



# Mitchell House School Board of Governors Annual Report 2015-2016

The Principal and Governors of Mitchell House School are pleased to present this report as a summary of the life of the school during school year 2015-16. The school underwent a full inspection by the ETI in November 2015. This was very successful and we are proud to have achieved the outcomes outlined below.

The quality of the achievements and outcomes of the pupils is **very good**.

The quality for the provision of learning is **very good**.

The quality of the care, guidance and support of the pupils is **outstanding**.

The quality of the leadership and management is **very good**.

In conclusion the ETI found the school to have a **high level of capacity for sustained improvement** in the interest of all the learners.

## The Board of Governors

EA Representatives	Mr W Haughan Mr E Bowyers Mr M Blair (until January 2016) Mrs Clair Whiteside (from May 2016)	Chairperson
DE Representatives	Mrs A Matchett Mr Gary Wells	Vice Chairperson
Parent Representatives	Mrs L O'Connor Mrs Janice Hewitt	
Teacher Representative	Mrs A Montgomery	
Secretary	Miss L Matchett	

The next election of date of reconstitution of Governors will be during  
school year 2017-18

## **Mitchell House School Staff**

Principal	Miss L Matchett (Acting)
Vice Principal	Mrs A Hewitt (Acting)
Senior Leadership team	Mrs L Boyd Mr P Connolly Mrs A Thompson (Temporary)
Assistant Teachers	Mrs A Montgomery Mrs L Boyd Miss Z Ryan (3 day part time permanent) Miss F Fraser (3 day part time permanent) Mrs P Collins Mrs N Hughes (3 day part time permanent currently on career break) Mrs Angela Thompson Mr D Kerr Mr B Gordon Mrs G Allen (Temporary) Mrs A McDowell (Temporary) Mr A Cleary (part time) Mr D Kennedy (part time) Mrs J Watson (vacant post filled through NISTR)
Classroom assistants	Miss D Orr Miss E Algar Miss P Bell Mrs C Crawford Mrs E Peterson Mrs J Benson (10 hours) Mrs H Brownlee/ Mrs M McCartney (job share) Mrs K Thompson Mrs A Shields/ Miss L McClurkin (job share) Mrs J Roath Mrs R Dornan/ Mrs S Henderson (job share) Miss S Spratt Mrs S Wilmot Miss Z McGrath Mrs K Wallace Mrs W Wilson/ Miss Louise McClurkin (temporary job share) Mrs Y McKee Mrs C Walker Mrs C Donaghy Mrs E Wilson Mrs S Perrot Miss R Laurie Mrs J Coey Miss A Miskimmin Mrs H Devlin Miss M Lecky

Mrs S Wilgar  
Mrs D Moffett  
Mrs J McCluskey (career break)

General Assistants

Mrs M Boyd  
Mrs W Halliday  
Mrs B Kennedy  
Miss K Kernohan  
Miss L McCullugh  
Miss J Halliday  
Mrs E West

Senior Clerical Officer  
Clerical Officer

Mrs A Miller/ Mrs G Taylor Holmes (temporary)  
Mrs P Hull (Temporary)

Technician

Mr S Haddock (2 days temporary)/Mr A Nevin (2 days  
Temporary)

Ancillary staff

Building Supervisor  
Cleaning Supervisor

Mr W Kelly  
Mrs I Witkowska

Cleaning Staff

Mrs W Halliday  
Mrs S Lavery  
Mr N Stanislaw  
Mrs W Monica

**TRUST STAFF**

School Nurse

Mrs M Glass/ Mrs L Alcorn/Mrs W Baird

Physiotherapists

Mrs C Haighton  
Mrs K Milligan  
Mrs A Wilson  
Mrs T Weston  
Mrs K Johnston  
Mrs R Convery

Speech & Language Therapists

Mrs L Gibson/Mrs N Wray  
Mrs L Magee  
Mrs L Bloomer  
Mrs L O'Kane  
Mrs S McCrory (S&L assistant)

Occupational Therapists

Mrs S Bryans  
Mrs J McClure  
Mrs J Whann

## PUPIL REPRESENTATIVES 2015-16

Head pupil Matthew Davis  
Deputy Head pupil Nathan Haughan

House Captains      Shorts      Lee Reid  
Lewis      Nathan Limbert  
Peters      Krzysztof Bialy

School Council representatives:      Matthew Davis      Chairperson  
Robyn McBride      Titans  
Paul Gatt      Wildcats  
Krzysztof Bialy      Eagles  
Paris Skinner      Dolphins  
Scott Rob      Class 5  
Louise Eccles      Class 4

## SCHOOL ENROLMENT

The school has places for 90 pupils aged between 3 and 19 years old and admission is by application to Education Authority Belfast region, 40 Academy Street, Belfast BT1 2NQ

Enrolment	June 2013	June 2014	June 2015	June 2016
Nursery	11	10	10	7
Primary	42	41	40	47
Post Primary Department	37	31	30	27
<b>Total</b>	<b>90</b>	<b>82</b>	<b>80</b>	<b>81</b>

## SCHOOL BUILDING

There have been no major building works to the school this year. While there have been some plans proposed for internal changes to rooms and office spaces in order to create better storage space within the school, there has been no funding for this work to date. There has been a new telephone network system installed throughout the school.

## SCHOOL DEVELOPMENT PLAN

We have now completed our second year of our three year strategic school development plan. The key priorities for 2016-17 include actions under four key areas.

1. Child Centred Provision focusing on tracking progress in literacy and Numeracy, pastoral Care and health and wellbeing
2. Teaching and Learning focusing on teaching as a self-reflective practice and working in partnerships and teams.
3. Leadership and Management focusing on establishing a new Senior Leadership team, developing the work of Governors in school and involving staff in the school development process.
4. Community Links focusing on building both local and international links, setting up a shared education programme and involving parents in the life of the school.

The evaluation for actions 2015-16 and the new action plan for 2016-17 can be found on our school website.

## **SAFEGUARDING**

Safeguarding is a Key Priority at all times in Mitchell House School. We recognise how vulnerable our students can be and all staff are vigilant in watching for signs of abuse or neglect and listening to the students. We maintain clear procedures for receiving, recording and reporting disclosures. This year Mrs Hewitt has taken over as Designated Teacher and received her Designated Teacher training in November 2015. Mrs Collins has taken the role of second Deputy Designated teacher with Miss Fraser. Mrs Matchett remains the designated Governor for Child protection. Staff received updated training in October 2015 and Miss Matchett has received the Safeguarding training for Principals. The health, safety and well-being of students and staff alike are also a priority so we update have updated our health and safety policies and practices in September 2015. Both staff and students have been involved in workshops focusing on Health and Wellbeing, the staff through the human Giving Programme and the students through Action cancer.

## **STAFF DEVELOPMENT**

Continued Professional Development of staff is directly linked to our school development plan. Staff are encouraged to seek their own professional development opportunities and have embraced the ethos of the 'Trusted Colleague Network' as a vehicle for their own professional development which means they work closely with peer colleagues.

Training provided during 5 non-contact days:

- Health and safety
- Child protection
- Relationships and Sexuality Education
- Team Building
- School Development Planning

Other training through 5 Staff Development Days:

- Health and Well-being
- Assessment
- Effective Questioning
- Dyslexia

Some training has been specific to Support Staff:

- Medical Gas Safety
- Scribe and Reader training
- Epilepsy
- Feeding

Staff have taken up opportunities as they have arisen throughout the school year:

- Transitions project for KS2&3 Literacy and Maths co-ordinators.
- Thinking skills and personal capabilities in the Primary .
- Shared Education Co-ordinators training.
- Communication and mathematics as Cross Curricular skills.
- Team teach training for new staff members.
- Skills in coding.
- Using i-pads for supporting learning.

## CURRICULUM

Pupils are offered a full range of subjects in the Northern Ireland Curriculum. These may be adapted to suit the individual needs of the pupils

<b>Foundation/Key stage 1 &amp; 2</b>	<b>Key stage 3</b>	<b>Key stage 4</b>
Language & Literacy	English	English
Mathematics and Numeracy	Mathematics	Mathematics
The Arts	PE Art & Design Music	P.E.
Physical Development and movement	Modern languages	Modern languages
The World Around US (WAU)	History & Geography Science & Technology & Design	Environment and Society Science & Technology
Personal Development and Mutual Understanding (PDMU)	Learning for Life and Work	Learning for Life and Work
R.E.	RE	RE
	Home Economics	Home Economics
	ICT	ICT

There are no statutory requirements for Curriculum at Key Stage 4+ but in addition to the core subjects we offer a variety of Occupational Studies units both in school and at other facilities such as Castlereagh College, Workforce and Springvale. We also offer involvement in the XL club (Princes Trust) and time for the development of Independent Living Skills.

Leavers have had sampling days at BMC, People First, Mencap, Job Club and Edgumbe Day centre. Key stage 4 pupils have had sampling days at Workforce, CERC and Cedar Foundation while Keystage 4+ pupils have had a Stem Careers event. Students have had work experience at Orchardville and Swann training.

Some of our students have been able to access GSCE level classes through Ashfield Boys High School.

We established a new 'Enrichment Class' in 2015-16 to cater for some of our higher needs students. The curriculum for this class focuses more on life and living skills for students rather than the academics. It has proved very successful for students and we have had very positive feedback from both parents and students.

Physiotherapy Team, Speech and Language Therapy Team and Occupational Therapy Teams support the students in accessing the curriculum and work closely with teachers in doing so. The Physio team also facilitate Hydrotherapy sessions and Horse riding sessions through RDA.

## **EXTRA CURRICULUM**

Foundation stage students have enjoyed going to the Donkey Sanctuary on Friday mornings

Key stage 2 and 3 students attended swimming lessons for a 6 week period throughout the year. Many thanks to the group of swimming volunteers who support the students each week. The students have also taken part in the Special Schools boccia competition held in Antrim Forum.

The students at every stage throughout the school take as many opportunities as possible for outdoor learning and to learn in the community as well as to bring the community into the school. Visits have taken place to W5, Titanic Centre, RSPB, The Ulster Museum to name but a few.

Key stage 1 and 2 students have been involved in Music makers programme organised through the school of music and Key stage 2 and 3 students have also been involved in a joint musical performance of Little Red Riding Hood clustering with 3 other special schools.

The choir have performed at the Belfast City Airport and Connswater Shopping Centre at Christmas and they entered the Special Schools choir of the year competition coming in 3<sup>rd</sup> place.

A number of our students have taken part in the cycling proficiency programme supported by the cedar foundation and have went on to take part in a family cycling day clustered with other special schools in our local parks.

The Occupational Therapy Department has facilitated a number of social communication and independence skills outings within the local community.

The school council have been actively involved in the life of the school and have led the change of class names, change of 6<sup>th</sup> year uniform, organised charity events and taken part in personal safety programmes.

Students have also supported Friends of Mitchell House School through the annual sponsored walk and the annual Christmas fair.

## **COMMUNITY LINKS**

We are delighted to have embarked on a Shared Education Programme with Ashfield Boys High School. This has allowed us to expand our shared activities to include, for example, shared horticulture classes, shared drumming workshops, some joint training for shared education co-ordinators, a joint football tournament and our schools councils joining to discuss common issues and concerns.

This year we have had 6 continue with their Duke of Edinburgh Bronze Award. 5 pupils have completed the 4 sections and have achieved the Bronze Award. The four sections have been

1. New skill – we took part in animation, special effects and movie editing workshops
2. Fitness – yoga and circuits classes with a personal trainer

3. Residential – overnight trips to Enniskillen and Newcastle including some orienteering

4. Voluntary – in our own school and improving our local park

A representative from the Education Authority will be coming to school for a presentation at the end of June to inform the pupils who have achieved the award. The 6th pupil still requires the residential section and will hopefully take part in the next cohort starting in September. We intend to collaborate with Ashfield Boys High School to continue offering the award in the coming academic year.

This year we have allocated the majority of our Extended Schools funding to run

- Afterschool clubs: these were well attended. Parents continue to ask for these to run in term 3 but we cannot offer this as funds must be used in the financial year.
  - Pupil fitness: post primary pupils were offered classes with a personal trainer to promote our health and well-being objective in our school development plan.
  - A residential to support the pupils in the Duke of Edinburgh programme.
  - Yoga classes for families of pupils, staff and members of the local community.
- Next year we aim to run the afterschool clubs, yoga classes, the Duke of Edinburgh award, parental classes and purchase an interactive whiteboard.

The year 6, 7 & 8 students had a successful residential trip to the Scout centre at Crawfordsburn. This included activities such as assault courses, archery, outback cooking, karaoke, orienteering, games and football. They were very lucky with excellent weather and all arrived back in school suitably exhausted.

We had our school formal in La Mon Hotel this year. It was a huge success and enjoyed by students and staff alike.

The Parent-Toddler Group has continued successfully throughout the year and has hosted up to five families with toddlers with disabilities. Some of these children have gone on to a placement in our Nursery.

We are very grateful to all our community links that support us so well. The Belfast City airport have once again hosted an Easter egg hunt, supported a flight experience organised by Bombardier, offered sets of free tickets to One Direction and Little Mix concerts. Tesco's have supported our healthy eating programme and remain closely linked with the school. We would also like to extend a big thank you to the Rotary Clubs who have been responsible for organising a Christmas Party, visit from Santa and outings to W5 for our Key stage 1 & 2 students.

Mitchell House School have also achieved the International Schools award for 2014-15

## ATTENDANCE

CLASS	% ATTENDANCE
NURSERY	78.4
CLASS 1	86.9
CLASS 2	89.0
CLASS 3	84.1
CLASS 4	85.7
CLASS 5	81.9



Dolphins	87.1
Eagles	84.7
Wildcats	85.5
Titans	84.3
Hawks	85.4
<b>Total</b>	<b>85.0%</b>

## ASSESSMENT & ACREDITATION

Each student at end of key stage 1, 2 & 3 are levelled in the areas of Using Communication, Using Mathematics. The table below indicate the number of pupils who achieved each level in the two skills areas.

	Using Communication	Using Mathematics
Q-skills	0	0
Level 1	7	7
Level 2	10	10

Key Stage 4 pupils achieved accreditation in March and June 2016

Exam Board	Qualification	Subject	Level	Number of Students
AQA	GCSE	Maths	Grade C	1
	BTec	ICT	Pass	2
CCEA	Essential Skills	English	Pass	1
CCEA	Entry Level	History	6 @ LEVEL 1 2 @ LEVEL 2	8
CCEA	Entry Level	Geography	3 @ LEVEL 1 3 @ LEVEL 2 1 @ LEVEL 3	7
CCEA	Entry Level	Science	5 @ Level1 2 @ level 2	7
CCEA	Entry Level	Art&Design	1 @Level 2 1 @ level 3	2
CCEA	Entry Level	Technology and Design	1 @Level1 4 @ level 2	5
CCEA	Entry Level	Mathematics for Life	Level 2	1
CCEA	Entry Level	R.E.	Level 1	1
Princes Trust	XL unit	Money Management	Level 1	5
Princes Trust	XL unit	Team work	Level 1	5
Princes Trust	XL	Award in Personal Development and Employability	Level 1	5

CCEA	Occupational studies	Environment	Level 1 Merit	1
CCEA	Occupational Studies	Technology and Innovation	6 @ level 1 1 @ level 1 Merit	7
CCEA	QCF PERFORMANCE Skills	Develop Performance Skill Working in Performing Arts Rehearse and Perform	Level 1	5

## CHARITY

### SCHOOL DONATIONS 2015-16

Marie Currie (In memory of Mrs Claire Gallagher)	£350
Children in Need	£233
Text Santa	£145.52
British Heart Foundation	£224.67
Muscular Dystrophy	£145.50
Christmas cards	£90
Sports Relief	£52.53
Happy Days Children's charity	£75
Survivors of Suicide	£170
Wateraid	£92.51
Tiny Life	£82.33

### DONATIONS RECEIVED 2015-16

Many Thanks to the following contributors for their generosity and support

In memory of Mrs Mary Ann Black	£170
Mr Stevenson	£100
NICVA	£70
Tempest Photography	£215.68
Julianna Jemphrey	£200
Harry Armstrong	£500
Mr & Mrs McIlroy	£250
Friends of Mitchell House School (Residential)	£500
Mrs Ann Boyd	£100
Happy Days Children's Charity	£93
Friends of Mitchell House School (Summer Scheme)	£1250
Mrs E Moran	£50

## LMS BUDGET ALLOCATION FROM EA TO MITCHELL HOUSE SCHOOL

Funds Allocated	92,878
Amount spent	85,479
Amount Committed	6,349
Underspend	1,050

This summary of the budget has been verified and reconciled at the end of the year.

Chairperson's Signature: \_\_\_\_\_ Date: \_\_\_\_\_