

# St Vincent de Paul Catholic Primary School

## Governors' Report to Parents 2004



Picture by Jonathan Higham

### School Mission

"It is the mission of this school to provide our children with the highest quality teaching and learning, to enable them to become aware of the world that God has given them and to recognise their vocation and responsibilities within it".

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## **Invitation to Annual Parents' Meeting**

You are invited to the meeting, which will be held at 8.00pm on Tuesday 30 November 2004 in the School hall.

This is our annual report to the parents of pupils who attend St Vincent de Paul Catholic Primary School. Its purpose is to provide you with important information about how we run our school, our achievements and some of our plans for next year.

Refreshments will be available on arrival.

### **AGENDA**

1. Opening Prayer
2. Welcome by the Chairman
3. Introduction of the Governors
4. Apologies for absence
5. Governors' Report
6. PTA Report
7. Questions
8. Short reflection
9. Any other business (& informal chat!)

At the last meeting there were no resolutions passed on which the Governing Body need report.

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## Introduction

### Autumn

"That time of year thou mayst in me behold when yellow leaves, or none, or few do hang  
Upon those boughs which shake against the cold,  
Bare ruined choirs where late, the sweet birds sang..."

This opening of one of Shakespeare's sonnets says it all about the autumn but it certainly doesn't apply to St Vincent's School. Rather than being enveloped in "yellow leaves" and "bare ruined choirs", its all go; the building works, long awaited, began just in time to provide the greatest inconvenience to Staff and children alike but what an improvement it will make to the daily usage. A new member of staff; the charming and effective Suzanne Kirwin taking a firm grip of Year 6; a new Caretaker, John, who easily and immediately has become a friend of the children, staff and parents, and throughout, the work of the School, the Development Plan, the life of it all, proceeds at a brisk pace, under the clear eye of "our esteemed Head Teacher" Mrs Moores.

No Shakespeare, lovely as your lines are, there are no "yellow leaves" or ruined choirs here and to prove it all we will be holding our AGM at 8pm on Tuesday 30 November at School.

This occasion is planned especially for our Parents so that any worries, queries or unspoken anxieties can be aired and discussed, the contents of this Report considered, and we hope approved, and most of all to give us the pleasure of meeting and considering, even if only for half an hour or so, if we, the Governors, the Staff and your our Parents are getting it right and making the most of our opportunities within the world of St Vincent's School.

Do come and join us if you can manage it.

Yours sincerely



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Chairman of Governors

## Who are the Governors?

Name	Type of Governor	Term of Office Ends
Mr. Tony Weir – Chairman	Foundation	31 Aug 2008
Reverend John Joyce– Vice Chairman	Foundation	31 Aug 2008
Dr David Denne	Foundation	31 Aug 2008
Mr David Perls	Foundation	31 Aug 2008
Mr Christopher Dawson	Foundation (Parent)	31 Aug 2008
Mrs Lorna Fitzpatrick	Foundation (Parent)	31 Aug 2008
Mr Damian Grieves	Foundation (Parent)	31 Aug 2008
Mrs. Anne-Marie Jones	Foundation (Parent)	31 Aug 2007
Mrs Joanna Rowlands	Elected Parent	21 Oct 2007
Councillor Anthony Ranfield	Cheshire CC LEA	31 Aug 2005
Mrs Brenda Guite	MLA	14 May 2006
Miss Suzanne Kirwin	Staff	31 Aug 2008
Mrs Krystyna Hobson	Staff	13 Jun 2006
Mrs Roisin Moores - Head Teacher	Staff	n/a
Mrs Grainne Davies -Deputy Head Teacher	Staff	n/a
Mr Moss Gubbins	Observer	n/a

The Bishop and the Trustees of the Shrewsbury Diocese appoint Foundation Governors for a three-year period. The non-teaching staff at the school elects staff governors. The parents elect parent governors! Observers are active members of the governing body but do not have voting rights.

The offices of the Chairman, Vice-Chairman and the Secretary are elected at the annual review.

As Governors, we are responsible for the management of our school. We work closely with the Head teacher who is also a Governor.

We have four sub-committees which meet termly followed later in the term by a full committee meeting:

Curriculum & Special Needs	(Chair: Dr David Denne),
Finance & Building	(Chair: Mr. David Perls)
Personnel	(Chair: Mr. Tony Weir)
Pre-School	(Chair: Mr Tony Weir).

In this last year we have particularly supported the school with the OFSTED inspection; a successful retention of Investors in People status; and the planning for and financing of the current building works.

All Governors can be contacted via the school by letter or phone (01565 633637)	
The Chairman can be contacted at: The Chapel House Martins Moss Smallwood CW11 2UW	The Clerk to the Governors is Jill Robinson, who can be contacted at: Area Office Chapel Lane Wilmslow

## Pastoral

" It is the mission of this School to provide our children with the highest quality teaching and learning to enable them to become aware of the world that God has given them and to recognise their responsibilities within it."

We are blessed in having a very special School – a distinctive environment that exists to help all within it to grow in the love of God. As a Catholic School, the Gospel teachings are at the centre of all that happens in our School Community and this is what truly sets us apart from all secular Schools. This is why you have chosen to have your child educated in such a setting.

OFSTED recently commented:

'The Head Teacher, who is well supported by the Governors, has established an ethos that cares for each pupil and places the Roman Catholic faith in the heart of the School's work.'

Now more than ever, in a world which is bombarded with messages of the rights and importance of the individual, the message we are given in the Gospels of our moral duties and responsibilities to one another is more important than ever.

We continually strive to develop the full potential of all the children in our care; always remembering how precious each child is in the sight of God. In a climate of inclusion and integration of special needs children in mainstream education this is evermore challenging, but something that is at the very heart of our Mission Statement. Our school is special because it has Christ at the centre of it and because of the importance we place on the Eucharist. Central to the Gospel teachings is, of course, the concept of forgiveness. We have high expectations of our children and ourselves, but we always remember that on the occasions that we or they fail to live up to such expectations that we can try again.

Our school aims to help all involved in it to reach their full potential and to establish even greater links with the Parish and community enabling our children as they reach maturity, to take a full and active role in it. We aim to assist Parents in, at times, the very difficult task of bringing up children so that each child is aware of God's presence in their life. We develop the spiritual life of the children in our care through our fortnightly School Masses and Class Assemblies, our twice weekly Class Reflections and various other celebrations and liturgies. This is another very special facet of Catholic education – we make time, in what is already a very crowded curriculum, to celebrate the Word of God.

In all of this, of course we are supported by both the Parish and Home. We are ably led by our RE co-ordinator, Mrs Angela Shepherd, who works tirelessly to ensure that all Liturgies and Celebrations are reflective and devotional. We are extremely lucky to be supported by Fr John Joyce, our Parish Priest, and, in his absence, by Canon Joseph Cahill our retired Parish Priest, who both give so much time and thought to all in our school. We firmly believe that the experiences we provide our children with help to promote their sense of belonging to our Catholic Community.

We have a very strong supportive Governing Body who work very hard alongside Staff, Parents and pupils to ensure that the School is well organised, managed and resourced. The Parent/Teacher Association is well supported by all and works very effectively to provide extra funding for the School and to provide good opportunities for families to socialise.

We regularly support charities such as CAFOD, The Shrewsbury Diocesan Catholic Children's Society and Mission Together – the last collection for Mission Together raised in excess of £300. Staff. At our recent Harvest Festival about 80 gifts were contributed to be distributed - another example of our children engaging in a project to benefit the Community.

What is truly distinctive about our School is the quality of the relationships within it that allow all of us to work hard, achieve our potential and enjoy the day to day life of work and play at our School.

### ***Parish & Community Links***

We welcome Parents, Grandparents and Parishioners into School on a regular basis when they come into school to hear readers and assist us in various curriculum activities. We continue to be well supported in this way and we are extremely grateful for the time and effort so willingly given by these very generous volunteers. We issues guidelines to these helpers to advise them of important issues regarding this role.

We welcome the opportunity to join with the Parish on a variety of occasions such as School Masses, Liturgies, Celebrations, the Annual Christmas Fair and of course at times when we are celebrating the Sacraments. Unfortunately, this term the opportunities to welcome Parishioners into our School have been much reduced owing to the extensive Building Programme being carried out.

This year we will be presenting our Christmas productions in Church and I would hope that this will allow for an even greater sense of community in the preparations for the celebration of Christmas.

## Class Arrangements and Pupil Attendance

### School Classes

At present there are 164 pupils on roll.

Class	Year	Teacher	Class Size
1	Reception/Yr 1	Miss G. Dobson	21 pupils
2	Reception/Yr 1	Mrs J. Finnan	23 pupils
3	Yr 2	Mrs G. Davies	26 pupils
4	Yr 3	Mrs A. Shepherd	31 pupils
5	Yr 4/5	Mrs S. Hill	29 pupils
6	Yr 6	Miss S. Kirwin	34 pupils

Please note that class sizes can change due to unforeseen circumstances

### Our other staff

Name	Staff Type
Mrs P. Raffo	Teaching Assistant – p/ t
Mrs E. Ranfield	Teaching Assistant – p/t
Mrs D. Farrell	Special Needs Assistant – p/t
Mrs E. McAllister	Special Needs Assistant – p/t
Mrs D. Keaveney	Special Needs Assistant – p/t
Mr J. Fletcher	Caretaker
Mrs T. Walker	Cleaner
Mrs S. Thomas	Administrative Assistant
Mrs A. Nihill	Cook
Ms L. Carroll	Cook's Assistant
Mrs K. Hobson	Midday Assistant
Mrs A. Greenwood	Midday Assistant
Mrs L. Martin	Midday Assistant
Mrs C. Harris	Midday Assistant
Mrs J. Carroll	Midday Assistant
Mrs D. Eastwood	Midday Assistant (relief)

### Pupil Absences (September 2003 to May 2004)

Out of a possible **51260** pupil sessions there were **1871** authorised absences and **10** unauthorised absences

Parents complete a holiday consent form if they wish to take their child out of school for a holiday. Parents are strongly advised not to take children out of school in term time. Permission is granted, in term time, at the discretion of the Head Teacher, for one holiday period not exceeding ten days. The governing body does not authorise absence to Years 2 and 6 during SAT's throughout the month of May.

Punctuality is important and we expect all children to arrive on time for the start of the school day at 8:55 am

**We operate a Late Book where children must sign in and give reasons for lateness.**

## Curriculum Matters

### *School Development Plan*

The Governors and Staff are continuing to work hard in updating the School Development Plan. This is a working document, which is constantly reviewed, providing the vision, aims and action plans for work carried out to ensure our school continues to improve. The School Development Plan cycle runs from January to December and all Staff and Governors are involved in the interpretation of data collected and in the conclusions drawn in order for the document to be compiled. (In January 2005 we are hoping to involve Parents in our School Development Plan by sharing all Curriculum Action Plans on our School website.) These procedures ensure that all decisions are subject to the approval of the Governing Body thus generating the best possible developments for the good of all at St. Vincent's School. At all times our Mission Statement will determine our judgement and decisions so that the teaching and values of the Gospel will be reflected in all we do.

The aim is to ensure that we have an overview of the school for the next three years, but that we work from a short document in which we keep firmly the priorities for the year ahead in front of us. A Copy of this plan is always available for inspection on request at the Office.

We continue to review our curriculum in line with national initiatives and advice and we feel confident that our school provides a broad and balanced curriculum and offers the children many extra-curricular experiences through our after school clubs.

We are affirmed by OFSTED's comment that:

'The curriculum is well planned for pupils in Years 1 to 6 and enriched by a wide range of experiences and activities, including sports outside of School time.'

### **OFSTED Issues**

Our School had very favourable OFSTED and Religious Education Inspections in February 2004. OFSTED found our School to be an effective one with a number of strengths relating to standards, leadership, curriculum, pupils' behaviour and courtesy and the richness of the curriculum. They identified three areas for development as follows:

<b>Action</b>	<b>Time</b>	<b>Narrative</b>
Improve opportunities for children to learn through play in the Foundation Stage	2004-5	Training for Foundation Staff – visits to other Schools.
Ensure that strategic planning adequately provides for all areas of School life.	December 2004	Training for Foundation Staff in writing Action Plans in a 'smarter' way
Continue to seek ways to improve the accommodation so as to provide for: Opportunities for research and practical activities in Years 3 to 6 Accessibility for pupils with disabilities  Larger area for outdoor play	2004-5	See Building Action Plans

Our Religious Education Inspection also found much to praise in its inspection of our School – the highlights being: teaching, response of pupils, leadership and management of the School, ethos of the School, the positive perception of the School by Parents and the strong links with, and support by, the Parish. Areas for development are as follows:

<b>Action</b>	<b>Time</b>	<b>Narrative</b>
The Governing Body should make sure all classes receive the Bishops of England and Wales' recommendation that ten per cent of teaching time should be timetabled for Religious Education.	March 2004	Timetables have now been adjusted accordingly.
A full audit of Religious Education resources should be taken and printed for the use of teaching Staff.	Dec. 2004	To be done by A.S. in non-contact time before end of year.
When the School next reviews the Mission Statement, consideration should be given to indicating the distinctive Catholic nature of the School within the actual statement.	Dec. 2004	Fr. John has made some adjustments – yet to be shared with Parents, pupils and Governors.
An In-Service day, for Religious Education, should be organised for the whole Staff each year.	September 2004	Has been arranged for 3 <sup>rd</sup> May 2004 and will be arranged annually.
School reports, from all classes, must indicate the specific progress made by each individual child. This will support the Parents in seeing the areas of development, of their child, in Religious Education.	June 2004	Staff given guidelines for report writing and outcomes of assessments will now inform report writing further.
The formal monitoring of the teaching of Religious Education needs to be carried out, as soon as possible, as indicated in the School Review Document.	September 2004	To be arranged at beginning of new academic year.

### ***Wider Curriculum***

We have continued to build on the variety of opportunities on offer to our pupils by extending the range of extra-curricular activities and introducing weekly Performing Arts lessons delivered by a specialist Teacher to our pupils in Years 3 to 6. The additional activities and lessons are proving to be very popular indeed. The Clubs now on offer are:

Yoga, Recorder, Basketball, Art, Multisports, Maths, Drama, Computer, Netball and Football.

We are indebted to a Parent who has provided the funding for a professional Football coach to work with our footballers twice a week.

Recently Music has become much higher profile through our involvement with the Cheshire Vocal Strategy, culminating in 29 of our pupils participating in the Schools' Prom at the Royal Albert Hall, as part of the Cheshire Massed Choir – we are certainly hoping to build on this in the future.

### ***Special Educational Needs***

Our Special Needs Policy was updated in 2003 and will be reviewed in 2005. Our Special Needs Co-ordinator, Mrs. Shepherd, with the help of a Learning Support Teacher, Mrs. Jones, attends regular training to ensure best practice in identifying, assessing and responding to the needs of all pupils in our School.

There have been many changes in The Code of Practice for Special Educational Needs in the last few years and there is set to be even more change in the way our Education Authority caters for Special Needs. Currently there is significant consultation with all parties in what the changes should be. At present the Code of Practice identifies children as being at school Action or School Action Plus and where it is deemed appropriate, following extensive monitoring, a Statement of Special Educational Needs may be granted.

OFSTED commented very favourably on our Special Needs provision and we are now working towards accreditation as a Dyslexia Friendly School. All the Staff engaged in responding to the specific needs of

dyslexic pupils have received appropriate training. On advice from OFSTED we are making use of the expertise of our Learning Support Teacher, Mrs. Joy Jones, during our next INSET day.

Our Special Needs Co-ordinator (SENCO) has weekly non-contact time to ensure all records are updated and the needs of all pupils are addressed. Our SENCO also works as part of a cluster of Schools in developing the provision for Special Needs in our School.

The learning support teacher, Mrs Jones, liaises with the SENCO - Mrs Angela Shepherd to give support with monitoring, assessment and individual learning programmes. The SENCO also works with specified children. The SENCO and Assessment Co-ordinator work closely to identify areas of weakness or strength following screening procedures and Individual Education Plans (IEPs) are produced identifying targets that the child works towards. We currently have three part-time Special Needs Classroom Assistants who support three of our pupils who have specific medical needs.

The Educational Psychologist Service, the School Nurse, the Occupational Therapist, the Speech Therapist, the Educational Welfare Officer, and Social Services provide additional support when required. A facility exists for giving support to children with specified learning difficulties.

### ***Pupils with disabilities***

Children with disabilities, including those with special educational needs, are admitted according our standard admission procedure as outlined in the admissions policy. In the light of the Disability Discrimination Act, we are currently reviewing our accommodation and the facilities we can offer. We are lucky to have accommodation which is all on one level and therefore wheelchair access to all areas is possible. An Accessibility Plan has been drawn up as part of our School Development Plan to ensure that adequate provision is made for all current and future needs. The current Plan is available on request and will be available on the School website in January 2005.

Children with disabilities are included in all aspects of school life, and where necessary, the curriculum is modified to cater for their needs, unless non-participation is advised by professional medical advice.

Wheelchair access could be accommodated by the installation of ramps, if required, and access around the school is not a problem as the whole school is on one level.

A disabled toilet has now been provided, but unfortunately there was not enough room to provide a shower as advised. Until recently we had use of a shower at our Pre – School, but this is no longer available – we will, therefore have to include plans for a shower in our next Accessibility Plan.

### ***School Security***

The safety of our children is under constant review and is discussed as part of Health and Safety each term. We liaise with all appropriate authorities to ensure that our premises are safe and secure for the children and adults on site. We operate a signing in book and all visitors to School are issued with a badge. All the external doors are closed at 9.00am and any latecomers must enter via the main entrance. The main entrance is locked and admission is sought by ringing the bell. A new perimeter fence was erected last year and this provides greater security during the time when the building is unoccupied. Our new Caretaker, Mr. Fletcher, will be attending LEA training later this month to ensure all County advice is followed. We suffered theft of some of our School benches during the holidays when the School was unoccupied but, thankfully we rarely suffer attacks of vandalism.

## **Admissions**

For the School's year commencing September 2005, the Governing Body has set its planned admissions number at 30.

**Admissions to the School** will be made by the Governing Body in accordance with the stated parental preference, subject to the following set of **Admissions Criteria** forming a priority order, where there are more applications for admission than the School has places available.

Admissions Criteria

These are in priority order:

- (a) Catholic children resident in the Parish of St. Vincent de Paul who have a brother or sister at this School at the time of application.
- (b) Other Catholic children who have a brother or sister at this School at the time of application.
- (c) Baptised Christian children who have a brother or sister at this School at the time of application.
- (d) Catholic children resident in the Parish of St. Vincent de Paul.
- (e) Other Catholic children.
- (f) Baptised Christian children whose parents wish them to attend and who have sympathy with the ethos of the School.
- (g) Other non Catholic children.

**Please refer to Admissions Policy for further information.**

## **Staff Training**

All Staff training is linked, as much as possible, to the School Development Plan – however where new initiatives are introduced training opportunities will be added into those already planned. All training is recorded, evaluated and reported to the Governing Body each term. OFSTED looked carefully at training opportunities and recognised that the School's high standards had been achieved by:

“Good subject development by knowledgeable key members of Staff.”

## National Curriculum Results – KS 1

### Key Stage 1 - 2003

These two tables show the 2004 results for the school (31 pupils), and compare our results with those achieved nationally during 2003.

#### KEY TO TABLES

W pupils who are working towards level 1.

Level 2 is the Expected level for pupils aged 6/7.

Figures may not total 100% because of rounding.

The 2003 national averages are shown in grey.

Teacher Assessments								
Percentage at each level								
		W	1	2	3	4+	Pupils Disapplied	Pupils Absent
Speaking & Listening	School	0	0	45	55	0	0	0
	National	2	11	63	24	0	0	0
Reading	School	0	3	32	65	0	0	0
	National	3	12	56	28	0	0	0
Writing	School	0	0	53	48	0	0	0
	National	4	13	66	16	0	0	0
Mathematics	School	0	0	42	58	0	0	0
	National	2	9	63	26	0	0	
Science	School	0	0	39	61	0	0	0
	National	2	9	64	26	0	0	

Task and Test Results									
Percentage at each level									
		W	1	2C	2B	2A	3	Pupils Disapplied	Pupils Absent
Reading Task	School	0	3	7	7	26		0	0
	National	3	12	15	21	21		0	0
Reading Tests	School			3	10	26	58	0	0
	National			11	20	23	28	0	0
Writing Task	School	0	0	10	19	23	48	0	0
	National	5	13	19	24	21	16	1	0
Mathematics	School	0	0	0	19	16	65	0	0
	National	2	7	17	19	25	29	0	0

## National Curriculum Results – KS 2

### Key Stage 2 - 2003

These two tables show the 2004 results for the school (35 pupils), and compare our results with those achieved nationally during 2003.

#### KEY TO TABLES

W represents pupils who are working towards level 1.

Level 4 is the Expected level for pupils aged 10/11.

Figures may not total 100% because of rounding.

The 2003 national averages are shown in grey.

Teacher Assessments										
Percentage at each level										
		W	1	2	3	4	5	6	Pupils Disapplied	Pupils Absent
English	School	0	0	3	11	46	40	0	0	0
	National	1	1	5	21	49	24	0	0	0
Speaking and listening	School	0	0	3	11	46	40	0	0	0
Reading	School	0	0	3	11	46	40	0	0	0
Writing	School	0	0	3	11	46	40	0	0	0
Mathematics	School	0	0	3	14	40	43	0	0	0
	National	1	1	4	20	46	28	0	0	0
Science	School	0	0	3	6	40	51	0	0	0
	National	0	1	2	15	51	31	0	0	0

Task and Test Results							
Percentage at each level							
		Below Level 3*	3	4	5	Pupils Not Entered	Pupils Absent
English	School	0	11	46	40	3	0
	National	6	10	39	42	1	1
Reading	School	0	9	34	54	3	0
	National	7	10	39	42	1	1
Writing	School	0	26	49	23	3	0
	National	8	30	45	15	1	1
Mathematics	School	0	26	31	40	3	0
	National	6	20	44	29	0	1
Science	School	0	11	40	46	3	0
	National	2	10	46	41	0	1

\*represents children who were not entered for the tests because they were working below level 3 in English, Mathematics or Science; children awarded a compensatory level from the tests; and children entered for but not achieving a level from the tests.

## Year 6 - Targets and Other Comparisons

Target setting is an important element in attempting to improve the level of development made by children in the school. They are set by the school in consultation with Staff and Governors and provide challenges to reflect the high expectations of both the Local Education Authority and the School itself.

By the end of this academic year all children will have targets set in Reading, Writing and Mathematics. Through the target-setting process children are given an opportunity to talk and write about their own development and as they progress through the school to reflect on the improvements they have made.. All targets will be shared with parents.

Since last year parents have been involved in the target setting process by the inclusion of targets in our Annual School Report, which are reviewed, in the first Parents' meeting of the new academic year.

Our performance against last year's targets is shown below (% of achievement at or above Level 4 for Year 6) along with our targets for the current and next year:

Subject	Target 2003/2004	Achieved	Target 2004/2005	Target 2005/2006
English: Level 4	94	<b>86</b>	94	tba
Level 5	46	<b>40</b>	46	tba
Mathematics Level 4	89	<b>71</b>	89	tba
Level 5	37	<b>40</b>	33	tba

The chart below summarises St Vincent's Year 6 results in percentages with National Results over the last three years. Please note that the 2004 National results are PROVISIONAL figures only, as released in August 2004.

English	2001/2	2002/3	2003/4
<i>Tests:-</i>			
<b>St Vincent's</b>	<b>91</b>	<b>95</b>	<b>86</b>
England	75	75	81
<i>Teacher Assessment:-</i>			
<b>St Vincent's</b>	<b>86</b>	<b>95</b>	<b>86</b>
England	73	72	<b>73</b>
<b>Mathematics</b>			
<i>Tests:-</i>			
<b>St Vincent's</b>	<b>77</b>	<b>85</b>	<b>71</b>
England	73	73	73
<i>Teacher Assessment:-</i>			
<b>St Vincent's</b>	<b>91</b>	<b>95</b>	<b>83</b>
England	75	74	<b>74</b>
<b>Science</b>			
<i>Tests:-</i>			
<b>St Vincent's</b>	<b>91</b>	<b>95</b>	<b>86</b>
England	86	87	87
<i>Teacher Assessment</i>			
<b>St Vincent's</b>	<b>96</b>	<b>95</b>	<b>91</b>
England	83	82	82

## Finance and School Budget

<b>PERIOD:</b>	The financial year covers April 2003 until March 2004 inclusive.
<b>Opening Balance:</b>	The Carry forward from the previous financial year was £12,092.
<b>Income:</b>	The school receives further funds from three additional sources, namely the Local Education Authority, the Diocese and Gifts.
<b>Expenditure:</b>	The budget can be summarized as follows:
Budget expenditure for 2003/2004	was £426,169 against £360,744 in 2002/03
Total expenditure for 2003/2004	was £416,054 against £391,795 in 2002/03

Type of Expenditure	Budget 2003/04 (£)	Actual Expenditure	Net Total versus Budget	
Total Employees	336,214	332,269	3945	1 %
Premises Costs	45,092	39,374	5718	13%
Supplies & Services	44,663	43,449	1214	3%
Transport Costs	200	224	(24)	(12%)
Third Party Recharges	0	738	(738)	
<b>Total (£)</b>	<b>426,169</b>	<b>416,054</b>	<b>10,115</b>	<b>2.5%</b>

The picture is completed by reviewing the final Income figures:

Total Income 2003/04	65,228	76,637	11,409	17%
C/F Deposit Savings	12,092	Not Required	12,092	
<b>Net Total 2003/04</b>	<b>373,033</b>	<b>339,417</b>	<b>33,616</b>	<b>9%</b>

Comment: **The Final report for the Financial Year end 2003/4 reads very nicely with a carry forward figure to 2004/5 of £33,616.**

It can be noted that all areas of expenditure were very well managed within this financial year, resulting in significant savings over the budgeted areas of expenditure. The Governors acknowledge the professional manner with which the school staff managed this budget. The £21,524 surplus allows the school to prepare for the forthcoming financial year in a very healthy manner, and the Governors have thus recommended the following action plans:

1. We are now able to recommend a £3,154 contingency within the 2004/05 budget, and the balance of £18,370 to be added to our deposit savings account.
2. In forecasting an overall reduction in the total pupil attendance to 164 for 2004/05, the Governors are happy that any resulting LMS recharge costs can be met from the budget.
3. Overall, the Governors are satisfied that all notified development plans from last years report have been satisfactorily implemented, and the essential building development work as proposed for the school, can now also be implemented.

A full copy of the complete budget report will be available at the AGM.

The total school budget for 2004/05 is **£378,812** versus **£360,941** in 2003/04.

### Gifts

The hard work of the PTA not only enhances the social life of the school but also provides much appreciated extra income. The Governors and Staff are most grateful to them for all their efforts carried out so cheerfully throughout the year.

Their gifts to the school this year amounted to just over **£4100**, which has a significant effect on the overall budget. Of particular importance this year, was the provision of the Interactive Whiteboard in the ICT Suite at a cost of **£1,795**. This will benefit all the pupils, (along with parents and teachers!), for many years to come.

## Pre-School

Currently we have 47 children attending the Pre-school, with another 15 to start in this academic year.

Some of the events we've held are: a pyjama party; sponsored gym jump; Christmas play; nights out for parents; coffee mornings; parent evenings; an open day; visits to Gauntlet Bird of Prey Centre and Tatton farm. The Christmas and end of term parties were also enjoyed by children and adults alike.

All staff, parents, carers, members of our Committee and, most importantly, children have been invited to attend a presentation to celebrate St Vincent's Pre-school achieving the Pre-school Learning alliance's Accreditation on Friday 19 November. The Mayor of Macclesfield, councillor Paul Whitely, will make the presentation of the certificate to the staff and lead the celebrations. The Pre-school has earned this national stamp of approval through the Alliance's rigorous accreditation scheme, the first of its kind to recognise the importance of linking early years learning with high quality care and the significance of involving parents.

Some of the comments made by the Accreditation inspector were:

An exceptional Pre-school  
Staff work well together  
Interaction with children is excellent, with good questioning and talking to them at their level  
Planning is excellent and to a high standard  
Parents made to feel welcome and kept informed.

This accreditation is a significant achievement for the Pre-school and we as a team are delighted to receive this award. We already offer and aim to continue to offer, a caring, stimulating environment for our children to develop socially, emotionally and intellectually in preparation for school. I would like to thank all the parents and staff for their support and hard work in helping us to achieve this accreditation.

We were asked by the Pre-school learning Alliance if our local MP, George Osborne, could visit us. He is coming into our Pre-school on the morning of Friday 26 November.

Last term we had a combined inspection of our Preschool provision under the National Standards and of the funded nursery education that we provide. This inspection went very well and it complimented the staff on their hard work and dedication. Some of the comments made were:

"The quality of teaching is very good. Staff are well deployed giving good support and encouragement to children enabling them to learn well."

"Staff are committed to developing their skills and knowledge and undertaking further training offered, which results in their offering the children a varied and stimulating experience."

"Staff promote the good use of books and children access the book corner both with and without adult support. Themes are planned around particular books, or incorporate specific stories and enable the staff to use books as a source of reference with the children."

The report certainly underlines the strengths and qualities which the Pre-school staff possess and I look forward to sharing more information with Pre-school parents when the full report is released.

We have now re-registered to full day care, which means we will be offering 'wrap around care' from January 2005. This will work by the Pre-school providing facilities for children to stay and eat a packed lunch which is provided by parents. We also increased our registration numbers from 30 to 35 children, which is the maximum number of children that can attend in one session.

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## PTA Report to Parents

### PTA Committee

<b>Chairpersons</b>	Nicola Jones and Liz Stocco
<b>Secretary</b>	Tracey Boyle
<b>Treasurer</b>	Theresa O'Brien
	Debbie Brown
	Elaine Clarke
	Maria Cooper
	Cath Davies
	Jim McCulloch
	Sean McGhee
	Ellen-Anne Pickering
	Maria Smith
	Laura Toseland

Prior to Christmas 2003 we sold tea towels featuring the children's portraits of themselves. This was a very successful fundraiser. November 03 also saw the launch of our "100 Club" which is now running smoothly. We are currently driving to increase the number of members from school and parish.

We deferred the Christmas disco until the peace of the New Year and this worked very well, giving us more time to plan and to meet all the health and safety requirements. In 2004 we held a cake sale and, as usual, the plant sale. This unfortunately was less well attended than normal due to torrential rain on the day. Also, on account of the weather, we were unable to provide refreshments when sports day had to be cancelled. We were luckier with the Summer Fun Day and BBQ which turned out to be quite sunny.

This term we held a new parents' coffee morning and a family Bingo Night with chilli or hot dog supper. This was enjoyed by all who attended – the hall was packed. Plans are underway for two or three events next term.

All this has enabled the PTA to make contributions to school towards the following: Picnic tables, coaches (transport), dance and theatre workshops, playground accessories, and CD players.

The particular emphasis this year is to provide funds for the KS2 drama workshops.

The PTA welcomes anyone who can offer support and/or help. We are always pleased to have new members at our meetings and any extra help organising and attending events.

The PTA website is kept up-to-date with our planned activities, dates of meetings and school key dates.

<http://svdp.org.uk/>

## Dates for your Diary

Event	Date School Closes	Date School Opens
Christmas 2004	Friday 17 December 2004	Wednesday 5 January 2005
Spring Half Term 2005	Friday 11 February 2005	Monday 21 February 2005
Easter 2005	Thursday 24 March 2005	Monday 11 April 2005
May Day 2005	Friday 29 April 2005	Wednesday 4 May 2005
Summer Half Term 2005	Friday 27 May 2005	Monday 6 June 2005
Summer Term 2005	Thursday 21 Jul 2005	

### ***INSET Days (Staff Training – the school is closed on these days)***

Inset Training Days
Tuesday 4 Jan 2005
Tuesday 3 May 2005
Friday 22 July 2005