

Year 12 Parent Information session



Tuesday 29th August 2023

Welcome

Head of Middle School - Mr A Douglas adouglas807@c2ken.net

Head of Year 12 – Miss B Hallgarth bhallgarth112@c2ken.net



Year 12 Pastoral Team (Tutors)

12A Ms S McLaughlin
smclaughlin328@c2ken.net

12B Dr J Thompson
jthompson311@c2ken.net

12C Miss H Graham
hgraham910@c2ken.net

12D Mr K McKenna
kmckenna647@c2ken.net

12E Mrs M Irwin
mirwin545@c2ken.net

12F Mr T Rocks
trocks247@c2ken.net



SAFEGUARDING & CHILD PROTECTION

Designated Teacher:

Mrs D. McCusker - Vice Principal

Deputy Designated Teacher KS4:

Mr A Douglas – HOS KS4

Counselling service available

Counselling Service

The College counselling service is provided by an external agency -
FAMILYWORKS

This is a confidential service available to the pupils on both a Tuesday
and a Wednesday.

If interested please speak to a tutor or any other staff member and a
referral can be made.

If a parent/carer is requesting the appointment please ensure your son
agrees with this decision and wishes to attend.



Well done



UNIFORM EXCHANGE

Thank YOU

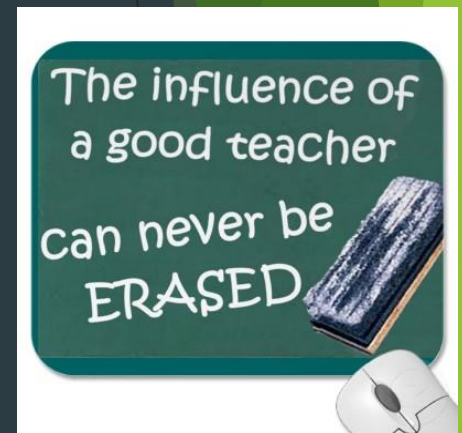


Continue to get the basics right

How we will continue to support your son in KS4

- Closely monitor academic performance
- Proactive approach by HODs & Teacher
- Early Intervention
- Make available afterschool and Saturday study facilities.
- Provide robust assessments
- Provide regular feedback to students
- Performance review meetings
- Develop Independent Learning skills

- High expectations- Uniform, hair, punctuality, attendance & behaviour.
- Consistency in approach across Year group & Key Stage.
- Proactive approach and prompt follow up by Tutors, HOYs & HOS.
- Mentoring & Counselling.
- Reward positive behaviour.



What you can do to support your son and ensure he fulfils his potential!

Your involvement during these crucial years can make a major difference.

The good news is you don't have to be an expert in the subjects your son is studying.

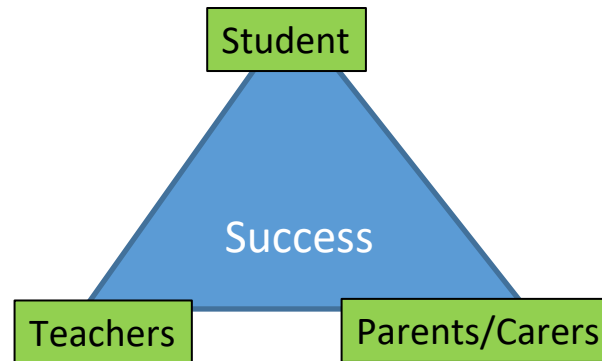
But you do need some time to spend with your son.

Your Role:

- Attendance Officer
- Transport Manager
- Liaison Officer with School
- Stationary Supplier
- Study Supervisor/Buddy

Consider:

- Encouraging and calming
- Getting the work life balance right
- Remove distractions



"Parental support is eight times more important in determining a child's academic success than social class"
(Campaign for Learning)



What you can do in KS4 to give yourself the best chance of fulfilling your potential!

Attendance Ladder



Have a positive attitude to your learning and get the basics right;

- **Attendance** (Research suggests that a year 11/12 student who misses 15 days or more during their school year will receive one grade less at GCSE)
- **Punctuality**
- **Uniform**
- **Homework Diary**
- **Homework**
- **After School Study** (Mon-Thur 3.30pm- 4.45pm & Sat 8.30am-12.30pm)
- **Respect facilities and staff**
- **Motivation** – (Career & ££££££££)

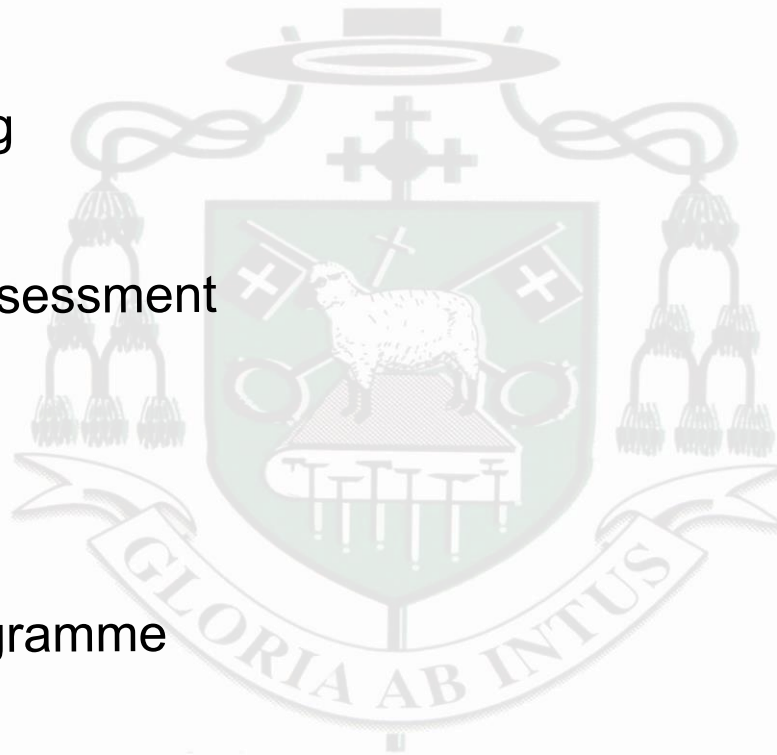
All of the above = **Great Learning**



CHOICE

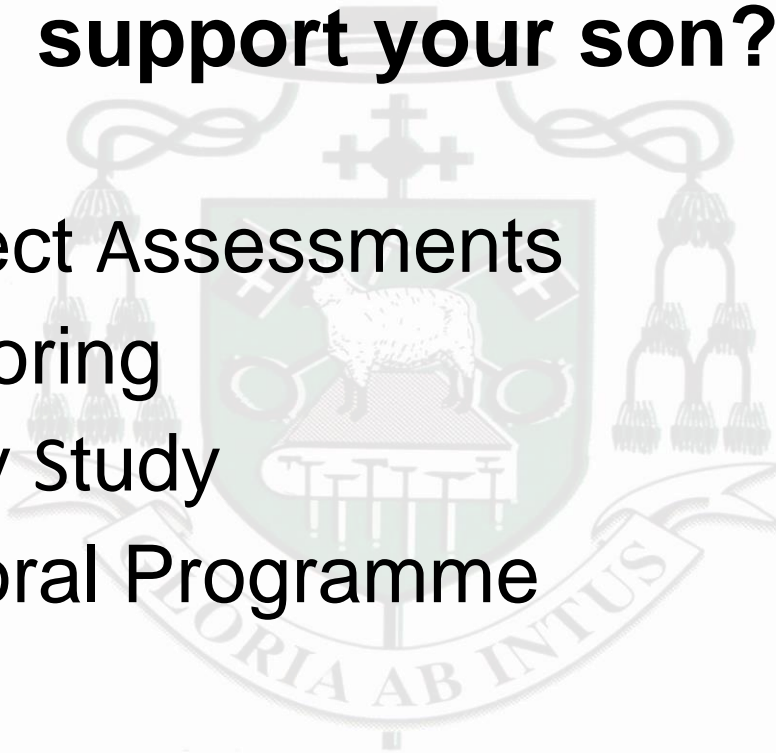
Year 12

- Key Dates
- Target Setting
- Controlled assessment
- Behaviour
- Pastoral Programme
- Entry into Sixth Form



How will St. Malachy's College support your son?

- Subject Assessments
- Mentoring
- Crollly Study
- Pastoral Programme



Communication

- Parent App
- Website :
www.stmalachyscollege.com
- Social Media (Facebook, Twitter, Instagram)
- Letters (post or school bag)
- Text & Email



Setting Target Grades

- Review GCSE results, examination marks and target grade from Year 11 and into Year 12.
- Target grade agreed with your son.
- Used to track progress in that subject throughout the year.
- Reviewed with Tutor after each report.

Pastoral Programme - Year 12

- Tutorial time will be hosted by Miss Swandel and your son's form tutor. They will be ensuring your son completes four OCN NI modules. These modules will cover:
 1. Using and understanding the positives and negatives of social media.
 2. Level 2 Mental Health Awareness (With adaptation for stress and resilience.)
- Additionally our preventative Pastoral Programme will still be in place. Focussing on current issues for young people today such as the use of e-cigarettes, study skills, stress management and more.

Key Dates

November Modules:

DA Science – 13th and 14th November, 2023

Mathematics – 21st and 23rd November, 2023

February/March Modules:

SA Science: 22nd to 24th of February, 2024.

CCEA GCSE Examination Period:

7th of May 2024 – 24th of June 2024.

Key Dates

Internal Examination Dates:

Winter – 11th- 20th of December.

Term 1 Report – Summative – Prior to October break.
– Main Annual Report – On return after Christmas break.

Term 2 Report – Summative – Beginning of April

CCEA GCSE Examination Period:

7th of May 2024 – 24th of June 2024.

- Study routines
- Ambassadors & role models, reading leaderships.
- Homework
- Punctuality
- Attendance: Below 95% will trigger the start of stepped consequences.
- Ownership and accountability target setting, evaluation and revision



Entry Into Sixth Form

- Must accumulate 12 GCSE points:

Grade	A*	A	B	C
Points	4	3	2	1

- At least 7 GCSE passes are required.
- At least 4 A grades to do 4 AS Levels

School Policies

Policies:

- POSITIVE BEHAVIOUR POLICY
- CHILD PROTECTION POLICY
- ANTI- BULLYING POLICY
- DRUGS AND ALCOHOL POLICY

All policies are sent via the ParentApp and can be accessible via our school website.

Acceptable Appearance for St Malachy's College Students

Black socks

Black shoes

Hair of appropriate length and style

No facial hair

Top buttons must be secured

Shirts tucked in

No Jewellery



St. Malachy's College Uniform Regulations

(Parents are asked to retain this document for reference throughout the year)

Students must always be clean, neat and properly shaven.

Students and parents are reminded that, if a student is in breach of regulations, College Policy is to issue appropriate sanctions.

Items worn or carried in breach of these uniform regulations are liable to be confiscated. For a first offence, the item will be returned at the end of the school day. For a second offence, parents will be asked to collect the item.

Full College uniform must be worn not only during the school day, but also when students are coming to and going home from school.

The College uniform consists of:

SHIRT:

White regulation shirt (no coloured/patterned T-shirts should be worn underneath.) Shirts MUST NOT be worn "out" i.e. over the trousers.

TIE:

College Tie only.

PULLOVER:

If a pullover is worn, it must be a College pullover. (Sixth Form students may wear a plain black V-neck pullover but the College tie must be seen.)

BLAZER:

Black with the College badge.
Must be worn to and from school and when moving around the College.

TROUSERS:

Black regulation school trousers.
(Chinos, denims, etc. are not permitted.)

SOCKS:

Plain black socks. (Light coloured or patterned socks are not permitted.)

SCARF:

If a scarf is worn, it must be a College scarf.

SHOES:

Plain black school shoes.
(Boots, trainers, canvas or suede shoes are not permitted.)

HAIR:

Style to be acceptable in the judgement of the College authorities; neat; clean. (Styles not

acceptable include: longer than collar length; no shorter than a No2 cut; too long at the front; spiked; dyed etc.) **Students with inappropriate haircuts will be referred to the Head of Year who will contact parents, a Saturday Detention will be issued. For a very extreme haircut or a second offence of inappropriate haircut, an internal suspension will be issued. Parents will be informed and work will be provided.**

Persistent offences will be regarded as a major breach of College discipline and will incur an official suspension.

JEWELLERY:

Jewellery must not be worn.

SCHOOLBAGS:

Must be waterproof and strong, suitable for the carrying and protection of books. There must be no graffiti of any kind on schoolbags.

OUTDOOR WEAR:

The official College Overcoat which is plain, black and longer than blazer length is compulsory. Students may only wear the official College Overcoat. To ensure Road Safety, it is recommended that students wear reflectors such as armbands or attached to schoolbags when travelling to and from the College.

N.B. All items of clothing, sportswear and personal property must be marked clearly with the owner's name and class.

Mobile Phones in School

- Phones must be turned off during the school day. If not already turned off, your son must do so during morning registration.
- Phones must not be used between classes in the corridor, outside or in the toilets. This includes no use of phones during break and lunch time.
- The only time that phones may be used is under the guidance and direction of the teacher during class.
- Contact home should be made through the office or matron.

Drugs and Alcohol Policy

The Drug Education Policy states that:

The College forbids a pupil from:

- Smoking (including chemical/electronic cigarettes) or bringing cigarettes on to site
- Smoking, including the use of electronic cigarettes is forbidden and will be dealt with through the College Positive Behaviour Policy and Stepped Consequences.

Vaping or possession of a vape will incur sanctions.

1st Offence - Saturday DT

Any following - A more serious sanction.

Drugs and Alcohol Policy

Please note that if your son is with a group of boys who are vaping, he may be issued with a sanction even if he is not vaping or in possession of a vape at the time.

Electronic cigarette liquid refill bottles are also forbidden. There is a potential risk that refillable cartridges used in some electronic cigarettes could be filled with substances other than nicotine, serving as a new and potentially dangerous way to deliver drugs. Any instances involving potential use of or possession of drugs will be referred to the PSNI.

Our Drug Education Policy states that:

- Possession of and/or taking controlled or illegal substances will be dealt with through the Suspensions and Expulsions Policy
- Possession of with intent to supply or supply of controlled substances will be dealt with through the Suspensions and Expulsions Policy and will lead to Expulsion.

Attendance and Punctuality for St Malachy's College Students

It is a parent's responsibility to inform the College of the reason for a pupil's absence on the first day of absence. This should be confirmed with a written note/email when the pupil returns to school. If the absence is likely to be prolonged, this information should be provided to enable the school to assist with homework or any other necessary arrangements which may be required.

For return to school following an injury where crutches are required or mobility is hindered, an appointment must be made with the College Matron or the Learning Mentor for the particular Key Stage so that a risk assessment can be conducted and support mechanisms put in place.

Pupils are expected to be in school at St Malachy's College for registration and the beginning of classes. It is the responsibility of parents to ensure their child is punctual. Lateness is recorded at registration and on each child's attendance record.

If a child appears reluctant to attend school parents/carers should discuss the matter promptly with the Form Tutor or Head of Year to ensure that both parents/carers and the child receive maximum support.

Behaviour Policy

The aim of this communication is so that you can see your son's achievements and that you are aware of any issues he may need to address regarding work and behaviour.

The App uses 2 colours Red and Green. We cannot change this. Some information such as a visit to Matron will show in Red. This does not mean your son has been given a demerit and is simply for your information.

The Form Tutor and Head of Year will continue to contact you if demerits are accumulating. However, we hope that direct communication through ParentApp will give you the opportunity to talk to your son and support him with any issues arising.

Please be aware that class teachers will not be available to discuss or justify reasons for giving demerits. Please do not email or ring reception regarding this. We will continue to use our Stepped Consequences through which the Tutor and Head of Year will communicate with you.

	Behaviour	Consequences
PRINCIPAL Policy and Strategy Overview	<ul style="list-style-type: none"> ● Serious behavioural incidents - Referred by VP 	<ul style="list-style-type: none"> ■ Interview with parents/carer ■ Suspension ■ Expulsion (Board of Governors)
VICE PRINCIPAL Policy, Strategy, Support, Interventions, External Agencies	<ul style="list-style-type: none"> ● <85% Attendance (Tier 3) ● Persistent latecoming after intervention ● Serious behavioural incidents ● Persistent infringement of rules ● Smoking / vaping (second offence) ● Physical violence 	<ul style="list-style-type: none"> ■ Meeting with parents/carer ■ EMA bonus for 6th Form students denied ■ Suspension ■ Internal suspension ■ Extended Saturday DT ■ Withdrawal from class ■ Links to appropriate external agencies ■ Referral to EWO
HEAD OF SCHOOL Support, interventions	<ul style="list-style-type: none"> ● <90% Attendance (Tier 2) ● 10+ Lates ● 15 - 20 Demerits ● Major behavioural incidents ● Smoking / vaping (first offence) 	<ul style="list-style-type: none"> ■ Parental Review Meeting ■ HOS DT (8.30 - 11.30am Sat) (May be extended) ■ HOS Report ■ HOS DT (8.30 - 11.30am Sat) - Education programme ■ Internal suspension
LEARNING SUPPORT CO-ORDINATOR Support, interventions	<ul style="list-style-type: none"> ● incidents involving SEN students identified as vulnerable through the AEN register 	<ul style="list-style-type: none"> ■ Parental review meeting ■ Behaviour contract ■ Learning Support Co-ordinator Report ■ DT ■ Internal suspension
HEAD OF YEAR Support, interventions	<ul style="list-style-type: none"> ● <95% Attendance (where attendance has not improved after intervention from FT) ● 10 Demerits ● Behavioural incidents ● 10 Lates ● Inappropriate haircut ● Littering ● Chewing gum ● Eating outside designated areas 	<ul style="list-style-type: none"> ■ Attendance Plan + HOY DT (if appropriate) ■ HOY Report ■ HOY DT (3.30 - 5pm Fri) ■ HOY Saturday DT (8.30 - 11.30am) ■ Environmental duty
FORM TUTOR Support, interventions	<ul style="list-style-type: none"> ● <95% Attendance ● 5 Demerits ● 5 Lates 	<ul style="list-style-type: none"> ■ Red Flag Discussion + Targets set ■ Red Flag Discussion + Tutor DT ■ Referral to HW club if required ■ Form Tutor Report
HEAD OF DEPARTMENT SUBJECT TEACHER Support / interventions	<ul style="list-style-type: none"> ● In liaison with HOD will deal with HW/Equipment and behavioural demerits within subject 	<ul style="list-style-type: none"> ■ Subject DT ■ Subject Report

PARENTAL CONTACT THROUGHOUT

Head of Middle School - Mr A Douglas
adouglas807@c2ken.net

Head of Year 12 – Miss B Hallgarth
bhallgarth112@c2ken.net

