

Shimna Integrated College

Specialist School



Annual Report of The Board of Governors 2015/2016

Shimna is a Grant Maintained Integrated College

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FOREWORD

It is with great pleasure that we publish this Annual Report for Shimna Integrated College for 2015-2016. As can be seen from our website and Facebook pages there have been considerable successes over the course of the year and the college has continued to provide opportunities for staff and students to extend themselves academically, physically and culturally. All of this is supported by an extremely skilled and highly proficient pastoral care team.

The Board of Governors has carried out its responsibilities with care and concern and through its committees (Admissions, Discipline, Education, Estates, Finance and Staffing) continues to support the work of the Principal and his staff. We were pleased to welcome to the Board as a Parent Governor, Mrs Suzanne Murphy Manganaro and thank her, and all the governors, for giving of their time and abilities so freely. During the year a number of staff attended full Board or committee meetings to enlighten the governors on their particular areas of expertise and we are thankful to them for sharing their knowledge.

The Board is always striving to improve the facilities and accommodation in Shimna and it is hard to believe that it was only in September '15 that the Sports Hall was opened. It has considerably eased the demand for our main hall and, as well as being extensively used during the day for our own students, it is most encouraging to see it being utilised by more and more community groups in the evenings and at weekends.

The Board were delighted to welcome Mrs Karen Caulfield on the retirement of Ms Ellen McVea as the new Vice-Principal.

Financially, as you will see from the accounts, this has been a difficult year. The Department of Education has made very severe cuts in real terms to budgets right across the province and Shimna has not been exempt from this exercise. However, staff continue to invent new, diverse and exciting means of delivering the same experience and educational provision under these straitened financial circumstances.

It is always uplifting to be able to report on a venture which constitutes a first in Shimna's history. This past summer 2 staff and 11 members of our Sixth Form travelled to Ethiopia to take part in an urban slum project involved in housing repairs, renovations and a sanitation project where they undertook a very wide range of tasks. Yet it was not all work and there were opportunities to learn about the local history and culture and mix with some of the local children – our students putting integration into practice on an international level. However, this trip involved much more than the 13 who flew out to Addis Ababa. In order to get there each student had to raise their own travel costs and support for the work of Habitat for Humanity under whose auspices the trip was organised. Here again integration came to the fore as the students involved the whole school in their numerous and innovative year-long fund raising ventures as well as the people and businesses of Newcastle who gave generously – and for which we are extremely grateful. Thirteen may have been the ones to fly out but it was a whole school and community venture and one of which everyone in Shimna should be extremely proud.

We look forward to the year ahead with anticipation and, whilst every year produces its challenges, the Board considers that Shimna Integrated College is set fair for the future and envisage the community going from strength to strength.

Jennifer Temple
Chair

AGREED STATEMENTS OF SHIMNA COLLEGE

The Statements below were agreed by the Workshop of Founder Parents of the Newcastle Integrated College Project on 2nd October 1993 and shall be the Guiding Principles for the College.

- ❖ *We are committed to having a minimum of 40 percent of each of the two main traditions in the College.*
- ❖ *The College cannot be truly integrated unless children of all abilities are encouraged to attend.*
- ❖ *Care must be taken to avoid discrimination not only on the grounds of religion but also sex, class and culture, physical or mental ability.*
- ❖ *The College will be most effective in terms of academic learning, behaviour and attendance if it works closely with parents and welcomes parental involvement.*
- ❖ *All cultures / religious groups within the College shall be valued equally.*
- ❖ *Children shall be placed in mixed ability classes for the first year. After the first year, the children shall remain in the same form class, but will be taught for some subjects in similar ability groups.*
- ❖ *The aim of the College is to enable each and every child to realise his or her maximum potential; be it academic, creative, or vocational; and to flourish in personal development and self-esteem.*
- ❖ *We are committed to the establishment of a Sixth Form which will be in place for the 1994 intake of students. This Sixth Form will continue to cater for all abilities.*
- ❖ *The Children shall learn together all that we can reasonably expect them to learn together.*
- ❖ *Children will be introduced to the ideas, beliefs and practices of the major world religions and humanist philosophies, in addition to studying an agreed core Christian religion syllabus.*
- ❖ *Local religious leaders will be invited to the College on certain occasions to share in the life of Shimna.*
- ❖ *Children of parents who do not wish them to follow the religion syllabus shall be given proper alternative provision.*
- ❖ *Special care will be taken at assemblies in the selection of texts and music. Children shall be encouraged to continue with their normal practice, such as The Lord's Prayer and making the sign of the cross.*

Board of Governors

Shimna Integrated College 2015/16

Trust Foundation Governors

Isobel Jones
Anne Fitzpatrick
Geraldine Graham
Vacancy

Parent Foundation Governors

Patricia Quinn
Catherine Greene

Parent Governors

Deborah Skillen
Rachel Corrigan
Judith Boyle
Suzanne Murphy Manganaro

DE Governors

Neil McGrady
Jennifer Temple
Trevor Henderson
David O'Flaherty

Teacher Governors

Noreen Doran-Lahey
Alasdair Spence

Support Staff Governor

Vacancy

Principal

Kevin Lambe

Secretary

Danella Goodman

Functions of the Board of Governors

The functions of the Board of Governors are clearly shown in the Scheme of Management for Grant Maintained Integrated Schools, a copy of which may be inspected in the college office. Below is a summary of the main functions of the Board of Governors.

General

The Board of Governors shall manage and control the college for which it is appointed in accordance with the Scheme of Management.

The Board of Governors shall use its best endeavours to ensure that the management, control and ethos are such as are likely to attract to the college reasonable numbers of both Protestant and Roman Catholic pupils.

The Board of Governors shall reasonably support the principal in such matters as is reasonably necessary to enable him to control the internal organisation, management and discipline of the college.

They shall provide the principal with such opportunities as may be necessary to enable him to express his opinions and to make his recommendations to the Board of Governors on all matters connected with the college including the appointment and removal of non-teaching staff.

Financial Management

The Board of Governors shall ensure that the grants available to the college are managed in accordance with the Financial Memorandum and any other conditions determined by the Department and any guidance issued by the Department and NICIE.

Staff Management

The Board of Governors shall be responsible for the determination of the college's staffing complement and for the selection, appointment, remuneration, discipline, suspension and dismissal of all staff employed by the Board of Governors for the purposes of the college.

The Board of Governors in consultation with the principal shall determine the procedures to be used for the selection and appointment of staff.

Admission of Pupils to College

The Board of Governors shall exercise its functions in relation to making arrangements for the admission of pupils to college.

Determination of Curriculum Policy and of the Curriculum

The Board of Governors shall determine, and keep under review, its policy in relation to the curriculum of the college. It shall make and keep up to date a written statement of that policy.

The Board of Governors shall consult the principal of the college before making or varying any statement in the written policy.

The Board of Governors shall allocate to the principal such functions as will, subject to the resources available, enable him to determine and organise the curriculum in accordance with the curriculum policy for the college.

Communication

The Board of Governors shall encourage the principal to promote regular communication between assistant teachers and parents of pupils.

The Board of Governors shall encourage the principal to maintain regular communication and consultation with the assistant teachers on the management of the college, curricular matters and on matters relating to the education, health and welfare and discipline of the pupils.

The Board of Governors shall from time to time request a report from the principal on these matters.

Annual Report of the Board of Governors

The Board of Governors shall once in every college year prepare a report in respect of the previous college year.

College Inspections

Before each general inspection of the college takes place, the Board of Governors shall convene a meeting for the purpose of enabling the Board of Governors and the parents of registered pupils at the college, to make their views about the college known to the Inspection Team.

After each general inspection of the college, the Board of Governors shall provide the parents of all registered pupils at the college with a summary of the findings in the general inspection report and a copy of the Board of Governors response to the inspection report.

Other Reports and Returns

The Board of Governors shall provide for the Education and Library Board, the Department of Education or Northern Ireland Council for Integrated Education any information, reports and returns as may reasonably be requested.

College Premises

The college premises shall be under the control of the Board of Governors at all times.

The Board of Governors shall from time to time and not less than once each year inspect the premises and equipment of the college and shall record its findings.

The Board of Governors and its Committees

Board meetings were held in accordance with the requirements of the Department of Education (DE) and the college's Scheme of Management. As is common in any school year, the Board dealt with correspondence; heard the principal's and sub-committee reports and approved their recommendations; handled issues pertaining to the Board; responded to requests from the DE and the Northern Ireland Council for Integrated Education (NICIE) for information; and approved the college's audited accounts.

The Board's committees continued to provide opportunities for extended debate and discussion of matters pertaining to, for example, policy, staffing, finance and the curriculum. Each of the main committees meeting on at least four occasions; the Admissions and Discipline Committees met as required.

The committees and chairs for the past year were:

- Finance: Anne Fitzpatrick
- Estates: Rachel Corrigan
- Staffing: Deborah Skillen
- Education: Isobel Jones
- Admissions: Isobel Jones
- Discipline: Deborah Skillen

The chairs of these committees continue to be grateful to the principal for his attendance at their meetings and for his valued contributions.

The Education Report – Isobel Jones

Once more very good GCE and GCSE results have been achieved by Shimna students and their teachers. Our Year 14 leavers have been placed successfully in a wide range of prestigious universities and other Higher Education Establishments throughout the UK and Ireland. Some have sought apprenticeships, employment or have undertaken a gap year but are assured of help with university applications should they decide to apply at a later date.

Such success is dependent on first class careers guidance. Help with course choice, the UCAS application system and other individual applications mean that well informed choices will be made to bring about a successful outcome. I would urge all parents/ guardians to consult the destinations list for 2016 leavers as it clearly illustrates the combined aspirations, effort and diligence of students, their families and teachers. Equally a wide spectrum of extra-curricular activities enhances the school experience and provides students with a breadth of experience, confidence and skills which will be beneficial in their future lives.

Despite severe budgetary constraints the College strives to provide all subjects if selected and timetabling permits as required by the Entitlement Provision.

Performance Indicator	2011/12		2012/13		2013/14		Attendance Rate 2015/15 95%
	School	N.I. Average	School	N.I. Average	School	N.I. Average	
% Achieving 5+ GCSEs at Grades A* - C (or equivalent)	57%	67%	73%	71%	74%	72%	
% Achieving 2+ A Levels at Grades A – E (or equivalent)	94%	96%	98%	95%	96%	96%	

Leaver Destinations June 2015

Year 12 Students

Returning to Sixth Form at Shimna	68%
Further Education	23%
Employment	1%
Jobskills/Training/Apprenticeship	1%
Jobskills at Further Education College	
Another School (Non-Grammar)	3%
Another School (Grammar)	2%
Emigrated	
Unknown	
Seeking Employment	1%
Long Term Sick	

Year 14 Students

Degree Course (N.I.)	23%
Degree Course (G.B.)	34%
Degree Course (Non U.K.)	6%
Teacher Training (G.B.)	
Further Education	17%
Employment	15%
Jobskills/Training/Apprenticeship	2%
Seeking Employment	
Long Term Sick	3%
Unknown	
Emigrated	

Admissions – Isobel Jones

Applications to the College have continued to increase and more families and their children now have the opportunity to avail of the broad education which the College offers.

The admissions criteria are applied rigorously in order to ensure that a balance of the two traditions is maintained with a maximum of 20% of places allocated to students of other traditions.

The Enrolment Verification Form must be completed to ensure a successful application. Families who completed and returned the form by the due date ensured that their child's application proceeded smoothly on the basis of accurate information authenticated by parents or guardians.

It is very pleasing that so many of our Year 12 students on completion of their GCSE studies now proceed to A Level study in the College and are increasingly complemented by students who wish to avail of our good practice and ethos by transferring from other local educational institutions.

Discipline Committee – Deborah Skillen

The Discipline Committee met on 3 formal occasions this year. This committee meets as and when required. The college implements a positive discipline policy and staff work to develop behaviour plans and coping mechanisms with the aim of creating a calm and productive working ethos within the school.

We are very proud of our students at Shimna and once again we have had numerous comments from visitors to school, parents and also visitors to Newcastle complementing our students on their behaviour, courtesy and politeness both in and out of school. This has a very positive effect for the school as a whole and also for other students and staff.

Our primary role is to support the Principal with discipline issues, but also to ensure the legal requirements in relation to discipline, suspension and expulsion are adhered to.

This year has seen an increase in the use of social media as a potential form of bullying both in and out of school. This type of bullying is particularly difficult to manage, can be extremely upsetting for everyone involved and can involve a large number of students at any one time. The college is working on robust ways to deal with this and is keen to work particularly with year 8's who themselves may be very new to social media and not fully understand some of its implications. All of our year 8 students receive two hours CEOP (Child Exploitation & Online protection) training in the first few weeks of joining us.

The Discipline Committee appreciate parents working with the Principal and staff in implementing procedures in order to limit any distress caused.

Finally the Discipline Committee would like to congratulate the Principal, Vice Principal, teaching and support staff and of course our students for their hard work in making Shimna Integrated College a safe, happy and inspiring place to learn and work in.

Estates Committee – Rachel Corrigan

Inspections and Audit

Two routine inspections took place during the year, bringing to light issues on a general maintenance level. A departmental and technology audit was completed. Pat Lenny (Union Health and Safety representative) is instrumental in organising the department audit. Any faults reported have been dealt with by our Premises Manager, Robbie Mulholland.

As reported last year, the College Development Plan was discussed and the committee are working to improve the accommodation. Some works are still in the planning stage whilst others such as the refurbishment of the toilets and changing rooms on the ground floor are currently underway. Two classrooms will also be built during the coming year at the rear of the site to accommodate the college's growing population.

The photo voltaic panels installed last year are now an excellent boost to the college's economy. After one full year of using these panels, the college received an impressive rebate from NIE in August, which is fantastic in the current climate of enormous pressure on the annual budget.

Our new Sports Hall is fully operational and a tremendous asset to the school, accommodating sports, exams, assemblies and a wide variety of groups from the local community.

Accessibility

Each phase of our building has been designed with disabled access in mind, and governors continue to take into account any proposals which would improve our access arrangements. We operate an evacuation procedure on the advice of the local fire authority and have set aside and labelled two refuge spots in low risk areas, in order to ensure the safe evacuation of wheelchair users in the event of a fire.

Security

We remain confident that our site is secure due to its setting out of the way of through traffic. Our main gate remains open throughout the day, and arrangements are in place for the back gate which balances the safety needs of our students and the safety needs of parents and children walking through our grounds to access All Children's IPS. We have installed a door access system which ensures that all main doors can be locked and monitored on camera for increased security.

Conclusion

As ever, Premises Manager Robbie Mulholland has dealt extremely proficiently with any matters arising from inspections throughout the year ensuring a safe, comfortable environment for all concerned. AS in previous years, the college continues to aim to provide a suitable and uplifting environment for all students and staff.

Links with the Community

We continued to make Shimna available to groups within our community as follows:

Mondays: 7.00-8.00, Newcastle Junior Athletics Club; 8.00-9.30, Donard Players (during preparation for a show);

Tuesdays: 6.30-8.00, Shimna Stars Special Olympics Club;

Wednesdays: 6.00-8.00, First Mourne Rainbows, Brownies and Guides; 7.30-9.00, Shimna Meditation Group;

Thursdays: 8.00-9.30, Shimna Shooters Netball Club;

Fridays: 4.00-5.30, Mairead Rodgers School of Irish Dancing;

Saturdays: Newcastle Football Club as scheduled (and not during changing room refurbishment),

Other occasional users: Newcastle Football Club (evening training); South Down Girl Guide training; Newcastle Tennis Club; Peace Players Cross Community Basketball Club; Graham Croy Football Coaching; FPA course for parents/guardians.

Shimna 6th form basketball club also book an afterschool training session in the Sports Hall.

We hosted a number of caravan clubs during holiday periods.

We make our ground available to Down District Council for parking for community events.

We continued our programme of visits to local churches, and Gideons International came in to present New Testaments to year 8 students who wanted one.

Our links with Greenhill YMCA continue, with Shimna lending our hall to Greenhill groups on occasions, and Greenhill hosting our 6th form and year 8 induction programmes.

Our links with RNID as we continue Sign Language classes.

Our links with the Prince's Trust continued in years 11 and 12, and we were delighted with the news that one of our students has won the Educational Achiever of The year Award, sponsored by Stena Line.

We hold a fundraising non-uniform day each term, raising funds for charities with a local connection: RNLI; Action Cancer; CLIC Sargent; MYMY, AWARE etc.

Staffing Committee – Deborah Skillen

The Staffing Committee met on four formal occasions this year and also had an extra joint committee meeting with the Finance Committee. It has been a particularly difficult year for the Staffing Committee. The school has had to make adjustments across departments due to the severe cuts the Department of Education has made to all school budgets. It has been with great regret that we have had to make cutbacks within the staffing structure and this has inevitably led to redundancies. Throughout the process we have taken into account the effect on staff and the educational needs of the students.

The committee would like to take a moment to thank the staff both teaching and non-teaching for their hard work and commitment to Shimna Integrated College over the years.

Earlier this year Ellen McVea decided that after many years of service to resign as Vice Principal. Ellen has been an integral part of Shimna since 1994 and has dedicated more than just her time to the wellbeing of students, staff and of course the continued growth of the college.

The Staffing Committee are delighted to announce the appointment of Karen Caulfield as the new Vice Principal of Shimna Integrated College. She had worked at Shimna previously for nine years with six as head of the maths department then in the Education and Training Inspectorate for the past eleven years. We would like to welcome Karen on behalf of the board of governors, staff and students and look forward to having a close working relationship with her and wish her every success.

Staff who joined Shimna in 2015/2016

Catherine Devlin	Cleaner (P/T)	6 October 2015
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Staff who left Shimna in 2015/2016

Sophie Astruc	French Teacher	31 August 2016
Catherine McNeilly	Music Teacher (P/T)	31 August 2016
Ellen McVea	Vice Principal	31 August 2016
Valerie Doran	Cleaner (P/T)	6 January 2016
Marie Rose McTeer	Cleaner (P/T)	19 April 2016
Catherine Devlin	Cleaner (P/T)	3 June 2016
Gerard Denvir	Classroom Assistant	31 August 2016
Maureen Rafferty	Classroom Assistant	31 August 2016

Finance Committee – Anne Fitzpatrick

The Finance Committee consists of 4 members of the Board of Governors, the College Principal and Finance and Personnel Co-ordinator. The committee meets regularly throughout the year to provide up-to-date financial information to all members of the Board of Governors. Both internal and external audits are carried out annually. The external audits are carried out by auditors from the firm of Moore Stephens

Below is a summary of the activities during the academic year 2015-2016

- The final accounts for the year were forwarded to all members during the summer vacation. These were agreed and duly signed and forwarded to the DE
- An increase in substitute teaching costs due to staff absence was the main factor in an anticipated year end of year deficit.
- A joint meeting of the Finance and Staffing committees was held early in the year to identify possible redundancies and the necessary steps were taken to put this process in motion.
- It was agreed that from September 2016 to request a voluntary contribution of £50 from parents of students enrolled at the college.
- It was agreed that all material relating to meetings would in future be emailed to BOG members to save on postage costs. Hard copies would be available at each meeting.
- Newcastle Athletics Club made a contribution towards the cost of new storage facilities behind the Sports Hall.
- The Minister for Education had been contacted regarding the funding for our extra students but to date no response has been received.

This has been a very difficult year in terms of finance in the College as it is for all schools due to increased costs and reduced budgets.

SHIMNA COLLEGE
INCOME AND EXPENDITURE ACCOUNT
For period ending 31 March 2016

INCOME	2016	2015
	£	£
Department of Education grants	3,218,533	3,029,045
Receipts from other sources	35,198	76,599
	3,253,731	3,105,644
 EXPENDITURE		
Teaching staff costs	2,053,988	1,938,804
Non-Teaching staff costs	784,269	742,407
Other operating costs	496,769	547,454
	3,335,026	3,228,665
 Surplus/(Deficit) from operations	 (81,295)	 (123,021)
 Surplus/(Deficit) brought forward	 18,775	 141,796
 Surplus/(Deficit) carried forward	 (62,520)	 18,775

BALANCE SHEET

AT 31 MARCH 2016

	2016	2015
	£	£
Fixed Assets		
Tangible fixed assets	3,742,517	3,447,288
Current Assets		
Debtors	49,974	67,812
Cash at bank and in hand	2,871	75,557
	52,845	143,369
Creditors: amounts falling due within one year	(115,365)	(124,594)
Net current assets	(62,520)	18,775
Deferred income	(3,742,517)	(3,447,288)
Total net assets/(liabilities)	(62,520)	18,775
Financed by:		
Income and Expenditure Account		
Opening balance	18,775	141,796
Surplus/(deficit) for the year	(81,295)	(123,021)
Closing Balance	(62,520)	18,775

NOTES TO THE FINANCIAL STATEMENTS

Creditors	2016	2015
	£	£
Amounts falling due within one year		
Trade creditors	(230)	1,118
Other creditors	92,149	97,146
Accruals and deferred income	23,446	26,330
	115,365	124,594
Other Operating Payments		
	£	£
Heat, light and power	48,481	56,161
Water charges	3,708	4,280
Laundry and cleaning	13,157	12,041
Rates	116,537	60,147
Maintenance of buildings and grounds	16,900	24,145
Maintenance of equipment	8,715	3,922
Purchase of equipment	21,406	125,203
Hire and contracted services	6,172	9,852
Stationery, books and materials	52,499	60,618
Examination fees	55,787	43,617
School prizes and distribution	269	399
Transport	10,176	12,422
Advertising	6,609	12,936
Printing and stationery	22,607	25,334
Postage & telephone	11,343	13,223
Insurance	15,936	15,786
Audit fees	4,175	3,800
Bank charges	1,105	1,608
Subscriptions and publications	958	1,884
Entertainment and hospitality	2,408	2,744
Staff development	745	4,948
Pupil course fees	39,138	12,559
Sundry expenses	1,046	352
VAT	35,223	37,881
Depreciation	202,829	182,906
Amortisation	(202,829)	(182,906)
	496,769	547,454

NOTES TO THE FINANCIAL STATEMENTS

Department of Education Grants

	2016	2015
	£	£
Recurrent grant	3,171,443	2,892,644
Other Department of Education grants	11,867	98,520
VAT grant	35,223	37,881
	3,218,533	3,029,045

Receipts from Other Sources

	2016	2015
	£	£
Interest received	-	-
Other income	35,198	76,599
	35,198	76,599

Teaching staff costs

	2016	2015
	£	£
Permanent teachers		
Gross Pay	1,586,786	1,473,157
Employer's superannuation	266,469	197,748
Employer's national insurance	124,874	114,702
	1,978,129	1,785,607
Substitute teachers		
Gross Pay	48,206	118,971
Employer's superannuation	4,171	11,830
Employer's national insurance	10,499	9,212
	62,876	140,013
Foreign language assistants	12,983	13,184

Total teaching staff costs	2016	2015
	£	£
	2,053,988	1,938,804

NOTES TO THE FINANCIAL STATEMENTS

Non-teaching staff costs	2016	2015
	£	£
Administration staff	180,668	168,037
Caretaker	35,978	35,739
Cleaners	58,893	54,079
Lunch supervisors	7,363	5,924
Technicians	97,157	94,386
Statemented classroom assistants	336,059	333,989
Non-Statemented classroom assistants	68,151	50,253
	784,269	742,407

Debtors	2016	2015
	£	£
Prepayments and accrued income	43,150	67,357
Other debtors	6,824	455
	49,974	67,812