



**Magherafelt  
Nursery School  
Annual Report  
Academic Year  
2023-24**

# Chairperson's Comments

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I am pleased to present to you the report of the Board of Governors for Magherafelt Nursery School. As we seek to live out our motto of 'Exploring, Learning and Growing Together' and as we continue on our journey towards 'Integrated' status, your ongoing support is invaluable to us. I trust that this report is informative and provides a detailed account of the life and work of the school.

On behalf of the Board of Governors, we would like to take this opportunity to express our thanks and appreciation to all the staff of the school for their dedication to their respective roles and for their commitment to and enthusiasm for each and every child in our school. Our thanks are also extended to the many visitors and EA advisory staff and external agencies who support the children and our staff.

S J Knox

## Board of Governors

DE Representatives:	Ms M McSorley Mrs C Cawley
EA Representatives:	Mrs M Sheridan (Vice-Chair) Mr N Richardson Mrs J Trimmings
Parent Representatives:	Mrs S J Knox (Chair) 1 vacancy
Teacher Representative:	Mrs L McGill
Principal and Secretary to the Board of Governors (non-voting)	Mrs L Whiteside

## *Main Responsibilities of Board of Governors:*

- Curriculum oversight
- Recruitment and Selection of Staff / Personnel Responsibilities
- Management of the LMS Budget
- Admissions Policy
- Maintenance of the school premises (Responsibility shared with Education Authority)
- Links with the local community
- The provision of information to parents

Annual Report Written by the Principal – May 2024

Agreed with the Governors and circulated to parents / carers – June 2024

**Most Recent Training Attended by Governors:**

<b>Member</b>	<b>Training Attended</b>	<b>Dates</b>
All Governors	Roles and Responsibilities Safeguarding Strand 1	November 2023
M McSorley	Induction for School Governors Understanding Diversity and Inclusion Effective Governance Recruitment and selection The Special Needs and Disability Act (NI)	February 2021 March 2021 November 2022 April 2021 February 2024
N Richardson	Induction for New Governors Safeguarding – the Role of the Chair and Designated Governor	March 2019 February 2022
J Trimmings	Recruitment and Selection Performance Review and Staff Development Promoting, Encouraging and Facilitating Shared Education	May 2023 May 2023 May 2023
M Sheridan	Induction for School Governors Recruitment and Selection Safeguarding – the Role of the Chair and Designated Governor The Addressing Bullying Act in Schools	November 2022 November 2022 November 2022 May 2023
L McGill	Understanding Diversity and Inclusion	September 2019
C Cawley		
S J Knox	The Safeguarding Role of the Chair and Designated Governor	June 2024

# School Ethos

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It is our belief at Magherafelt Nursery School that by providing a relaxed yet educational environment which is conducive to learning for all attending, we are encouraging self-esteem in our young children, confidence in themselves and their own ability, and in general providing our pupils with a head start in learning.

## School Aims

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Magherafelt Nursery School recognises that it is very important for pre-school children, that individual learning needs are identified, planned and provided for. It is our aim that:

- Children will grow in self-confidence, experience success and develop a positive self-image.
- Children will deepen and lengthen their concentration, develop cognitively and achieve a work attitude towards play, so that skills and concepts are learned through experience and interest.
- Children will become aware of their capabilities in a safe environment and have the ability to explore a wide range of materials creatively.
- Children will be able to express their thoughts, feelings and ideas.
- Children will have opportunities to share in the wonder and excitement created by books, stories and rhyme.
- Children will be able to progress at their own rate through challenging, progressive play.
- Children will have opportunities to use their social skills and communicate with each other.
- The needs of the local community will be reflected.
- Parents / carers will be involved in their child's education.
- The starting point of a child's learning should be a celebration of what he/she can do already.
- Children learn from everything around them and in a holistic way.

As Magherafelt Nursery School is at the completion of a School Development Planning cycle, this ethos statement and aims will be reviewed in academic year 2024-25.

# Principal's Report

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On a personal and professional level, this has been a difficult year for me as I found myself having to take a period of time off work for the first time in my career. During my absence from school in Term 1, I was supported by my colleagues, by the Board of Governors and by the parent community of the school and I want to extend my sincere thanks to all.

In my absence, the responsibility for the school was delegated to Associate Principal, Fiona McDonald, who led the team and worked closely with the Board of Governors. Together with the teaching staff, she put a one-year Transformational Action Plan in place and developed Action Plans to achieve the expected outcomes of the overall plan. The teaching and support staff worked together to ensure the best provision for the children and planned the programme effectively.

The Board of Governors has continued to work hard to deliver their key roles in the school. I would like to express my sincere thanks for their significant and varied contribution to the life and work of Magherafelt Nursery School. Mrs A McNicholl served faithfully on the Board for many years and more recently in the role of Chair. At the start of academic year, 2023-24, she expressed her wish to hand over the role of Chair and I wish to thank her heartily for her consistent and steady support. A small token of our appreciation was presented to her. Mrs S J Knox was duly elected as Chair and had considerable responsibility during the time of my absence. Mrs C Cawley has recently filled the DE vacancy role and has been made very welcome at meetings. She brings a wealth of experience of early years and integration to the role.

Magherafelt Nursery School continues to have full enrolment numbers and is held in high regard in the local and wider community, with a strong reputation for high-quality teacher led provision, nurturing pastoral care approaches. The school context is ever-changing and one of the most recent challenges we have faced has been the increase in the number of children presenting with high levels of additional needs in our school. As an inclusive school, we endeavour to strive to meet these challenges, embarking on training and receiving support from outside agencies.

We have also embarked on a 'Being Well, Doing Well' approach to wellbeing as we seek to nurture the wellbeing of everyone involved in our school community. Magherafelt Nursery School continues to develop its 'integrated' ethos and patiently awaits the outcome of Development Proposal 704 to Transform to Controlled, Integrated status. Each child is unique and valued and this is reflected in the ethos of our school as we continue on our journey of 'Exploring, Learning and Growing Together'.

## The Nursery Team

Teaching		Nursery Assistants
Mrs L Whiteside Mrs L McGill Mrs D Campbell Mrs C Quinn		Mrs A McLernon Mrs K McCreesh Mrs L Gilmour Mrs G McCullough
Mrs C McAleese - Temporary Teacher (to cover maternity leave)		
Support Staff		Temporary Assistants for Additional Needs
Mrs J Walker Mr M Whiteside Mrs F Young	Senior Clerical Officer Building Supervisor with supervision Cleaner and Before School Club	Miss C Hutchinson Mrs G Irvine Mrs S Newell Mrs K Kutypova

# School Development Planning

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The existing School Development Plan 2017-2020 was extended during the pandemic and further extended during Action Short of Strike. One Year Transitional Plans and Action Plans have been progressed. These were reviewed and presented at the Board of Governors' Meeting in June 2024.

## **Strategic Targets for Academic Year 2023-24**

- Managing the school in the Absence of the principal
- Reviewing and Developing Risk Assessments
- Reviewing Policies and Procedures
- Health and Wellbeing – Being Well, Doing Well approach
- Developing the capacity of the teaching and support staff to manage the range of additional needs in the classroom.

## **Teaching and Learning Targets for Academic Year 2023-24**

- Developing child-led learning – using a 'Know Me to Teach Me' approach.
- Developing Springboards to Learning and Long-term planning for the six areas of the pre-school curriculum.
- Progressing Special Educational Needs using Provision Mapping.
- Progressing the use of the Personal Learning Plan and Tracking evidence to show progress.
- Accessing continued professional development at all levels.

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## **Professional Development / In-service Training in Academic Year 2023-24**

- Safeguarding and Child Protection
- Asthma and Anaphylaxis
- Epilepsy
- Tiny Learners' Prem Aware
- Solihull Refresher and Know Me to Teach Me approach
- Being Well, Doing Well
- SENCo Role
- Safeguarding for Deputy and Designated Teachers
- Outdoors Thinking – outdoor practice and dissemination to staff

### **Enrolment 2023-24**

At the time of the DE Census (October 2023) 132 children were enrolled (27 in the full-time class, 53 in the part-time morning classes and 52 in the part-time afternoon classes). This included 5 penultimate aged children, 2 children with a Statement of Educational Needs, 1 Ukrainian Refugee child and 8 Newcomer children. There were a further 13 children identified as having additional learning needs and recorded on the Learning Support Register. The budget for 2024-25 has been calculated using this data.

### **School Meals Service**

The School Meals Service, located in Magherafelt Primary School, continued to provide nutritious and healthy meals for our full-time class. Themed and special meals have been included to celebrate significant events. The uptake in children availing of a hot meal has enabled a part time School Meals assistant to be employed for 2 hours each day. This role is efficiently carried out by Mrs F Young.

### **Awards**

Led by Mrs McGill, our Eco Programme with the children has continued to flourish and Magherafelt Nursery School was awarded a Green Flag in May 2024.

The teachers and nursery assistants completed a series of Prem Aware training workshops and have been awarded a Tiny Learners' Certificate by the charity Tynylife, and the school is now recognised as a Prem Aware school.

### **Transitions**

The transition report was reviewed to reflect the pre-school curriculum more fully and the Being Two and Three Progress report for the penultimate children has also been updated. Parental consent has been gained and the transition reports will be forwarded by email to the relevant schools (password protected). The Personal Learning Plans for the children on the Learning Support Register have been reviewed and with parental consent, will be forwarded to the Learning Support Coordinator / Principal of the respective schools (password protected).

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The children will be transferring to at least 16 local schools and as part of our transitions programme, the teacher and principal of the respective schools were invited to meet the children in Magherafelt Nursery School on 10<sup>th</sup> or 12<sup>th</sup> June 2024.

***Schools Children are Transferring to in September 2024:***

Broadbridge PS, Eglinton  
Castledawson PS  
Derrychrin PS  
Holy Family PS  
Knockloughrim PS  
Knocknagin PS  
Magherafelt PS  
New Row St Patrick's PS  
Spires IPS  
St Brigid's, Ballymoney  
St Brigid's, Mayogall  
St Columb's, Cullion  
St John Bosco, Ballynease  
St Patrick's, The Loup  
St Patrick's, Moneymore  
Woods PS

1 child has emigrated

5 children will be returning to Magherafelt Nursery School for their pre-school year and we look forward to their return in September 2024.

6 children with a Statement of Educational Needs are awaiting placement by the EA Statutory Assessment and Review Service and 3 Statements of Educational Need are pending.

***Communications and Sharing Good Practice***

The school has had a high level of student involvement this year. From the Northern Regional College, an NVQ Level 3 student has completed her qualification. Another student completed her NVQ Level 4 and is now working towards her Early Years Degree. A B Ed. student from Stranmillis College, Belfast completed a two-day placement in October 2023.

The students made an invaluable contribution to the nursery programme and were each given a small gift from Private School Fund.

A successful Open Morning for prospective families and children was held on Saturday 6th January 2024. 107 pre-schoolers and 15 underage children were booked to attend, and the actual event was attended by 100 families.

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Mrs J Walker has worked conscientiously to complete the administration for the school and she uses and shares her ICT expertise across the school. The website and Schools NI app are used to share information and updates to the school community. She provides valuable support to the Principal and capably supported the Associate Principal in Term 1. The monthly newsletter and Induction information for parents have been redesigned using Microsoft Sway and she has also attended EdIS and Safer Schools NI Training.

### [Pathways into Partnership](#)

Magherafelt Nursery School is seeking to make further connections with local schools. It is currently part of a cluster with four other schools in the area. An initial meeting has been held with a view to setting up a Nursery Schools Partnership.

### [Strategic, Curriculum and Calendar Events 2023-24](#)

<b>TERM 1</b>		
	<b>Strategic and Professional Development</b>	<b>Teaching, Learning and Curriculum Enrichment and Parental Involvement</b>
<b>August</b>	21.8.24 - Principal attended Marie Curie Cancer Care: Dealing with Bereavement 22.8.24 - Principal attended Solihull Training	Planning for September  Classroom and Outdoor Provision  Stay and Play Sessions Day for prospective children and parents
<b>Team Training Baker Day 1:</b>	Safeguarding and Child Protection Training, Anaphylaxis and Asthma Awareness Exploring the role of the adult: Know Me to Teach Me: Trauma Informed Training: Facilitated by Mrs Whiteside Policy Review – Safeguarding and Special Educational Needs EA Hearing for the Deaf Teacher: Training for Room 1 staff	
<b>Baker Day 2:</b>	IT Conference for Nursery teachers: W5 – Use of the Surface Pro	
<b>Baker Day 3:</b>	Conference for teachers, assistants and Senior Clerical Officer Wellbeing: Facilitated by Early Childhood Education	

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<b>Baker Day 4:</b>	Teachers, Nursery assistants and Senior Clerical Officer Bias Busting: Facilitated by NICIE	
<b>September</b>	<p><b>Principal:</b> Wellbeing: Being Well, Doing Well – An Introduction to the programme Pathways into Partnership Cluster Meeting: Facilitated by School Improvement Officer: Vincent McNicholl</p> <p><b>Team Meetings:</b> Prem Aware Strategies for the Classroom</p> <p><b>Training:</b> Teacher Training – Mrs McGill – Outdoors Thinking Day 11  Safer Schools NI – Mrs Walker</p>	<p>Settling in Programme (first two weeks in September)</p> <p>Induction information and policy summaries shared with parents</p> <p>Initial Parent-teacher Meetings: Settling in</p>
<b>Baker Day 5:</b>	Know Me to teach Me: Part 2 School 1 year Transformation Plan and Action Plans	
<b>October</b>	<p><b>Training:</b> Mrs Walker – EA One Teacher Payroll Training – Mrs McGill – Outdoors Thinking Day 12 SENCO SEN Training – Mrs McGill and Mrs Quinn Good Practice visit – Nursery classroom organisation – Kelda Henry – Phoenix Integrated Nursery Unit</p> <p><b>Team Meetings:</b> informally arranged Board of Governors Meeting: 17.10.23</p>	<p>Educational Psychologist to observe 2 children in Room 1</p> <p>Fit Minds Programme Weeks 1-4 Mr Hullabaloo Interactive Theatre Workshop 1</p> <p>Topsy Turvy Day – Fundraiser for Tiny Life – raised £655</p>
<b>November School Development Day 1</b>	Friday 3 <sup>rd</sup> November Worked as Twilight on 16.11.24	Getting Ready to Learn Big Bedtime Read Event



<p><b>School Development Day 3:</b></p>	<p>Evaluation and Planning Special Educational Needs Eco Schools Award – Preparation Session with Peter McErlane</p> <p>Sharing Good Practice in the Community – Open Day – Sat 6.1.24</p> <p><b>Teacher Training:</b> Safeguarding Training: Mrs McAleese</p> <p>SEND Transformation for Early Years – Team Around the Child Local Integrated Teams</p>	<p>Open Day for prospective children and their families</p>
<p><b>February</b></p>	<p>Board of Governors Meeting: 6.2.24</p> <p>Being Well, Doing Well – Self-evaluation Audits – Parents, Governors, Teaching and Non-teaching staff</p> <p>SDD (12.2.24) worked on 6.1.24</p> <p><b>Principal:</b> Being Well, Doing Well Support Visit: Shaun McCormack – Audit Review</p> <p>NAHT Early Years’ Conference: Day 1: Writing and Language Development Day 2: What Every Head Teacher Needs to Know about Early Years</p> <p><b>Team Meetings:</b> Being Well, Doing Well: Presentation to the teaching and support staff – facilitated by Sean McCormack</p> <p>Being Well, Doing Well Questionnaires</p>	<p>Educational Psychology Observation: R2 and R3</p> <p>Early Intervention Transformation Programme: Parent / Carer Meetings with Health Visitor: 3+ Child Health Review</p> <p>Special Educational Needs: Annual Reviews of children with a Statement of Educational Need</p> <p>Fit Minds: FAST Programme Weeks 1-3</p>

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	3+ Child Health Review - meetings with Health Visitors	
<b>March</b>	<p>Eco School Application Completed</p> <p>Getting Ready to Learn Financial Return completed</p> <p><b>Principal:</b> EA School Improvement Professional Visit: Vincent McNicholl – Pastoral visit and School Development Planning Menopause in the Workplace Webinar – Mid Ulster Council</p> <p><b>Teaching Staff:</b> Forum of Nursery Teachers’ Conference: Inclusion and Diversity in Pre-School in NI: Facilitated by Orla Keating</p> <p><b>Team Meetings:</b> Epilepsy Training- on line modules by HSCT Planning ‘Boutiquing’ for Early Years Provision: Facilitated by Claire Devlin Consultancy</p>	<p>Parent - Teacher Progress Meetings (18.3.24 – 22.3.24)</p> <p>World Book Day Dress up and book celebration</p> <p>Scholastic Book Fair</p> <p>Visit of fitness instructor: Parent</p> <p>Visit of pharmacist: Parent</p> <p>Fit Minds: FAST Programme Weeks 4-7</p> <p>Mr Hullabaloo Interactive Theatre Workshop 2</p>
<b>School Development Day 4:</b>	Being Well, Doing Well: Trauma Training Level 1: online modules Being Well, Doing Well Self Evaluation Audit	
<b>TERM 3</b>		
<b>April</b>	<p>Stage 1 Admissions Notifications for 2024-25</p> <p>Stage 2 – EA Portal opened</p> <p><b>Principal:</b> Pathways into Partnership: Principals’ Planning Meeting</p>	<p>Fit Minds: FAST Programme Weeks 8-10</p> <p>Relax Kids Workshop: Facilitated by Lucy</p> <p>Tractor Visits for all classes: parents and grandparents</p> <p>Visit of fire engine and fire fighters: Parents and NI Fire Service</p>

	<p>Being Well, Doing Well Support Visit: Shaun McCormack</p> <p>Pathways into Partnership Nursery Principals' Initial Cluster Meeting: Facilitated by SIP – Vincent McNicholl</p> <p>Educational Psychology Cluster Play Therapy Session: Facilitated by Roisin Ni Dhónaill</p> <p>Getting Ready to Learn: Solihull Approach – An Introductory webinar: Facilitated by Averil Bassett and John McLeod</p> <p>DE ETI Dissemination Webinar: Digital Skills</p> <p>Mid Ulster Principals' Cluster: ETI Presentation of Draft Model of Inspection: Facilitated by Nicola Byrne</p> <p><b>Teacher Training:</b> First Aid at Work Refresher Training: 2 day course: Mrs McGill</p> <p><b>Team Meetings:</b> Evaluation and Planning</p>	<p>Eco Programme: Mid Ulster Council: Recycling Workshops – Facilitated by Karen Brown</p> <p>Go Green Day – making pots from recycled newspaper and planting sunflower seeds</p> <p>Translink Double Decker Bus Visit for Full time and afternoon classes: parent</p> <p>Getting Ready to Learn Questionnaire circulated to parents</p>
<p><b>May</b></p>	<p><b>Principal:</b> EA Nursery Principals' Cluster: School Development Planning Workshop 1: Facilitated by Debbie Powell (SW Locality Lead)</p> <p>EA 3 Year LMS Financial Planning Meeting: Facilitated by Eimear McGrath</p> <p>Environmental Health Inspection</p> <p><b>Team Meetings:</b> Planning</p>	<p>EA Autism Intervention Service Support Visits: R1, R2, R3 – Karen Craig and Una McBride</p> <p>Educational Psychology Observation: R2</p> <p>Occupational Therapy Observation: R3</p> <p>Eco Programme: Outdoor Classroom Day</p> <p>Baby Caterpillars arrived</p> <p>Fit Minds: Super Sports Week 1</p>

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<p><b>School Development Day 5:</b></p>	<p>Self-evaluation: Audit of Play Provision in Indoor Environment Getting Ready to Learn Monitoring form completed</p> <p>Self-evaluation: Audit of Play Provision in Outdoor Environment Support staff reviews Planning Transitions Personal Learning Plan Phase Reviews Food Hygiene Audit</p>	
<p><b>June</b></p>	<p>Stage 2 Admissions Notifications for 2024-25</p> <p>Presentation of Tiny Learners' Award to teachers and nursery assistants</p> <p>Board of Governors Meeting: 18.6.24</p> <p><b>Principal:</b> Pathways into Partnership: Nursery Principals' Cluster webinar Transformation to Integrated status: review of action plans and target setting Being Well, Doing Well check in: Shaun McCormack</p> <p><b>Conference:</b> Raising Standards in Early Years: Mrs McGill and Mrs Whiteside</p> <p><b>Team Meetings:</b> Planning Transition Report Writing Completed Seesaw Learning journey folders Archiving of pupil profiles and data</p>	<p>Transitions Programme: visits of Primary 1 class teachers / principals Pre-School Transition Reports compiled and forwarded to primary schools</p> <p>Personal Learning Plans Phase Reviews – shared with parents and forwarded to primary schools</p> <p>Transitions Programme</p> <p>Fit Minds: Super Sports Weeks 2-4 Super Sports Event Mr Hullabaloo Interactive Theatre Workshop 3 Family Picnic Relax Kids Workshops: Lucy</p> <p>Themed Dress Up Day: What I want to be when I grow up!</p> <p>Final Transition Event 'Bunting, Bubbles and Balloons' for pupils leaving Magherafelt Nursery School</p> <p>Meet and Greet Induction sessions for new intake of children</p> <p>End of Year Evaluation Questionnaires circulated to parents and feedback provided to Board of Governors.</p>

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### *Involving our Parents*

- Meet and Greet Days (June 2023)
- Stay and Play Sessions (August 2023)
- BBR Workshop, PJ and Story-telling workshops – Launch of Bookbags (November 2023)
- Christmas Special and visit of Santa (December 2023)
- Open Day
- Parent Teacher Meetings and 3+ Health Reviews
- Family Picnic
- Visits and Curriculum Enrichment Experiences
- Volunteers

We thank our parents for their help and support throughout the year, without whom these events would not have been possible. The highlights of the year were the GRtL Big Bedtime Read Event, the Christmas Special and visit of Santa Claus and the Family Picnic. We also thank our parent volunteers for their weekly input with the book packs. We also wish to thank our parents and grandparents who came into school to talk to the children about their jobs and interests.

### *Community Links and Multi-Agency Support*

As part of the 3+ Health Review, parents were given a questionnaire to complete and then had then the opportunity to meet with the Health Visitor in the school setting. This multi-agency approach was effective in delivering key early child development messages to parents and was attended by most parents.

A number of professionals have observed the children and provided advice for staff in the school including Speech and Language Therapy, SENEYIS, Occupational Therapy, Autism Spectrum Advisory Service and Educational Psychology.

As part of our PSE and World Around Us Programme, we have been working with the charity Tiny Life to raise staff and community awareness of the experiences of children born prematurely. The teaching staff and nursery assistants completed the Tiny Learners' Training Modules and the staff received their Tiny Learners' Awards in June 2024. A Fundraising event for Tiny Life raised £655.

### *Maintenance*

The phone system has been upgraded. Openreach completed work on the comms box and cabling. A new BT Router was installed as part of the EA EdIS contract. New Wi-Fi points have also been fitted throughout the school. Annual PAT testing was completed. An inspection of the Emergency Lighting was completed and is to be actioned by EA maintenance. All other routine maintenance was completed by the Building Supervisor.

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## ICT

The classroom plasma screens are no longer fit for purpose and a suitable replacement is needed. This will enable the Surface Pros to be connected for classroom use. A number of iPads also need to be replaced. The ICT for use with the children is in need of development.

## Financial Report 2023-24

The LMS delegated budget formula (calculated by age weighted pupil unit and number of pupils; Social Deprivation, Premises Looked After and Newcomer children) is based on the DE School Census 2022-23 and is used to determine the total delegated budget allocated to the school. The budget covers staffing, maintenance of the school training, operational costs, grounds maintenance, SEN provision, Newcomer provision and resources for the children. Staff are the key resource in the school and salaries are the main expenditure of the school budget allocation. We are delighted that your children have the benefit of an experienced and dedicated teaching and support staff who are committed to providing high quality education for the learners in our school.

<b>LMS Budget Income and Expenditure 2023-24</b>		
	Budget £	Expenditure £
Surplus Carried over from 2022-23	96,469	
Delegated Budget Allocation 2023-24	367,340	
SEND Implementation	3,750	
Getting Ready to Learn	1,425	
Homes for Ukraine Scheme	2,550	
Being Well, Doing Well	625	
Contractual Pay Progression	10,180	
Non-teaching Pay Award	13,977	
Renewable Energy - Income	- 2,154	
Transfer from MNS Private Fund - Income	- 1,800	
Hire of Hall / Rooms - Income	-55	
Stock Value Adjustment - Income	-5,149	
Staff Teaching Costs		213,315
Non-teaching Staffing Costs		169,299
Staff Other Costs		1,390
Premises, Fixed Plant and Goods		8,956
Operating Costs		9,661
Non-capital purchases		472
Reallocation of Costs		1,950
Capital Expenditure		0
<b>Total Net Expenditure</b>		<b>401,034</b>
In Year Deficit	<b>24,270</b>	
Surplus carried forward to 2024-25		95,282

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At the beginning of Financial Year 2023-24, Magherafelt Nursery School was classified as a Category 4 school – using surplus funds to manage expenditure. At close of business on 31<sup>st</sup> March 2024, £95,282 surplus has been carried over to financial year 2024-25. An LMS Budget Planning Meeting was held on 20.5.24 and two draft financial plans were discussed. These were presented and agreed at the Board of Governors 131<sup>st</sup> meeting and have been forwarded to EA for approval.

### Summary of Private Nursery Fund 2023-24

The school asked for a voluntary contribution of £25 per term for healthy snack, baking, party treats, visitors to school, gifts and other curriculum enriching experiences.

There are 2 accounts held in the Bank of Ireland. The principal holds a bank debit card to service the main account. These accounts were audited by S J Knox.

<b>Account 1</b>	
Opening Balance (1.9.22)	Closing Balance (31.8.23)
£3113.02	£2505.87

<b>Account 2</b>	
Opening Balance (1.9.22)	Closing Balance (31.8.23)
£27,205.69	£25,947.75

The accounts for academic year 2023-24 will be available for auditing after 31.8.24.

### Safeguarding and Child Protection

The Safeguarding Team is led by the principal. Mrs D Campbell is Designated Teacher and Mrs McGill and Mrs Quinn are Deputy Designated teachers. Mr N Richardson is the Designated Governor for Safeguarding and Child Protection.

All new and existing teaching and support staff completed Safeguarding Refresher Training during academic year 2023-24. The Safeguarding Policy and Procedures have been reviewed and the ETI Safeguarding Proforma was completed.

Mrs L McGill attended Safeguarding for Deputy and Designated Teacher – Nov 2023.  
Mrs C Quinn attended Safeguarding for Deputy and Designated Teacher – Nov 2023.  
All existing and new staff have been EA Access NI approved.

## Safety and Security of Premises

Our school campus is shared with Magherafelt Primary School and is very busy. Every effort is made to ensure the safety of our site including the addition of zebra crossing markings and a safety fence beside the nursery school carpark.

- Access control is in place to ensure that minimal risk is placed on the users of our site. Once the children are dropped off or collected from the front and rear entrances the school is locked and secured during the school day. The hall serves as a learning area for the children. The external doors servicing the school remain open until 9:10am and are then locked for safety reasons. They are unlocked and locked at the start and close of each session.
- A video buzzer is operational for visitors to the school and the office is open from 9am – 1:30pm daily. Access to the building during play sessions is gained by pressing the buzzer and a staff member will meet parent and child at the respective door.
- All visitors to the school sign into the Visitors' Book providing a reason for their visit. Staff are made aware of who is in the building and departure times for visitors are noted.
- Contractors' activities are carefully considered before they can carry out work on site and should always check in with the school before starting work.
- Parents / carers collecting their children from school early or dropping their children off persistently late are asked to sign a collection book.
- The Building Supervisor, Mr Whiteside, is the Fire Warden for the school and completed the required EA Fire Safety Training in November 2023. This included Premises Fire Management Team Training and Basic Fire Safety Awareness Training.
- The key recommendations of the Playground Safety Check in June 2023 have been completed. The rotting post at the Mud station has been replaced, the rotted wood on the wobbly bridge and on the crocodile have been replaced. The annual Playground Safety Inspection will be completed in June 2024 or early September 2025.

### Closing Comments

The academic year has provided challenges and opportunities for the governors, staff and stakeholders at Magherafelt Nursery School. Despite Action Short of Strike and the challenging financial position, by working together, we have ensured that all the children in Magherafelt Nursery School received high-quality teaching and provision and a wide curriculum enrichment programme.

As the term of office for our current Board of Governors draws to a close, it is encouraging that all existing governors have applied for a second term of office with DE and EA and this will greatly ease the Reconstitution Process. The school has also received one nomination for the role of parent governor, and this will be progressed with EA in due course. A further parent governor will be needed as the Reconstitution Process is finalised at the start of the new academic year.

