

# GOVERNORS' ANNUAL REPORT

Carrickfergus  
College

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**Introduction**

Carrickfergus College is a Controlled Secondary School on the north shore of Belfast Lough. It is a co-educational non selective school and was opened in 1959. During its 57 years it has seen significant changes to education in Northern Ireland but has always sought to ensure that pupils in the College received the best education possible and achieved at the top end of the academic spectrum.

Should you wish any further information on any of the areas covered in this report please do not hesitate to contact the College either by telephone on 028 93362347 or in person.

Alternatively please e-mail the Principal Mr Webb at [hwebb042@c2kni.net](mailto:hwebb042@c2kni.net) .

**Steps taken by the Governors to discharge their functions during the school year 2015/16**

The Governors met on the third Tuesday of each calendar month during the school year September 2015 – June 2016. The agenda for these meetings was sent by post to all Governors at least 5 working days prior to the meeting and the CEO of the Education Authority (EA) was also informed of the meeting. The Secretary to the Governors, Mr H Webb, kept the minutes of the meetings and these were scrutinised, and where necessary altered, at the next scheduled meeting. These minutes were also sent to the CEO of the EA.

Several committees of the Governors met during the year. These included the Salaries and Finance Committee and Appointments Committee. Minutes for both of these committees were forwarded to CEO of the EA after being passed by the relevant committees.

Carrickfergus College remains indebted to the Governors and would like to thank them for their hard work and dedication.

<b>Governor’s Name</b>	<b>Membership Category</b>	<b>Term of Office</b>
Mrs R Shaw	EA representative - Chairman	Vacates 2018
Mr A Winsby	Transferor representative -Vice Chairman	Vacates 2018
Mr T Hogg	Transferor representative	Vacates 2018
Mr G McCord	Parent representative	Vacates 2018
Mr G Rodgers	Parent representative	Vacates 2018
Mr B Hermin	Parent representative	Vacates 2018
Mr J Lindsay	Parent representative	Vacates 2018
Mrs G Gordon	EA representative	Vacates 2018
Mrs J Rodgers	Transferor representative	Vacates 2018
Mr J Reid	EA representative	Vacates 2018 <i>Resigned</i>

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		<i>June 2016</i>
Ms C Millar	Transferor representative	Vacates 2018
Mrs D Kinkaid	Transferor representative	Vacates 2018
Mr J Brown	EA representative	Vacates 2018
Mrs D McClure	Teacher representative	Vacates 2018
Mr J McCready	Teacher representative	Vacates 2018

The school Principal, Mr H Webb is secretary to the Board of Governors.

### **Management arrangements - An overview**

The Board of Governors has overall responsibility for the management of the College. The Principal is delegated by the Board of Governors with the responsibility for the strategic leadership and management of the College.

The senior leadership of the College meet once per week and consists of the Principal, 1 Vice Principal and 3 Senior Teachers. This team have a leading role in strategic planning and ensuring the efficiency and effectiveness of how the College operates. The Senior Leadership Team has grown this year after a number years of contraction.

The College has one Vice Principal. The Vice Principal has responsibility for the Emotional Health and Well Being of Pupils and Staff, Whole School Evaluation, Girls’ Pastoral Care and is Designated Child Protection Officer.

The first Senior Teacher has responsibility for 6<sup>th</sup> Form, Staff Development and PRSD.

Another Senior teacher has responsibility for Timetabling, Cover and School Finances.

The final Senior Teacher looks after Positive Behaviour, Attendance and Lateness.

The Principal has responsibility for Curriculum, Deputy Designated Child Protection Officer and Maintenance of the building.

All members of the Senior Leadership Team are familiar with the important day to day issues of school life and may be delegated significant responsibilities in the absence of either the Principal and/or the Vice Principal.

Heads of Department meet regularly as a group with the Principal to ensure coherence and consistency in their approach to the delivery of the Curriculum.

Heads of Year oversee the day to day pastoral issues within their year group and provide support and guidance to their Form Teachers. Heads of Year meet regularly with the heads of Boys and Girls pastoral care to ensure a consistent team approach.

Other staff who hold additional teaching allowances are managed through a line management system. These allowances are mainly related to curriculum matters and important aspects of school organisation and administration.

Technicians and Learning Support Assistants are employed to support the teaching staff and learning of pupils.

The work of ancillary and auxiliary staff is overseen by the School Bursar.

Two Building Supervisors manage the upkeep and cleaning of the school in close conjunction with the EA Northern Region (NR) NEEDS personnel.

EA – NR is a source of reference for most issues in connection with the management of the College.

### **Security of Pupils and Staff**

The security of pupils and staff is of utmost importance. Various measures are in place to try and ensure all at Carrickfergus College are kept safe. All visitors must report to the main entrance where they are signed in and issued with a pass identifying them as an official visitor. Anyone without such a pass will be challenged by members of staff and escorted to reception. Pupils and staff are aware of the need to maintain the security of their Login details for C2K etc and all pupils receive CEOPS training to warn them of possible dangers when using the internet. Pupils going out of school on trips/visits must have the permission of their parents/carers and these details are obtained by the teacher in charge of the trip. The relevant paperwork is also completed by this member of staff to gain permission to take pupils out of school. A member of staff has responsibility for coordinating out of school activities. Guidance has been given to all staff regarding contact with pupils and parents via phone and through social media. Details of this are available from the College.

### **Links with the Local Community**

A range of links exist at present with the local community. These include work done with the PAKT Group – Parents and Kids Together -, as well as the use by the Carrickfergus Vineyard Church of the College on Sundays. Carrickfergus Rugby Club uses the College facilities to train. We also acted as the location for a number of local organisations to hold their Summer Schemes. Various links exist with our feeder Primary schools which allows KS2 pupils to complete their ICT accreditation. Our Year 13/14 pupils go out to various feeder primary schools to act as

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ambassadors helping with a variety of activities. Finally the Occupational Studies GCSE groups help to facilitate a number of Sports Days for local Primary schools.

The Choir performed at a number of local venues and pupils from all of our feeder primary schools came in for a taster day in May/June 2016. Pupils in the College raised in excess of £3000 for Myeloma UK in 2015/16.

These are just a flavour of the links which exist with the local community.

### **Disabled Access to the College**

The College currently has 6 lifts which give visitors access to almost all of the areas in the North, South and West Blocks.

Pupils can access these lifts should they need to, however for Junior School pupils it is usual for them to be accompanied by an adult e.g. a Learning Support Assistant. Older pupils are allowed access with a trusted friend. Decisions regarding access are made by the Principal on an individual basis.

### **Educational Provision and Attainment**

Pupils at Key Stage 3 are offered English, Maths, Science, a Modern Foreign Language, Art, Technology and Design, Home Economics, Drama, RE, PE, Music, History, Geography, Business/Enterprise, ICT, Personal Development, Employability, Citizenship and Library Studies.

At Key Stage 4 pupils have access to a range of 24 possible GCSE subjects. These include 4 option choices which are reviewed each year, and pupils are audited to check the relevance and need for subjects. Decisions made at both Key Stage 4 and 5 are supported by Careers Staff in the College and Careers Officers from the Training and Employment Agency.

At post-16 pupils have access to 27 subjects - 11 of these are offered in-house, while the remaining 16 are offered through the Carrickfergus Learning Community. At present over 27 Pupils from Carrickfergus College in Years 13 and 14 participate in the Carrickfergus Learning Community.

During 2013/14 the College gained good GCSE results with a pass rate of 60% for pupils gaining 5+ GCSE's at grades A\* - C. The Northern Ireland average for schools similar to Carrickfergus College is 70.6%.

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Results at GCE “A” level were also impressive with a pass rate of 100% for pupils gaining 2+ GCE’s at grades A\* - E. The Northern Ireland average for schools similar to Carrickfergus College is 95.4%.

### **Careers Programme – CEIAG**

The Careers Department works closely with local business, training and employment agencies to introduce students from Year 11 upwards to the wide range of opportunities which are available in Higher and Further Education and employment. Work Experience forms an integral part of the programme for students in years 11 and 13. The taught programme promotes the development of research skills, self assessment, application and personal relationships. Curriculum development in the area of Learning for Life and Work at Key Stage 3 and 4 are well established and all Year 10 pupils are guided in the importance of making appropriate subject choices for GCSE.

### **Special Educational Needs Provision**

The Special Educational Needs Co-ordinator and Assistant Special Needs Co-ordinator ensure that appropriate support arrangements are made for pupils identified as having learning difficulties. Support varies from placement in an appropriate ability group, fewer pupils in a teaching group, specially arranged individual tuition, and various levels of classroom assistance. Appropriate use is made of external support when necessary, and the “Code of Practice” and “Special Educational Needs Disability Order” regulations guide our decision making in all matters relating to special needs. We actively promote inclusive education for disabled pupils within the constraints of available or obtainable facilities.

As of 31<sup>st</sup> October 2015 the following number of pupils in Year 12 – 14 had Special Educational Needs:-

In Year 12 there were 27 pupils with Special Educational Needs.

In Year 13 there were 14 pupils with Special Educational Needs.

In Year 14 there was 1 pupil with Special Educational Needs.

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**Term dates for Pupils 2016/17**

Year 8 only Friday 26<sup>th</sup> August 2016 (9.10am – 12.30pm)  
Tuesday 30<sup>th</sup> August 2016 (9.10am – 3.25pm)

Year 8/13 only Wednesday 31<sup>st</sup> August 2016 (9.10am – 3.25pm)

**Autumn Term**

All pupils - Thursday 1<sup>st</sup> September – Thursday 27<sup>th</sup> October 2016

All pupils - Monday 7<sup>th</sup> November – Friday 16<sup>th</sup> December 2016

**Spring Term**

All pupils -Wednesday 4<sup>th</sup> January – Tuesday 14<sup>th</sup> February 2017

All pupils - Monday 20<sup>th</sup> February – Friday 7<sup>th</sup> April 2017

**Summer Term**

All pupils - Monday 24<sup>th</sup> April – Friday 28<sup>th</sup> April 2017

All pupils - Tuesday 2<sup>nd</sup> May – Friday 26<sup>th</sup> May 2017

All pupils - Tuesday 30<sup>th</sup> May – Friday 30<sup>th</sup> June 2017

***A number of Staff training days are still to be arranged and pupils and parents will be notified in due course.***

**Charges and Remissions**


Carrickfergus College operates a Charges and Remissions Policy in line with the guidance laid out in articles 131 Para (1) Education Reform (NI) Order 1989. In simple terms optional extras provided for pupils outside those which the Governors have a statutory obligation to provide will be charged for. Clear notice of charges to be applied will be given to Parents in advance.

A copy of the Charges and Remissions Policy is available for the College office.



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SCHOOL FINANCIAL PLAN 2016 - 2019

		Carrickfergus College		CODE	1010
Only complete cells in grey					
	October 2015	October 2016	October 2017	October 2018	
1 Full Time Equivalent Enrolment	684	746	759		
2 Teaching Complement	42.10	41.60	41.60		
Pupil/Teacher Ratio	16.25	17.93	18.25	#DIV/0!	
<b>Expenditure Summary</b>		<b>YEAR 1 (2016-2017)</b>	<b>YEAR 2 (2017-2018)</b>	<b>YEAR 3 (2018-2019)</b>	
3 Teaching Staff		£2,339,976	£2,345,684	£2,373,644	
4 Auxiliary Staff		£224,262	£226,504	£228,747	
5 Ancillary Staff		£76,266	£77,029	£77,791	
6 Other Employee Expenses		£0	£0	£0	
7 Premises: Fixed Plant and Grounds		£74,177	£75,661	£77,174	
8 Supplies and Services		£256,500	£261,630	£266,863	
9 Transport and Moveable Plant		£7,700	£7,854	£8,011	
10 Establishment Expenses		£14,470	£14,759	£15,055	
11 Capital Expenditure		£0	£0	£0	
12 Less Income (enter as negative figure)		-£6,000	-£6,000	-£6,000	
13 Estimated Savings (enter as a negative figure)					
Less Admin Aug 2017		£0	-£20,000	-£34,000	
Please specify		£0	£0	£0	
Please specify		£0	£0	£0	
Please specify		£0	£0	£0	
14 Estimated Additional expenditure (enter as a positive figure)					
Please specify		£0	£0	£0	
Please specify		£0	£0	£0	
Please specify		£0	£0	£0	
Please specify		£0	£0	£0	
<b>TOTAL PROPOSED EXPENDITURE</b>		<b>£2,987,351</b>	<b>£2,983,121</b>	<b>£3,007,284</b>	
<b>CFF BUDGET SHARE PER CAPITA</b>		<b>£4,163</b>	<b>£4,144</b>	<b>£4,142</b>	
15 Budget Summary					
Common Formula Funding (CFF) Budget Share		£2,847,542	£3,091,290	£3,143,441	
Transition Funding		£0	£0	£0	
Entitlement Framework until March 2017		£8,000	£0	£0	
Other funding - (Please specify)		£0	£0	£0	
Other funding - (Please specify)		£0	£0	£0	
Total Delegated Budget		£2,855,542	£3,091,290	£3,143,441	
16 Carry-over from Previous Year		-£134,718	-£266,527	-£158,358	
<b>Total BUDGET</b>		<b>£2,720,824</b>	<b>£2,824,763</b>	<b>£2,985,083</b>	
less <b>PROPOSED EXPENDITURE</b>		<b>£2,987,351</b>	<b>£2,983,121</b>	<b>£3,007,284</b>	
<b>ANTICIPATED CARRY-OVER</b>		<b>-£266,527</b>	<b>-£158,358</b>	<b>-£22,201</b>	
<b>% CARRY-OVER</b>		<b>(9.80%)</b>	<b>(5.61%)</b>	<b>(0.74%)</b>	
In Year Movement (for officer use only)		-£131,809	£108,169	£136,156	

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### Public Examination Results 2015/16

**YEAR 12 PUPILS**

**91**

Total number of subject entries:

**704**

Average number of subjects per pupil: 7.74

**GCSE RESULTS BY SUBJECT 2015/2016**

*Rounded to nearest percentage*

	Number Entered	%A*	%A	%B	%C	%D	%E	%F	%G	%U
Ancient History	17	6	12	24	29	24	6	0	0	0
Art & Design	28	0	0	0	57	32	11	0	0	0
Business Studies	14	0	0	43	36	7	0	7	7	0
Design & Technology	33	0	15	24	24	18	3	0	3	3
English Language	87	0	5	21	31	26	15	2	0	0
English Literature	6	0	0	33	50	17	0	0	0	0
Geography	11	0	9	9	45	18	0	0	0	0
History	18	11	22	22	22	17	11	0	6	0
Home Economics: Child Development	25	0	20	20	24	28	8	0	0	0
Hospitality and Catering	15	0	7	20	27	33	0	0	0	0
ICT	51	0	18	20	33	14	12	4	0	0
Learning for Life & Work	87	0	8	13	24	22	20	11	2	0
Mathematics	87	0	1	15	34	22	9	5	8	6
Media Studies	10	0	0	10	20	20	0	10	0	0
Music	2	0	0	100	0	0	0	0	0	0
Occ Studies – Tech & Innovation	21	0	5	29	52	0	0	10	0	5
Occ Studies – Design & Creativity	23	22	13	30	13	13	4	4	0	0
Occ Studies – PE	16	0	0	0	0	0	25	50	0	25
Occ Studies – Technology	17	6	12	41	29	6	0	6	0	0
Religious Studies-full course	10	0	0	10	40	10	30	10	0	0
Religious Studies – short course	12	8	33	42	0	8	0	8	0	0
Science – Single Award	64	0	3	9	45	16	11	9	2	5
Spanish	7	0	14	0	29	57	0	0	0	0
PE – full course	14	0	7	0	36	14	21	21	0	0
Sport/PE Studies – short course	3	0	0	0	0	0	0	0	100	0

% grade>>	No	A*A*	A*A	AA	AB	BB	BC	CC	CD	DD	DE	EE	EF	FF	FG	GG	U
Science – Double Award	26	0	0	8	4	19	19	31	8	12	0	0	0	0	0	0	0

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### SUMMARY RECORD OF KEY STAGE 3 RESULTS 2015/16

SUBJECTS	Level 1	2	3	4	5	6	7+	n	EX	ABS
<b>English</b>										
Teacher Assessed Level %	As a result of industrial action by Teachers’ Unions we did submit any levels									
<b>Mathematics</b>										
Teacher Assessed Level %	As a result of industrial action by Teachers’ Unions we did submit any levels									
<b>Science</b>										
Teacher Assessed Level %	As a result of industrial action by Teachers’ Unions we did submit any levels									

### YEAR 13 AS LEVEL RESULTS 2015/16

SUBJECTS	No. of Candidates	% Graded A-C	% Pass Rate (A-E)
Art & Design	9	44	100
Biology*	3	67	100
Business Studies (Voc)	24	71	100
Design & Technology	13	15	69
English Literature	6	0	83
Geography*	1	0	0
Government & Politics	14	57	93
Health & Social Care – Double	8	38	100
Health & Social Care – Single	8	63	88
History	16	50	100
ICT (Voc)	27	74	100
Media Studies*	4	0	75
Moving Image Arts*	3	67	100
Photography *	1	100	100
R.E.	10	20	90
Sports Studies*	6	0	67
Travel & Tourism	10	30	80

\* CLC Subject

**YEAR 14 A-LEVEL RESULTS 2015/16**

SUBJECTS	No. of Candidates	% Graded A-C	% Pass Rate (A-E)
Art & Design	5	40	100
Art & Design: Photography*	3	100	100
Business Studies	12	67	100
Design & Tech: Product Design	5	40	100
English Literature	8	75	100
Government & Politics	9	78	100
Health & Social Care - single	7	86	100
Health & Social Care – double	4	38	100
History	12	75	100
ICT (Voc)	18	61	100
Media, Film & TV Studies*	1	100	100
Moving Image Arts*	1	100	100
Performing Arts*	1	100	100
R.E.	1	100	100
Sports Studies*	1	100	100
Travel & Tourism	8	50	88

\* CLC Subject

**GCSE/GCE RESULTS OVERALL**

(Subject to verification by the Department of Education)

Entered for 7 or more GCSE subjects: 83.52%  
 Achieving 5 or more Grades A\* - G: 96.67%

Entered for 3 or more GCSE subjects: 100%  
 Achieving 1-4 Grades A\* - G: 3.33%

	2012/13	2013/14	2014/15	2015/16
% Achieving 5 or more GCSE Grades A* - C	68%	68%	65%	60%
% Achieving 5 or more GCSE Grades A* - C INCL Eng & Maths		35%	34%	40%
N. Ireland average Non Grammar Achieving 5 or more GCSE Grades A* - C	67%	71%	72%	TBC
N. Ireland average Non Grammar Achieving 5 or more GCSE Grades A* - C INCL Eng & Maths	38%	44%	47%	TBC
% Achieving 2 or more A levels at Grades A-E	100%	93%	100%	100%
N. Ireland average - non Grammar	96%	95%	96%	TBC

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### **SCHOOL LEAVERS' DESTINATION (Year 12)**

<b>Total number of Leavers</b>	<b>98</b>
Return to School	45
Employment	7
Seeking Employment	3
Jobskills/Apprenticeship/Training	10
Other Schools	1
Further Education	27
Unknown	5

### **SCHOOL LEAVERS' DESTINATION (Year 14)**

<b>Total number of Leavers</b>	<b>40</b>
University	17
Further Education	8
Employment/seeking Emp	15

### **ANNUAL ATTENDANCE RATE (All Pupils 2015/16):**

**Total days attended by all pupils on roll as % of total possible days of attendance = 91.1%**

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### Teaching Staff 2016/17

**PRINCIPAL:** Mr H Webb, BEd, PGCE, PQH(NI)  
**VICE PRINCIPAL:** Mrs A Irvine, BMus(Hons), MA, PGCE, PQH(NI)  
**SENIOR TEACHERS:** Mrs J Evans, BEd(Hons), MBA  
Mr M Gannon, BEd(Hons)  
Mr M Kidd, BEd(Hons)

Mr I Andrews, BA(Hons), PGCE  
Mrs C Apsley, BA(Hons), PGCE  
Mr A Bennett, BD., PGCE  
Mrs T Bingham, BA, BD(Hon), PGCE  
Miss E Blair, BEd(Hons)  
Mrs J Bowers, BSc(Hons), PGCE  
Mr J Carlisle, BA(Hons), PGCE  
Mrs L Chambers, BSc, PGCE  
Mrs S Compton, BEd(Hons)  
Mrs J Croft, BA (Hons) PGCE  
Miss W Davis, BSc(Hons), MS, PGCE  
Miss C Donnelly, BSc(Hons), PGCE  
Mrs J Drakeley, BSc(Hons), PGCE  
Mrs G Edwards, BSc(Hons), PGCE  
Ms S Fox, BA(Hons), PGCE  
Mrs L Gibson, BEd(Hons)  
Mr P Greenaway, BSc(Hons), PGCE  
Mrs J Greer, BSc(Hons), QTS  
Mrs L Haddock, BA(Hons), PGCE  
Miss S Hanna, BSc(Hons), PGCE  
Mrs S Howie, BSc(Hons), PGCE

Miss K Jemphrey, BA(Hons)., PGCE.  
Mrs V Johnston, BSc(Hons), PGCE, MEd  
Mrs R Lewis, BEd(Hons)  
Mrs G Long, POST.DIP, PGCE  
Miss S Long, BA(Hons), PGCE  
Mr J Luke, BA(Hons), PGCE  
Mrs R MacQuarrie, BA(Hons), PGCE  
Mrs D McClure, BA(Hons), PGCE  
Mr J McCready, BA(Hons), PGCE, PQH(NI)  
Mrs A McIlwrath, BA(Hons), PGCE  
Mr M McLean, BSc(Hons), PGCE  
Mr C O’Loughlin, BSc(Hons), PGCE  
Mr I Patton, BA(Hons), PGDF  
Ms M Renton, BA(Hons), PGCE  
Mr P Scullion, BSc(Hons), PGCE  
Mrs L Shannon, BEd(Hons)  
Mr D Simpson, BEd(Hons)  
Mr M Sloan, BSc, PGCE  
Mrs S Walters, BMus(Hons)DipLCM, PGCE  
Mr M Webber, BA(Hons), DipEH, PGCE

### Support Staff 2016/17

#### ADMINISTRATIVE:

##### Senior Executive Officer

Mrs P Forsythe

##### Executive Officer

Mrs V Fulton

##### Senior Clerical Officer

Mrs A Walker

Ms M Doherty

##### Librarian/Senior Clerical Officer

Mrs J Scott

##### Information Technology

Mr N Dinsdale, BSc(Hons), MCP, MBCS

Mr J Parkes, BSc(Hons)

##### 6<sup>th</sup> Form Supervision

Mrs M Thompson

Mrs M Hamilton

##### School Support Unit

Mr D Millar

#### CLASSROOM ASSISTANTS

Mrs A Allen

Miss E Boyd

Mrs H Colligan

Ms M Doherty

Mrs K Harrington

Mrs K McKnight

Mrs L Reid

Mrs M Stewart

Mrs J Wilson

#### TECHNICIANS

##### Home Economics

Mrs A Boyd

##### Technology/Art

Mr G Pickering

##### Science

Mr L Whittall

#### CARETAKING:

##### Building Supervisor

Mrs P Halliday

##### Asst Building Supervisor

Mr S Beattie

*Aiming for Excellence*

An 11-18 all ability controlled secondary school for boys and girls with a current enrolment of 727 pupils.

**Chairman of Board of Governors:**

Mrs R Shaw, 110 North Road, Carrickfergus, BT38 7QX

Tel: 028 9336 2347

Fax: 028 9336 7136

Email: [info@carrickcollege.carrickfergus.ni.sch.uk](mailto:info@carrickcollege.carrickfergus.ni.sch.uk)

Web: [www.carrickferguscollege.co.uk](http://www.carrickferguscollege.co.uk)

The College is open for enquiries from 8.30am – 4.30pm on week days.