

RODDENSVALE SCHOOL



THE GOVERNORS' ANNUAL REPORT TO PARENTS

2022-2023

EDUCATION AUTHORITY – NORTH-EASTERN REGION

CHAIRPERSON'S STATEMENT

Dear Parent

I am pleased to have this opportunity to present to you the Governors' Annual Report on Roddensvale School. It is our intention to provide you with information about your child's progress, the nature of the school and its management. The Board of Governors has carried out the duties delegated to it under the Education Reform Order and is managing with the Principal and Staff of the school, to provide the best possible education for your children.

We welcome the opportunity to invite you to attend the Annual Parents' Meeting at which this report will be discussed.

If you require further information or clarification on any aspect of the report we should be grateful if you would forward your request in writing to the Secretary before the meeting.

The meeting will be held on: 24th October 2023

I commend this report for your consideration.

Yours sincerely

Mrs M. Maxwell
CHAIRPERSON

RESPONSIBILITY OF GOVERNORS

As a result of the 1989 Education Reform Order, Governors have been given responsibility for the overall management of the school. The Term of Office for this Board of Governors will end in Spring 2018 (this has been delayed). One of the responsibilities is to provide parents with Information about the school through the issue of a Prospectus, Annual Report and the holding of an Annual Parents' Meeting.

AGENDA

1. Apologies
2. Annual Report of the Board of Governors

MEMBERSHIP OF RODDENVALE SCHOOL BOARD OF GOVERNORS 2022 -

2023

OFFICE BEARERS

Chairperson	Mrs M Maxwell
Vice-Chairperson	Mr J Doherty
Secretary	Mr J Madden

PARENTS' REPRESENTATIVES

Mrs D Stewart
Mrs R Strange (elected June 2022)

EDUCATION AUTHORITY REPRESENTATIVES

Clr Roy Beggs
Mr J Doherty
Mr G Kerr

DEPARTMENT OF EDUCATION REPRESENTATIVES

Mrs J Millar (Wellbeing Governor)
Mrs M Maxwell

TEACHERS' REPRESENTATIVE

Mrs H Stewart (Teacher representative)

PRINCIPAL

Mr J Madden (non-voting)

RECORDER OF MINUTES

Mrs H Stewart (Vice-Principal)

CO-OPTED MEMBERS

Mr D Hunter (Safeguarding Governor)
Mrs K Cahoon

MISSION STATEMENT

Our purpose is to provide the most appropriate education for our pupils within a safe environment, which promotes respect for self and others and acknowledges the value of each individual within the school community and beyond.

AIMS

1. To provide pupils with a stimulating, challenging and supportive learning environment in which confidence, motivation and success are cultivated.
2. To develop through the Northern Ireland Curriculum and alternative teaching strategies a broad, balanced and relevant curriculum.
3. To encourage involvement of and provide support for parents.
4. To collaborate with other professionals involved with the pupils in order to meet their needs.
5. To equip pupils with life and social skills, to promote independence within school and the community.
6. To continually embrace professional development and apply these opportunities to extend the educational experience of pupils.
7. To make learning an enjoyable process for pupils and staff.

'A Special School for Special People'

SCHOOL DIARY 2022-2023

SEPTEMBER 2022



- Mrs Anne Davis retired after working in the school office for over 30 years.
- There are now 206 pupils enrolled in Roddensvale School.
- We welcomed four new teachers along with a number of new Classroom Assistants.
- Classes CN, RMcK and SG moved into their new classrooms.
- Wee Critters came to school on Friday 16th September.
- Kim McCausland (Art of This World) started sessions on Tuesday 20th September.
- We had a visit from Jo Jingles on Tuesday 20th September. Jo Jingles visited school throughout the year.
- The Play Bus and Sensory Bus came to school on Friday 23rd September.
- Choir, Makaton Choir and Assembly restarted
- Senior School classes elected the Student Council which is overseen by Mrs O'Dornan.
- On the 29th of September the first classes attended The Music Yard.

OCTOBER 2022



- Glenda Davis and Brenda Shearer from DE met with Mr Madden and Mrs Stewart on Tuesday 4th October.
- Toy House recommenced on Wednesday 5th October.
- Kidz Farm was in school on the 7th of October.
- Class CG attended RePlay Theatre at The Mac on the 11th of October.
- Flu vaccinations took place on the 12th of October.
- Harvest Assembly took place on Friday 14th October. This year we collected items to donate to the Larne Foodbank.
- Spar Craigyhill and the Novice Sheepdog Trials raised money for the school.
- Toy House started on Wednesday 19th October.
- Sports Coaching commenced on Thursday 20th October for pupils in Classes GM and upwards.
- Classes visited the Roddensvale Pumpkin Patch and Thursday 20th October.
- Covid-19 booster vaccinations took place on the 26th of October.
- A range of parties, pumpkin competitions, fancy dress/non-uniform and some spooky sensory play took place to celebrate Halloween on 28th October.
- School finished on Friday 28th October for Halloween.

NOVEMBER 2022



- School reopened on Monday 7th November.
- Annual Reviews commenced on Monday 7th November.
- Mrs Humphrey applied for and was successful in winning a £500 grant from Tesco for the promotion of Healthy Eating.
- HPV Vaccinations took place on the 10th of November.
- We took part in an act of Remembrance on the 11th of November.
- School was nominated by a member of the community and was successful in obtaining the Lidl Athletic Mentorship. This provided £1000 for equipment and mentorship to support mental health and physical activity. Mr Grant made contact for more details.
- Mrs Natalene Wood (Family Worker) organised a parent Crochet Class in JenniMac (Larne). This started on the 16th of November and ran for 4 weeks.
- Children in Need took place on the 18th of November. This was a non-uniform day for pupils.
- Dr Greer held a clinic in school for some pupils on the 18th of November.
- Speech and Language Therapists ran drop-in sessions on the 23rd of November.
- Mrs Donnelly secured two free participatory concerts with Music Live on the 23rd of November.
- Miss Leah Smyth held the first Getting Ready to Learn (GRTL) session for Nursery parents on Friday 25th November.
- On the 30th of November some pupils from Class MD went to Sunnybank Nursery to pick our Christmas tree. Each year Sunnybank Nursery generously gifts a tree to the school.

DECEMBER 2022



- The choir attended the Ballygally Community Centre to sing on the 1st December.
- Some pupils from Class MD went with Mrs Donnelly and planted trees to begin a new Community Orchard in Larne Town Park on the 1st of December.
- The Sensory Bus was onsite on the 8th of December. This was provided by a parent to celebrate their child's birthday.
- The Senior School Christmas Concert took place on 1st Larne Church Hall on the 9th December for Classes JSM to Transitions Group.
- Larne Driver and Vehicle Test Centre came down this morning with a selection box for each pupil in the school on the 12th December.
- Key Stages 1 and 2 held their Christmas Nativity in school on the 13th of December. This included Classes AN to GM.
- On the 14th of December a Christmas Celebration took place in school for the Nursery/Foundation Department and ASD/Sensory Department.
- On the 15th December one of our students in the Transitions Group won The Credit Union art competition and went onto the next stage.
- Christmas dinner took place on the 15th December for pupils and staff.
- Mrs O'Dornan organised Noel from ARC to do some recycling craft with senior classes.
- The Choir went to the Ballyclare Fold to sing on the 15th December.
- On Friday 16th December Miss Kitson led assembly followed by Ken Nelson.
- Departmental discos took place on the 16th December.
- Santa and the Grinch visited school on Friday 16th December.
- The Charges and Remission Policy and the Whistleblowing Policy were updated.
- Free Larne FC tickets were received for their 10th December match. Mr Grant organised a Facebook post for these.
- Nursery finished on Monday 19th December for Christmas.
- Some pupils went to Larne Leisure Centre with Mr Grant and Mr Hawthorne for football training and some 5 a side football matches on the 19th December.
- School closed on Tuesday 20th December at noon for Christmas.

JANUARY 2023



- School reopened on the 4th January.
- From the 5th January to the 27th January an art exhibition was held in Larne Museum and Arts Centre. This exhibition was organised under the guidance of Kim Montgomery and it featured work from Senior School pupils.
- The Gault family a Christmas hamper raffle and raised money for the school.
- Holy Communion Classes started on Thursday 12th January with Miss Kitson.
- Paul Johnston and Robert Brown from Haldane Fisher donated half their “World Cup Super League” takings to the school.
- Mr Hawthorne highlighted that the online safety assembly on Friday 13th January was the initial steps in e-safety for pupils. Mr Hawthorne then carried out follow up lessons.
- The ECO Rangers brought us the ring pulls they had removed from each of the cans they had collected whilst litter picking. We added these to our collection and delivered them to the local Army Cadets to be used for artificial limbs.
- Shirley Laverty (Class GH) organised some wellbeing events for staff. These took place on Monday 16th January and Wednesday 18th January.
- Mark Baker, Chief Executive of the Controlled Schools’ Support Council (CSSC) visited Roddensvale School on the 16th January.
- Paul and Glenn from Mountainview Battlefields Association visited school and donated an Apple iMac computer.
- Boccia try outs were held by Mr Grant for a Boccia competition on Thursday 19th January.
- Amy in the Transitions Group won the Credit Union 18+ Category in the “It’s a Wonderful World” Art Awards 2022.
- Abe and Bobby from the Eco Rangers spoke at Assembly on Friday 20th January.
- Annual reviews took place for pupils in Nursery.
- Miss Leah Smyth held the second GRTL sessions for Nursery parents on Tuesday 24th January.
- Sports Coaching commenced on Thursday 26th January.
- Drop-in sessions continued to take place between Speech and Language Therapists and school staff.
- Mr Madden asked staff to let Mrs Marshall know about staff training by Jenny Knock for an audit in this area.
- Mr Madden spoke to Governors regarding a shift towards an EA TIP model which is now provided as part of the EA service to schools.
- The first Makaton training was held for staff on the 31st January with Mrs Killough, Mrs Humphrey and Mrs Donnelly.

FEBRUARY 2023



- On Friday 3rd February we had our Language Day. Our country of focus this year was Poland.
- Further Makaton training took place for staff with Mrs Killough, Mrs Humphrey and Mrs Donnelly on the 7th February, 28th February and 7th March.
- Miss Leah Smyth carried out the third session for GRTL on Tuesday 7th February.
- Key Stage 2 classes visited Carrickfergus Castle.
- School closed for Half Term between the 13th February – 17th February.
- TeamTeach training for staff was held on the 20th and 21st of February.
- Miss Love received a grant for 20 hours of art support which was with Janet Crymble and focused on mosaic work with Senior pupils. This commenced on the 27th February.
- The World Book Day book fair was held on Tuesday 28th February.
- Speech and Language Therapists ran information sessions for some staff on the Curiosity Programme.

MARCH 2023



- Class MD organised a staff coffee morning on Thursday 2nd March for the earthquake in Turkey and Syria.
- Miss Kitson organised World Book Day which took place on Friday 3rd March. We had visits from Jo Zebedee and Gillian McCandless came into school to read her book to Junior classes.
- The Choir were out singing on Tuesday 7th March.
- The school photographer was in school on Wednesday 8th March and Thursday 9th March.
- We received a grant from Bryson Energy for art and Senior classes created mosaic art with a local artist, Janet Crymble.
- One of our students in Class EOD started work experience in Inver Garden Centre on the 14th March.
- We celebrated St Patrick's Day on Thursday 16th March. Pupils and staff were invited to wear green.
- The last day of Sports Coaching took place on Thursday 16th March.
- School was closed on Friday 17th March and Monday 20th March.
- Year 8 Health Appraisals took place on the 21st March.
- Miss Leah Smyth the sessions for GRTL with Nursery parents on Tuesday 7th March and Tuesday 21st March.
- We celebrated Down's Syndrome Day by wearing odd socks on the 21st March.
- A number of Senior School pupils completed their Independent Travel Training with Mrs Gwynne on the 28th March.
- Mr Hawthorne ran a targeted E-Safety session on the 29th March for a specific pupils in Senior School.
- On the 30th March there was a Shared Education trip to The Braid in Ballymena with Larne Grammar School and St Killian's School.
- Mrs Natalene Wood held Parent Art Sessions.
- Key Stage 2 classes visited Kilcreggan Urban Farm during the month of March.

APRIL 2023



- Class JSM went to the Folk Park on the 4th April.
- We had visitors from South Carolina on Tuesday 4th April.
- The PFA kindly provided Easter eggs for pupils.
- Mr Grant took some pupils to a Football Tournament on the 20th April.
- World Down Syndrome Day was held on the 21st March. Pupils and staff were invited to wear odd socks.
- Healthy Eating Week commenced on Monday 24th April.
- Counselling with Caroline Morrison continued with some pupils.
- A Shared Education trip to Stormont Assembly took place on the 25th April.
- Miss Leah Smyth held two more GRTL session on Tuesday 25th April for Nursery parents.
- Over a few weeks Robert Currie from the local council took our senior school for football coaching.
- On the 28th April both the school choir and Makaton Sign and Sing Choir took part at the festival in First Larne.
- Maeve and Shellagh Gault held an Easter basket raffle for friends and family on Facebook to raise money for school

MAY 2023



- School was closed on Monday 1st May for the Bank Holiday.
- One of our pupils won Trainee of the Term at AEL.
- A Dinner Dance was held for Yrs12+ and our Leavers from the pandemic on the 4th May.
- Classes held parties for the King's Coronation.
- School was closed on Monday 8th May for the Coronation Bank Holiday.
- Larne Football Club captain, Tomas Cosgrove, visited school with the Gibson Cup on the 9th May.
- Irish Olympian Kerry O'Flaherty visited school to take two wonderful workshops on how sport can help both our physical and mental health. These workshops came through the Lidl Community Works program.
- John Clements donated art supplies to the school.
- As part of our preventative curriculum, Ms McKinley organised a Drug and Alcohol Awareness workshop for pupils from Senior School. Andrew from Start 360 spoke about the effects and dangers of drug and alcohol misuse.
- On the 16th May we had the opportunity to explore our solar system. We looked at the different planets and how the stars can form constellations. It was a really enjoyable experience for all involved provided by Armagh Planetarium.
- Class GH had a great trip out to Larne Fire Station on the 19th May.
- The Roddensvale Hilly 100 took place on the 21st May.
- Hodge's Butchers generously donated the burgers and sausages for our summer fete.
- The Summer Fete took place on the 25th May.
- School was closed on Friday 26th May and Monday 29th May.
- Some pupils travelled to Lisburn Leisureplex to take part in a competition ran by the Irish Football Association called the BDO Schools FA Cup on the 26th May.
- One of our dads took part in a white collar boxing match and raised money for school.
- The final GRTL sessions took place.

JUNE 2023



- Prize Day took place on Tuesday 6th June.
- The Hope365 trailer arrived on site for the week on Tuesday 6th June.
- Wednesday 7th June was the ASD/Sensory Department Sports Day.
- The PFA organised a coffee morning in Larne Rangers Club to raise money for the school.
- Nursery and Junior School Sports Day took place on the 8th June.
- One of our mums raised money for the school on the 8th June by cutting the girls' hair.
- Leavers Assembly took place on the 9th June.
- Haldane Fisher raised money for the school.
- Our Makaton Choir were involved in a very special project alongside a number of special schools in Northern Ireland. They helped create a video to promote Makaton
- Ballygally Castle Hotel dropped off sandwiches and water for staff on the 12th June.
- As part of their 'Reduce, Reuse, Recycle' topic, Class MH were kept busy keeping the local area tidy by picking up litter along the shoreline and grass areas.
- Classes MD and EOD took a joint trip to Carnfunnock for a BBQ on the 15th June.
- An Auntie of one of the children who has attended Toy House raised money for school by running the Belfast Marathon.
- The Student Council, with Mrs O'Dornan and Mrs Leslie, joined their peers from St Killian's College and Larne Grammar School at Larne Market Yard for a special art project.
- The Grand Summer Draw took place on Monday 19th June.
- Nursery Graduation took place on Tuesday 20th June.
- Senior School Sports Day took place on Thursday 22nd June at Dixon Park.
- On Thursday 22nd June students from Larne Grammar School and St Killian's College completed Makaton taster sessions as part of Shared Education held by our Makaton tutors, Mrs Killough, Mrs Humphrey and Mrs Donnelly.
- On Monday 26th June the PFA arranged for an ice cream van to come to school.
- Nursery finished on Thursday 29th June.
- School closed on Friday 30th June at noon for the Summer holidays.

PHYSICAL ACTIVITY AT RODDENSVALE

The ethos of the school P.E. programme is to combine physical activity and health with fun. We are also now very aware of the mental wellbeing and emotional benefits of exercise and being outdoors so aim to encourage as many opportunities as possible within school.

Our **Physical Education** sessions continued as usual, with all classes involved in planned physical activity. As well as the planned lessons, all pupils were encouraged to take as much exercise as possible daily; using the soft play room and walking to and from the local park. This year a new crossing was put in by DfE and made it easier to access Dixon Park. Some classes had a short daily walk written into their timetable. Younger pupils enjoyed using the Gym Time equipment in the hall, with its range of climbing and balancing equipment. Outdoor play such as running, climbing, cycling and basketball coaching started in the summer term for some of the senior pupils

Swimming continued on a weekly basis, each class from Class GS upwards enjoy 16 weeks of swimming at Larne Leisure Centre. Class/pupils also have the opportunity to avail of sessions in the school hydrotherapy pool.

Fundamental PE Skills Coaching was provided for pupils by Mid and East Antrim Borough Council

A 6-week block of **Football Skills Coaching** was provided by the Irish Football Association for pupils in Key Stage 2 upwards.

The **Transitions Class** follow their own programme which combines physical activity with health promotion lessons.

Between December 2022 and June 2023 many pupils took part in various **competitions**:

Football and 5-a-Side Friendlies at Larne Leisure Centre on 19th December 2022

IFA Football on 20th April 2023

BDO Schools FA Cup competition at Lisburn Leisureplex, organised by the Irish Football Association, on 26th May 2023. Both teams won their respective league and brought home the cup.

Sports Day was held across three days:

7th June 2023 – ASD/Sensory Department with sensory circuits set up in the hall. All pupils thoroughly enjoyed this.

8th June 2023 – Nursery and Junior Department held their Sports Day, with circuits in the hall set up to practise speed, climbing, balancing and throwing. Everyone had fun and got involved.

22nd June 2023 – Senior School Sports day was held at Dixon Park. It was planned for Larne High School's Astro-Turf pitch, but the weather necessitated bringing it forward and only Dixon Park was available. Pupils were joined by family and friends as they took part in a range of different games. Everyone, including parents, enjoyed the morning.

Gardening, as a physical activity, is also included for some pupils.

Selected pupils availed of **Riding for the Disabled (RDA)** in Ballyclare. The children attended in small groups. This programme helped support children's posture, balance and walking.

LINKS WITH THE COMMUNITY

In the course of any school year many people come to our school. There are those who visit us on a regular basis – like the Doctor, the Dentist. There are parents and young children from the community who come along to our School Toy House. Numerous pupils/students come to the school from local mainstream Schools/Colleges for Work Experience. We also have various visitors to Assembly from local clergy, Scripture Union, charities like Stand by Me, ECO Volunteers and those from local businesses and organisations.

We are proud to say that our students (16-19) continue to go out into the community for Work Experience, e.g. Inver Garden Centre, Acceptable Enterprises Larne, Junior School classes, the School Office and other settings.

Mrs Donnelly and Mrs Humphrey ran a Makaton taster session in Larne for local businesses and community organisations.



**LARNE
LEARNING
COMMUNITY**

Roddensvale School continued to be part of the Larne Learning Community and played an active role throughout the 2022/2023 school year. We completed modules in OCN Personal

Progress and Independent Living (Personal Care) in collaboration with the Northern Regional College. OCR Life and Living Skills was continued as part of the Transitions curriculum. Transitions pupils also continued to use the café at Centrepoin. Following the Covid-19 pandemic, Shared Education links slowly restarted. We ran a Makaton Enrichment Programme with students from Larne Grammar School and St Killian's College working alongside students from Roddensvale School to learn a range of basic Makaton signs.



Roddensvale School is involved in year three of the Shared Education Signature Project with Larne Grammar School and St Killian's College. This year pupils took part in shared learning experiences through Art and Student Council. This included a trip to the Braid Centre and a special shared-education art project in Larne, completing mosaic work under the guidance of Janet Cymble.

GIFTS TO THE SCHOOL 2022-2023

The school continues to receive donations from the local community for the School Gift Account. These donations are very much appreciated and are a means of providing additional equipment and experiences for the pupils.

The Gift Account Book is independently audited each year. The book is kept in the school and is available on request.

As in all years, there will be movement across Income and Expenditure including School Photographs, Educational Activity Days for Senior School pupils at Belfast Activity Centre, legacy money specifically earmarked for the building of a Music Room; and is not solely School Gift Money but also includes money received as part of Grant applications that is earmarked for specific projects and initiatives.

Gift Account 2022-2023

Income for the year 2022-2023: £35,889.62

Expenditure for the year 2022-2023: £37,036.15

Bank Balance on 30th June 2023: £4,586.09
(after all outstanding debts)

Cash in hand on 30th June 2023: £227.32

During the 2022-2023 Roddensvale School applied for and received different grants which helped and supported the different activities carried out within the classroom and school community.

This year we received £500 from Tesco. This helped provide healthy eating initiatives to support pupils.

The totals listed above include: grants awarded, monthly remittance from Northern Health and Social Care Trust for the development of Early Intervention initiatives; a legacy donation for the building of a music room, funds raised at the Summer Fete and via the summer ballot.

STAFF 2022-2023

Principal	1
Vice-Principal	1
Teachers	19 + 8 job-shares
Classroom Assistants	48+ 5 job-shares (11 p/t)
Bus Escorts	16 part-time
Executive Officers	1 job-share
Clerical Officers	1 part time
Lunchtime Sup. Assts.	7
Building Supervisor	1
Assistant Building Supervisor	1 part time
Cleaning Staff	8 part-time
Cook	1 part-time
Canteen Staff	2 part-time
Bus Drivers	4 full-time & 9 part-time
Physiotherapist	1 part-time
Physiotherapy Assistant	1 part-time
Occupational Therapist	1 part-time
Speech Therapist	4 part time
Speech Therapist Assistant	1 part-time
Music Therapist	1 part-time
Family Support Worker	1 part- time

SCHOOL CURRICULUM DEVELOPMENT PLAN 2022 – 2023

Staff continues to review all subject areas of the N. I. Curriculum. Teaching staff work on the School Development Plan every Tuesday from 3.00pm – 4.00pm

PASTORAL CARE POLICY & PRACTICE

This document is based on Every School a Good School (DE 2009) and sets out our school's policy and practice in relation to the care of pupils and the promotion of an environment where pupils and staff from both Education and Health work collaboratively to develop personal qualities such as self-confidence, independence, resourcefulness and self-discipline and to develop the whole child – socially, intellectually, physically, emotionally and spiritually.

Child centred provision

At Roddensvale School we aim to meet the needs and aspirations of the pupils within the school through a multi-disciplinary approach. Teachers, Classroom Assistants, Allied Health Professionals, Parents, the Board of Governors and other non-teaching staff work together in liaison with external agencies as appropriate to provide excellent learning and teaching where the pupils reach their maximum potential at whatever level this may be. Opportunities for pupils to experience success in a variety of contexts is provided, and hard work, endeavour and progress is praised and celebrated throughout the school.

We promote equality of opportunity, high quality learning, a concern for individual pupils and a respect for diversity. The school provides and follows:

- UNCRC principles and Articles
- A purpose built building with equipment to meet the needs of all pupils
- Counselling for pupils in the Senior School
- Play Therapy for pupils throughout the school

We seek to meet the additional education and other needs of pupils and to help them overcome barriers to learning by:

- ☒ Promoting good attendance
- ☒ Promoting positive behaviour
- ☒ Meeting the needs of each pupil as an individual through Individual Education Plans produced in collaboration with Allied Health Professionals
- ☒ Promotion of communication for all pupils through Intensive Interaction, verbal, Makaton, PECS, Pixon, Communication Books, choice boards and ICT technology such as Little Macks and GoPoint
- ☒ Development of attention to adult-led activities through Attention Autism
- ☒ Working closely with the Learning Disability Teams from Social Services (Children's and Adult's) to ensure all pupils, including Looked After Children, are given access to education and equipment needed to access this
- ☒ Working closely with the outreach teaching service for pupils with a visual impairment (Jordanstown School)
- ☒ Working closely with the EA Sensory Service to support pupils with hearing loss

- ☐ Accessing support from the Autism Advisory and Intervention Service to support pupils with ASD

We believe in and support pupil participation and involvement in decisions about school life. We do this through:

- ☐ UNCRC – Articles 12 and 13
- ☐ Circle Time / Class Meetings
- ☐ Student Council
- ☐ Eco Council
- ☐ Pupil feedback to teachers about teaching and learning and school (links to AfL) through Pupil Contributions for Annual Review and Pupil Progress Files/School Leavers Yearbook
- ☐ Teaching about decision making at a very basic level early on, e.g. making choices at break or play time. This teaches about decision making, allows pupils' choice and can be developed throughout school.
- ☐ Class rules are set and agreed by pupils
- ☐ School Choir and the Makaton Sign and Sing Choir
- ☐ Work experience

We work closely with pupils, parents, Allied Health Professionals, Social Services and the Education Authority (North Eastern Region) Transition Service to assist with:

- ☐ Transition to post-19 provision
- ☐ Transition to another school or Learning Support Unit through the provision of starting school booklets, integration opportunities, meetings and sharing of information

The school follows child protection guidelines fully.

- ☐ Children know about keeping safe through the “Helping Hands Programme”, RSE, Woman’s Aid Assembly and citizenship in classes and work in collaboration with the PSNI, DoE and Social Services on topics such as Stranger Danger and Road Safety
- ☐ Staff training
- ☐ Parents all receive a copy of the Child Protection Policy, Use of Digital Images Policy and consent for photographs and Facebook
- ☐ Parents and other volunteers in the school are vetted through Access NI and follow a set of guidelines for volunteers working in the school
- ☐ Visitors are required to sign in and out on the new electronic visitor entry system, wear visitor badges and are accompanied by staff when in the school

We support children in making healthy choices and through the provision of a healthy environment. We do this by:

- ☐ Having 4 members of staff who are trained in First Aid. All other staff receive annual training on First Aid basics
- ☐ Having Health and Safety procedures that are tested regularly. These include weekly testing of the fire alarm, fire drill at least once a term, risk assessments for different activities and areas, all doors and outer playground gates secured with keypads
- ☐ Are a healthy eating school – healthy breaks are offered in the Junior School and a healthy tuck shop runs in the Senior School. Pupils are offered water or milk at lunch and all school dinners follow strict nutritional guidelines

- ☒ Each class has weekly PE slots and opportunities are offered for fundamental skills, tennis, football, Yoga and basketball coaching, swimming, trips to the hydrotherapy pool in school and involvement in competitions such as Sports Hall Athletics and football.
- ☒ Body Awareness, Sensology and OT sensory integration programmes are followed in classes
- ☒ Play areas have been built and extended
- ☒ Tricycles and bicycles for all ages and sizes are provided for use in the enclosed area outside and inside
- ☒ Healthy lifestyles are promoted through the School Reading Scheme (KS3) and pupils are encouraged to make healthy choices in cafes and in cookery.
- ☒ Lessons on Health and Healthy Eating are provided in the Senior School
- ☒ Local leisure facilities are used, e.g. Larne Leisure Centre on a weekly basis
- ☒ Walking group in Transitions Group. This encourages a reduced reliance on school transport and promotes health
- ☒ Independent Travel training for selected pupils in Senior School
- ☒ School Counsellor is available for all pupils in the Senior School. Pupils can self-refer or be referred by staff or parents
- ☒ Pupils are encouraged and supported to develop hobbies and interests
- ☒ Offering Duke of Edinburgh Award Schemes and opportunities for Senior pupils to take part in a multi-activity session at Belfast Activity Centre
- ☒ Play Therapy offered to pupils by referrals from staff/parents

High quality teaching and learning

We provide a broad and relevant curriculum as is evidenced by:

- ☒ Scheme of work for PDMU and Personal Development that meets the needs of our pupils
- ☒ Timetabling and other arrangements to deliver an effective PDMU/PD curriculum (including RSE), and other related areas of learning e.g. RE and Physical Development
- ☒ Specific programmes relating to health and wellbeing e.g. Cycling Proficiency, Heartstart

We promote positive relationships between teachers, classroom assistants and their pupils and with other school-based staff through:

- ☒ Good relationships in class – class rewards and sanctions
- ☒ Staff working together to provide integration opportunities between classes for leisure and for work
- ☒ Celebration of achievements
- ☒ Staff Code of Conduct
- ☒ ‘Open door’ policy for pupils to come and discuss any worries with members of staff
- ☒ A Trauma Informed approach to education

Teachers use a range of teaching strategies that respond to the diversity within the classroom such as:

- ☒ Circle Time/Class meetings
- ☒ Collaborative learning (Targets/outcomes are set in collaboration with Allied Health Professionals)
- ☒ Developing personal capabilities – self management and working with others
- ☒ Flexible approach to teaching, i.e. 1-1 work, group work and promoting independent learning
- ☒ Play Based and Activity Based Learning opportunities are used alongside visual approaches and multimedia to take account of the different learning styles, e.g. kinaesthetic, visual
- ☒ Visual schedules to assist pupils with ASD or challenging behaviour

- ☐ TEACCH to help pupils with ASD structure their day and understand their environment, helping them access learning
- ☐ Sensory integration opportunities built in throughout the day
- ☐ Attention Autism is used to help develop and extend concentration and help pupils with ASD focus on adult-directed activities
- ☐ Makaton is used to augment verbal communication and PECS, Pixon, Communication Books and choice boards are used to help individual pupils communicate their needs and wants.
- ☐ Augmentative Communication Devices and adaptive technologies are used to help pupils access the curriculum
- ☐ Flexible groups suited to the needs of individual pupils, working at a pace that suits the pupil
- ☐ Individual, flexible timetables for pupils with challenging behaviour or sensory needs
- ☐ Integration with other classes in-school or with other schools to extend learning
- ☐ Opportunities for Sensory Integration and Intensive Interaction are built in throughout the day in response to individual pupil need. This includes the use of Tac Pac, a tactile communication system used to aid sensory needs and develop communication.
- ☐ Individual Behaviour Intervention Programmes, taking account of individual need
- ☐ Programmes to aid physical development and to assist learning through the reduction of reflexes are used. These include Primary Movement, Body Awareness and MOVE (Mobility Opportunities Via Education)

Teachers reflect on their own work and the outcomes of individual pupils through:

- ☐ Use of staff planning/staff meetings/ monitoring arrangements relating to teaching and learning and pupil progress and achievement in relevant areas of the curriculum such as PDMU/Personal Development
- ☐ Collaborative meetings with parents, Allied Health Professionals and school staff to discuss progress and development
- ☐ Classroom observation and assessment of pupils' personal development and behaviour
- ☐ Class teachers' consideration of pastoral issues where pupil performance or behaviour has changed
- ☐ The use of assessment models such as Quest, School Assessment Tool and Lines of Progression

Effective leadership

Governors understand their responsibility for the pastoral care of pupils. They do this by:

- ☐ Monitoring and evaluating the strategies in place for promoting pastoral care, health, well-being and attendance, contained in the School Development Plan, including consulting with the School Council/ pupils and parents
- ☐ Child Protection training and role
- ☐ Monitoring the reporting of behaviour, suspension and exclusion
- ☐ Attending training on appropriate areas, e.g. Child Protection and CRED

In relation to pastoral care we support the professional development of staff and sharing and learning from best practice by:

- ☐ INSETs, Exceptional Closure days for pastoral matters
- ☐ Teachers with additional training and/or qualifications e.g. counselling, Helping Hands, HeartStart
- ☐ Sharing good practice – visits to other schools, hosting visits by other schools

- ☐ Relevant school awards and accreditation e.g. HeartStart

We provide the resources needed to support pastoral care through:

- ☐ Effective staff deployment – specialist roles
- ☐ Classroom resources
- ☐ Areas indoors and outdoors for sensory integration
- ☐ Play resources and facilities
- ☐ Specialist rooms/areas for nurture, small group etc
- ☐ Access/signposting to external resources e.g. pupil counselling, Play Therapy
- ☐ Home-school diaries/Seesaw messages
- ☐ Adults trained to meet pupils’ needs
- ☐ An “open door” policy

We monitor and evaluate our pastoral care practices in a number of ways:

Through reviewing the school’s performance regularly in the preparation of the School Development Plan

- ☐ Specific monitoring/evaluative duties of individual staff with responsibilities e.g. the curriculum leader for PDMU/PD, Pastoral Care Coordinator
- ☐ How you use school data – SIMS modules for attendance, incidents, numbers taking free school meals, number of pupils who are Looked After
- ☐ Plenary sessions and pupil feedback to teachers about teaching and learning (links to AfL) or other areas of school life e.g. play, Belfast Activity Centre trip
- ☐ How the Student Council is involved
- ☐ Parent questionnaires or other information gathering activities
- ☐ Feedback from pupils on Annual Review Pupil Contribution Forms

A school connected to its local community

Good relationships and communication between the school and its parents and the wider community are crucial to our pupils’ health and wellbeing, learning and achievement. These are developed by:

- ☐ Parents being made welcome in school e.g. reception area, celebrations of work and achievement, to discuss problems, etc
- ☐ Information sent home to parents: class timetable, photo books, letters, homework, upcoming trips and events
- ☐ Telephone calls, emails and home visits
- ☐ A parental app called ‘Seesaw’, which is updated weekly with pictures from class and, in certain classes, used for daily communication between home and school.
- ☐ Christmas concerts, Prize Day, Sports Day and Summer Fete events for parents and members of the school community
- ☐ Parents encouraged to be volunteers, visitors
- ☐ Training sessions for parents on areas related to their child’s learning and development, e.g. visuals, sensory integration and new school initiatives e.g. Trauma-Informed Practice
- ☐ The work of the Parents and Friends Association
- ☐ A wide range of school documents on the school website e.g. policies, class curriculum information/guides, meeting individual need information and information on Allied Health Professionals
- ☐ School information sheets sent home and via SIMS text messages
- ☐ Daily home/school diaries and/or Seesaw messages and/or Little Macks

- ☐ Coffee mornings
- ☐ Reporting to parents about their children's personal development through formal and informal means
- ☐ The school's approach to dealing with the parents of pupils with problems e.g. behaviour and attendance
- ☐ Complaints Procedure
- ☐ Integration within school and integration with other schools, e.g. Moyle Primary School, Larne High School, Larne Grammar School
- ☐ Shared learning experiences with Larne Grammar School and St Killian's College through the Shared Education Project
- ☐ Work experience opportunities, both in-school and in the local community, e.g. Inver Garden Centre, Carnegie Library, Mums & Tots, Centrepoint (AEL), Ballygalley Community Hall
- ☐ Collaboration and sharing of expertise with staff of other schools, e.g. Moyle Primary School
- ☐ Sharing of resources and experiences, e.g. Moyle LSU use the CAVE each week, pupils attend events in other schools
- ☐ World Book Day, Schooltastic book fair
- ☐ Visitors to Assembly throughout the year
- ☐ Use of local facilities, e.g. Larne Leisure Centre, library, local shops
- ☐ Pupils fundraising for charity through a range of events
- ☐ Use of the school Facebook page to publicise events and celebrate what is going on in Roddensvale School
- ☐ Articles and photographs in the local press of events in-school

We have good relationships and communication between the school and the education agencies that support pupils' health and wellbeing, learning and achievement, namely:

- ☐ Education Authority Services e.g. Autism, CSSC, Educational Psychology, EWO, etc
- ☐ Children's Learning Disability Therapeutic Service
- ☐ Clinical Psychology
- ☐ Middletown Centre for Autism
- ☐ Autism Advisory and Intervention Service

We have good links with other relevant statutory and voluntary agencies that support pupils' health and wellbeing, learning and achievement. These are:

- ☐ School Counsellor (Counselling 4 Youth)
- ☐ Allied Health Professionals
- ☐ Social Services (Children's Learning Disability Team, Adult's Services)
- ☐ Dental services, School Nurse, Medical staff
- ☐ Psychiatry
- ☐ Social Services and PSNI/Child Protection Support Service for Schools
- ☐ NSPCC, Surestart, Woman's Aid

The school is involved in specific programmes that meet the needs of the community and nearby schools. These are:

- ☐ Entitlement Framework – Larne Learning Community
- ☐ Transition (starting school, school to school, post-19)
- ☐ Early Years Project
- ☐ Early Intervention Programme (Paediatric Physiotherapy)
- ☐ Toy House

- ☐ Larne Early Education Partners
- ☐ Shared Education Project

September 2023

DRUGS EDUCATION POLICY

A Drugs Education Policy is a legal requirement and therefore we as a school are bound by law to provide this policy.

As a school we acknowledge the growing drugs problem within our community. We feel the majority of pupils at Roddensvale may never meet the dangers experienced by their peer groups in Mainstream Education, but, on the other hand there are always exceptions to the rule. The exceptions may be exposed to drug messages through media, associating with older children in their local neighbourhood or experiencing a lack of parental control. Therefore, it is essential to ensure a consistent school approach.

PROGRAMME

Our school drugs education programme will be incorporated within the PDMU/Personal Development programmes and where appropriate within any other subject. It will be taught at a level appropriate to each individual pupil's level and will be monitored and evaluated within the school's development plan. Where appropriate, outside agencies are brought in to help support the delivery of Drugs Education.

N.B. The detailed school policy on 'Drugs Education' may be viewed on request