



## **Tranmere Park Primary School** **Pupil Support/Personnel Sub-Committee Annual Report 2016-2017**

### Personnel

With upcoming financial constraints and the resignation of the school superintendent a decision was made not to replace this post. After considerable discussion a post of facilities manager was created

together with the use of an occasional handyman for tasks which could not be completed by the manager. This division of responsibilities has worked well and will be continued.

### Teaching staff

Again financial constraints have been uppermost in our minds. Fortunately income from The Noctua teaching alliance has meant that we have been able to continue with the allocation of two teaching assistants for EYFS and one for each year group.

Individual one to one support has been provided for 3 children in the school

### Attendance

This has been reviewed regularly and is generally well above the 97% target. It was noted that the attendance of pupils with pupil premium was less good but all had made satisfactory progress and met the Nationally Expected standard.

Two families have been referred after requests for unauthorised absences associated with holidays

### Exclusions

One child has been excluded for short periods as a behaviour management strategy agreed with outside agencies involved. There have been no other exclusions.

### Safeguarding

A Safeguarding audit has been completed by the co-head and all governors have now had the required training.

### Prevent Strategy

Training has now been undertaken by all relevant personnel.

### Bullying

The anti-bullying policy has been reviewed and interviews with pupils have demonstrated a good grasp of what bullying is and how to get help if there are problems. The STOP strategy is widely recognised in school

### Behaviour Principles statement

This is a new requirement by the Dept of Education. After some research and input from the LA we decided to adopt and adapt a statement already in use by a local primary school. It is available on the school website.

### Parent school communication

This issue has been reviewed regularly. Mrs Finley has found the Parent Forum particularly helpful in this respect. Tranmere already exceeds hugely the basic requirements.

A request for longer appointments at Parent evenings was approved and there will now be 10 minute appointments as requested

A further request for class teacher's personal emails was felt to be inappropriate and a single school email address has been provided with a reply to be expected within 1-2 days according to the nature of the enquiry and the time of receipt.

### School ethos statement

We have been discussing this for some time!

Pupil interviews and consultation with the School Council reinforced the popularity of the Team Tranmere concept. This has been kept as an acronym for the school rules and includes the old Every special Everybody included.

Now it's "BE ME, BE MY BEST, BE TEAM TRANMERE"

Which is proving to be very popular!

Barbara Burke

Pupil Support Chair