RODDENSVALE SCHOOL

THE GOVERNORS' ANNUAL REPORT

TO PARENTS

2024-2025

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: 13th October 2025 at 9.45 a.m.

I commend this report for your consideration.

Yours sincerely

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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 Autumn 2027. 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 RODDENSVALE SCHOOL BOARD OF GOVERNORS 2024 – 2025 (Reconstituted in February 2025)

OFFICE BEARERS

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

PARENTS' REPRESENTATIVES

Mrs K Milligan
Mrs R Strange
Mrs S Nicholson

EDUCATION AUTHORITY REPRESENTATIVES

Mr A Armstrong
Mr Roy Beggs
Mr J Doherty
Mrs N Hall
Mr G Kerr

DEPARTMENT OF EDUCATION REPRESENTATIVES

Mr D Hunter
Mrs J Millar
Mrs M Maxwell
Ms L McAdoo

TEACHERS' REPRESENTATIVE

Mrs R Moorhead
Mrs S Morrow

PRINCIPAL

Mr J Madden (non-voting)

RECORDER OF MINUTES

Mrs H Stewart (Vice-Principal)

CO-OPTED MEMBERS

Mrs H Stewart (Vice-Principal/Recorder of Minutes)
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.

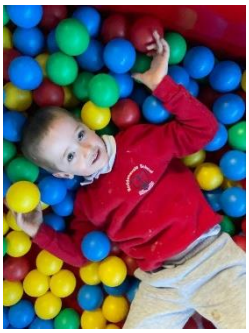
6. To continually embrace professional development and apply these opportunities to extend the educational experience of pupils.

7. To make learning an enjoyable process for pupils and staff.

'A Special School for Special People'

Diary Dates 2024 -2025

September 2024:







- School recommenced on Friday 30th August for pupil induction.
- Over the summer the soft play area was completely refurbished, and this was finished in time for pupils returning.
- A new school counsellor called Hannah Hamill was allocated to the Senior School.
- Fun with Drums visited school 13th September for some of the Senior classes. These sessions took place in the outdoor classroom. They returned on the 20th for one more session.
- First Department meetings for all Departments took place on the 17th September.
- Mrs Woods (Family Support Worker) held a parents' coffee morning in the Lynas Room on Tuesday 17th.
- The first Toy House session was held on Wednesday 25th September from 2.25pm - 3.15pm.
- The play bus was on site for the Foundation classes on the 18th September.
- The sensory bus was available for the ASD/Sensory department on Thursday 19th September.
- We had the soft play bus with us on the 20th and it was enjoyed by the Junior school.
- Jo Jingles began sessions for the Foundation, KS1, KS2 and the ASD Departments. These took place on Wed 18th Sept, Thu 19th Sept, Tue 24th Sept, Wed 25th Sept, Thu 26th Sept., Fri 27th Sept.
- Class AN received 2 sessions with 'Jump, Jiggle and Jive' on Monday 16th and Monday 23rd September.
- Mrs L Wilson held a staff training session during Directed Time on the 'Curiosity Programme.'
- Carnlough Women's Institute and Carnlough Community Hub kindly donated knitted octopuses which were designed to help our pupils learn about their emotions. These were delivered to school by the sisters of a current pupils on the 27th.

NB: Mr Madden and Mrs Stewart attended meetings with both EA and DE throughout the academic year.

October 2024:







- Claire McVeigh, School Nurse, and team attended school on the 1st October to facilitate seasonal flu vaccinations.
- A twilight was held on Tuesday 8th until 6pm. All teachers and permanent classroom assistants attended a session on Sensory Integration taken by Stephanie Kirkpatrick, OT. This session was repeated for parents/carers on Tuesday 15th.
- 4 x TA1 posts were appointed on the 8th. Mrs Mee and Mr Turnbull for ICT, Mrs Killough for Communication and Miss H Smyth for School Council and Summer Scheme.
- The school hosted a quiz night on the 22nd to raise money for school funds. It raised a total of £420.
- Rev Richard Murray, the Moderator of the Presbyterian Church in Ireland visited school on the 9th as part of a tour of PCI's Carrickfergus Presbytery. He had nothing but high praise for both staff and pupils.
- Wednesday 16th October Mrs Stewart gave a short presentation to all staff on the Managing Attendance policies and procedures.
- The PFA Annual General Meeting was held in school on Thursday 17th October.
- Hagans Fruit Shop very kindly allowed the school council to visit on the 17th October to collect a pumpkin for each of the classes in school.
- Harvest Assembly took place on the 18th October lead by Rev Simon Curry. A collection was taken for Larne Food Bank. They came later in the day to collect.
- The first staff wellbeing coffee afternoon took place on Wednesday 23rd October and was organised by Mrs Best.
- The Halloween Disco was held on Friday 25th October. This was organised by the school council and pupils were invited to dress-up for the occasion.
- There were a number of Directed Time staff training sessions held in October:
    - Tuesday 1st October – Attention Autism facilitated by Mr Grant, Mrs Young, Mrs Wright & Mrs Heron in Class LH
    - Tuesday 8th October (Twilight 3-6pm) – Occupational Therapy Session (ASD class / main hall)
    - Tuesday 15th October – Primary Movement facilitated by Mrs Humphrey & Mrs Szapanski in Class JM
- Tuesday 22nd October was a Double Twilight from 3-8pm. Staff were either involved in the Quiz or taking part in a Team Teach refresher course.

November 2024:







- Jump, Jiggle and Jive visited Class CB on the 4th and 11th. These were the final 2 sessions setup using money for the Summer Scheme.
- Annual Reviews for the majority of pupils ran from the 4th – 21st November. Nursery reviews were held in January.
- A staff wellbeing coffee afternoon ran on Wednesday 6th, this was organised by Mrs O'Leary.
- Mrs Stewart ran a staff wellbeing information session on Tuesday 12th November. This was for all members of staff and was well attended.
- The PFA Christmas Craft Fair was held on Thursday 14th November and had an excellent turn out.
- Mr J Madden was awarded his MBE at Windsor Castle by Prince William on the 12th November.
- Mrs Strange and Mrs Nicholson were elected as parent representatives on the new Board of Governors.
- James Hagan, Hagan Homes, visited with the school to look at creating a temporary staff room in the area outside the Kitchen.
- Aaron and his team at Naggy Burn held a wreath making workshop on the 18th for the parents and carers of Roddensvale School.
- Mrs C Young held a staff training session on TACPAC on Tuesday 5th.

December 2024:







- Class MD visited Sunnybank Nursery on the 2nd December to select a Christmas tree for the entryway. A big thank you to Mrs Blair, Mr Hardy and Mrs Hardy for their very kind and generous donation.
- School Council ran a Christmas fair for all senior pupils to buy Christmas presents on the 19th.
- The school Choir had a number of engagements with local churches and community groups.

- Toys were donated to school via the Mid and East Antrim Christmas Toy Scheme. These were available for parents to collect on the 11th and 12th December.
- Christmas dinner took place on the 12th December, this coincided with Christmas jumper day.
- Staff gathered on the 12th December for a special coffee morning to mark the retirement of Edie Magill who had served as a staff member at Roddensvale for 43 years. At this coffee morning money was raised for Salvation Army and St Vincent de Paul and the total was £350.30.
- Mrs L McCann, Classroom Assistant, stepped down from her role at the end of December.
- Hawthorne's Melody Hands from Hawthorne's Adult Centre visited with our Senior school on the 13th to put on a festive performance.
- Nursery, Foundation, selected Junior, ASD and Sensory Classes held Christmas Stay and Play on 16th, 17th, 18th December for pupils and their parents.
- Classes AN to MD performed the Nativity on 10th December, they were brilliant.
- Classes CB to Transitions Group put on a smash hit pantomime (Cinderella) on 11th December.
- The PFA donated a Christmas decoration for all pupils.
- Larne DVLA kindly gifted all pupils with a selection box.
- The choir performed at the following:
    - Tuesday 3rd December 1.30-3pm Ballyclare Presbyterian Church
    - Thursday 5th December 11.30-1pm -Ballygally Community Lunch
    - Tuesday 17th December 11.00 -2pm – Hensworth Fold, Belfast followed by lunch at McDonalds
    - Thursday 19th December 11.00-12noon – Gloucester Park Day Centre, Larne
- School closed on Friday 20th at 12 noon for the Christmas Holidays.

January 2025:





- Tuesday 21st January 2025 was a twilight and took the form of PLP writing and time in rooms.
- Mrs Moorhead ran a TEACCH training afternoon for classroom assistants and any staff who haven't been on the training previously.
- Cleah Collins donated the money made at the craft fair for her jewellery to Hope and Light on the 24th January.
- Pollock Lifts brought in a donation of £360 which was raised for the Roddensvale Nursery Department.

- Directed Time on 28th January was dedicated to Department meetings.
- Jo Jingles began the next set of sessions on Friday 24th January these ran through until June. The PFA funded this block and Mrs Mee organised a timetable.
- Mrs McNeill from Jordanstown School OVI service visited selected pupils on the 14th.
- Mrs McBride and Miss Currie interviewed for 2 permanent teaching posts and were successful.
- 25th February was a twilight and 24 staff were due their Team Teach accreditation before the end of February.

February 2025:





- Mr Grant and Class HSM attended a Boccai competition on 4th February.
- Usbourne Book Fair was organised for 27th February in the main hall. A timetable was drawn up for this and pupils were able to pre-order any books from the catalogue.
- Mrs Heron ran a short Attention Autism training session for classroom assistants on 25th February at 3.15 p.m. in Class LH.
- Friendship week ran from the 3rd - 7th.
    - Nursery made cards for someone at home
    - Wooden hearts and red bags for decorating were delivered to Foundation, Key Stages 1/2 and ASD/Sensory Departments.
    - Senior classes made friendship cards and posted them to each other via the letterbox at the base.
- School was out for the half term holidays from the 10th – 14th February.
- Allied Health Professionals Update:
    - Speech and Language Therapy team, Niamh Gillie has returned from Maternity Leave and Marie Barnes joined the team on a Friday.
    - Sharon McLaughlin joined as part of the Occupational Therapy team, alongside Stephanie Kirkpatrick.
- Wednesday 19th February at 10 a.m. saw the first meeting of the newly constituted Board of Governors.
- PFA Committee Meeting was held on Thursday 20th February at 10.30 a.m.
- A Wellbeing Committee was formed, headed by Mrs Humphrey. They met for the first time of the 19th February.
- DeeDee Yendall (parent) attended school on the 26th to trim girls' hair ahead of the school photos.

- Hannah Hamill, the school counsellor, finished on the 27th, to start her Maternity Leave. A new counsellor, Jenny Morrow, was appointed to cover this leave.
- Daniel from IFA was in on the 28th for football coaching.
- The therapy dogs from Castle Tower School visited with Class RMK on Friday 28th February.
- Mr Madden informed staff that Governors had granted his request for phased retirement from September 2025. He will be dropping to three days per week, Wednesday to Friday.

March 2025:







- 6th March Classes MD, CB, HSM and CG attended the Birds of Prey event at Larne Museum.
- Lynn Wortley was in on Wednesday 5th and Thursday 6th March to take school photos.
- World Book Day was held on Friday 7th March, with a comfy clothes day and a special assembly.
- Chris McNaghten visited school on the 20th to talk to some of the Senior School pupils on wellbeing and resilience.
- School marked St Patrick's day:
    - A wear green to school day
    - A special Assembly was held with visitors on Thursday 13th
    - Classes who did not attend Assembly had a visit from the leprechaun with chocolate coins.
- School was closed on the 14th and 17th for the St Patrick's day weekend.
- Summer scheme application forms were sent out via Seesaw and returned by 21st March.
- Mrs O'Leary held RSE talks for selected pupils on the 18th and 19th March. These talks were then repeated on the 21st for younger pupils.
- On the 21st March staff and pupils were invited to wear odd/colour socks to mark World Down Syndrome Day.
- There was a PFA Committee meeting on Thursday 6th March.
- Mrs Napier announced her decision to retire at the end of August, after 38 years in Roddensvale School.

April 2025:





- Larne Music Festival took place on the 1st April. Both choirs took part and were successful in winning their own fields.
- Art classes for parents/carers ran from the 2nd April, organised by Mrs Woods.
- Mr Grant and the football team attended the following competitions:
    - 1st April – pupils are involved in football coaching session at Larne High School
    - 10th April – football competition at Vally Leisure Centre (primary-age)
- On the 1st April Mr Madden updated staff that the school will be taking over the former Upper Ballyboley Primary School. This will be opened as an Early Years Centre, with a 2-phase plan to move Nursery and Foundation to a bespoke building there.
- On the 9th April Larne Baptist church made a very kind donation of flowers for all the staff members.
- Woodwork classes began at AEL for parents/carers.
- Jenny Anderson joined the staff three days per week as part of the Speech and Language Team.
- The Makaton Choir sang at a Larne High School event on Wednesday, 9th April.
- Interviews took place on Wednesday 9th for a number of permanent, full-time teaching posts. Mrs Holly Hanna and Miss Ellen McCrea were appointed, with Mrs Emma Newell and Miss Louse Craig as First Reserves.
- Miss Leah Mitchell was appointed as Assistant Leader for Summer Scheme.
- School closed at 12 noon on the 16th for the Easter Holidays.
- Staff from the Waterfront Hall visited Class GT on the 28th to gain ideas that will assist then in setting up a sensory room.

May 2025:







- School was closed on Monday 5th May and Monday 26th May for the two bank holidays.
- P1 Health Appraisals took place on the 6th, 7th and 13th May.
- There were a number of staff changes and appointments made at the beginning of May:
    - Rebekah Bell will be leaving to complete her studies in England. Pamela Falconer will be commencing a phased retirement from September. Susan McCourt announced her retirement after many years at Roddensvale.
    - Holly Petticrew will be joining the school in August as a new job-share teacher with Mrs Neill. Rachel Wharry, Rebecca McLaughlin, Alix Yendall, Nicole McCleery, Victoria McDowell, Nicole Burns, Anna Sloan and Joanne Jenkins were all appointed to permanent Classroom Assistant posts.
- The annual Family Fun Day was held on Friday 23rd May. This raised £1525.62, to be donated to school funds.
- Healthy Eating Week began on the 5th May. Each class completed activities based around healthy eating and choices.
- On the 7th May Lindsay Shaw from EA met with the Wellbeing Committee to talk about Take 5.
- Wellington Recreational Over 35s made a valuable donation of £330 to the PFA on the 9th.
- On the 13th May Sergeant McKeown was in to do e-safety talks with Senior School pupils.
- The Special Schools FA cup took place on the 15th May with 14 pupils travelling to Lisburn to take part. The Junior team were victorious with the Senior team only just missing out.
- Made for More visited school on the14th May meet with pupils and then returned on the 21st and 22nd May to complete sessions on drugs awareness and e-safety.
- Language Day was held on Friday 16th May and the language this year was Spanish. There was a special assembly put on to mark the occasion.
- The school took part in a Mainstreaming Shared Education to Crumlin Road Gaol on 15th May, alongside Larne Grammar School and St Killian's College.
- Mental Health Awareness week ran from Tuesday 27th May, activities included:
    - Tuesday 27th staff joined together for a walk as part of Aware NI's 'mood walk' campaign.
    - Thursday 29th there was a staff coffee morning to raise funds for Aware NI.
    - On Friday 30th pupils and staff were invited to wear all things yellow and donate £2 as part of Aware NI's 'Shine Bright, Glow Yellow' campaign.

- Duke of Edinburgh Award pupils took part in two walks this month lead by Miss Gwynne
    - 1st May – practice walk.
    - 8th & 9th May – practice expedition
- The Constable Anderson Memorial Flute band visited school on the 27th to allow pupils to see their drums and make music of their own.

June 2025:







- On Sunday 1st June the Coastal Challenge, organised by Mr Madden took place. This raised £1320.15, which will be added to school funds.
- Mrs Montgomery and Mr Turnbull were successful in their interviews for Head of Key Stage 1&2 and Head of ASD respectively.
- Roddensvale's annual prize day was held on the 2nd June. Parents of those achieving awards this year were invited to attend. Both the Makaton choir and the school gave performances and Seamus O'Hare, actor, was the special guest in attendance.
- The choir visited Woodland Presbyterian Church to give a performance.
- Charlotte Shaw was successful in her interview for the Speech and Language Therapist band 7 position.
- Inspire Gym visited with pupils at the base on the 4th to speak with them and show them trophies that they have won.
- On the 4th June Jackie McNeill from Co-op very kindly supplied the school with bananas and water to be used at Sport's Day events.
- Summer scheme medical training was held on the 9th for selected staff.
- Mrs Donnelly and Mrs Humphries ran Makaton taster sessions for students from Larne Grammar, Larne High School and St Killian's during the second week in June.
- Three separate Sports Days were held this year in order to accommodate all classes:
    - 6th June – Senior Day of Sport at Larne High
    - 12th June – ASD/Sensory Department
    - 13th June – Junior School
- Cairn Dhu golf club visited school to hand over a donation of over £700 for school funds.
- Students completed their Duke of Edinburgh expedition on the 12th and 13th, lead by Miss Gwynne.
- A leaving dinner for Mrs Napier was held on the 13th June in the Rosspark Hotel.
- An end of year buffet for both staff and governors was held on the 16th and was catered by Marty McToal.
- Classes MD upwards attended the cinema on 17th June for the end of year trip.
- As an end of year treat inflatables were hired for pupils from the 17th-20th.

- The summer ballot was closed and drawn on the 20th June with nearly 20 prizes won. The totally raised for school funds was £2128.
- Tanhee McCrory from White Ribbon was in on the 23rd to do relationship workshops with pupils in the Senior School.
- Some Senior School pupils took part in a Day of Sport with students from Larne Grammar School and St Killian's College as part of Mainstreaming Shared Education. Mr Grant and Mr McAfee attended, and Roddensvale demonstrated boccai.
- The tennis coach was in on the 23rd for all class at the base.
- The Nursery held their graduation on the 11th June and Leavers Assembly was held on the 24th.
- Mrs Stewart was successful in her appointment as Co-Principal which will commence in September 2025.
- School closed for the summer break at 12 noon on Friday 27th.



PHYSICAL ACTIVITY AT RODDENSVALE

The ethos of our school's P.E. programme is to promote physical activity and health in a way that is engaging and enjoyable for all students. We also recognise the vital role exercise and outdoor experiences play in supporting mental wellbeing and emotional resilience. As such, we strive to create as many opportunities as possible within the school environment to nurture both physical and mental health.

Physical Education sessions continued as planned, with all classes actively participating in structured physical activities. In addition to scheduled lessons, pupils were encouraged to engage in daily exercise, making use of the soft play room, and walking to and from the local park. Some classes incorporated short daily walks into their timetables, while senior pupils took part in a 'mile a day' initiative. Younger children enjoyed exploring the Gym Time equipment in the hall, which offered a variety of climbing and balancing challenges. From the summer term, senior pupils also began outdoor activities such as running, climbing, cycling, and basketball.

Swimming continued on a weekly basis; eight senior classes enjoyed 8 weeks of swimming at Larne Leisure Centre. Classes/pupils also have the opportunity to avail of sessions in the school hydrotherapy pool.

Once again, we were able to avail of the expertise from the Irish Football Association who delivered another excellent year of fundamental skills coaching and introduced pupils to basic football skills. Mid and East Antrim Borough Council also provided us with 10 weeks of sports coaching for classes from Class COL right up to Class EOD. Each session looked at different team game, such as tag rugby and dodgeball. Robert Currie from Mid and East Antrim also ran a Healthy Kids club with Classes COL and JM, focusing on a healthy diet and how we can move more. This year sessions with Ulster Hockey commenced. These were offered to pupils in Classes CW upwards and were held at Larne High's Astro-Turf pitch. Ulster boxing also provided us with taster sessions during the summer term and classes from CW up availed in these.

The Transitions Group and Class EOD follow their own programme which combines physical activity with health promotion lessons. They take part in weekly coaching lessons at Larne Leisure Centre and take part in daily walks around the local area.

The school football teams took part in a number of sports competitions. They competed at Valley Leisure in the MLD five a side tournament and we successfully defended our SLD title at the Special Schools FA Cup at Lisburn Leisure Plex.

Class HSM represented the school at the national Boccia tournament at Antrim Forum, finishing fourth out of ten schools.

Junior/ASD Sports Day was held on the 12th and 13th June 2025 and much fun was had by all. The pupils took part in sensory circuits create by Stephanie the Occupational Therapist.

Senior Sports Day rebranded as the Day of Sport took place on Friday 6th June 2025 at Larne High School's Astro-Turf pitch. Parents and carers were able to attend, and classes rotated around the different sports and got to experience coaches from the Irish Football Association, Local council , Larne Football club, Larne Cricket Club, Ulster Hockey, Larne High Sports Studies group and Cairndhu Golf Club .

Gardening, as a physical activity, is also included for some pupils within the senior school.

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.

Our resident OT provided the ASD department with access to Sensory circuits and provided classes with ideas to implement on a daily basis.





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, nurses from the various teams linked to our pupils. There are parents and young children from the community who come along to our School Toy House. Pupils/students come to the school from local mainstream Schools/Colleges for Work Experience. We have lots of different visitors to Assembly, from local clergy to Scripture Union, Stand by Me, charities and visitors linked to local services and the council. Both choirs also take part in a range of events in the local community, from competitions to performing at Christmas events and entertaining those in local community groups. The school has also close links with Gillaroo Lodge Nursing Home through the Kindness Boxes placed in various areas in the local town.

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

Roddensvale School continued to be part of the Larne Learning Community and played an active role throughout the 2024/2025 school year. We completed modules in OCN Personal Progress and Independent Living (Personal Care) in collaboration with the Northern Regional College, with delivery from Rhonda Brady (NRC). One part of the course was delivered in Roddensvale and the other part was delivered in Centrepoint. Roddensvale School were also delighted to recommence accreditation in CCEA Entry Level qualifications, with selected pupils being

entered for qualifications in Basic Food Preparation, Independent Travel, Developing Communication Skills and Using Social Media Safely. This year we also built on the Prince's Trust Qualifications for selected pupils in Senior School. This was overseen by Mrs O'Dornan.

Roddensvale School continue to participate in the Shared Education Project alongside Larne Grammar School and St Killian's College.

This year pupils took part in shared learning experiences through History, PE and Student Council. This included a trip to the Somme Centre, Crumlin Road Gaol and a special shared-education PE taster day held at Ballymena Showgrounds. Makaton enrichment sessions for students in Larne High School, Larne Grammar School and St Killian's College were held in June 2025. These were taken by Mrs Donnelly and Mrs Humphrey.

GIFTS TO THE SCHOOL 2024-2025

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, The Music Yard monies, legacy donation for the building of a music room, earmarked money for the development of the Duke of Edinburgh Award Scheme; 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 2024-2025

Income for the year 2024-2025:	£31,132.62
Expenditure for the year 2024-2025:	£33,080.34
Bank Balance on 30th June 2025: (after all outstanding debts)	£7,086.22
Cash in hand on 30th June 2025:	£104.13

During the 2024-2025 Roddensvale School applied for and received different grants which helped and supported the different activities carried out within the classroom and school community.

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.

STAFF 2024-2025

Principal	1
Vice-Principal	1
Senior Teacher	1
Teachers	22 + 10 job-shares
Classroom Assistants	58 + 12 job-shares (6 part-time)
Bus Escorts	18 part-time
Executive Officers	2 part-time
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	4 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	3 part-time
Speech Therapist Assistant	1 part-time
Family Support Worker	1 part-time

SCHOOL CURRICULUM DEVELOPMENT PLAN 2024 – 2025

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
- New purpose built rooms in the Satellite at Larne High School Base with sensory spaces off each room
- Counselling for pupils in the Senior 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 in line with our Trauma Informed Practice ethos
- Meeting the needs of each pupil as an individual through Personal Learning Plans produced in collaboration with Allied Health Professionals and seeking the views of parents
- Promotion of communication for all pupils through Intensive Interaction, verbal, Makaton, PECS, choice boards, Pixon, and ICT technology such as Big Macks and GoPoint
- Development of attention to adult-led activities through Attention Autism and The Curiosity Programme
- 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's Sensory Service for the support of pupils who have hearing loss.

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
- School 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 leaflet, 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 electronic visitor entry system, wear visitor lanyards and 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 6 members of staff who are trained in First Aid. All other staff receive 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, Special Olympics games, trips to the hydrotherapy pool in school.
- Body Awareness 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 and Larne High School Astro-Turk Pitch on a weekly basis
- Walking group in various classes. This encourages a reduced reliance on school transport and promotes health
- School Counsellor is available for all pupils in the Senior School. Pupils can self-refer or be referred by staff or parents
- Junior School pupils have access to Healthy Happy Minds for the promotion of well-being
- Pupils are encouraged and supported to develop hobbies and interests
- Offering Duke of Edinburgh Award Schemes and opportunities for Transition Group pupils to take part in a multi-activity trip to Belfast Activity Centre
- Play Therapy offered from primary aged pupils by referrals from staff/parents

<u>High quality teaching and learning</u>

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, Community of Lifesavers

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 class rules
- Trauma Informed Practices throughout the school
- 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

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

- Circle Time/Class meetings
- Trauma Informed approaches
- Collaborative learning (Targets 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
- The Curiosity Programme is used to help build attention and connect with pupils
- 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/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)
- Six Bricks programme used to help develop problem-solving and thinking skills

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, in line with the trauma-informed ethos of the school
- The use of assessment models such as Quest, School Assessment Tool, Lines of Progression and ASD assessment tool

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 Student Council/ pupils and parents
- Safeguarding and 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, Community of Lifesavers, Attention Autism
- Sharing good practice – visits to other schools, hosting visits by other schools
- Relevant school awards and accreditation e.g. Community of Lifesavers

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
- Seesaw for home/school communication
- 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 Education 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, photos on Seesaw, newsletters, homework, upcoming trips and events
- Telephone calls, emails and home visits
- A parental app called 'Seesaw'. Which is updated weekly with pictures from class.
- Christmas celebrations, Prize Day, Sports Day 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. behaviour, sensory integration and new school initiatives e.g. sensory integration
- 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 Seesaw messages and/or Big Macks
- Class 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 High School, 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),
- Collaboration and sharing of expertise with staff of other schools, e.g. Moyle Primary School
- Sharing of resources and experiences, e.g. pupils attend events in other schools
- World Book Day,
  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 Advisory and Intervention Service, EA Sensory Service, Educational Psychology, EWO, etc
- Children's Learning Disability Therapeutic Service
- Clinical Psychology
- Middletown Centre for Autism

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

- School Counsellor (Family Works)
- 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 2025

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.

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