan of ICT Equipment Agreement'. Parental 'Social Networking and Internet sites' agreement.** All children in the school have been issued with, and returned their 'internet acceptable use permissions'. A table has been compiled and children who are not allowed on either the website or Facebook have been identified. All teachers are aware of which of their own children are not allowed on Facebook. A staff loan of ICT equipment agreement has to be produced.
- **E-Safety training for all staff, teaching and non-teaching.** Staff received training on how to keep themselves safe online and received social media privacy help sheets and copies of the parental version of the E-safety Policy.

Special Educational Needs

- **To ensure that the SENCo (DM) is involved with class teacher in planning and monitoring of SEN support. This will include classroom**

assistant input. DM liaised with class teachers (P2-4) during Term 1. During, Term 2 Mrs Mason or Mrs Mc Grattan (C/A's) took over the role of Learning Support (Mon- Wed) with class teachers preparing the work to be covered.

- **Review children on the SEN list.** The SEN list was updated for the school census in October 2016 and was reviewed termly.
Individual pupil targets being met. HC monitored the targets for children on IEPs and Targets. HC created a tracking system and met with staff in June 2017 to review progress. The use of See-Saw to record evidence of pupil progress needs to be embedded across all classes.
- **To set appropriate short term targets for targeted children in Maths and Literacy.** HC monitored and tracked the achievement and creation of new targets for individuals and groups each term. Teachers in (P1- 3) used their expertise to support our SEN children in Literacy, Numeracy and Behaviour from P4 - P7. Mrs Magee (P1) and Mrs Mc Greevy (P2) supported groups of pupils in P4, P5 and P6 for 2 or 3 afternoons each week. Each term it was reviewed and adjusted to meet the needs of the pupils. Mrs Glover (P3) supported children who have SEBD needs in a Nurture session once a week.
- **Targeted children have a reduction in the difference between CAT 4 and PTE or PTM. Target children remain or move up a Stanine Band.** Staff have been very diligent in setting targets for pupils in Maths and Literacy and the evidence from evaluations shows steady improvements. Looking at the data, we now need to rely on the information we are obtaining from the analysis of the test to better support our pupils. Teacher judgement is still pivotal, but the targets need to be SMART in order that we can best target the pupils' areas of concern.
- **To analysis PTE/PTM scores in June 2017.** PTE and PTM tracking grids were completed and analysed by co-ordinators. Overall, classes are achieving generally well above the national average.
- **Whole-school Policy and assessments are fully understood and implemented.** HC completed Certificate of Competence in Educational Testing in May 2017. Teaching and Learning Policy needs to be up-dated in 2017-18. Following on from this, Cedar's Literacy and Numeracy Policy will also be reviewed. To review the SEN Policy in light of the DE SEN Resource File.
- **Trial Tests: Dyslexia Screening Test (Pearsons) was purchased.**
GL Baseline (P1) - small trial - roll out fully next year.
NGRT - Trialled on P4 pupils. Planned to use for targeted reading pupils in 2017/18 as a way to record progress. Teachers to identify pupils for testing in September 2017.
SWST - Completed by P3 - P7. Decision made to continue with SWST and to discontinue Vernon.
Dyscalculia screener/Dyslexia screener - HC to administer. Used as required.

Data Analysis/Target Setting

- Staff set and monitored short term targets for identified underachievers in Literacy and Numeracy.
- Staff embedded an app called "See- Saw" to showcase evidence of pupils achieving their targets.
- CAT 4 Assessment (Intelligence Test) completed with P3 and P5 pupils
- Data from Progress Test in English (PTE) and Progress Test in Maths (PTM) from May 2017 was analysed against Stanine Bands and movement within these - long term tracking.
- Data for pupils from P4-7 allowed comparison between verbal mean score against PTE and quantitative mean score against PTM.
- Data from May 2016 was compared to results from May 2017 to determine progress in PTE and PTM.
- Primary 1 trialled the Baseline Test from GL.
- Primary 1 and Primary 2 have informal baseline assessments, the information provided by these will allow us to more closely track children earlier on and put appropriate support systems in place.
- Primary 2 pupils are screened using MIST Testing.
- Pupils from P1-4 received group support from the SENCo/ Special Needs Assistant.

Assessment of Cross-Curricular Skills

- This area of the SDP was affected by participation in Industrial Action. Staff completed tasks in Communication (Focus: writing types) and Using Mathematics (Focus: development of processes/skills in Numeracy and Handling Data).
- Samples of completed assessment tasks and an overview of performance were submitted to the Literacy and Numeracy coordinators. These were not levelled.
- Samples of Using ICT tasks were also submitted to the ICT coordinator- emphasis on development of 5Es and aspects of Desirable Features. Again levels were not assigned.
- Primary 4 and Primary 7 staff continued to assess the children against the Levels of Progression informally. Internally, Cedar compared the number of pupils achieving Level 2+ in P4 and Level 4+ in P7 against DE banding. No data was forwarded to CCEA or DENI.

Other Areas of Learning

- Other coordinators (PE, WAU, Music, and Structured Play/Activity Based Learning) formulated minor Action Plans to guide developmental work in their area of responsibility.
- Specific weeks were designated to: Anti-Bullying Week, E-Safety Week, Children's Mental Health week, Money Week and Integration Month.

- Progress was evaluated and reported in the Action Plan at the end of the year and, through the Co-ordinators' reports, submitted to the Principal.

Nursery

- **Update Parental Questionnaire.** The "Getting Ready to Learn" programme had both pre and post parental questionnaires. It was unnecessary duplication. The questionnaire will be revised and distributed in December 2017.
- **Increase parents' involvement and support through settling in routine and involvement in reading stories to small groups and "stay and play" sessions.** Staff arranged two "stay and play" sessions, one indoors and one outside. These were both very well supported and parent and child feedback was extremely positive. Big Bedtime Read: Information session for parents/carers on 1st March 2017. Followed by a Pyjama Party for World Book Day on 2nd March 2017. We have also had parents come into the school to teach French and engage in some football with the children outdoors.
- **Update and revise information booklet for parents.** The information has been summarised and condensed and the booklet also includes new settling-in routine and will be distributed to class of 2017/18 parents.
- **Plan for, devise & introduce DE funded 'Getting Ready to Learn' workshops.** Staff ran parent information sessions and workshops for parents and children on bedtime reading, understanding the pre-school curriculum, keeping healthy & reducing screen time. All were well received by parents with lots of positive feedback in follow up questionnaires. We successfully applied for funding to run the same three programmes next year and will be receiving £2,100 in September 2017. Funding for 2016-7, allowed book and maths sacks to be created as part of a lending library every week. Staff attended cluster meetings in relation to "Getting Ready to Learn" programme this year. These offered lots of opportunities to meet new nursery and playgroup staff and share ideas mainly in relation to parental involvement.
- **Begin to develop further links with parents through See Saw application.** Most of the children's observations are now recorded on the See Saw app, with the exception of tracking observations and those children with SEN. This has been an excellent way of sharing photographs and notes with parents at their parent teacher meetings.
- **Develop a 'Parents as Partners' policy for the nursery.** Due to the heavy workload in preparing the "Getting Ready to Learn" programme, this target has not been met but will be included in next year's plan.
- **Risk assessment update for outdoor area to include new woodland area.** Risk assessments have been carried out and any potential risks highlighted and further action taken if necessary.
- **Renew and develop long term planner.** ICT section of the planner updated. Outdoor play planners now include woodland area.

- **Revisit topics to support new and current resources.** The number of topics has been reduced to allow those covered to be further developed. Resources purchased through Getting Ready to Learn funding have greatly supported the development of the children's learning in mathematical and physical development.
- **Develop ICT opportunities and increase staff knowledge to improve children's experience.** Nursery Ipad and internet access has increased ICT opportunities for children and staff. Staff knowledge has been increased through training and information from ICT coordinator and staff up -skilling themselves.
- **Continued maintenance and development of outdoor environment to include the new woodland area.** We have a new mud kitchen, mini-beast garden and we also sourced two play houses from parents. Ms McGrath has extended her polar mural on the back fence to include a scene from the 'Snail and the Whale.' Further fundraising to update outdoor equipment (in particular wheeled toys) next year.
- **Participation in Integrated Education Month activities.** Nursery staff to review - what integration means to them and what they can do to further promote this in the nursery setting.

Healthy Break

The school continued to promote a healthy break routine, with the focus on reducing the number of times children's teeth come into contact with sugar and actively promoted a healthy break time snack for children.

Signature Project

RB took part in the Signature Project, focusing on moderation and creating links between KS2 and KS3. This involved writing an action plan, attending training sessions, visiting B.I.C. to carry out observations and have professional discussions.

Tuck Shop

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

Primary Modern Languages

The Education Authority stopped funding the Primary Modern Languages Programme. The Board of Governors asked parents for a voluntary contribution. A total of £2,090 was donated, which allowed the school to employ Mrs Anna Gorman. Pupils from P1-7 participated in weekly Spanish (Term 1) and French lessons (Term 2 and 3).

Educational Visits

In-school learning was supported by a range of educational visits, including trips to Strangford Lough (P7 - survey), Castle Ward (Victorian Day P7 and Pack Up

Your Troubles- Evacuees (P4), Belfast Zoo (P2), Digital Leaders completed workshops on coding at W5 (P7), Ulster Museum (P3) and Stormont (P6), Library Visits (P3 & P6) Hit the Surf with RNLI (P7) and W5 (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.

Visitors into school

People who help us in P1: PSNI, Fire Service, Ambulance Service, Mourne Heritage Trust, dentist, vet and two nurses. Young Enterprise (P3, 5, 6 and 7). Bird of Prey workshop for P4, Reptile Show (P1), Library Bus (P4), Girl Guides (P1-7), NI Water (P7), Maths Workshop for P5 pupils, Reptile Workshop (P1), Water Bus (P1-7), Workshops from Special Olympics (P5-7) and Action Cancer Workshops (P3, 4 and 5), The RNLI ran "Meet the Lifeguard" workshops for P1-3 and P4-7.

Community Events

Cedar hosted an E-Safety Play "In the Net", P4-7 pupils from all the primary schools (Cedar, St Joseph's and Glasswater Primary Schools) came to watch the performance on Tuesday 28th February 2017.

After- School Activities

Autumn Term

Monday	Cross Country (P6 &7)	Kathy Cardy & Sophia Cross- Parents
Tuesday	i-Code = Code Club 13 th Sept- 4 th October	P7 Digital Leaders
Tuesday	Bell's group Nov- Dec	Kathryn Glover and Margaret Martelli- Teachers
Wednesday	Football (P2/3 and P4/5) 2 sessions	Seamus Heath- Outside Coach
Thursday	Hip Hop 2 sessions (P1-3 & P4-7)	Naomi Braniff- Outside tutor
Friday	Sailing 9 th - 30 th September	Rachel Bennett- Teacher

Spring Term

Monday	Cross Country (P6 &7)	Kathy Cardy & Sophia Cross- Parents
Tuesday	Drama	Shemaine Kerr- Chair
Wednesday	Football (P1/2 & P3/4) 2 sessions	Seamus Heath- Outside Coach
Thursday	Hip Hop 2 sessions (P1-3 & P4-7) i-Code = Code Club	Naomi Braniff- Outside tutor P7 Digital Leaders

Summer Term:

Tuesday	Drama- May	Shemaine Kerr- Chair of BoG
Tuesday	Guitar (P1-3 , P4-7)	Paul McMordie- Outside Coach
Wednesday	Football - May 2 sessions (P1 & 2, P3 &4)	Seamus Heath- Outside Coach
Thursday	Hip-Hop- May 2 sessions (P1- 3, P4 -7) Construction/ Outdoor Club P6 & P7 Football	Naomi Braniff- Outside coach Mrs Mailey Mr Millar
Friday	Irish Language May	Aoife Nic Con Midhe- Outside Coach
Friday	Sailing 2 x 4 week blocks 1. P6/5 (May) 2. P7/6. (June)	Miss Bennett

Nursery

- Down Council Recycling Team visited the Nursery in October to share stories and information on litter and recycling with the children.
- The "Zoo lab" ranger visited the Nursery in May and brought a selection of mini- beasts for the children to see and handle.
- Banyan puppet theatre really entertained the pupils.
- A Nursery mummy (Anne Jackson) brought in a baby lamb and another mum (Angelique McConkey) taught the children some French vocabulary. Thank you to these volunteers for giving their time to benefit all the children.

Child Protection and Safe Guarding

- Mrs Linda Magee, P1 Teacher was appointed Designated Teacher and Mrs Hilary Crichton the Deputy Designated Teacher. Mrs Suzanne Marnier was the Deputy Designated Teacher in the Nursery.
- All staff attended Child Protection and Safe Guarding Training on 30th August or 19th September 2016
- Safeguarding and Child Protection Leaflet distributed to all families in September 2016.
- Distribution of Child Protection and Safe Guarding Policy to Primary School and Nursery and new families.
- H Crichton attended Child Protection Training Refresher 2 Training- in her role as Deputy Designated Teacher on the 15th December 2106.

- H Crichton attended Principals' Training on Child Protection and Safe Guarding on 4th April 2017.

Monitoring and Evaluating Procedures/Self Evaluation

- Agreed formats of pro forma used by co-ordinators to monitor teachers' planning documents and content of book scoops.
- 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).
- Following Book Scoop, written feedback was provided by co-ordinators to staff - leading to a fuller Collegiate Book Monitoring.

School Management

Management Structure

- S Kerr- Chair of the Board of Governors
- G Curry- Vice Chair of the Board of Governors
- H Crichton - Principal
- M Martelli- Literacy Co-ordinator
- J Millar-ICT Co-ordinator
- R Bennett- Numeracy Co-ordinator
- K Glover- Co-ordinator for Nursery/FS and KS 1.
- 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.
- J Millar successfully completed Steps into Leadership (RTU) and R Bennett completed Senior Leadership Pathways (RTU).

Policy Reviews and Updates

Continued to review School Policies:

Confidentiality Policy: Ratified by BoG 3rd October 2016.

Parental Complaints Policy: Ratified by BoG 3rd October 2016.

Policy on Parental Use of Social Networking and Internet Sites: Ratified by BoG 21st November 2016.

e-Safety, ICT Acceptable Use and Digital Media Policy: Ratified by BoG 21st November 2016.

Teacher Professional Learning Policy: Ratified by the BoG 12th June 2017.

Inclusion and Integration Policy: Ratified by the BoG 12th June 2017.

Cultural Policy: Ratified by the BoG 12th June 2017.

Ratified 25th September 2017

Pastoral Care Policy: Ratified by the BoG 12th June 2017.

Promoting Positive Behaviour Policy: Ratified by the BoG 12th June 2017.

Complaints Procedure: Ratified by the BoG 12th June 2017.

Nursery Unit and Primary School Links

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

School Development Plan: 2016-2019

- The school was in the first year of a three- year cycle- 2016-2017.
- Due to the number of changes in staff and roles, 2016/17 was a period of transition and consolidation.
- Developed a plan to review and respond to parental requests e.g. additional FS/KS 1 clubs, methods of communication: Facebook.
- A draft parent/carer friendly version of the plan for 2016/2017 was presented to Governors and distribute to parents.
- On-line questionnaires for pupils (P3-7), parents (P1 -P7) on homework that will feed into the School Development Plan 2017/18.

Integration

- Staff continued the review of current practice against framework and Action Plan from baseline. Staff reviewed and updated Cultural Policy and Inclusion and Integration Policy.
- Mary Potter (NICIE) visited Cedar to review progress on integration and work towards Progression on 19th January 2017.

Links with other integrated schools

- **Killyleagh Integrated Primary School (New)**
Cedar gave details of how teachers prepare children for the sacraments and shared resources that staff have created for the Sacrament of Penance, First Communion and Confirmation. Staff described the importance of involving children's peers and the new focus on school assemblies. 9th March 2017
- **Hazelwood Nursery Unit**
Hazelwood shared resources staff had created which Cedar adapted to use in our Reading and Maths Sacks- funded by "Ready to Learn Programme."
- **Windmill Integrated Primary School**
Keirna Corr ran a workshop on Outdoor Learning on 3rd January 2017.
- **All Children's Integrated Primary School**
Cedar's netball and soccer team competed in the All Children's Event on 2nd June 2017.
- **Millennium Integrated Primary school**
Cedar agreed to send team to a Table Quiz and Dodge ball events hosted during Integration Month- unfortunately this was cancelled.

Cedar attended a Gaelic Tournament hosted by Millennium Integrated Primary school.

Mary Roulston (former principal and associated inspector visited Cedar to give HC advice on targets in Cedar's School Development Plan on 14th June 2017.

▪ **Blackwater Integrated College (New)**

P7 Taster Day 29th November 2016

Link secondary level school in the Signature Project.

KG attended integration workshop held at Blackwater Integrated College on 7th March 2017.

▪ **Shimna Integrated College**

P7 pupils attended Open Day- 25th November 2016.

P6 Active Learning Day- 12th June 2017

▪ **Lagan College**

P5 pupils attended a Chemistry Workshop on 2nd December 2016.

HC attended Official Opening of Lagan College's Heritage Trail- 16th December 2016.

Staff Training:

- Signature Project with Blackwater Integrated College- RB, MM
- NICIE: Teacher's Committee: 14th October 2016, 1st February 2017, 6th April 2017 - KG
- Integrated Schools Finance Association 15th November- SC
- NICIE: SENCo Forum 22nd November 2016- HC
- BoG: Governance workshop held on 25th October 2016: HC, SK, HM
- HC attended APTIS: One- day course 11th November 2016, and the APTIS Conference on 30- 31st March 2017.
- HC attended SENCo Cluster at Forthill Integrated Primary School on 22nd November 2017.
- Shared Education Learning Forum 24th November 2016- HC
- CCEA: "The Mixture That Makes Ulster"- Launch event 21st Feb 2017. RB
- Literacy: Growth Mindset and Gender Issues 2nd March 2016- MM
- RB and DMcG completed Anti- Bias Training in March 2017.

Integration Month- March

- Primary 6 travelled up to Stormont to celebrate the launch of Integration Month on Friday 3rd March 2017.
- Participated in Integrated Education Month (3rd March 2017- 31st March) which had the theme of "Remembering the Big and Small things". Unfortunately, the Table Quiz and an inter school dodge ball tournament at Millennium IPS was cancelled.
- Integration Committee Meeting planned for 9th March 2017.
- Odd Socks Day's raised a total of £122.80 for the Integrated Education Fund on 31st March 2017.

School Assemblies/ Carol services etc.

- Each year group hosted a school assembly and family and friends were invited to attend with tea and coffee afterwards.

- Visitors included: Robert McConnell (Presbyterian), Wendy Gilmore (Guide Dog), Conor Macklin (Former pupil- Charity Work), David Thomas (Christian Aid), Girl Guides, Stephen Smyth (C.o.I), Fr Don Kettle (RC), an Assembly for the deaf hosted by the RC and Presbyterian support groups.
- Themes included: Harvest, Remembrance Day, Anti- Bullying Week, International Humans Rights Day- focus on disability, Holocaust Memorial Day, Mental Health Awareness and Citizenship.
- Foundation and Key Stage 1 held their carol service in Lissasa Presybeterian Church, Crossgar.

Excellence in Integration Award

- NICIE Assessors (Bert Scott and Philip Scott) visited Cedar IPS and NU on the 12th and 24th June 2017 and the school was awarded the Excellence in Integration Award and the school will be presented with the Award on the 4th October 2017 by Roisin Marshall.

Sacraments

- First Communion, The Sacraments of Penance and Confirmation all passed off successfully and were well supported by parents, friends and family.
- Many thanks to Mrs Magee, Mrs Martelli and Mrs Mailey for all of their hard work in connection with these events.
- Cedar pupils, who make the Sacrament of Confirmation are confirmed alongside pupils from St Bridget's, Our Lady and St Patrick's Primary School.

Parental Involvement

- Welcome Meetings held for all classes in September 2016.
- Parent/Teacher interviews 24th- 28th October 2016 and 6th - 10th February 2017.
- Open Morning on 16th December 2016.
- Book Fair: 8th - 11th November 2016.
- Parent Reading Weeks 7th- 11th November 2016 and 6th - 10th March 2017.
- 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 17th December 2016 and 28th June 2017. Parents from the Nursery attended workshop 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 from the Ministry of Defence to purchase "Take Ten Software" at a £2,280.00.

Eco-warriors

The Eco-Warriors encouraged the school community to walk to school and introduced the "Park and Stride" on the last Friday in the month. They also achieved the "Silver Eco -Schools Award".

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

In September 2016, teachers in Primary 4 and P7 predicted pupils' levels of achievement in Communication. Then, teachers assigned a final level in June 2017.

Comparison of Cedar IPS End of Key Stage Results with Northern Ireland Results 2014/15 and 2015/6

Key Stage One - Levels of Progression

% pupils achieving the expected level			2015/16			2014/15
			Best Estimate	Lower Estimate	Higher Estimate	Best Estimate
Key Stage One	Level 2 or above	NI Average				
		Communication (English)	87.5	86.8	88.2	88.7
	Using Maths	88.4	87.7	89.1	90.3	
	Level 2 or above	FSME pupils:				
		Communication (English)	78.7	77.1	80.3	81.4
		Using Maths	79.8	78.2	81.4	82.7
Non-FSME pupils:						
Communication (English)	91.6	90.9	92.3	92.1		
Using Maths	92.5	91.8	93.2	94.0		

Key Stage Two - Levels of Progression

% pupils achieving the expected level			2015/16			2014/15
			Best Estimate	Lower Estimate	Higher Estimate	Best Estimate
Key Stage Two	Level 4 or above	NI Average				
		Communication (English)	78.0	77.0	79.0	76.8
	Using Maths	78.7	77.7	79.7	77.4	
	Level 4 or above	FSME pupils:				
		Communication (English)	63.4	61.3	65.5	62.6
		Using Maths	64.3	62.2	66.4	64.1
Non-FSME pupils:						
Communication (English)	84.6	83.6	85.6	83.3		
Using Maths	85.2	84.2	86.2	83.6		

Percentage of Cedar IPS pupil achieving the expected level		2016/17
KS1 Level 2 or above	Cedar IPS Average Communication (English)	96.67%
	FSME pupils (5 pupils) Communication (English)	100%
	Non-FSME pupils (25 pupils) Communication (English)	96%
KS2 Level 4 or above	Cedar IPS Average Communication (English)	80%
	FSME pupils (6 pupils) Communication (English)	66.67%
	Non-FSME pupils (19 pupils) Communication (English)	84.21%

Comparison of Cedar IPS's average scores in Communication compared to the NI Benchmarking data indicates that our pupils are achieving greater than the "higher estimate" across Northern Ireland in KS 1 and KS 2. Cedar IPS follows the regional pattern where less children achieve Level 2 or above in KS 1 or Level 4 and above in KS 2 in Communication who receive FSME.

Percentage of Cedar IPS pupil achieving the expected level		2016/17
KS1 Level 2 or above	Cedar IPS Average Using Maths	93.3%
	FSME pupils (6 pupils) Using Maths	83.33%
	Non-FSME pupils (24 pupils) Using Maths	95.83%
KS2 Level 4 or above	Cedar IPS Average Using Maths	80%
	FSME pupils (6 pupils) Using Maths	83.33%
	Non-FSME pupils (19 pupils) Using Maths	78.94%

Cedar IPS's average scores in Using Maths compared to the NI Benchmarking data indicates that our pupils on FSME are performing higher than the national averages in KS 1 and KS 2.

	No. of Pupils	Pupils on SEN Register (June 2017)	Pupils at Stage 5
Year 4	30	7	0
Year 7	25	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 acquire a high level of support.
- We said farewell to our Primary 7 children on Tuesday 27th June following the Leavers' Assembly. The children put on a fantastic show for parents, carers and grandparents. A huge thank you to Shemaine Kerr for all her work in preparing the children for this special event.

Transfer to Secondary Education

- Our P7 pupils transferred to 9 different schools:
Assumption Grammar School- 3 pupils
Blackwater Integrated College- 2 pupils
Down High- 8 pupils
Lagan College- 2 pupils
Our Lady and St Patrick's College- 1 pupil
Shimna Integrated College- 1 pupil
St Colman's High and Sixth Form College- 1pupil
St Colmcille's High School- 1 pupils
St Patrick's Grammar school- 2 pupils

Student Council: (Representatives from P4-P7) Targets for 2016-7

- The School 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. Unfortunately, the Irish Club ran for one week and lots of enquires failed to find a gymnastic coach.
- The School Councillors ordered new playground toys for break and lunchtimes.
- A sandpit was created for the younger children's outdoor play.
- The School Council raised the issue of homework with the Principal and Chair of Governors. Following on from this, a homework questionnaire was sent to Parents from P1-7 and pupils in P3-7 completed the on-line questionnaire. Changes to homework will be implemented in September 2017.

Digital leaders (P7 pupils)

- Digital Leaders ran an i-Code Club for P6 and P7 pupils on two occasions during the year using "Python, Scratch and HTML programmes" and created their own worksheets.

- 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
- Organising a Minecraft Competition.

Sport

- Ulster GAA took P1-4 on a Tuesday morning for Fundamental Movement Skills.
- Mrs Kathryn Glover represented GBNI in the World Transplant Games in Malaga and won three gold, two silver and one bronze medals in June 2017. As well as winning four gold and one silver in Glasgow, at the British Transplant Games.
- Friday 9th 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.
- Over the course of June, the children participated in a number of sporting events which include camogie and netball at Assumption Grammar, All Children's Integrated Primary School and Kilmore Playing Fields.

Cross- country

- The Boys' and Girls' Cross Country teams enjoyed another successful season. The children enjoyed participating in the Flahavan's Cross Country (October, November and December. As well as, the Rollercoaster event at Downpatrick. Thank you to Kathy Cardy and Sophia Cross for running the After School Club and entering the pupils in the events.

Soccer

- Our soccer teams played in a number of events organised by Grassroots Football and Integrated Primary Schools. Soccer coaching led by Seamus Heath and his IFA team ran over the course of the school year and all children from Primary 2 to Primary 5 had the opportunity to develop their skills and have fun.
- Mr Millar trained our Primary 6 and Primary 7 football squad.
- Cedar won the football tournament hosted by All Children's Integrated Primary School in June for the second year in a row.

Swimming

- All children from Primary 4 to Primary 7 enjoyed and benefited from a series of swimming lessons. Coaching is organised by school staff, through Downpatrick Leisure Centre.

Rugby

- P7 and P6 pupils competed in a Tag Rugby Festival organised by NICIE, on 1st June 2017. Key Stage 2 pupils had benefitted from rugby training from a coach from Ballynahinch Rugby Club in the Spring Term.

Camogie

- Primary 7 girls had been introduced to Camogie by Fiona Mc Kay and the girls played their first tournament at Assumption Grammar School in June.

Netball

- Our netball teams competed in a number of competitions including one held at All Children's Integrated Primary School and a tournament run by Down Netball Club at Ballymote Sport's Centre. The girls worked well together and should be very proud of their performances.

Hip- Hop

- The introduction of a new after school club proved 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 thirty pupils attended.

Drama

- Primary 1-3 attended a Christmas Show of Mother Hubbard in Downpatrick on 7th December 2016.
- Key Stage 2 presented "Straw and Order" Christmas production on 15th December 2016.
- The P7's Leavers' Assembly was held on the 27th June 2017. A big thank you to Miss Rachel Bennett, Mrs Kathy Cardy, Lyndsey Karim Deirdre Hawthorne and Mrs Shemaine Kerr for all their hard work. The pupils wrote and directed the play, "The Gate Keeper".

Music

- Cedar Bells Club: Children performed at Saintfield's Christmas Fair on Friday 2nd December 2016 and at a Community Performance for Young people with physical and mental disabilities on 13th December 2016.
- Christmas Cheer- school musical celebration 19th December 2016.
- 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.

- Primary 3 and 6 visited Killyleagh Library in January 2017.
- The mobile library visited Cedar from January to Easter 2017 for P4.
- Primary 7 attended the "BEE Safe Event" in February, to help them with their transition into big school.
- Many pupils and parents took part in the Santa Fun Run organised by the Crossgar Harriers which raised funds for all the schools in Crossgar Village.
- The Bell's After School Club performed in the Great Hall, Downpatrick for young adults with mental and physical disabilities on the 13th December 2016.
- Cedar hosted a "Community Christmas Cheer" with the choir, hand bells and some soloists on 19th December.
- Cedar hosted an e-safety play, "In the Net". Primary 4-7 pupils from all the primary schools in the village (St Joseph's and Glasswater Primary Schools) came to watch the performance on Tuesday 28th February 2017.
- The school hall is hired by the Crossgar Badminton Club on a Monday and a Wednesday night. A Clubbercise class was held on a Tuesday night and a Pilates Class on Thursday evenings.

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.
- Two parents continued to take the Cross Country Club, Mrs Sophia Cross and Mrs Kathy Cardy.
- Shemaine Kerr took a series of drama clubs and helped produce the Integration 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, Art, Camogie, Rugby, Netball, i- Code, Sailing, Bells and Outdoor Learning Club.
- 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.
- Non-uniform day raised £116 raised for Special Olympics Ireland and £80 for Action Cancer.
- Around the Harvest Celebration food was donated to Crossgar Food Bank.
- During Money Week, Primary 6 hosted a Fair Trade Coffee Morning and raised £257.59 in aid of the work of Christian Aid.
- Primary 5 donated £134.70 to "Lend with Care" after raising money through a bun sale in March.

Special Educational Needs

- 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 Dr Melville or EA outreach teachers.
- A number of children were referred to the EA for additional support.

Outdoor Learning

- Kierna Corr held staff training day providing many examples to incorporate outdoor learning into lessons from Foundation, KS1 and KS2, on 3rd January 2017.
- The school purchased a wide range of outdoor equipment (£800): alphabet stepping stones, odds and even stepping stones, an outdoor cooker/utensils, story garden signs, outdoor games, sensory items, windy day kits and planting equipment.
- The Caretaker built an outdoor kitchen for both the nursery and the school. He is presently building a story garden furniture set. More outdoor clothes could be sought after for the wet weather.
- An Outdoor Learning Day (Tuesday 30th May 2017) was held for the whole school with a timetable of activities and parents invited to come and see the new equipment.
- An after school club created planters and set up other outdoor equipment.
- Creation of a sensory garden- to be further developed next year.

Sites and Premises

- Replacement of floor cupboards, worktops and sink units for Nursery= £715.00 Plus VAT (School Cost)- Minor Works Application rejected Oct 2016
- Nursery kitchen painted (Caretaker) Jan 2017
- Replacement of oil tank with Bonded Tank= £2944.00 Plus VAT (School Cost)- Minor Works Application rejected Oct 2016
- Refurbishment of Water Treatment Plant= £13,733.02 (Minor works) November 2016
- Replacement of Kitchen Bain marine £1,680 includes VAT (Milk and Meals Account) December 2016.
- Repair or replacement of Catering shutter £151.20 (Milk and Meals Account) Jan 2017
- P.A.T. Testing- completed December 2016
- EA seeking planning permission for the erection of a perimeter fence= £42,000 (Minor works)
- 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 develop the school grounds- Nursery Unit playground, Outdoor classroom.
- Completion of Risk Assessments covering school site in accordance with the Education Authority's recommendations.

Security/Health and Safety

- The Governors, Principal and staff continue to place a high 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. Various health promotion agencies visited the school giving talks to classes.

Pupil Attendance Rates

- During the 2016/2017, 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%**

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

Parents' Council 2016/17

Secretary: Mrs Nicky Miskelly

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 2016-2017:

AGM of the Parents' Council was held on 26th September 2016 when a new Committee was elected.

Chair: Mrs Joanna Donnelly

Treasurer: Mrs Pamela Turnbull

Secretary: Mrs Nicky Miskelly

Book Fair: During November parents helped to run the school Book Fair. Parental purchases allowed the school to earn commission (£545.00), which went towards restocking the main school library.

Cinema Nights: A cinema night was organised in October. The children, and accompanying adults, enjoyed a private screening of Storks. (£420.00 raised)

Occasion Cards: All children had the opportunity to design their own cards. Parents/carers could then order to have these printed as cards, gift cards or mugs. This proved a hugely popular activity and raised £215.70.

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 £812.00. The disco in February raised £455.00 and the summer "Shorts and Shades Disco" raised a further £949.82. Thanks to our resident DJ's Rory Kerr and Pearse Cullen (past pupils).

The **Body Shop Event** on 24th November gave parents and friends an opportunity to purchase some stocking fillers in the lead up to Christmas and raised £205.00.

Christmas Raffle: A major part of the Parents' Council fund-raising calendar is the annual Christmas Raffle and this year was no exception. The raffle took place in school on 20th December and winners were treated to a host of excellent prizes, generously donated by local businesses, and raised £860.00. The children's hampers raised £263.00 and the raffle at the KS2 production generated £237.00.

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 £990.00.

The Easter Class Draws: The annual Easter Egg Raffle was again very well supported and raised £344.00.

Recycling: Again, we continued to make use the onsite-recycling bin, which added to our fundraising total of £144.80.

Sponsored Walk: The School Sponsored Walk completed at Kilmore Pitches raised an incredible £1805.10.

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

Pre-Loved Uniforms: The "Uniform Sale" both supported our school family and donations came to £99.00

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 £238.00 was raised.

The **Saturday Coffee Morning** raised £220.00 towards school funds.

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.

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.

Craft Fair: On Saturday 6th May Parents' Council held a Craft Fair with a range of different stalls and raised a total of £166.00.

Quiz Night: Generated £420.00 and allowed many parents to enjoy a night out on Friday 23rd June.

Pancake Friday: The lovely pancakes kindly cooked up by Naomi raised £245.00 and thoroughly enjoyed by the pupils.

Sports Day refreshments raised £72.43.

£180.00 worth of ballot tickets were sold at the **Leavers' Assembly**.

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 all their hard work, we raised just over £9, 750.00 for the school.

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

- Installation and inspection of large playground equipment
- I-Pad for the Nursery
- Purchase of library books
- Purchase of outdoor learning equipment
- Swimming subsidy
- Trip and Bus subsidy
- Spanish/ French Tutor 2016/7

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.

Nicky Miskelly

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2017**

INCOME

	£
DE Delegated Grants	709,955
Excepted Item of Expenditure	3,597
Other sources	
Sweatshirts, Trips, Miscellaneous	32,830
Vat Reimbursement	<u>12,562</u>
	758,944

EXPENDITURE

Teaching Staff Costs	468,671	
Non-Teaching Staff Costs	<u>172,636</u>	£641,307
Rent and Rates	24,274	
Insurance	7,159	
Heat, light and power	14,385	
Laundry and cleaning	4,223	
Maintenance of equipment	5,165	
Maintenance of building and grounds	11,003	
Printing and stationery (office costs)	4,463	
Telephone and postage	2,998	
Advertising	760	
Stationery, books and materials	10,506	
Bank charges	103	
School Trips	5,422	
Photographs, badges and sweatshirts	10,952	
Transport	610	
Accountancy and audit	1,680	

Water Rates	762
Miscellaneous	2,361
Equipment	13,018
Hire and contracted services	11,777
Sports and games	216
Vat on expenses claimed	12,562

£144,399

£785,706

Closing Balance: (-£26,762)

Cedar Integrated Primary School- Limited

Balance Sheet

As at: **31 March**
2017

	<u>2017</u>	<u>2016</u>
	<u>£</u>	<u>£</u>
Fixed Assets:	28,209	29,942
 <u>CURRENT ASSETS</u>		
Cash At Bank:	39,247	36,161
<u>Current Liabilities:</u>		
Accruals	<u>0</u>	<u>0</u>
 NET ASSETS	 <u>67,456</u>	 <u>66,103</u>
 CAPITAL & RESERVES		
Accumulated Fund	<u>67,456</u>	<u>66,103</u>

INCOME AND **EXPENDITURE ACCOUNT**

Year Ended:

31 March 2017

	<u>2017</u>	<u>2016</u>
	<u>£</u>	<u>£</u>
<u>Income:</u>		
Fundraising	13,516	8,666
Other Income	3,700	2,100
Miscellaneous Income	<u>2,387</u>	<u>1,252</u>
	19,604	12,018
 <u>Expenditure:</u>		
School Expenses	15,664	2,178
Building Expenses	0	0

Ratified 25th September 2017

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Repairs	0	0
Office & Secretarial Costs	0	13
Post, Stat & Telephone	13	0
Donations	80	0
Fundraising Expenses	633	3,569
Bank Charges	138	71
Depreciation	<u>1,734</u>	<u>1,908</u>
TOTAL EXPENSES	<u>18,261</u>	<u>7,739</u>
PROFIT BI&T	1,343	4,280
Interest Received	<u>10</u>	<u>9</u>
NET SURPLUS	<u>1,353</u>	<u>4,288</u>