



9th May 2011

Dear Parents,

I write on behalf of the Governing Body, following the completion of another successful year for the school.

This has been another year where our own internal recruitment of new children has continued, following the addition of the families from St Dominic's last year. My thanks go out to all of you for making the school family such a happy and vibrant place.

As you know, we have been extremely fortunate in attracting the very best people to the staff at St Joseph's over the years and this has continued with the appointment of Miss Buttery to the role of Deputy Head and also the recruitment of Miss Kimberley this year.

I always take this opportunity to give a special mention to Mrs Trevor and her team on the PTA, without whom we would not have such regular and well organised events. This year is no exception, where the PTA have enjoyed another year of spectacular success. The danger of this is that it is accepted as the 'norm', but there is a tremendous amount of hard work that happens in the background, where this is now having tangible results with the new IT kit which is continuing to appear around the school.

Our 50-week provision is continuing to provide essential holiday cover to working families, this is being well supported and we are continuing to receive good quality feedback regarding the range of activities and organisation. Mr Shone and his team at Hanford Day Nursery have dovetailed their operations into St Joseph's, to maintain our quality offering, the Governors are extremely grateful for their support.

I would lastly like to draw your attention to the feedback session which always follows this report, where we require a minimum number of parents to run this event. I understand from feedback that this is being requested this year, even prior to the publication of this report. The Governors are delighted with this and view this as increased engagement from parents. We will still require confirmation of numbers for catering purposes and would be grateful if you could confirm your attendance by e-mailing the school office. The date for this event is Tuesday 17th May at 7.30pm. The meeting will take place in the school hall.

Thank you for your continued support of the school and I look forward to having the opportunity of answering any additional questions that you have very soon.

Yours faithfully,

Mr D Harding
Chair of Governors

St Joseph's Preparatory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

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St. Joseph's Preparatory School is a Registered Charity and a member of the Independent Schools Association and the Catholic Independent Schools Conference

St Joseph's Preparatory School Stoke-on-Trent



GOVERNORS REPORT TO PARENTS 2010 / 2011



The Governing Body's Report to Parents 2010 / 2011

THE GOVERNING BODY 2010 / 2011 OF ST. JOSEPH'S PREPARATORY SCHOOL

All Governors are appointed by the Trustees of the school, the Congregation of Christian Brothers.

Mr D Harding (Chair)

Mrs J Sawyers (Vice Chair)

Mrs J Collis

Mr P Wilson

Mrs S Carter

Mr W Hammond

Mrs S Shipley

Mr E Ditchfield

Mr J Egan

Mr J Lewis

Mr S Hulme

Governors (Ex Officio) Headteacher: Mrs S Hutchinson

Staff Representative: Miss A Buttery Deputy Headteacher

Clerk to Governors: Mrs H Pickford

Staffing

The staff team have continued to work effectively, constantly striving to deliver best practice in all areas.

In July 2010 we said thank you and farewell to Mrs Gibbs for her commitment and hard work in Reception.

Miss M Grice was appointed as Reception Teacher for September 2010.

Miss J Oakes moved to pastures new at the end of the Autumn Term.

Miss J Kimberley was appointed as P3 teacher to replace Miss Oakes in January 2011.

Mr Coleman retired as Handy Person during the Autumn Term.

Mrs Davies and Mrs Clayton left on Maternity leave during the Summer Term 2010, Mrs Clarke and Miss Kirk were employed to take on their roles during their confinement.

The school is grateful for the work of all peripatetic staff who work in the school.

The invaluable work of all support staff enables the school to operate smoothly.

Inspection

The whole school was inspected during October and November 2010 by the Independent School Inspectorate. The team was led by Mrs E Coley.

The school was judged as overall Good with Outstanding features. Thanks go to all members of the school team have worked so hard to achieve this result.

Curriculum and Staff Development

All teaching staff regularly review, monitor and assess curriculum provision. All staff members have areas of curriculum responsibility and have received training as appropriate and in line with the School Development Plan.

In September staff received an update to their First Aid Training.

Staff have received training from the Arch Diocese of Birmingham re the delivery of Religious Studies.

Mrs Hutchinson has continued to update her Child Protection Training and has completed Safer Recruitment in Education Training.

Staffs were updated on use of fire fighting equipment.

The Early Years team have been involved in many areas of training relevant to the Early Years Curriculum and have engaged with both the LA and Independent providers.

All staff have been involved in Performance Management and have targets set in line with whole school issues and individual professional development. All staff members have been involved in preparing the school for Inspection.

Religious and Pastoral Life

The school continues to be supported by Father Rob who leads Mass at St Teresa's for which we are most grateful.

Father visited school at Christmas to lead an Early Year's Service and to bless all areas of the school.

Father Philip also supports the school and welcomes us at Holy Trinity Church for our Harvest and Christmas Services. We are grateful for this support.

The Early Years Department had a Harvest Service in school.

All the school family took part in our Ash Wednesday Mass and have been involved with fund raising activities throughout Lent, money raised going to our chosen charities which in 2011 includes the Meningitis Trust.

The school has taken part in various fund-raising activities for our chosen charities this year. The activities were as follows:

- Sponsored Spell
- Lent Fundraising
- Jar Tombola

We will inform Parents of the total amount raised before half term when all monies have been collected.

All classes have led/will lead a whole school assembly and Prep children take regular turns to prepare Mass.

In February 2011 PP1 children led a Christingle Service.

Prep 3 led a May Day Service to honour Our Blessed Lady at the beginning of May.

Father Rob led school Mass to celebrate the Feast Day of Blessed Edmund Rice on 5th May 2011.

Governors

All Governors have been involved in preparing the school for Inspection and have been into school to observe their designated Curriculum area.

Members of the Governing Body were interviewed as part of the Inspection process and attended the Inspection feedback sessions.

All Governors have received Safe Guarding training in September 2010 and January 2011

Mr Harding has completed the Safer Recruitment in Education course.

External Examinations

The school continues to prepare children for external examinations.

In September 2010 our children successfully gained places to

- St Joseph's College
- Newcastle-under-Lyme School
- St John Fisher R.C. School
- Painsley High School
- St Thomas Moore Secondary
- Wolstanton High School
- Clayton Business & Language High School

PTA

The school is very grateful for all the hard work, time and generosity of the PTA.

The Governing body wish to record their thanks to the Chair person (Mrs Trevor) and her team.

There have been many successful events including a Family Fun afternoon and BBQ, Autumn Lights, Christmas and Easter Disco's and a Spring Ball all of which have raised funds for the school which are used for the benefit of the children. This year additional white boards have been given to the school.

All parents are automatically members of the PTA and are most welcome to attend any of the meetings.

ICT Provision

The school has updated the school network, including the purchase of 14 new lap tops and a secure trolley, installation of staff computers in each room and the P.T.A. funded two new interactive white boards.

Each child in the prep has a secure web address and homework is being set using 'Taecanet'.

Staff are now planning and assessing on line.

The school is working towards being “paper free” to that end pupil’s reports are now sent on line to the majority of parents.

The introduction of Parent mail has allowed the school to communicate with parents using text messages.

Parents

Parent /Teacher consultation meetings have been held in October and March.

Parents and families have been welcomed to a variety of events throughout the year May2010 /2011.

Fees

School fees for September 2010 increased by 3%

Child Protection

This remains a high priority and termly agenda item. Mrs Hutchinson and Governors have received training.

Health and Safety

This is an on-going item on the staff agenda involving all members of the school family.

Governors review this termly and as need occurs.

Extra-Curricular Clubs

The staff and visiting experts provide a wide range of extra-curricular activities, all of which are very popular.

The Governors are grateful to all members of staff for the time, planning and enthusiasm that go into these clubs

Joe’s Breakfast and After-Care Club

Both clubs are well attended. Mrs Maskery and Miss Kirk continue to provide breakfast for those children that attend before 8-15am.

After Care Club staff, led by Mrs Clarke provide a well-planned menu and programme of activities for the children remaining after school.

The Governors are grateful to all Joe’s Club staff for their hard work.

Visitors

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| • PCSO Bryan | Police |
| • Graeme Lafferty | ICT Technician |
| • Lorraine Ellis | LA |
| • Julie Ward | LA |
| • Greg Trotman | LA |
| • S. J. Eaton | Inclusion Service |
| • Mrs J. Fox | Ward-Hendry Photographers |
| • Sophia Lally | St. Joseph’s College |
| • Louise Allen | St. Joseph’s College |
| • Carol Ashton | Clayton Business & Language College |
| • St. John Ambulance | Young First Aider’s Course |
| • Johnny | Skip Hop Coach |
| • Mrs A Parrish | Supply Teacher |
| • Tim Moss | Staffordshire Maths Advisor |
| • Mr J. Tongue | RNLI |
| • Mr P. James | Barbararani Safeguarding Training |
| • Karen Boardman | Early Years Consultant |
| • Carmel Smit, Dianne Austin & Jo Shaw | School Nurses |
| • M. Duggin | Diocesan R.E. |

02/02/11 ISA Midlands X-Country Meet (Bedstone Coll.) – The weather at this event was much brighter than last year making the going good to soft. Consequently, St Joseph's performed much better! All of the boys team finished in the top 50 runners with nearly 100 in the race at the start. This afforded the team a top 5 finish - the best ever by a St Joseph's team to date. Elijah Sawyers was the first runner home, but the star of the show was young Peter Selby (yr4), who finished only one place behind Elijah in 16th place. Amy Simons was the pick of the girls' team, finishing in 29th place. The girls' team finished in 12th place.

02/03/11 ISA Midlands Netball Tournament (St Dominic's, Brewood) – This was the schools' first experience of 7-a-side Netball, having preferred to play High5 Netball in the past, however the girls had great fun learning to play some new positions with some additional rules. We played 7 games in total, beating Ruckleigh & St Wystan's. Stafford were 2011 Champions.

15/03/11 ISA Midlands Tag Rugby (Newcastle Rugby Club) – 12 Teams participated and St. Joseph's clenched the Bronze medal.

15/03/11 High 5 Netball Tournaments - hosted by St Joseph's – 8 Schools participated in our High 5 event. St. Joseph's came second losing in the final.

Up and coming sports events:

18/05/11 Pre Prep 2 Multi Sports Day (Dodderhill)

25/05/11 ISA Kwik Cricket Tournament (Highfield School, Newark)

Conclusion

I hope that you have enjoyed reading this Governors report which encompasses the year May 2010 to May 2011 and reflects the many aspects of our successful and busy school.

I take this opportunity to thank all the staff for their hard work, dedication to our school and yourselves for your continued support.

D Harding.

**Mr Daran Harding
Chair of Governors**

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