**Rosstulla School**

**Board of Governors’ Report 2016/2017**

**Membership of the Board of Governors**

Dr. A. Preston (Chairperson)-member nominated by EA

Mrs. L. Stewart (Vice-Chairperson) member nominated by EA

Miss H. Bracefield member nominated by EA

Miss N. Dowey member nominated by Dept. of Education

Mrs. K. Newman member nominated by Dept. of Education

Mr. R. Woods member elected by parents

Mr. D. Mullan elected by parents

Mrs. C. Gordon member elected by teaching staff

Mrs. F. Burke Principal (Secretary to the Board of Governors and non- voting member)

**What duties do the Governors discharge?**

Governors are responsible for ensuring that the school provides a high quality education. They have wide ranging managerial responsibilities which include:

* Setting school aims in relation to the curriculum, discipline and pastoral care
* Ensuring that all students access the statutory curriculum and related assessment
* Making decisions on the school budget
* Appointing staff and dealing with other personnel issues
* Producing an Annual Report

All duties are carried out with the support of the Principal and her staff.

**Term of Office**

The term of office is due to end on 1st September 2019

**Introduction**

Dear Parents/Carers

As Chairman of the Board of Governors of Rosstulla School it gives me great pleasure to introduce our Annual Report for the academic year 2016/17. The Annual Report provides an overview of important events in the school calendar during the past year and contains information about the life of the school and its’ management. It also highlights the achievement of many of our students.

It is pleasing to note that family learning, which is funded by the Extended Schools programme, continues to be developed across the primary and secondary departments, and it is hoped that more parents/carers will support this vital initiative offered by the school.

The school will continue to play an increasingly high-profile role in the local and wider community through social skills activities, educational trips and outings, as well as the sharing of ‘best practice’ with our partner school, Oaklands School in Cheshire.

On behalf of the Board of Governors I would like to take this opportunity to pay tribute to our principal Mrs. Burke and staff, both teaching and non-teaching, for their dedication to the school and for their commitment to the individual needs of each and every pupil. None of the good work highlighted by the report could be accomplished without the combined effort of all members of the school community.

In conclusion, and as many of you will know, the school principal, Mrs Fiona Burke, tendered her resignation during the school year. Mrs Burke has been associated with Rosstulla Special school for nearly 40 years, including 19 years as principal, and has seen, and been part of, significant changes in education during that time. The governors, staff, students and all connected with the school, past and present,would wish to thank Mrs Burke for her dedicated service to the school and for the exemplary standards that she set in the education and care of all our children and young people. We wish Fiona (and Poppy!) a well-deserved happy retirement.

In turn, we were very pleased to announce the appointment of Miss Laura Matchett as the new principal and we all wish her a long and successful tenure at Rosstulla.

Dr Alan Preston

Chairman, Board of Governors

**Enrolment**

The Department of Education and Education Authority (EA) North Eastern Region are responsible for setting the limit re enrolment and which students are ultimately placed within our school.

2016/17 168 pupils on roll.

**Appointments**

The following appointments have been made:

**Principal**

Miss L. Matchett

**Teaching Staff**

Mrs N. Johnston

Mr J Wells

Mrs L. Kapovic

Mrs L Kennedy

Mrs J Martin

**Classroom Assistants**

Miss J Martin

Ms G Cooper

Mrs Bradley

Mrs S Davidson

**Clerical Officer**

Mrs N. Wilson

**Cleaner**

Miss M. Baxter

**Supervisory assistant**

Mrs J Colgan

**Temporary Teaching and Learning Points**

Miss J McFarland

Mrs CA Sturat

Mrs A Clugston

Mrs M Thompson

**School Development Plan**

The new three year school development plan was implemented in September 2015.

The areas of ICT, Tracking and Pastoral Care are being developed. The governors attend monitoring sessions to review the progress of the plan.

**Policies**

The policy for the administration of medicines was adopted.

Pastoral policies were endorsed by the governors at their meeting held on 17th July 2017. All policies are due for review in 2018.

**Special Educational Needs (SENCO Mrs. Jamison)**

The Annual Review process is highly focused on the needs of the individual child.

As a result of the process eleven children transferred to SLD schools, three to mainstream school and one to MLD in another region.

**Professional Development**

The ongoing professional development of staff is acknowledged as being exceptionally important when progressing the work of staff in school.

A range of training has been undertaken by staff. Training is generally linked to the School Development Plan or is part of ongoing curricular development.

Mrs. Fryers (Vice-Principal) and Mrs. Sloan are responsible for overseeing this area. Mrs Fryers holds details of staff training accessed throughout the year.

**Staff Development Days (SDDs)**

SDDs are linked to priority areas identified on the School Development Plan.

Staff were involved in:

* training related to the management of mental health and well being
* training offered through the Association of Special Schools
* pastoral and curricular development

**Pastoral Care**

Thepastoral care of our pupils remains ahigh priority in school. Pastoral care is an integral part of the School Development Plan.

Mrs. A. Fryers is the designated teacher for child protection. Mrs Fryers attended refresher training on 4th March 2016. Mrs. Sloan is the deputy designated teacher for child protection and attended refresher training on 29th November 2016.

Mrs. L Stewart is the designated governor for child protection.

All staff and specific governors are trained in child protection.

Staff continue to liaise with parents, Social Services and other professionals in order to enhance the social emotional and physical well being of the students.

**School Based Care Team**

The School Based Care Team met twice a term and has proven to be a useful forum for assisting students with the challenges they may be facing in their lives.

**Community Links**

Students within KS4 and 5 have undertaken an extensive programme of work experience. The placements are well supported by local firms, businesses and schools.

Family learning continues to be developed in both the primary and secondary departments. It is funded by extended schools. Parental attendance is disappointing however staff continue to encourage parents to support this aspect of our work.

We contributed to the training of students from East Antrim Institute, Stranmillis College and Queen’s University. The students were placed with us as part of their courses of study and benefited greatly from the support and expertise of our staff.

Volunteers have undertaken work within the school. All volunteers are interviewed by the governors and subject to child protection vetting.

Year 11, 12 and 13 students undertook courses at Newtownabbey Regional College and Belfast Metropolitan College.

We continued to have the services of the Careers Officers who met with our Year 11, 12 and 13 students and attended student reviews to advise, support and guide them towards appropriate training.

Secondary department students access a school based counseling service delivered by trained counselors from Time4me. Primary students can now avail of the service provided by Barnardo’s through Extended Schools Funding.

Students have benefited from a link with the British Horse Society (Ireland) and The Elisabeth Svendsen Trust- Donkey Sanctuary.

Students have had the opportunity to use facilities beyond school both as part of the school day and extra curricular provision

**End of Key Stage Results May 2017**

**Key Stage 1**

|  |  |  |
| --- | --- | --- |
| Communication | Working Towards Level One | Level One |
| No. Students | 12 | 0 |
| Percentage | 100% | 0% |

|  |  |  |
| --- | --- | --- |
| Using Maths | Working Towards Level One | Level One |
| No. Students | 10 | 2 |
| Percentage | 83% | 17% |

|  |  |  |  |
| --- | --- | --- | --- |
| ICT | Working Towards Level One | Level One | Level 2 |
| No. Students | 7 | 3 | 2 |
| Percentage | 58% | 25% | 17% |

**Key Stage 2**

|  |  |  |  |
| --- | --- | --- | --- |
| Communication | Working Towards Level One | Level One | Level 2 |
| No. Students |  | 3 | 4 |
| Percentage |  | 43% | 57% |

|  |  |  |  |
| --- | --- | --- | --- |
| Using Maths | Working Towards Level One | Level One | Level 2 |
| No. Students | 1 | 4 | 2 |
| Percentage | 14% | 57% | 29% |

|  |  |  |  |
| --- | --- | --- | --- |
| ICT | Working Towards Level One | Level One | Level 2 |
| No. Students |  | 3 | 4 |
| Percentage |  | 43% | 57% |

**End of KS3 – Communication**

**Key Stage 2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Communication | Working Towards Level One | Level One | Level 2 | Level 3 |
| No. Students |  | 3 | 8 | 5 |
| Percentage |  | 19% | 50% | 31% |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Using Maths | Working Towards Level One | Level One | Level 2 | Level 3 |
| No. Students |  | 1 | 4 | 2 |
| Percentage |  | 14% | 57% | 29% |

**End of Key Stage 4 (External Accreditation)**

|  |  |  |  |
| --- | --- | --- | --- |
| GCSE  | **A\*-C** | **D-G**  | **U** |
| **Art & Design** | **75%** | **25%** |  |
| **ICT** | **33%** | **66%** |  |
| **Motor Vehicle Road User Studies** | **0%** | **91%** | **9%** |
| **Expressive Arts** | **18%** | **76%** | **6%** |

|  |  |  |  |
| --- | --- | --- | --- |
| Essential Skills | Entry Level 1 | Entry level 2 | Entry level 3 |
| Literacy | 34% | 19% | 13% |
| Numeracy | 22% | 41% | 22% |
| Art & Design |  | 29% | 71% |

|  |  |  |
| --- | --- | --- |
| NI Key Skills | Pass | Ungraded |
| ICT | 25% | 75% |

|  |  |  |  |
| --- | --- | --- | --- |
| Occupational Studies | Level 1 | Level 2 |  |
|  | Distinction | Merit | Pass | Distinction | Merit | Pass | Ungraded |
| Business and services- Beauty | 100% |  |  |  |  |  |  |
| Business and services- Catering | 43% | 29% |  |  |  | 22% |  |
| Construction – Carpentry and Joinery | 43% | 29% |  |  |  | 14% | 14% |

**Finance**

The school continues to have a partially delegated budget.

**Total budget for 2016/17**:

Full Year Allocation £161,878.00

Entitlement Framework £20,994

Extended Schools: £17,713

Educational Maintenance Allowance £50

**Performance Review and Staff Development (PRSD)**

All staff are involved in the PRSD process. The PRSD process has been impacted upon by Union Action during the academic year 2016/17.

Staff participating set and evaluate work related targets. The aim of the review process enhances teaching and learning within the classroom.

**Inspection of School Premises**

The following issues were noted:

Areas requiring attention have been referred to EA NER Maintenance and Grounds Maintenance

**Security**

CCTV is installed in the school grounds.

The school continues to be accessed via the entry system on the main entrance and key pad system on the side door.

All visitors sign in at reception.

**Dr JA Preston L Matchett**

**Chairperson of Board of Governors Principal**