



# **SULLIVAN UPPER SCHOOL HOLYWOOD**

**Report of the Board of Governors  
on the  
2014/2015 School Year**

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## SULLIVAN UPPER SCHOOL

### 1. THE CONSTITUTION OF THE BOARD OF GOVERNORS

1 January 2014 - 31 December 2017

a) **nominated by the church bodies in Holywood which were the original trustees of the school:**

Church of Ireland, Parish of Holywood Church of St Philip and St James

Mr Brian Burke  
Mrs Catherine O'Neill  
Mrs Roberta Price

First Holywood Presbyterian Church, Bangor Road, Holywood

Mr Peter Moran  
Mr Chris Warnock

High Street Presbyterian Church, Holywood

Mr Brian Cave  
Mrs Audrey Gordon

First Presbyterian (Non-Subscribing) Church, Holywood

Rev Colin Campbell

The Methodist Church, Holywood

Mr Colin Burnside  
Mrs Zara McCone

b) **nominated by the Department of Education**

Mr Peter Greene  
Mr Stuart Hamilton  
Mrs Jacqueline McIlroy  
Mrs Jacqueline Simpson

c) **elected by parents of pupils attending the school**

Mr Mike McNeill  
Dr Joanna Turner

d) **elected by the teaching staff of the school**

Mr Bill Halliday  
Mr Martin Thom

e) **co-opted by the Board of Governors**

Mrs Doreen Mathison  
Mr Lindsay Todd

f) **member ex-officio as Principal of the school**

Mr Chris Peel

g) **secretary to the Board of Governors**

Dr Christina Byrnes  
(Bursar)

The Board of Governors meets approximately once every 2 months during the school year, with more detailed work being done between the full Board meetings by the committees of the Board.

The **current** office bearers are:

Chairperson of the Board of Governors:	Rev Colin Campbell
Vice-Chairperson of the Board of Governors:	Mr Brian Cave
Chairperson of the Education Policy Committee:	Mrs Jacqueline Simpson
Chairperson of the Education Services Committee:	Mrs Roberta Price
Chairperson of the Finance Committee:	Mr Colin Burnside
Chairperson of the Audit and Risk Assurance Committee:	Mr Brian Burke
Chairperson of the Preparatory Dept Committee:	Mr Brian Cave

Other sub-committees of the Board include the Salaries Committee, the Salary Appeals Committee, the Transfer Procedure and Admissions Committee, the Health and Safety Committee, the Property Sub-Committee and the Safeguarding Team.

## **2. THE PREPARATORY DEPARTMENT**

### AQE Transfer Results 2014/15

We are reporting the following 'groups' of scores for AQE results this year:

111-125	40%
100-110	42%
99 or below	18%

100% of our children in 2014-15 attained a Grammar School place for Year 8.

**Prep Average AQE score was 109** (AQE report that an average score for their test is 100)

**Attendance:** 2014/15 was 97% with 24 children achieving 100% attendance. We had two visits from our Educational Welfare Officer this year.

Transformation of our c2k computer system took place over the summer of 2014 and, following a number of teething problems throughout September, we were soon able to take these changes on board. Our IT resources, which parents and school worked closely to raise money for, were ordered and put in place with the purchase of 48 iPads for both staff and pupils in September. Staff then embarked on a year-long training programme with iTeach to master the assorted apps acquired for the classes and embed the work in their teaching planners. Pupils used the iPads throughout the school year and really enjoyed their assorted class practices. We developed the school's website this year to include greater detail about the events taking place in each class and we also re-designed the school prospectus and updated the format of the school's 'brand'. Please log on to [www.sullivanprep.weebly.com](http://www.sullivanprep.weebly.com) for further information. We would like to acknowledge the work of the Parents' Association (SUPPA) in their continued fundraising efforts which make the purchase of resources so much more accessible.

A building programme took place over the summer and the Prep 2 classroom was completely re-furnished, along with a new roof on Dromkeen House, in readiness for the pupils starting back in September. An extension to the After School Club's facilities was carried out and that meant the club could accommodate up to 30 pupils. This proved to be very helpful for our working parents who can now take advantage of our Prep's extended after school care.

Annual school events included a Harvest service at our local Church of Ireland where children's gifts of food were later distributed to Storehouse; Christmas nativities in the School Hall for the Lower Prep; an Upper Prep's evening Christmas Concert in the local Presbyterian Church; a KS2 production of 'Blast Off' starring our P7s who were ably supported by Preps 5 & 6 in our local Baptist Church; a partial Sports Week which included all 5 Holywood Primary Schools' P3s meeting for a fun morning at Sullivan; Book Week where children dressed up as their favourite characters; swimming galas for P3-P7 pupils where they earned House points for a number of events; World Earth Day which coincided with Climate Education Week when our children completed activities to think about what they could do to help the earth supported by website activities to be continued at home; a swimathon as part of Sports Week; Sports Days for both P1-P3 pupils and P4-P7 pupils; and two residentials, one for P6 in the Ulster Museum overnight and the other was a 5 day adventure held for P7s at Greenhill YMCA in Newcastle, both again very much enjoyed by all who participated.

In our World Around Us programme we visit the wider environment and welcome visitors coming into our school. This year we enjoyed assembly speakers such as Alistair McNeice from Holywood Baptist; Mr Pinkerton, a retired Vice Principal, who regularly visits to talk to our children about some historical aspects of the curriculum in P4, P5, P6 & P7; the PSNI who invited KS2 classes to a drama about the dangers of the internet; visits to the Ark Farm, Holywood Library, the Ulster Museum, the Camphill Community at Glencraig, Eason's, Mount Stewart & Castle Ward; Hovis bakers visited P5 to talk about bread making and Clandeboye Yogurt gave a talk to P5 too; a post AQE treat for P7s to make pizzas in Frankie & Benny's;

Karen Shiels from RSPB; the NI Water Bus visited to talk to KS2 classes about water conservation; Belfast Zoo; trips for all classes to W5 for assorted workshops; NI Dairy Council; Carrickfergus Castle; and the Queen's Film Theatre.

Some special class events this year included: a Maths Week Ireland in October for P4-P6 classes which saw the children participating in challenges online as well as completing a Maths trail in the school grounds; 'I'm a Scientist, get me out of here' was an online event where P6 asked questions of real-life scientists in live chats; author Alan Nolan visited from Dublin to talk to P5 & P6 about writing and author Pauline Burgess also spoke to our pupils at an Eason's event; P3-P7 participated in Christmas Reading Challenges; P7s represented the school at a Kids' Lit competition as their only Primary School entry; and P6 took part in assorted football, Gaelic and tag rugby activities offered by North Down coaches at the newly opened 4G pitch at Spafield in November.

This year we offered parents an information evening taken by PSNI in the Senior School regarding Child Protection in the Digital World, a very important topic and one about which parents had requested further advice. We also consulted with all parents and our suppliers about our school uniform following queries regarding stock and quality. This resulted in clarity of information and we hope to source updated PE fleecewear as a follow up.

Another excellent year has been completed, with hardworking pupils who have achieved a personal best in many aspects of their work supported by their hardworking teachers, and a most able non-teaching staff. We said goodbye to Mr Bob Denley, the school patrolman, on his retirement at Christmas and were very saddened when news of his death was reported to us in early January. Mr Denley was a lovely man and he is greatly missed by all who knew him. Ms McMinn started her position as his replacement in January and we welcome her to the school. Also saying goodbye this year are Miss Emma-Louise Maguire who worked part-time as a Classroom Assistant in the Foundation Stage throughout the year. Miss Maguire starts her University PGCE course in September 2015 and we wish her well. Mrs Lockhart is returning to her full-time teaching in Prep 2 and Mrs Kirsty Kennedy who shared this year with her left at the end of June 2015. Mrs Kennedy was an excellent member of staff and we wish her well in any future work placements.

A huge 'Thank you' goes to everyone on the Prep staff for their hard work and commitment over the year.

**Prep Charity for 2014-15:**

British Heart Foundation	252.00
First Holywood Presbyterian Church	100.00
Children in Need	245.00
Save the Children	186.00
Jeans for Genes	200.00
Bangor Rotary Club	500.00
Gillian Weir's (Prep parent) trip to Africa	250.00
Marie Curie	600.00
Mencap	2,436.23
CMS Ireland	340.45
Autism NI	492.00
Parkinsons UK	410.29
Zoe Gibson (SUS pupil) re Japan visit	200.00
Comic Relief	324.85
	<hr/>
	£6,536.82

- + 88 shoeboxes were sent to Samaritans' Purse
- + Harvest gifts were given to Storehouse for distribution

## CO-ORDINATOR REPORTS FOR 2014-15

### Literacy

Literacy Team: Miss K Worthington & Mrs M Galway

Another successful and busy year has been completed.

#### **Annual Events:**

- **Meet the Author:**  
In Sullivan Prep we are committed to introducing our pupils to real authors and writers whenever possible. This year we were delighted to welcome Alan Nolan (the popular Irish children's author) for a Key Stage 2 presentation. He was a great success. Prep 3 & Prep 5 visited the Eason store in Belfast to meet Pauline Burgess (a local ACNI award winning Children's author) and Jonathan Meres (a very popular English children's author). Both classes were inspired and motivated to read and write more after their outings.
- **Book Week:**  
Once again, our pupils had the opportunity of engaging in literacy activities with a twist, especially for Book Week, and it culminated with the now traditional finale of a Book Character Parade and Show & Tell.

#### **Testing:**

- NFER PIE in all classes from Prep 2-7 results are analysed by staff on an Exceptional Closure day. This year, stanines were added to the analysis.
- Prep 3 & 5 NRIT
- Suffolk Reading Tests were done in September and May in Prep 5 – next year we will source a new reading test as our children's scores are so high by the end of the year that we would like a more accurate reading age.

#### **Literacy Support:**

- Literacy intervention was given in Preps 2, 3 & 4. One pupil in Prep 5 received support.
- Comprehension focus groups are carried out in Preps 4 & 6
- We have a 'sounds' group in Prep 5
- Two individual pupils in Prep 6 received support

#### **Reciprocal Reading:**

- This is on-going in Prep 7

#### **Linguistic Phonics/Spellings:**

- Preps 1-4 - linguistic phonics scheme is in place
- Preps 5-7 - new trial of scheme based on linguistic phonics and GINN Big Book of Spelling was deemed a success

#### **Competitions:**

- Once again, our Prep 7 pupils entered a team in the Kids' Lit Quiz at Wellington College in November. This year we were even more successful (despite being the only Primary School team entered) and we came 18 out of 26 secondary school teams.
- We also re-entered the Spelling Bee (run by Eason's) and Cory Dawson from Prep 7 had outstanding success in winning our area heat. He went on to represent his county in the Ulster final in Donegal.
- Prep 5 also entered the Book Trust 'Design a Book Token' competition

#### **Links on Website:**

- Literacy games and links are now available for pupils to use on our new Prep Website

**Frontier:**

- Staff have uploaded rooms on Frontier for pupil and staff to use re Literacy. This will be on-going.

**Book Dips:**

- Two dips took place during the year in each Key Stage with feedback given to staff.

**Reading Challenges:**

- We introduced a new initiative this year with Reading Challenges as appropriate to each class. Certificates were awarded in assembly. Prep 1 had theirs during Book Week. Preps 3-7 devised variations of a Reading Bingo theme which was very successful. We had seasonal 'Around the World' and bookmark earning challenges. All were inspirational and popular with the children.

**Numeracy**

Numeracy Team: Miss E Cairnduff & Mrs K Wilson

At the beginning of the 2014-2015 school year the maths co-ordinators identified in an action plan the areas of maths that were to be the focus of work during the year.

**Parent Meetings:**

- We held very successful meetings parents in September 2014 when parents were given lots of 'fun' ideas on ways to help their children with maths. These ideas were very well received by parents.

**Financial Capability:**

- To extend their experiences in this curriculum area, Prep 7 had a visit from the Bank of Ireland staff to help them understand more about banking, accounts, saving and spending wisely.

**Standardised Tests:**

- Preps 1-7 completed NFER Progress in Maths tests in May 2014. The results of these tests were analysed and disseminated at a staff meeting in August 2014. From this information we were able to identify pupils who had made below average progress in maths and pinpoint the areas of the maths curriculum each teacher needed to concentrate more on. We also identified those children who were 'high achievers', 'low achievers' and 'under achievers'.
- Preps 2-7 completed NFER progress in maths tests in May 2015.
- In May 2015 Preps 3 & 5 completed NRIT (Non-Reading Intelligence Test) and Preps 4, 6 & 7 completed Non-Verbal Intelligence test.
- Results have been recorded in SIMS and data analysed. Children with a NFER score 10 points or more below their NRIT score have been identified as being 'under-achievers' and these pupils will be 'targeted' by their class teacher and Learning Support teacher.

**Resources:**

- New maths apps for the iPads have been trialled and tested. All classes are enjoying them and staff are integrating them into their 6 weekly planning notes.

**School Portfolio:**

- A co-ordinator attended a Maths Course in March about submitting our school portfolio, levelling and the setting of tasks. In August each year group will select appropriate tasks for this portfolio.
- Preps 3-7 have trialled different tasks in all the different strands of Maths. These were levelled together by staff.

**Numeracy & the Outdoors:**

- Each class has been bringing Numeracy outside to bring it to life! All classes participated this year in maths games, maths trails and Sunny Sums in and around the garden.

**Monitoring and Evaluation:**

- book dips were completed from P1-P7 to assess continuity in the assorted aspects of numeracy
- 6-weekly notes have also been monitored and evaluated to ensure progression through the different strands

**Numeracy Days:**

- Fun Day (June 2015) with much of the curriculum work centred around mathematics.

**School Website:**

- Links to maths games for each class on school website have been added to our Learning Zone and are up and running along with some Maths Fronter rooms.

**IT:**

Post c2k Transformation, we are hoping to use iPads and other new software to further mental arithmetic and assorted maths concepts.

**Forward Planning & NFER Tests:**

- Complete NFER Progress in Maths tests in May 2015 in all classes
- Analyse results and identify 'target' pupils / areas to focus on in class
- Continue to monitor and evaluate Numeracy aspects throughout the school
- Continue to add to our bank of Numeracy apps and games to the Learning Zone on the interactive school website.

**ICT**

ICT Team: Mrs K Wilson, Mrs J Matthews & Miss E Cairnduff

ICT at Sullivan Prep continues to strengthen. Again this year there have been a number of changes in ICT, having been through Transformation of our c2k networked computers and with the introduction of 48 iPads and Apple TV to the school. Both of these issues have raised the need for new staff and pupil training in appropriate use of these resources; however, through a programme of training events, we are well on track with the integration of iPads into the teaching and learning of ICT throughout the school.

**Where We Were:**

**Staff:**

Teachers had been using Interactive Whiteboards in classrooms daily to enhance teaching and learning in their classrooms with their pupils. Staff were trained in MySchool, Fronter and Equella in preparation for Transformation and also in managing assessment online. The school website was being updated regularly, however, it was agreed a more modern and user-friendly website was required. Printing of work continued to be an issue throughout the school and it was hoped that Transformation would allow for these issues to be resolved. Continued use is made of shared staff network access for securely storing online planning, policies, Risk Assessments and subject resources.

**Pupils:**

All classes were timetabled to attend the Specialist Teachers' room at least once a week to use PCs and laptops to enhance learning. The assessment of ICT has been delayed by CCEA again but new tasks have been trialled throughout the school and evidence is available in the form of digital assessment portfolios. Online learning competitions continue to be entered by many of our pupils eg Mathletics or Sumdog.

### **What We Have Done This Year:**

#### **Staff:**

##### Continuing Professional Development:

- Contract with iTeach established to allow for staff training in the use of the iPad in the classroom
- Continued Fronter and Equella training with staff setting up ready-made Fronter rooms to enhance topic learning
- Newly updated medium and long term ICT planning notes are in place across P1-P7, with a whole school overview of the teaching and learning of ICT in place
- UICT tasks assigned across the year groups to ensure continuity and progression of ICT skills and resources being used; digital portfolios being developed in preparation for ICT assessment
- Extensive use is made of shared network access for securely storing online planning, policies, Risk Assessments and subject resources.
- Google Drive account has been set up for secure photo sharing and storage
- Brand new website [sullivanprep.weebly.com](http://sullivanprep.weebly.com) launched in Term 3 which presents a clear overview of the academic life of the school, the areas of specialism, the sporting successes etc.
- Wireless access is available throughout the school
- Preparation for My School, Fronter and wireless access (3 areas nominated in Prep 3, Prep 7 & Specialist Teachers' Room) has begun.
- Fundraising continues for iPads for the school.

#### **Pupils:**

- Staff now use iPads with our pupils in the classrooms to complement daily learning
- Pupils continue to attend ICT lessons at least once a week with 2 weekly sessions for Prep 7 post AQE
- Prep 4 are to begin to go to two lessons a week to allow for end of Key Stage ICT assessment in the future.
- Pupils are being encouraged to take part in ICT homeworks each week in some classes
- Children and parents are now directed to the newly established 'Games Zone' on the updated school website to enhance learning and in time will begin to submit home learning via Fronter rooms
- Prep 7 undertook an ICT project using Microbots with Stranmillis PGCE student and we will have feedback about that in due course
- KS2 pupils attended an Internet Safety day organised by PSNI and presented by Saltmine Drama at Ballymagee Primary School.

#### **Development of future ICT re resources:**

With the iTeach training received this year and the trialling of a wide range of iPad apps, we must now look to implementing these resources into the planning for teaching and learning to ensure continuity and progression is evident. CCEA ICT assessment tasks are in place throughout the school, however, it is apparent there is an on-going need to continually train children in keyboard typing and basic computer skills to ensure they can cope with the demands of independently completing assessment tasks. Use of MySchool apps is to be continually encouraged to ensure they can fully engage in online learning and exchanging of their work and ideas within the secure environment of Fronter.

#### **Future of ICT in School Development Planning:**

*CCEA "Using ICT, along with Communication and Using Mathematics, is one of three statutory Cross-Curricular Skills that form part of the Northern Ireland Curriculum. Assessment and reporting of Using ICT is a statutory requirement for all schools from 2013/14."*

This development has been postponed by CCEA for another year.

### **Assessment:**

Assessment Team: Mrs A Patterson and Mrs EA Smith

### **Monitoring and Evaluation:**

We continue to monitor and evaluate every teacher's half termly notes to ensure appropriate differentiation in classwork is identified through groups and particular focus for each group. This differentiation also identifies the work levels for children with Special Educational Needs and the inclusion of Individualised Education Plans for pupils identified in assessment data analysis who receive support in class, with the Learning Support teacher or with an outside agency such as the Cottown.

### **Staff Training and Support:**

A 'Using Mathematics' assessment tasks overview was given by Mrs Patterson. Tasks suitable for use in each year level were identified by class teachers and discussed with whole staff to ensure no overlap. These have been used in March 2015 and a folder maintained of each child's attainment in each area decided by class teacher. These levels are to be passed onto the next year class teacher and the folder of completed tasks added to each year.

Assessment for Learning training was led by Mrs Patterson for whole staff to begin a target board for each child to identify a focus for the week and review on a Friday with praise for their achievement of their target. Foundation Stage classes decided to keep their targets the same for the whole class on sticky notes and the children can visually see their target moving higher (getting closer to being achieved). KS1 are trialling a 'Target Book' to keep their targets in at the end of each week so that they can keep a record of their improvements. KS2 are beginning to use target boards displayed on wall in classroom, with children's weekly targets. These practices will be continued in 2015/16 and monitored and reviewed.

Mrs Patterson led analysis of PIE and PIM data and this data was entered onto SIMS. Teachers have identified children as 'low achievers', 'under achievers' and 'high achievers'. The staff decided that our focus for improving attainment will be the 'under achiever' groups and we will call this group our 'Focus Group'. This should be apparent in differentiation notes submitted with half termly planners. We looked at the stanine bands that SIMS identifies for each pupil and checked that these agreed with teacher judgements. We have decided that our 'Focus Groups' will be stanine bands 4 and 5 for our school and that SEN children are from lower bands than these.

### **Special Educational Needs**

Co-ordinators: Mrs J Lockhart & Mrs A Patterson

### **Monitoring and Evaluation**

1. We continue to monitor and evaluate every teacher's half termly notes to ensure appropriate work levels for children with SEN and the inclusion of IEPs for pupils identified in assessment data analysis.
2. The SEN policy has been updated this academic year in line with an Action Plan and forwarded to the Prep Committee of the Board of Governors for its approval.

### **Staff Training and Support**

1. ASCET support continued this academic year, with a Prep 2 focus on 'Talking and Listening Skills'. This support will continue next year with this class and the training cascaded to other staff. We have collated all the training information into a staff file.
2. The SEN register has been updated and distributed to staff.
3. A SEELB Educational Psychologist with a specialism in Autism Spectrum Disorder led whole staff Autism Awareness Training in December 2014.
4. The SEN co-ordinators have collated useful resources for ASD support. There is a Foundation and KS1 File and a KS2 file. These resources are for teacher and classroom assistant use.

5. The co-ordinators have begun to review support and guidelines for classroom assistants by preparing a job role outline and an A5 booklet for their weekly notes on their pupil.

### **SEN pupil support in school for Code of Practice Stages 1 and 2**

1. Following standardised testing of all children, we have entered the data onto SIMS, to enable us to monitor pupils' progress and identification of pupils for SEN support in the next academic year. This analysis will be used alongside NFER PIE and PIM data analysis to identify and account for the children receiving support at stages 1 and 2 in the Code of Practice.
2. We will continue to prioritise early intervention (KS1) for SEN children with time allocated to the Learning Support (LS) teacher's timetable, as highlighted and commended on by DENI Inspectors (2012).
3. We will continue to include KS1 children in discussion about target setting, both at Stage 1 and 2 of the Code of Practice, helping to make children more aware of their targets and working to reach them.

### **Pupil Assessment and Support for Code of Practice Stages 3, 4 and 5**

1. Three pupils, at Stage 5 Code of Practice, annual reviews were completed in March 2014 by Mrs Lockhart and Mrs Patterson.
2. Four KS1 children have been referred to the SEELB Educational Psychology Service for Stage 3 Assessment this academic year.
3. One pupil received support from the Behaviour Support Service, Longstone in Term 1 2014/15. Two pupils have received withdrawal support from the Cottown Unit and we will be informed if this support will continue in the next academic year.

### **World Around Us**

World Around Us Team: Miss K Worthington & Mrs J Matthews

#### **Resources:**

No major financial costs this year with minor purchases of litter pickers to enable us to have our own set on site. Recycling bins have been donated by Ards & North Down Council.

#### **Progress in 2014-2015:**

- Monitoring and evaluation of medium term planning showed a breadth of Geography and History topics being taught with a lesser focus on Science across the year groups
- Teachers are beginning to allocate Thinking Skills & Personal Capabilities to each of the WAU topics to ensure these requirements are infused throughout cross-curricular teaching and learning – TS&PC Think Packs to be displayed

#### **Annual Events:**

- Preps 2, 3, 4 and 5 led assembly on the WAU topics of School's Cool, Harvest, Chinese New Year, Castles and Earth Day
- Green Day was merged with World Earth Day on Wednesday 22<sup>nd</sup> April and each class took part in organised environmentally-friendly activities
- Paul McCrory of 'Learn Differently' Science shows covered the topics of Forces and Gravity in May
- Europe Day took place on 5 June with Mrs Dawson (French) and Mrs Burrows (Spanish) teaching the children songs for the day
- Gardening Club for Preps 3 & 4 operated April-June
- Prep Buddies' pirate picnic took place in June
- Young Enterprise projects were carried out throughout the school in Term 3

#### **Forward Planning: Monitoring and Evaluation:**

- Evidence of ICT, TS&PC and Science being looked for in teachers' planning
- Long term planning completed
- Planning boards on display throughout the school

- Topic webs in place and available online

#### **The Green Flag Award:**

- Continuing to work towards Green Flag
- Annual Review done at beginning of year to assess current environmental impact within the school
- Ards & North Down Borough Council donated 12 new recycling bins, 1 large compost bin and battery recycling facility to become available in future
- Mr Campbell (school caretaker) maintains 2 compost heaps on school grounds
- In Sept 15 a new Eco committee will be established and an Eco Display board will be on view in Loughhead House

#### **Outdoor Classroom:**

- Outdoor Classroom timetable is now being established for Lower and Upper Prep classes for further use of the garden
- KS1 and Gardening Club will continue planting in raised boxes in the garden
- RSPB link continues; visit to RSPB reserve, hedgehog homes established, bird feeders made, wildlife video link to be set up to observe nocturnal happenings
- Prep 4 grow caterpillars and ladybirds to be released into the garden annually

#### **Play Based Learning in the Foundation Stage**

PBL Team: Miss K Worthington & Mrs J Lockhart

Topics continue to be evaluated and updated with any new ideas which arise from discussions with the Classroom Assistants being added, as appropriate.

An individual play based learning observation skills list, which was devised last year, is being used again this year by classroom assistants and class teachers to add comments to on a regular basis throughout the course of the school year. This keeps a record of development of key areas for each child to monitor improvements and progress.

We have purchased some Lego which all the children are enjoying using; we continue to need to build on this resource.

There has been a minor change in the Prep 2 topics; we no longer do the topics of Farm or Frogs and have instead extended our current Seaside topic to incorporate Under the Sea Animals and Lighthouses. The children are delighted with the change; it has been a great success. They are engaged learning new facts about underwater sea creatures and have brought in many fact and fiction books themselves to support their learning. We are also building up our role play area resources for this topic. We investigated a class trip to the Aquarium in Portaferry or the possibility of staff visiting us as part of their road-show but unfortunately the Aquarium is completely closed this year for refurbishment; hopefully next year! We have organised a trip to Crawfordsburn beach.

Prep 1 pupils now study the Farm and they have swapped their annual trip to Belfast Zoo with Prep 2's usual trip to the Ark Farm. This year Prep 2 went to the zoo in September as it linked in with Play Based Learning topic of Elmer the elephant and jungle animals.

Both Prep 1 and Prep 2 are incorporating more elements of maths investigations related to topics as part of Play Based Learning.

#### **Art in KS2**

Co-ordinator: Mrs L Feldman

#### **Targets for Academic Year 2014/2015**

1. To introduce A3 sketchbooks for Preps 5, 6 & 7

2. Use malleable materials (clay) to develop children's modelling and building techniques
3. Book a photographer to carry out a session or possible series of sessions in KS2
4. Identify and establish international links to co-inside with art projects in Preps 5, 6 & 7
5. Use of iPads to begin in Art

**Progress made to date:**

1. Sketchbooks have been successfully introduced to all classes with one side being used for Art and the other side for Technology. The children have been very enthusiastic about their sketchbooks and have taken great pride in them. Prep 7 finished their year with a beautifully presented record of their year's work to take home.
2. All classes had the opportunity to use clay for at least one topic and a link was made with the Senior School's Art Department who kindly allowed us the use of their kiln as well as visit their GCSE Art Exhibition. Prep 5 made Greek style pots which were fired in the kiln and the results were very pleasing. Prep 6 made mini beasts as well as Viking jewellery and Prep 7 used clay to make pinch pots and Victorian tiles in the style of William Morris. Prep 7 also extended their 3D model building skills by making erupting volcanoes using Mod Roc.
3. A photography session was booked for the summer term with Prep 6, however, due to timetable changes with sports day and class trips, this had to be cancelled and is to be arranged for Prep 5 this year.
4. A link has been established with Colegio Integral Nuevos Ayres in Buenos Aires working with Prep 5 who are now the current Prep 6. We have exchanged examples of work and sent emails and photos of projects we have worked on. They sent us a guessing game to guess who was who in their class and a video of each child introducing themselves and their likes and dislikes via google video. We are currently emailing about a joint connecting classrooms project to continue the link this year.
5. iPads have been used on every topic in every class in Art this year. The children have used Comic Life to complete artist studies and have taken "selfies" using the camera which they have edited for self-portrait work. We have used many apps such as PlayArt to recreate our own versions of famous artists' work.

**Next Steps:**

We aim to continue to build upon and further develop all of the above points in the next academic year. As the children are provided with more opportunities to develop their ceramics skills, more exciting and mature pieces will hopefully be produced. It would be exciting to develop another international school link possibly with Spain and to get some of our parents involved in art projects where possible. The children's iPad skills will continue to develop in Art this year and will be used for as many projects as possible to enhance learning.

**Design & Technology in KS2**

Co-ordinator: Mrs L Feldman

**Targets for Academic Year 2014/2015**

1. Plan alterations with KS2 teachers to make Design & Technology tasks more cross curricular
2. To develop children's practical skills and ability to use specialist equipment efficiently and effectively
3. Collaborate with Design & Technology staff at the Senior School about developing a link between the Senior School and the Prep.
4. Use iPads as a tool to analyse and evaluate design projects

**Progress made to date:**

1. Changes were made to some of the Technology tasks and discussions are on-going to continue to make more appropriate curriculum links.
2. The children used most of the equipment on offer, however, there still needs to be changes made to tasks to allow for the use of hand saws and more hands-on tools.

3. A link has been made with the Senior School and Prep 7 in the summer term. More links could be made as tasks change.
4. iPads have been used for research, recording and evaluating in Technology this year.

### **Next Steps:**

The focus for Technology this year must be on making the tasks more Science based so they are in line with the new revised curriculum and planned to ensure all skills are being taught thoroughly throughout KS2.

### **Music**

KS2 Co-ordinator: Mrs C McKinley

The music policy remains the same. Children continue to develop their listening, composing and performing skills. A more integrated approach with KS2 class teachers has been implemented to keep in line with the Northern Ireland curriculum. This continues to develop.

All KS2 children took part in the Christmas and Spring Concerts. This year our concert was a performance of the musical play 'Blast Off'. These performances were enjoyed by both the children and the audience on two evenings.

The strong link with the Camphill Community at Glenraig continues. The Music Clubs visited Glenraig for their usual Christmas Concert. The children and adults in Glenraig look forward to hearing the Sullivan children sing and play instruments every year. It is a very good learning situation for our pupils to work alongside children and young adults with physical and mental challenges.

Prep 7 took part in Priory Choral Festival for the second time. Some very competitive choirs attended this event. We were very proud of the class as they sang beautifully, as can be heard on the CD which was made on the day. We hope to be invited to attend this very worthwhile and enjoyable event next year.

The choir (50 in total), along with younger brothers, sisters and parents, attended a performance of The Snowman in the Waterfront Hall in December. This was a very enjoyable occasion for all of us and enhanced the children's knowledge of the instruments of the orchestra.

The annual Music Club outing to Waterworld in Portrush and the Giant's Causeway took place in early June. This was a lovely opportunity to reward all the hard work undertaken by our music students.

### **Physical Education**

Co-ordinator: Mrs E Wilkinson

#### **Targets and Objectives for this period:**

- Review and update risk assessments for all areas (August 2014)
- Raise profile of department by participation in a range of competitions/ tournaments (on-going)
- Develop House Events – inclusion of House Badminton (May 2014)
- Delivery of Badminton to P5-7 within PE curriculum
- Introduce Distance Awards in Swimming P4-7 (June 2015)
- Develop and Athletic Award Scheme in line with Athletics NI Programme (June 2015)
- Develop Rookie Lifesaving Programme to include links with Bangor Aurora
- Offer non or weak swimmers a pool session with teacher in the pool to help improve confidence (June 2014)
- Introduce use of iPads in KS2 Gymnastics (by June 2015)

**Progress Made:**

- Risk assessments for sports hall/school hall/pitches/gravel/astro all completed.
- Participation in wide range of activities in many sports over 2014-15, including: 3 football tournaments, 3 mini rugby festivals, 4 netball tournaments, 1 girls' football tournament, NI Netball Finals, hosting 1 netball tournament, handball league, coaching opportunities in Gaelic Football, football league, netball league, 2 football friendlies, 2 netball friendlies, hockey league, NI Hockey Finals, FIFA Girls in Football Roadshow, Fun In Athletics at Strathearn School & Aurora, NDBC Wildcats Team visit re ball skills & 3 Cross Country events.
- House Badminton is now running as a P7 House Event.
- Badminton was delivered for P5 and P7 during PE. P6 could not participate in badminton as the sports hall was not available during their PE time. Purchase was made of Shorty badminton rackets for beginning players, making use of Sainsbury's vouchers for school. Prep now has a full class set of rackets, mix of shorty/standard rackets. Scheme of work for badminton is being developed.
- Distance Awards have not yet started due to time given for gala preparations and play rehearsals. C/F to 2015-16.
- Athletics Award Scheme C/F to 2015-16 – No athletics club delivered during summer term 2014-15.
- Trip to Bangor Aurora to assess Lifesaving Skills run summer term 2014; this will be continued this year.
- Session offered to non-swimmers/weak swimmers in 2014 and it had a good uptake from P4-7 pupils invited' real improvement was shown following this session. No uptake from P3 however, upon starting swimming, all P3 pupils are confident in the water. The lessons will be offered again on staff development day/parent interview day 2015-16
- iPads used in P5-6 gymnastics for balance photos and in P6-7 for filming gymnastics sequences. Pupils were able to briefly self-assess and get peer feedback. Time was restricted due to limited access to school hall for gymnastics – only four consecutive weeks in hall. iPads also used in P4 gymnastics to film short sequence. This was very effective despite limited space in small Dromkeen Hall. We will consider using the Senior School for P4 gymnastics in 2015-16 if available.

### **3. THE SECONDARY DEPARTMENT**

#### **(i) Introduction**

The Governors' Annual Report to parents represents one of the principal ways that the school communicates the details of its major activities for the year just ended. It contains a great deal of information, much of it prescribed and stipulated in regulation issued by the Department of Education. However, over and above all the facts and figures, it is hoped that there is also some indication of the vibrant, dynamic and successful school at the heart of it all. Just how successful the school is can be judged in many ways and a number of the indicators are included in this publication.

In terms of performance in public examinations, 2014/15 was another very successful year, both at A level and GCSE. The non-academic highlight of the year was undoubtedly the 1<sup>st</sup> XI girls hockey team winning the Schools Cup.

The recognition of the success of the school is also clear from the fact that it remains oversubscribed in all year groups. 2014/15 saw the sixth series of AQE testing in relation to Transfer and the process once again passed off smoothly.

The pace and volume of educational change continues to present the school with a range of challenging circumstances and there is no doubt that the difficult economic climate is continuing to have a significant impact on schools. However, it is important to point out in this introduction that the Board of Governors and staff of Sullivan Upper are committed to maintaining and improving the high standards for which the school is known. We continue to achieve excellent results, we continue to provide a rich diet of extra-curricular activities and we continue to support our pupils with strong pastoral and careers structures.

#### **(ii) Curriculum**

The school offers pupils access to a broad and balanced curriculum to empower young people to develop their potential and to make responsible decisions throughout their lives. Schemes of work at all levels continue to be refined and teaching strategies developed. Self-evaluation strategies are embedded and are used to enable departments to evaluate and adjust units of work and to keep schemes under review throughout the year. Heads of Departments also evaluate their role as curriculum leaders and draw up an annual Departmental Development Plan. In addition, data is used to analyse external examination results to inform future decisions regarding curriculum issues such as tier of entry, sequencing of teaching and the teaching approach to specific modules.

Tasks have been developed to address the Cross-Curricular Skills of Communication, Using Mathematics and Using ICT and the school is in a good position to meet all statutory requirements in relation to assessing and reporting levels.

Much work was done during this academic year in preparation for the upcoming changes to A Levels with new specifications being developed for introduction from September 2016, or as is the case for Computer Science, 2015. Heads of Departments were disappointed that CCEA seemed to be rather slow in producing the draft specification meaning that preparation time in school will be limited. Concerns remain as to how CCEA examinations will be judged against English Examination boards which have introduced two year linear A Levels. Of particular concern is the fact that in some cases, such as the Sciences, the Minister has ruled that a practical element must be retained which, at present, precludes us from using an English board. In the same way, at GCSE the minister has decided that the English Language qualification must have a 'Speaking and Listening' element which restricts choice to CCEA. As teachers prepared for the introduction of new specifications at A Level, consultations began about 'ReVision' – CCEA's new GCSE specifications.

The 'Teaching and Learning' Policy was approved by the Board of Governors and the 'Assessment' Policy was updated and approved by the Board of Governors. The Assessment Committee encouraged departments to consider how to make assessments more robust asking them to look in particular at the spread of results and the year average.

The Literacy Committee continued to embed good practice in quality of written communication and maintained the link between PRSD and Literacy. Evaluation of this was monitored through book scoops and the inclusion of more extended writing on examination papers, where appropriate. Accelerated Reader (AR) was evaluated through pupil feedback in June. The pupils' responses were very positive and the programme has been extended into Year 10. The use of Library Mentors was developed through training in AR data analysis and Reading Partnership. The mentors' evaluation survey indicated that they found this training useful. In June, Talking and Listening was audited throughout the school and whole school training was facilitated by CCEA representatives and the Literacy coordinator. Transition links through Literacy and the sharing of good practice continued with Committee representatives visiting the Prep and Holywood Primary.

The Numeracy Audit for Key Stage 4 (Years 11 and 12) was completed and the schemes of work for the Mathematics department were slightly amended. The purpose of this was to ensure that the pupils were taught the skills required in Mathematics classes, before they are needed in other subject areas. The Numeracy Coordinator continued to monitor the Numeracy and Using Mathematics content in other subject areas, throughout Key Stage 3.

The use of data to inform teaching and learning was further developed during the year. MidYIS testing took place again to provide baseline data on the Year 8 pupils. The tracking system was continued for Year 8 and was successfully extended into Year 9. Training was delivered to staff on the Sharing of Good Practice in the use of appropriate strategies to improve teaching and learning. The training made staff aware of the range of data available to inform their professional judgement on the pupils they teach. INSIGHT testing was completed with a pilot group of 30 pupils from Year 10. The pupils completed the full set of INSIGHT testing which provided a range of data on their abilities, their attitudes to Science, predictions for GCSE and value added by comparing their MidYIS scores from Year 8 with what they achieved in Year 10 on the INSIGHT tests. Work was completed on ensuring that the external examination data supplied to Heads of Departments enabled them to effectively analyse pupil performance in the public examinations. Data to analyse the performance of SEN, EOTAS, FSM and EOTAS pupils was produced for use by the SENCO, SLT, Heads of Departments and subject teachers.

Controlled Assessment at GCSE continued to be monitored and evaluated. There is no doubt that Controlled Assessment presents many logistical challenges for teachers and not inconsiderable strain for some pupils. In addition to information being sent home, the Senior Teacher in charge of Curriculum also held an information evening for Year 11 parents which was well attended.

The 'Skills and Dispositions' group, as the result of an audit, introduced some areas of focus to the staff. They highlighted the need for a consistency of approach to how pupils enter and leave a room, how late homework is dealt with and listening skills. This will be monitored and a questionnaire carried out next year to assess its impact. A small group was formed to look specifically at boys' learning.

The Entitlement Framework continues to be an important part of government policy which aims to provide access to a broad range of courses for students. It is the intention that by 2015 KS4 pupils (ie GCSE level/Years 11 and 12) will be able to choose from at least 24 subjects with at least one third being classified as "general" and one third "applied".

Similarly, at Sixth Form (KS5/Years 13 and 14) students should have access to at least 27 courses with the same one third stipulation for general and applied subjects. In terms of subjects offered to pupils we have already met this target. However, a few classes do not run because of the very small number of pupils selecting them. In order to meet the requirements there has been an emphasis on co-operation and collaboration; for schools to share resources and to work together to try to move towards the Entitlement Framework provisions. Sullivan is a member of the North Down and Ards Area Learning Community. The proximity of Priory Integrated College and the alternative courses they offer have enabled a strong link to be forged to the benefit of both schools. Since the 2007/2008 school year Sullivan Sixth Formers have been offered access to some courses at the College. The results have been excellent at both AS and A2 levels. As part of the partnership, Priory Integrated College have access to a wide-range of AS and A2 subjects at Sullivan. In addition, Priory pupils can access GCSE Drama classes at Sullivan. This sort of collaborative work is resource intensive and requires great care in the planning and execution of the arrangements. The Board of Governors is pleased to support and commend this work.

**(iii) Examination Results**

See Appendices 8-13.

**(iv) The Public Examinations System**

The Administration of the Public Examinations System by the school has increased in range and complexity over the years. Last year the Examinations Officer entered over four hundred students for a variety of GCSE, AS level and A2 level examinations.

In January, pupils in Years 12, 13 and 14 are entered for their GCSE, AS and A2 units and cash-in awards for the subjects they are studying. Year 14 pupils are also entered at this time for any AS units they wish to re-sit in school during the summer examination session.

In the Spring, coursework marks, samples and estimated grades were collected from departments, ready to be sent to the relevant Awarding Bodies (ie examination boards) in May. The main examination period ran as usual from early May to the end of June with examinations held in a number of locations around the school. The examinations were supervised by a team of invigilators who were organised by the Examinations Officer. Examination arrangements also included requests for Special Consideration and Access Arrangements for a number of pupils. The past few years has seen an increase in the number and range of Access Arrangement requests, a fact recognised by the Joint Council for Qualifications (JCQ). They have this year considerably tightened up on what is allowable, and what evidence is required when applying for an Access Arrangement.

Results were issued in August, with Year 14 pupils receiving individual unit scores for all their AS (if they re-sat a module) and A2 units and final grade awards for both AS and A2 level subjects. Year 13 pupils receive unit scores and grade awards for each AS units studied. GCSE pupils in Year 12, as the specifications are now unitised in the main, also receive unit scores as well as grade awards for each subject studied.

Requests for re-marks and access to scripts are also handled at this time by the Examinations Officer.

**(v) Pastoral**

The school continues to operate a clearly defined and active system for pastoral care with a team of teachers operating agreed policies and procedures which are regularly reviewed and updated. The Vice-Principal with responsibility for pastoral matters is Miss Anne Dines who leads a team made up of Head of Sixth Form, Year Heads, Form Teachers and SENCO all of whom discharge major pastoral functions.

A programme of personal development, citizenship and employability, as well as other relevant topics is provided as part of Learning for Life and Work to each year group.

Following training, Monday Detentions are now being recorded by staff using SIMS. This has proved a useful and effective method for administering the system.

In order to keep everyone aware of this important issue, Safeguarding Children Training was given to new members of staff, teaching and non-teaching, as well as governors and the Safe-Guarding Team met once each term.

The Learning Support Resource Room continues to be used on a one-to-one basis by pupils as a quiet, conducive place to learn, as well as a venue for the games club at lunchtime under the supervision of the Year 14 mentors.

The independent counselling service Familyworks has continued to provide valuable support on a weekly basis to pupils of all ages throughout the school.

In addition work continues with the School Council to develop its role as an important channel for the pupil voice.

**(vi) Special Educational Needs**

Sullivan Upper School encourages and accepts applications from all sections of the community regardless of race, religion, gender or disability. Parents of pupils with Statements of Special Educational Needs who wish to apply for admission are invited to contact the school in advance, to consider arrangements which may be necessary to facilitate their attendance at Sullivan Upper School. The school has a policy on Special Educational Needs and a copy of this is available upon request.

The number of pupils at the school with Statements of Special Educational Needs, who have designated classroom assistants or who are recognised at stages 1, 2 or 3 of the Code of Practice and who have educational plans in place, continues to increase. The Special Educational Needs Co-ordinator oversees the educational provision for these pupils, liaises with relevant outside agencies and communicates with parents on behalf of the school. The annual review process of pupils with a Statement of Special Educational Needs involves all interested parties in decisions about the educational provision and curriculum choices, and transition planning for these pupils.

The school continues to adapt our buildings to improve facilities for those with disabilities in line with SENDO requirements. This has involved the creation of ramps, widening door access, lift installation and hygiene facilities.

The Special Educational Needs Co-ordinator and Assistant Special Educational Needs Co-ordinator continue to work tirelessly to enable pupils with statements and others at stages 1 to 3 of the Code of Practice to have access to the Northern Ireland Curriculum. This requires the creation of individual Educational Plans which are drawn up in collaboration with staff, parents and appropriate outside agencies.

**(vii) Extra-Curricular**

As always, pupils engaged in an enormous range of extra-curricular activities, a flavour of which follows.

The 1st XI Girls winning the Schools Cup in Hockey for the first time outright was undoubtedly the highlight of the year. Hockey success wasn't limited to the 1st XI, however. The 2As narrowly lost the final of the McDowell Cup; the 2Bs won the Gibson

Cup (for the second year running) and the U14 team won their Plate competition. Once again the strength and depth of hockey in the school is evident.

In rugby, the 1st XV enjoyed a much better first half of the season. After Christmas, defeat to Campbell College in the Schools Cup was followed by defeat to Ballymena Academy in the Subsidiary Shield. On the other hand, the Medallion team enjoyed another excellent season, reaching the semi-finals of the Medallion Shield for the second year running, unfortunately losing to the same eventual winners, RBAI.

In boys hockey, the 2nd XI were runners-up in the Dowdall Cup, the U14 team lost narrowly in the final of the Ferris Cup and took Bronze in the John Waring trophy; the U13 team won the Belmont Cup and the U12 team won the Craigantlet Cup. It was fitting to welcome two international hockey players as Guests of Honour at our Achievement Assembly: former pupil, Michael Robson, now an established international with Ireland, and Shirley McKay, Ireland's most-capped female player.

There was a first for Sullivan in tennis as our boys won both the Senior and Junior Ulster Championships. The minor girls won the Plate competition and the junior team reached the semi-final.

Further provincial, national or international representative honours were gained in cricket, tennis, athletics, golf, fencing, triathlon, squash, football, ice hockey, wheelchair basketball, sailing, taekwondo and canoe polo.

There were many other sporting successes in a vast array of disciplines: fencing, karate, orienteering, swimming, Irish dancing, golf, rhythmic gymnastics, trampolining, netball, taekwondo, GAA, Tall Ships, athletics and cross country. Sullivan produced two champion fencers in the local series of school and club competitions.

If sport is a cornerstone of the extracurricular provision within Sullivan then music is another. It was a very successful year for the Sullivan Singers who were the regional winners in both the RTE All-Island competition and the Radio Ulster School Choir of the Year. They also had the privilege of performing at the UK National Police Memorial Day Service at the Waterfront Hall and at Stormont before Christmas. Cathryn Lynch of Year 11 was named Northern Ireland Young Musician of the Year 2015, an outstanding achievement for this talented percussionist. Meanwhile, Rowel Friers of Year 8 won the UK European Piano Teachers Association National Piano Competition in London. A significant number of pupils were involved with the Ulster Youth Training Choir, Ulster Youth Choir and Ulster Youth Orchestra. The Spring Concert was once again a spectacular showcase of musical talent in the school.

The Traditional Group's participation in the annual St Patrick's Day service at Down Cathedral was particularly special last year, as the event was attended by the Archbishop of Canterbury. It was also an honour for the group to be invited to play at the British-Irish Inter Governmental Secretariat St Patrick's reception.

Pupils participated in the Junior Mathematical Olympiad, the British Biology Olympiad, the British Science Association Crest Awards, the 'Top of the Bench' competition run by the Royal Society of Chemistry, Generation Innovation, International Women's Day, Go Berserk Belfast Telegraph Web design Competition, the 'Step N Zones' scheme run by Invest NI, Geographical Association 'World Wise Quiz' (winning the event), Euro Quiz at the City Hall, the Kids' Lit Quiz, the school Talent Show, North Down Borough Council Environmental Youth Speak Public Speaking Competition, a poster competition organised by the British Nutrition Foundation and the Year 9 MasterChef competition. As always, around 100 pupils completed the Duke of Edinburgh's Award Scheme at either Bronze, Silver or Gold level,

The drama highlight of the year was transforming the Drama Theatre into Narnia for the excellent Junior Drama production of 'The Lion, the Witch and the Wardrobe'. In June, the red carpet was rolled out at the Strand Cinema, for the 2015 'Holywood' Film Awards, aimed at recognising the filmmaking achievements of GCSE and A level Moving Image Arts pupils.

Over fifty Educational Trips and Visits took place during the year: from Scripture Union to Young Enterprise; from Geography fieldwork to mountaineering expeditions; from theatre visits to sports tours; from the ski trip to the exchange with a *colegio* in Madrid to the history trip to Krakow and Auschwitz.

None of these activities would be possible without the staff, be they teaching or non-teaching, tutors or coaches, who give of their time for the benefit of the pupils and the Board of Governors acknowledges and appreciates their commitment.

**(viii) Careers, Education, Information, Advice and Guidance**

Sullivan runs an active Careers and Guidance programme from Key Stage 3 to Sixth Form and beyond. Currently seven members of staff are responsible for co-ordinating and delivering the programme. Opportunities are sought for the involvement of outside organisations and individuals to participate in the provision of careers guidance. The Careers department uses the expertise of the Northern Ireland Careers Service, local universities, local businesses and parents to enrich the Careers Programme. The provision includes:

**Key Stage 3**

- Input into the Employability element of the Learning for Life and Work programme
- Guidance interviews for pupils and parents for GCSE choices

**Key Stage 4**

- The provision and delivery of material in the Pastoral programme
- A parental evening concerning choices at 16+
- Guidance interviews for pupils and parents for choices at 16+
- Outside speakers informing pupils about career paths
- Consultations with the Northern Ireland Careers Service for pupils with possible interest in Further Education courses

**Sixth Form**

- A taught Careers programme in Year 13 and 14
- A week of work shadowing
- Organisation of Higher Education (HE) applications (UCAS, CAO etc)
- Consultations for pupils prior to their HE applications
- Various outside speakers and opportunities to attend Open Days and conferences
- Practice Interviews
- Practice interviews and preparation for Oxbridge candidates

**After Care**

- A reference writing service for former pupils
- The facilitation of HE applications by former pupils

**(ix) Staffing**

There was a significant departure in June, that of Vice-Principal Mr Ivan Ballantine. Mr Ballantine was appointed to the school in 1978 as a teacher of Geography. Having taught in

the school for thirty-seven years and having served as Vice-Principal for the last twenty-two years he decided that it was time to retire. Over many years Mr Ballantine worked as a dedicated Geographer and unofficial Sullivan weather forecaster. In recent years his calm, efficient demeanour, particularly in dealing with staffing issues and school examinations, ensured the smooth running of the school. His attention to detail and vast wealth of experience was appreciated by his colleagues, many of whom he supported through difficult times. We wish him well for a long and happy retirement. To the position of Vice-Principal the Board of Governors appointed Mrs Wendy McBrien. During the year we welcomed a number of teachers in a substitute capacity: to cover maternity - Miss Victoria Lovell for Mrs Swift; Miss Jennifer Johnston for Mrs Dalzell; Mrs Jenny Simon for Mrs Whitla; and to cover other absence - Mr Chris Henderson for Mr Anderson; and Miss Samantha Lockhart for Dr Fox-Roberts. Mrs Henry's Maternity Leave was covered by increasing the part-time timetables of Mrs Smyth and Miss Morgan. Miss Morgan was also acting Head of Department for Learning for Life and Work during Dr Fox-Roberts's absence. Mrs Dorman and Ms Patterson temporarily took on the role of Year Head in Years 8 and 11 respectively and Mrs J Hutchison and Dr Moore became joint acting Heads of Sixth Form. At the end of October Mrs Carolyn O'Boyle departed from the English Department after two years and Mr Donald Cairnduff was appointed for the remainder of the year. At the end of the year three temporary appointments were made and we welcome Mrs Andrea Kane to the English Department, Mrs Ruth Campbell to the Home Economics Department and Mr Tom Stevenson to the History Department.

There were also some changes on the non-teaching side. Miss Anna Gale, Mr Angus White and Miss Michelle Hillis were appointed as Classroom Assistants to cover maternity leave and Career Breaks. At the end of the year we said farewell to Classroom Assistants Mrs Laura McKay (after fourteen years), Mr Angus White and Mr John Robb (after two years). In December, Miss Alana Gibson retired from her post as Receptionist after seventeen years dedicated service and we welcomed Miss Jennifer McIlwrath to the post of receptionist/administrative assistant in January. Mrs Valerie Murray was appointed catering assistant, following the retirement of Mrs Wilma Pooley. Mr Conor Edgar was appointed Music Technology Technician.

**(x) School Security and Safety**

The Health and Safety Committee, chaired by Mrs Catherine O'Neill (Governor) and with representatives from many parts of the school's activities, continued to oversee this important aspect of school life. The programme of refresher training continued during the year including training the qualified first aiders and the Board gratefully acknowledges the valuable commitment of this team. The school is committed to providing a secure and safe environment for our pupils - all visitors to the school are required to report to reception upon arrival and to display a visitor's badge if not accompanied by a member of staff.

During the year, new perimeter fencing was installed and the medical room was refurbished with the support of funding from Department of Education. These will enhance the health and safety for all on site.

**(xi) Buildings and Facilities**

In 2015, the Department of Education approved the following capital projects which have now been completed - the replacement of windows in a number of areas throughout the school, the refurbishment of four general classrooms, the upgrade of pipes and pumps in the Sixth Form Centre, the refurbishment of the medical room, the refurbishment of one area of general circulation and lockers, the replacement of roofs on the Assembly Hall and Grant Wing and the provision of additional works to ensure pupil safety to include perimeter fencing. The Board gratefully acknowledges the continued support of the Department of Education in such projects which are essential to ensure that our facilities are fit for purpose.

The school also continued its investment in ICT resources with expenditure of £50k and the upgrade of the cashless catering system to a biometric system with total costs of £18k with both these projects funded with the voluntary contributions of parents. Capital fees of £82k in total were set aside in the preparatory department to provide funding for capital development and the purchase of major items of equipment. The Prep Department is planning to continue its rolling programme of refurbishment works in the Key Stage 1 classrooms and in Dromkeen House in the summer of 2015 having completed the first phase of works in 2014 at a cost of £124k.

Sullivan Upper School had submitted a project under the School Enhancement Programme and was delighted that this was selected to progress to the completion of design stage. It is with great regret that funding to complete the works has not yet been made available due to cuts in the overall Education budget. It is hoped that the necessary funding will be forthcoming in the near future.

## 4. FINANCIAL STATEMENT

The Board of Governors is pleased to present its report for Sullivan Upper School for the above year.

Despite significant external pressures, the School continues to deliver a varied program of both curricular and extracurricular activities, for all its pupils and in particular notes the many successes recorded in curricular areas, sporting events and an extensive range of extracurricular activities – all of which contribute to the best possible school experience for our pupils. The Board remains committed to preserving the high standard of educational provision to all its pupils both inside the classroom and through its extensive program of extracurricular activities.

In April 2014, the Department of Education (DE) introduced a change to the Local Management of Schools (LMS) Formula Funding for Voluntary Grammar (VG) schools in Northern Ireland. From 1 April 2014, DE funded VG schools' accounts directly for the amount of VAT incurred on allowable expenditure. The cost of VAT incurred on canteen, preparatory and capital items of expenditure is not allowable under this formula and cannot be recovered from DE. Expenditure therefore is stated net of VAT for all secondary revenue items however for all other categories (canteen, preparatory and capital), costs are stated inclusive of VAT. The Board notes that it was a recommendation of the Independent Report on the Review of the Common Funding that DE explored the possibility for VG schools to recover their VAT costs from HMRC. It is understood that this issue is still being explored.

### Sullivan Upper School Charity No: XN45715

Sullivan Upper School is a registered charity established for the purpose of the advancement of education achieved through the school's extensive programme of curricular and extracurricular activities. The school receives voluntary contributions from parents of £160k (2014: £164k) and gift aid of £40k (2014: £39k) was received in relation to these contributions. These funds are used to operate the school's wide programme of extracurricular activities and to fund items of expenditure which are not funded by the Department of Education in the secondary department such as the provision of additional ICT resources (£50k) and the upgrade of the cashless catering system (£18k). Sullivan Upper School plays an important role in the local community and its facilities are made available to a number of local organisations during the year. The school also has strong links with local schools and involves, for example, the operation of music workshops and the hosting of sports events.

### Financial Results

Pupil enrolment has remained constant in both the Secondary and Preparatory Departments. In 2014/15 our total LMS funding reduced by £12k (0.25%) compared with the previous year (£13k decrease (0.27%) in the secondary department and an increase of £1k or 0.98% in the preparatory department). In 2014 our total LMS funding was £4,712k (2014 £4,724k) - this reflected the removal of VAT funding (2014: £76k) from the LMS funding formula offset by an increase in the funding of the average weighted pupil unit (AWPU) of 1.5% or £49k. Additional grant funding decreased in total by £56k or 13% in 2015 - in the secondary department the decrease was £67k (16%) offset by an increase of £11k or 91% in the preparatory department. The main variants in the secondary department were due to prior year grants including redundancy payments of £133k (£nil in 2015) offset by the separate funding of £71k received in 2015 for VAT on allowable expenses under the change in funding process discussed above. The increase in additional grant funding in the preparatory department was due to the increased level of adult assistance funded by the Department of Education in relation to special educational

needs. Fees income in the preparatory department increased by £34k or 6.22% and reflects a very strong enrolment in the school. Overall then, total income decreased by £43k or 0.74 % (the decrease in the secondary department was £89k or 1.74% offset by an increase of £46k or 6.62% in the preparatory department)

Total teaching costs decreased by £103k or 2.5% (the secondary department decrease was £117k or 3.22% offset by an increase of £14k or 3.16% in the preparatory department). In 2015 there were no redundancy costs (2014 secondary department: £128k) and these savings were offset by teaching payscale increases of 1% from September 2013. Provision has been made for a further teaching payscale increase from September 2014. The total cost of substitute teachers decreased by £43k or 27% (secondary department decrease of £53k or 33.57% offset by an increase of £10k or 450% in the preparatory department). In the secondary department this decrease was due a reduction in the number of maternity and long term sickness absences. In the preparatory department the increase was due to long term sickness cover. Total non-teaching staff costs increased by £25k or 2.91% largely attributable to the increase in costs for classroom assistants in both the secondary and preparatory departments. Schools have not yet received approval from the Department of Education to implement new payscales for non-teaching staff as the pay remit approval process is underway however the school has provided for a pay increase of 2.2% for non-teaching staff from January 2015 in this year's financial results. Staffing costs in total therefore decreased by £78k (1.57%) during the year (secondary department decrease of £111k or 2.56% offset by an increase of £34k or 5.63% in the preparatory department). Total expenditure for the year decreased by £71k or 1.21% (secondary department decrease of £117k or 2.26% offset by an increase in the preparatory department of £46k or 6.66%).

The Silver Robin reports an increase in income of £5k or 1.7%. Sales in the canteen have increased by £3k or 1.2% and reflect an increase in throughput. Total costs have decreased by £10.7k or 4% largely due to the focussed efforts on reducing food costs. The Board is pleased that it has been possible to set aside funds of £19k (2014 £3.7k) for reinvestment in the Silver Robin facilities. However it notes with concern that the trading environment for the canteen is likely to be very difficult going forward. The school is fully committed to compliance with the Nutritional Standards but with the removal of funding for replacement of heavy equipment, administration costs and the additional Nutritional Standards meals allowance, there will be significant pressure on the operation of the canteen.

#### Funding of the Deficit (Secondary Department)

The secondary department reports a deficit this year of £35k (2014 £63k). The revenue account (Appendix 16) includes revenue and costs associated with curricular and extracurricular activities and reflects the complete educational programme offered by Sullivan Upper School. Funding from the Department of Education does not extend to extracurricular activities and this deficit is funded by the voluntary contributions donated by parents. The Board gratefully acknowledges the continued support of its parents in this tangible measure and is pleased that all pupils have the opportunity to access the school's extracurricular programme.

#### Facilities

The school continues to invest in its facilities despite the significant and increasing pressure on revenue with capital expenditure of £1,168k in 2015 and associated grants of £803k from the Department of Education. In 2015 the Department of Education approved the following capital projects – the replacement of windows in a number of areas throughout the school, the refurbishment of four general classrooms, the upgrade of pipes and pumps in the Sixth Form Centre, the refurbishment of the medical room, the refurbishment of one area of general circulation and lockers, the replacement of roofs on the Assembly Hall and

Grant Wing and the provision of additional works to ensure pupil safety to include perimeter fencing. The Board gratefully acknowledges the continued support of the Department of Education in such projects which are essential to ensure that our facilities are fit for purpose. The school also continued its investment in ICT resources with expenditure of £50k and the upgrade of the cashless catering system to a biometric system with total costs of £18k with both these projects funded with the voluntary contributions of parents. Capital fees of £82k in total were set aside in the preparatory department to provide funding for capital development and the purchase of major items of equipment. The Prep Department is planning to continue its rolling programme of refurbishment works in the Key Stage 1 classrooms and in Dromkeen House in the summer of 2015 having completed the first phase of works in 2014 at a cost of £124k.

Sullivan Upper School had submitted a project under the School Enhancement Programme and was delighted that this was selected to progress to the completion of design stage. It is with great regret that funding to complete the works has not yet been made available due to cuts in the overall Education budget. It is hoped that the necessary funding will be forthcoming in the near future.

#### SUPA and SUPPA

The Board of Governors is grateful for the ongoing support of the parents' associations in the secondary and preparatory departments (SUPA and SUPPA respectively). These associations raise funds to assist the school and, this year, were used to contribute towards the purchase of ICT equipment.

## 5. **CONCLUSION**

Readers of this report will be well aware of the successes of the pupils and the developments that have taken place at Sullivan over the past year. The Board of Governors is proud of the school's achievements and will continue to build on the solid foundations of the school's history and ethos – we will strive to meet the challenges that lie ahead and we remain committed to developing and improving what we do for the educational advantage of our pupils.

## **APPENDICES**

The information provided in these appendices is that which the Department of Education requires the Board of Governors to give parents in annual reports.

### **APPENDIX 1**

#### **Information About Pupil Numbers**

In the 2014/2015 school year, at the time of the school census the total number of pupils enrolled in the school was 1268. Of these, 191 were in the Preparatory Department and 1077 in the Secondary Department with 158 in Year 12, 152 in Year 13 and 147 in Year 14. The number of pupils who were in receipt of a Statement of Special Educational Needs in the school was 17, of whom 14 were in the Secondary Department and 3 in the Preparatory Department.

### **APPENDIX 2**

#### **Attendance Rates in 2014/2015**

The annual attendance rate for 2014/2015, calculated in the manner set down by the Department of Education, was 96.7% in the Secondary Department and 97.1% in the Preparatory Department.

### **APPENDIX 3**

#### **(a) Admissions and Enrolment Numbers for 2014/2015**

The school admissions number for 2014/2015 was (as usual) 150. The school's total enrolment number was 1060 for the Secondary Department (excludes Statemented pupils who are supernumerary).

#### **(b) School Fees**

For the 2014/2015 school year the annual capital fee for parents was set at £140 per child per annum and the voluntary fee requested by the Board of Governors was £80 per term ie £240 per annum. A full statement of the Governors' Charges and Remissions Policy is available on the school's website or upon request.

**APPENDIX 4****Courses of Study Available in 2014/2015**

The following subjects were available for study at GCSE level

Art & Design	Geography	Music
Biology	German	Physical Education
Chemistry	History	Physics
Drama	Home Economics	Religious Studies (GCSE)
English Language	ICT	Religious Studies (Short Course)
English Literature	Learning for Life and Work	Spanish
French	Mathematics	Technology and Design
Further Mathematics	Moving Image Arts	Journalism*

The following subjects were available for study at GCE Advanced and Advanced Subsidiary level

Applied Business Studies*	English Literature	ICT
Art & Design	French	Mathematics
Biology	Further Mathematics	Moving Image
Chemistry	Geography	Music
Computing	German	Physical Education
Design and Technology	Government and Politics	Physics
Drama	History	Religious Studies
Economics	Home Economics	Spanish

OCR Level 3 National Health and Social Care\*

BTEC Level 3 Subsidiary Diploma in Applied Science\*

BTEC Level 3 Subsidiary Diploma In Sport\*

Subjects marked with an asterisk are offered through a collaborative arrangement at Priory Integrated College.

**APPENDIX 5****Information about Extra-Curricular Activities in 2014/2015**

The main activities available for pupils were:

Army Cadet Force	Duke of Edinburgh Award	Netball
Art Club	Scheme	Politics Society
Athletics	Fencing	Public Speaking
Badminton	Golf (Boys and Girls)	Rugby
Chess/Trading Card Club	Gymnastics Club	Scripture Union (Junior and Senior)
Code Club	Hockey (Boys and Girls)	Skiing
Community Service	Inter-school quizzes eg	Tennis
Creative Writing	Worldwise Quiz	Warhammer
Cricket	Mountaineering Club	Young Enterprise
Drama	Musical Groups**	

\*\* includes Brass Group, Junior Strings, Sullivan Singers, String Trios/Quartets, Jazz Group, Junior and Senior Traditional Groups, Junior Band, Senior Band, Recorder Ensemble, Woodwind Trios/Quartets, Junior Choir, Orchestra

**SCHOOL LEAVERS 2014/2015**

As the following table shows 166 pupils left the school by the end of the 2014/2015 school year. The vast majority of these were students who completed their A levels and went on to study at Further or Higher Education institutions - mostly for degree courses.

LEAVERS	Year 12		Year 13		Year 14	
	Number	Percentage Year Group	Number	Percentage Year Group	Number	Percentage Year Group
Transferring to another school	7	4.43	2	1.31	0	0
Apprenticeship Training Courses	0	0	0	0	0	0
Entering Further Education	4	2.53	4	2.61	16	10.81
Entering Higher Education	0	0	0	0	123	83.11
In Full-Time Employment	0	0	0	0	6	4.05
Other (Gap Year)	0	0	0	0	0	0
Seeking Employment	1	0.63	0	0	2	1.35
Other	0	0	0	0	1	0.68
<b>Totals</b>	<b>12</b>	<b>7.59</b>	<b>6</b>	<b>3.92</b>	<b>148</b>	<b>100</b>

**END OF KEY STAGE 3 LEVELS OF PROGRESSION 2014/2015**

<b>ENGLISH (Communication)</b>		% ACHIEVING LEVEL 5 AND ABOVE		% ACHIEVING LEVEL 6 AND ABOVE		% ACHIEVING LEVEL 7 AND ABOVE	
		Sullivan	NI Schools	Sullivan	NI Schools	Sullivan	NI Schools
	Teacher Assessment	NR	33	NR	28	NR	14

<b>USING MATHEMATICS</b>		% ACHIEVING LEVEL 5 AND ABOVE		% ACHIEVING LEVEL 6 AND ABOVE		% ACHIEVING LEVEL 7 AND ABOVE	
		Sullivan	NI Schools	Sullivan	NI Schools	Sullivan	NI Schools
	Teacher Assessment	NR	27	NR	31	NR	20

\* Please note: due to industrial action this year's Northern Ireland summary is not based on the full cohort of pupils.  
There is no KS3 result from Sullivan due to industrial action.

**APPENDIX 8****EXAMINATION RESULTS 2014/2015****GCSE / YEAR 12**

Number in Year 12	158
% entered for 7+ GCSE's	99.4%
% entered for 5+ GCSE's	100%
% achieving 7+ GCSE's Grades A* - C	96.8%
% achieving 5+ GCSE's Grades A* - C	98.7%
% entered for other exams	0%
% achieving none of the qualifications listed	0%

**APPENDIX 9****EXAMINATION RESULTS 2014/2015****(i) A2 LEVEL**

Number in final year of A level (Year 14)	146
% achieving 3+ A level Grades A - C	81.3%
% achieving 2+ A level Grades A - E	100%

**(ii) AS LEVEL**

Number in Year 13	151
% achieving 3+ AS Grades A-C	71%
% achieving 2+ AS Grades A-E	98%

**EXAMINATION RESULTS - TREND DATA**

Performance Indicator	2010/2011		2011/2012		2012/2013		2013/2014		2014/2015	
	Sullivan	NI Grammar School Average								
% Achieving 5+ GCSEs at Grades A* - C	99	97	99	97	100	97	99	97	99	N/A
% Achieving 7+ GCSEs at Grades A* - C	97	92	96	92	98	94	94	93	97	N/A
% Achieving 3+ A levels at Grades A – C	76	77	84	77	81	77	76	76	81	N/A
% Achieving 2+ A levels at Grades A – E	100	100	98	100	99	100	100	100	100	N/A

NB Comparative figures for NI Grammar Schools 2014/15 not available at this time.

**GCSE RESULTS BY SUBJECT AND GRADE SUMMER 2015**

Subject	Number Entered	PERCENTAGE ACHIEVING EACH GRADE								
		A*	A	B	C	D	E	F	G	U
Art & Design	32	9.4	46.9	21.9	18.8	3.0	0	0	0	0
Biology	115	26.1	20.0	33.0	18.3	2.6	0	0	0	0
Chemistry	87	26.4	37.9	26.4	7.0	2.3	0	0	0	0
English Language	158	12.0	38.0	32.3	16.5	1.2	0	0	0	0
English Literature	157	22.3	33.1	33.1	10.8	0.7	0	0	0	0
Drama	10	10.0	40.0	30.0	20.0	0	0	0	0	0
French	118	21.2	27.1	17.8	18.6	13.6	1.7	0	0	0
Geography	87	19.5	35.6	23.0	17.3	3.4	1.2	0	0	0
German	21	19.0	9.5	23.8	28.6	4.8	14.3	0	0	0
Home Economics	27	37.0	33.3	25.9	3.8	0	0	0	0	0
History	96	32.3	26.0	26.0	11.5	4.2	0	0	0	0
ICT	58	34.5	48.3	13.8	3.4	0	0	0	0	0
Mathematics	162	38.4	28.5	27.9	4.4	0.8	0	0	0	0
Further Maths	71	57.7	28.2	9.9	2.8	0	1.4	0	0	0
Moving Image Arts	35	31.4	25.7	31.4	8.6	0	2.9	0	0	0
Music	26	42.3	42.3	15.4	0	0	0	0	0	0
Physical Education	31	22.6	35.5	35.5	6.4	0	0	0	0	0
Physics	121	22.3	29.8	24.0	17.4	3.3	3.2	0	0	0
Religious Studies (SC)	156	24.4	22.4	30.1	13.5	7.7	1.3	0.6	0	0
Spanish	46	32.6	21.7	28.3	15.2	2.2	0	0	0	0
Technology & Design	26	11.5	46.2	38.5	3.8	0	0	0	0	0

**AS LEVEL RESULTS BY SUBJECT AND GRADE SUMMER 2015**

Subject	Number Entered	PERCENTAGE ACHIEVING EACH GRADE					
		A	B	C	D	E	U
Art & Design	8	12.5	25.0	37.5	25.0	0	0
Biology	63	39.7	28.6	12.7	9.5	6.3	3.2
Business Studies	18	27.8	50.0	22.2	0	0	0
Chemistry	47	44.7	23.4	10.6	10.6	4.3	6.4
Computing	28	17.9	14.3	21.4	35.7	10.7	0
Drama	7	28.6	0	42.9	28.5	0	0
Economics	45	22.2	11.1	26.7	15.6	4.4	20.0
English Literature	40	17.5	35.0	45.0	2.5	0	0
French	32	18.8	15.6	40.6	21.9	3.1	0
Geography	35	22.9	25.7	37.1	14.3	0	0
Home Economics	14	50.0	21.4	7.1	14.3	7.2	0
History	41	41.5	39.0	14.6	2.4	0	2.5
ICT	7	14.3	14.3	28.6	28.6	14.2	0
Mathematics	65	56.9	24.6	7.7	6.2	1.5	3.1
Moving Image	15	53.3	40.0	6.7	0	0	0
Music	12	50.0	25.0	16.7	8.3	0	0
Physical Education	14	28.6	28.6	21.4	21.4	0	0
Physics	43	20.9	23.3	25.6	11.6	4.6	14.0
Politics	15	26.7	46.7	6.7	13.3	0	6.6
Religious Studies	10	40.0	20.0	10.0	30.0	0	0
Spanish	7	28.6	42.9	14.3	14.2	0	0
Technology & Design	5	40.0	60.0	0	0	0	0

**A2 LEVEL RESULTS BY SUBJECT AND GRADE SUMMER 2015**

Subject	Number Entered	PERCENTAGE ACHIEVING EACH GRADE						
		A*	A	B	C	D	E	U
Art & Design	7	28.6	0	14.3	57.1	0	0	0
Biology	49	18.4	44.9	14.3	14.3	4.1	4.0	0
Business Studies	21	0	38.1	33.3	23.8	4.8	0	0
Chemistry	35	20.0	31.4	25.7	8.6	8.6	5.7	0
Computing	9	0	0	22.2	33.3	22.3	11.1	11.1
Drama	5	0	0	60.0	40.0	0	0	0
Economics	12	8.3	41.7	16.7	8.3	16.7	8.3	0
English Literature	28	21.4	7.1	50.0	14.3	7.2	0	0
French	10	20.0	20.0	40.0	20.0	0	0	0
Geography	20	20.0	30.0	20.0	15.0	15.0	0	0
German	2	50.0	0	50.0	0	0	0	0
Home Economics	13	23.1	53.8	23.1	0	0	0	0
History	29	0	24.2	44.8	20.7	10.3	0	0
ICT	6	0	16.7	0	16.7	16.7	16.7	33.2
Mathematics	58	27.6	38.0	13.8	10.3	8.6	1.7	0
Further Maths	6	66.7	16.7	0	16.6	0	0	0
Moving Image	14	0	35.8	57.1	7.1	0	0	0
Music	10	40.0	60.0	0	0	0	0	0
Physical Education	8	12.5	12.5	25.0	37.5	12.5	0	0
Physics	33	12.1	42.4	12.1	24.2	6.2	3.0	0
Politics	22	0	27.3	40.9	18.2	9.1	4.5	0
Religious Studies	16	6.3	25.0	50.0	12.5	6.2	0	0
Spanish	11	0	9.1	45.5	36.4	9.0	0	0
Technology & Design	9	22.2	22.2	11.2	44.4	0	0	0

**OTHER EXAMINATION RESULTS 2014/2015**

	<b>Examination</b>	<b>Number Entered</b>	<b>Pass Rate</b>
All Years	Associated Board of Royal Schools of Music	100	97%
All Years	Trinity College of Music, Singing, Rock School Percussion and Electric Guitar Exams	6	100%
All Years	London College of Music	83	98%

<b>KEY DATES FOR 2014/2015</b>
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**TERM 1**

Staff Development Days	Wednesday 20, Thursday 21 and Friday 22 August 2014
Holiday	Monday 25 August 2014
Induction Days	
	Year 14 only Tuesday 26 August 2014
	Year 13 only Wednesday 27 August 2014
	Years 8 & 13 only Thursday 28 August 2014
	Years 8 - 12 only Friday 29 August 2014
All Pupils in School	Monday 1 September 2014
Half Term Holiday	Monday 27 October – Friday 31 October 2014
Term Ends	Friday 19 December 2014

**TERM 2**

Term Starts	Monday 5 January 2015
Half Term Holiday	Monday 16 – Friday 20 February 2015
Term Ends	Friday 27 March 2015

**TERM 3**

Term Starts	Monday 13 April 2015
May Day Holiday	Monday 4 May 2015
Term Ends	Tuesday 30 June 2015

5 Exceptional Closure Days: (Staff only – no pupils)	Monday 29 September 2014 Wednesday 19 November 2014 Monday 26 January 2015 Friday 27 March 2015 Monday 25 May 2015
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**Financial Statements****Revenue Account for the Year ended 31 March 2015**

	2014/15	%	2013/14	%
			£	
<b>INCOME</b>				
Fees	583,115	10.13	548,975	9.47
LMS Delegated Budget	4,712,088	81.90	4,723,848	81.50
Additional Grant Funding	372,675	6.48	428,516	7.39
Other Income	85,401	1.49	94,783	1.64
<b>TOTAL INCOME</b>	<u>5,753,279</u>	<u>100.00</u>	<u>5,796,122</u>	<u>100.00</u>
<b>EXPENDITURE</b>				
Teaching Salary Costs	3,985,546	69.27	4,088,416	70.54
Non-Teaching Salary Costs	885,950	15.40	860,939	14.85
<b>Total Salary Costs</b>	<u>4,871,496</u>	<u>84.67</u>	<u>4,949,355</u>	<u>85.39</u>
<b>Other Costs</b>				
Curriculum	351,688	6.11	366,135	6.31
Property	400,620	6.96	433,353	7.48
Administration	161,6780	2.82	107,622	1.86
<b>TOTAL EXPENDITURE</b>	<u>5,785,484</u>	<u>100.56</u>	<u>5,856,465</u>	<u>101.04</u>
<b>Deficit for the year</b>	(32,205)	<u>0.56</u>	(60,343)	<u>(1.04)</u>
<b>Surplus for Silver Robin Restaurant</b>	65		56	
<b>Net decrease in revenue reserves</b>	<u>(32,140)</u>		<u>(60,287)</u>	

**Financial Statements****Balance Sheet as at 31 March 2015**

	<b>As at 31 March 2015</b>	<b>As at 31 March 2014</b>
		£
<b>Fixed Assets</b>	8,235,384	7,163,789
<b>Current Assets</b>		
Stock	14,703	23,031
Debtors	312,412	245,107
Bank Current Account	258,786	40,931
Cash on Hand	300	300
	<u>586,201</u>	<u>309,369</u>
<b>Current Liabilities</b>		
Creditors	(740,894)	(435,238)
	<u>(740,894)</u>	<u>(435,238)</u>
<b>Net Current Liabilities</b>	(154,693)	(125,869)
<b>Total Assets Less Current Liabilities</b>	<u>8,080,691</u>	<u>7,037,920</u>
<b>Long Term Liabilities</b>		
Finance Loans	(159,827)	(208,537)
<b>Net Assets</b>	<u><u>7,920,864</u></u>	<u><u>6,829,383</u></u>
Represented By		
<b>Unrestricted Reserves</b>	7,544,888	6,518,275
<b>Restricted Reserves</b>	289,967	226,208
<b>Endowed Funds</b>	86,009	84,900
<b>Total Reserves</b>	<u><u>7,920,864</u></u>	<u><u>6,829,383</u></u>