



***ANNUAL REPORT***

**2015-2016**

# **GROSVENOR GRAMMAR SCHOOL**

## **ANNUAL REPORT OF THE BOARD OF GOVERNORS 2015 - 2016**

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## 1. CHAIRMAN'S STATEMENT

Dear Parents/Guardians

It is my pleasure and privilege to present the Annual Report for 2015-2016.

In August, pupils celebrated their public examination results. GCSE results saw 97.5% of pupils achieving 7 A\* - C grades, approximately 4% higher than last year's NI Grammar School average, and 95.6% of pupils achieving 7 A\* - C grades including English and Mathematics, more than 3% higher than the NI Grammar School average last year. A remarkable 42 pupils achieved 9 A\*-A grades or better. At AS Level, 25 pupils attained 3 A grades or better, and at A Level 24 pupils achieved 3 or more A grades or better. With 71.1% of pupils obtaining 3 grades A\*-C or better, the vast majority of pupils secured the university place of their choice.

Outside the classroom, pupils continued to participate with wonderful enthusiasm and success in the wide range of extra-curricular activities on offer. Particular mention should be given to our Under 18 Football Team who were the winners of the Northern Ireland Schools Cup. Our donations to Charity amounted to almost £17,000 which is a spectacular success and testament to our pupils' and staff's social awareness and generosity. Well done to all of our Grosvenor pupils who represent our School with such pride. Our extra-curricular programme is only able to continue due to the commitment of our staff and volunteers and I wish to thank everyone involved for their hard work, input and care.

The 2015-2016 academic year saw a number of changes, for example changes to the upcoming curriculum offer to pupils. Under Dr Vasey's leadership, I am confident that the School will continue to improve its outcomes in the interests of our pupils and I look forward to the consultation process for our new School Development Plan 2017-2020.

I wish to place on record my sincere gratitude to Dr Vasey and her staff for their professionalism, diligence and commitment to all of the pupils of Grosvenor. I also wish to thank you for your continued support for your child and the teachers of the School. The involvement of parents and the support provided to your children, as they move through this important stage of their education, cannot be under-estimated.

We are always keen to encourage parents to become more involved in school life, and you are most welcome to attend the monthly Friends of Grosvenor meeting held at 7:00pm on the second Monday night of each month.

Yours sincerely

Mr Alan McVeigh  
Chairman of the Board of Governors

## **2. BOARD OF GOVERNORS' DISCHARGE OF FUNCTIONS IN RELATION TO GROSVENOR GRAMMAR SCHOOL**

The 1989 Education Reform Order gives Governors responsibility for the overall management of the School. The following is a brief summary of the duties of the Governors.

1. Establishing aims and objectives for the School.
2. Managing the School's finances, as allocated by the Education Authority.
3. Ensuring that the teachers in the School have the facilities necessary to provide a curriculum which meets the requirements of the 1989 Education Reform Order and for producing a policy in relation to the curriculum.
4. Ensuring that appropriate arrangements are put in place for the admission of pupils to the School and for drawing up criteria which will be used to select pupils, should it happen that the number of pupils seeking to be enrolled exceeds the number of places available.
5. Selecting staff, making promotions and undertaking other personnel responsibilities.
6. Providing parents with information about the School, through the issue of a prospectus and Annual Report.

### 3. MEMBERSHIP OF THE BOARD OF GOVERNORS OF GROSVENOR GRAMMAR SCHOOL

Membership as of September 2015

NAME	CATEGORY
<b>Mr A McVeigh</b> (Chairman)	Department of Education Rep.
<b>Mr P Cullen</b> (Vice Chair)	Parent Rep.
Mrs F Browne	Teacher Rep.
Mr P Conway	Department of Education Rep.
Mr D Irvine	Parent Rep.
Mr R Magowan MBE	Department of Education Rep.
Mrs C Matthews	EA Rep.
Mrs M McCartney	Department of Education Rep.
Mr D McConnell	EA Rep.
Dr T McNeill	EA Rep.
Mr S Millar	Parent Rep.
Mr W Pinkerton	EA Rep.
Miss R Rainey OBE	EA Rep.
Mr S Skillen	EA Rep.
Mr J Young	Teacher Rep.
Mr S Thomson	Parent Rep.

Secretary to the Board – Dr F Vasey (Principal)

#### 4. ETHOS, MISSION STATEMENT AND AIMS OF THE SCHOOL

##### ETHOS OF THE SCHOOL

##### GROSVENOR GRAMMAR SCHOOL

###### *Relationships*

*Working together*

###### *Respect*

*Fostering mutual  
understanding*

###### *Responsibility*

*Developing self and others*

##### **MISSION STATEMENT:**

To inspire our pupils within a supportive, caring environment to be lifelong learners, enabling all pupils to realise their full potential and become tolerant and confident adults.

##### **AIMS:**

- to ensure that every individual is valued within an inclusive learning environment;
- to enable pupils to achieve high levels of success in all of their activities and prepare them for adult and working life;
- to provide a broad, balanced curriculum and extensive extra-curricular programme;
- to encourage the personal, moral and spiritual growth of our pupils and to encourage a sense of pride in being a member of the Grosvenor community; and
- to build upon the partnerships between pupils, staff, parents, local and international communities, so that everyone enjoys and benefits from their experience of Grosvenor.

##### **SECURITY**

- The school operates a visitor pass system for all visitors during office hours. All visitors, including spectators at sports fixtures must, therefore, report to reception on arrival at school.
- CCTV is operational throughout the school premises and grounds.

##### **ACCESS**

- Access throughout the school is assisted by a number of lifts.

**School Policies** are available on request, during office hours, from the School Office.

**Grosvenor Grammar School is a nut-free, kiwi-free and avocado-free zone.**

The **safety and welfare** of visitors are important to us. All visitors have a legal responsibility for their own and others' safety and welfare and all incidents and accidents must be reported immediately to Reception.

## 5. FINANCIAL REPORT 2015-16

The amount available to Grosvenor from the Education Authority LMS allocation was £4,497,499 which included a zero carry-over from 2014-2015.

	<b>2014-15</b>	<b>2015-16</b>
<b>Budget</b>	£4,403,192	£4,497,499
<b><i>Expenditure:</i></b>		
Wages & Salaries	£3,606,072	£3,592,826
Contractual Cleaning	£224,004	£220,836
Fuel	£121,159	£112,338
PPP / PFI Unitary Charge	£87,516	£89,640
Maintenance - Buildings	-	£10,705 <sup>†</sup>
Maintenance - Grounds	-	-
Books/Equipment/Materials	£214,998	£169,628
Examination Fees	£108,157	£119,632
Other Costs	£97,312	£99,099
Capital & Minor Works	£19,632	£21,845
Furniture & Fittings	£14,363	-
<i>Total</i>	£4,493,213	£4,436,549
<b><i>Income:</i></b>		
PPP Refresh	£30,000	-
Transfer from School Fund	£60,021	£22,552 <sup>††</sup>
<b>TOTAL EXPENDITURE</b>	<b>£4,403,192</b>	<b>£4,413,997</b>
<i>Carryover</i>	<i>£0</i>	<i>£83,502</i>

<sup>†</sup> £7,328 of this expenditure was added back into the School's LMS account in Period 1 (April) of the 2016-2017 financial year.

<sup>††</sup> The transfer from School Fund to LMS relates to expenditure incurred by LMS (for example, payment for examination resits, School of Music Tuition Fees) and where the income was received by School Fund.

**GROSVENOR GRAMMAR SCHOOL - SCHOOL FUND**
**ANNUAL REPORT 2015 - 2016**

Please note that these accounts are subject to amendment following independent review.

				<b>Income</b>	<b>Expenditure</b>
				<b>£</b>	<b>£</b>
<b>1 Fund Contribution</b>				56,284.00	
<b>2 Contribution Usage:</b>					
<b>Transport</b>	Pupil Transport				147.90
	Buses (Sport etc.)			2,172.80	16,735.25
<b>Insurance</b>	Pupil				3,259.04
	Property				0.00
<b>Practical Materials</b>					2,300.00
<b>Fees / Subscriptions</b>					3,326.32
<b>Open Night Expenses</b>					125.84
<b>Prize Distribution</b>					0.00
<b>Carol Service</b>					460.00
<b>Tutors</b>					8,268.00
<b>Surplus</b>					23,834.45
<b>Total</b>				<b>58,456.80</b>	<b>58,456.80</b>
<b>3 Other Items in the Fund</b>					
<b>Whole School (Boxes 2b + 5)</b>				17,060.40	8,706.08
<b>Other Income (Box 3)</b>				8,245.88	4,442.08
<b>Education Authority Transactions (Box 4)</b>				0.00	22,552.57
<b>Other Transactions (Box 4)</b>				6,492.50	8,680.15
<b>Charity Collections (Box 6)</b>				8,060.59	7,320.00
<b>Donations (Box 7)</b>				0.00	65.00
<b>School Trips (Box 8)</b>				221,345.90	238,323.52
<b>Clubs / Societies (Box 9)</b>				39,147.81	45,563.01
<b>Bank Interest/Charges (Box 10)</b>				720.75	1,361.04
<b>Deficit</b>				35,939.62	
<b>Total</b>				<b>337,013.45</b>	<b>337,013.45</b>

The accounts are consistently prepared on a receipts and payments basis and summarise cash movements throughout the financial year.

Charity Collections are shown in both Box 6 and Box 9 (Clubs/Societies)



## CHARITIES ACCOUNT 2015-2016

The Board of Governors, staff and pupils are justly proud of the School's charity record.

Grosvenor has always striven to develop pupils with a social awareness. As part of this ethos, pupils are encouraged to provide help for the less fortunate of our world, through two regular means of financial support.

1. Weekly charity appeals organised by pupils and staff of the Charity Committee.
2. An annual week of fund raising for Habitat for Humanity.

The money raised this year was donated by the School for the following projects:

£400.00: Together For You  
£300.00: RAMS (Race Against Multiple Sclerosis)  
£300.00: Parkinson's UK  
£250.00: Dr B's Kitchen  
£250.00: NI Assistance Dogs  
£250.00: Voice of Young People in Care  
£250.00: CRUISE Bereavement Care NI  
£350.00: NIAMH  
£200.00: Cancer Research UK  
£200.00: Prostate Cancer UK  
£250.00: Blythswood Shoe Box Appeal plus 60 shoeboxes were filled  
£100.00: IRFU Charitable Trust  
£350.00: British Legion Poppy Appeal  
£350.00: Simon Community NI  
£250.00: Guide Dogs for the Blind  
£100.00: Chest Heart Stroke  
£200.00: NSPCC  
£200.00: Cedar Foundation  
£150.00: CRY  
£200.00: Belfast Deaf Children's Society  
£216.00: Zorb Event – U6 PE: Mr Gibson for Fields of Life  
£1020.00: Macmillan Cancer Support: Mrs McIlvenny  
£1400.00: Carol Service: Miss Foster for Black Santa  
£1500.00: Habitat for Humanity: Mrs Browne  
£7565.00: Colour Dash - U6 PE: Mr McCallan for Teenage Cancer Fund for Children

**TOTAL: £16601.00**

## 6. FRIENDS OF GROSVENOR ASSOCIATION

The Friends of Grosvenor Association is a group of interested parents, former pupils, staff and other friends of the School who wish to help support Grosvenor in its education of the pupils. The Association is run by a committee of three nominated staff (including a representative of the School's Senior Leadership Team) and a group of dedicated parents (including three office bearers).

Membership of the Friends of Grosvenor Association Committee for 2015/16:

<b>Mrs R Russell (Nov. 2015-present)</b>	<b>Chairperson</b>
Mr M Holden (Nov. 2015-present)	Secretary
Mrs A Parker (Nov. 2015-present)	Treasurer
Mrs M Fox	SLT Representative
Mrs L Grant	Parent
Mrs J Catterson	Parent
Mrs R Robinson	Parent
Mr V Venkataraman	Parent
Mrs H Gregg	Parent
Mrs N Vance	Parent
Ms A Gowan	Relative
Mrs M Walker	Parent
Mrs E Simpson	Parent
Mrs B Conaghan	Parent
Mrs L Stewart	Parent
Ms J Lander	Staff Representative
Mr S Maclaine	Staff Representative

The Association attempted to meet its task by:

1. holding meetings for parents on topical and relevant educational issues;
2. fund raising to aid the School in the provision of additional equipment, materials and training to enhance our pupils' education; and by
3. providing opportunities for parents and friends to meet in a social manner.

**7. PUPIL ACHIEVEMENTS**

**2016 Key Stage 3 Assessment Outcomes [All figures are %]**

<b>Key Skills</b>		<b>Level 5</b>	<b>Level 6</b>	<b>Level 7</b>
<b>Communication</b>	Teacher-Assessed Levels	100	86.8	35.5
<b>Mathematics</b>	Teacher-Assessed Levels	100	88.8	44.1

## 2016 GCSE OVERALL GRADES

No. IN YEAR 12	163	ENTERING 5+ SUBJECTS	100%
		ENTERING 1-4 SUBJECTS	100%
A*-C IN 7+ SUBJECTS	97.5%	A*-G IN 5+ SUBJECTS	100%
A*-C IN 5+ SUBJECTS	99.4%	A*-G IN 1-4 SUBJECTS	100%
A*-C IN 1-4 SUBJECTS	99.4%		

### GCSE BY SUBJECT

### PERCENTAGES PER GRADE

	ENTRY NO	A*	A	B	C	D	E	F	G	U
ART	39	7.7	38.5	28.2	25.6					
BIOLOGY	119	17.6	35.3	34.5	11.8	0.8				
BUSINESS STUDIES	53	5.7	18.9	43.4	24.5	5.7	1.9			
CHEMISTRY	147	13.6	29.9	32.0	21.1	2.0		1.4		
COMPUTING	25	8.0	28.0	32.0	20.0	8.0	4.0			
DRAMA	23		21.7	65.2	13.0					
ENGLISH LANGUAGE	163	11.0	27.0	45.4	14.7	1.8				
ENGLISH LITERATURE	137	17.5	31.4	33.6	16.1	0.7		0.7		
FRENCH	61	24.6	27.9	31.1	13.1	3.3				
GEOGRAPHY	27	11.1	29.6	22.2	29.6	7.4				
GERMAN	73	15.1	26.0	20.5	24.7	12.3	1.4			
HISTORY	85	12.9	29.4	30.6	21.2	4.7	1.2			
HOME ECONOMICS	31	3.2	12.9	64.5	12.9	3.2	3.2			
I.T.	16	31.3	25.0	18.8	18.8	6.3				
<i>LLW (Year 11)</i>	159	5.7	35.2	39.6	18.2	0.6				0.6
MATHEMATICS	163	33.7	23.9	31.9	9.8	0.6				
FURTHER MATHS	78	24.4	30.8	32.1	7.7	2.6	1.3		1.3	
MEDIA STUDIES	32	15.6	46.9	15.6	15.6	3.1	3.1			
MUSIC	11	27.3	54.5	9.1		9.1				
P.E.	54	7.4	33.3	40.7	16.7	1.9				
PHYSICS	101	16.8	37.6	28.7	16.8					
RELIGIOUS STUDIES	1		100							
SINGLE AWARD SCIENCE	11		36.4	63.6						
SPANISH	75	33.3	24.0	18.7	20.0	4.0				
TECHNOLOGY	26	19.2	23.1	23.1	34.6					
R.S. (Short Course)	162	18.5	9.9	23.5	21.0	22.2	3.1	1.9		

N.B All results are provisional and may change as the result of re-marks.

## 2016 AS AND A-LEVEL OVERALL RESULTS

NUMBER IN YEAR 13 150

### AS LEVEL BY SUBJECT

### PERCENTAGES PER GRADE

	ENTRY NO	A	B	C	D	E	U
ART	12	33.3	41.7	25.0			
BIOLOGY	56	33.9	19.6	8.9	14.3	14.3	8.9
BUSINESS STUDIES	51	19.6	37.3	27.5	11.8	3.9	
CHEMISTRY	46	28.3	10.9	26.1	6.5	6.5	21.7
DRAMA	5			80.0	20.0		
ECONOMICS	8	12.5		25.0	12.5	12.5	37.5
ENGLISH LITERATURE	22	27.3	18.2	31.8	22.7		
FRENCH	9	22.2	33.3	11.1	22.2	11.1	
GEOGRAPHY	19	21.1	15.8	15.8	31.6	15.8	
GERMAN	19	26.3	21.1	26.3	26.3		
HEALTH & SOCIAL CARE	20	65.0	10.0	15.0	10.0		
HISTORY	27	22.2	25.9	22.2	25.9	3.7	
HOME ECONOMICS	5	40.0	40.0		20.0		
INFORMATION TECHNOLOGY	11	18.2	27.3	9.1	18.2	18.2	9.1
MATHEMATICS	38	42.1	28.9	15.8	7.9	2.6	2.6
FURTHER MATHEMATICS	10	30.0	10.0	10.0	20.0	20.0	10.0
MEDIA STUDIES	16	12.5	62.5	25.0			
MUSIC	3		100				
PHYSICS	21	38.1	9.5	4.8	28.6	19.0	
POLITICS	16	12.5	50.0	18.8	18.8		
PSYCHOLOGY	40	10.0	32.5	22.5	15.0	10.0	10.0
RELIGIOUS STUDIES	6		33.3	50.0	16.7		
SOFTWARE SYSTEMS	10	40.0	30.0	20.0	10.0		
SPANISH	21	19.0	14.3	47.6	19.0		
SPORTS SCIENCE	29	34.5	31.0	20.7	13.8		
TECHNOLOGY	13	53.8	15.4	30.8			
TRAVEL AND TOURISM	10	10.0	50.0	10.0	20.0	10.0	

N.B All results are provisional and may change as the result of re-marks.

<b>A-LEVEL</b>	
NO. IN FINAL YEAR	135
3+ AT GRADES A* TO C	71.1%
2+ AT GRADES A* TO E	99.3%
1+ AT GRADES A* TO E	100%

**A-LEVEL BY SUBJECT**
**PERCENTAGES PER GRADE**

	<b>ENTRY NO</b>	<b>A*</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>U</b>
ART	9		33.3	44.4	22.2			
BIOLOGY	43	16.3	23.3	30.2	16.3	11.6		2.3
BUSINESS STUDIES	22		27.3	45.5	18.2	9.1		
CHEMISTRY	34	11.8	20.6	23.5	17.6	8.8	14.7	2.9
DRAMA	4			50.0	50.0			
ECONOMICS	10	10.0	20.0	50.0	10.0	10.0		
ENGLISH LITERATURE	20		10.0	50.0	35.0	5.0		
FRENCH	6		50.0	33.3		16.7		
GEOGRAPHY	17		11.8	52.9	23.5	11.8		
GERMAN	8		25.0	50.0	25.0			
HEALTH & SOCIAL CARE	17		17.6	47.1	35.3			
HISTORY	33	12.1	18.2	27.3	27.3	9.1	6.1	
HOME ECONOMICS	6		33.3	50.0	16.7			
INFORMATION TECHNOLOGY	6		50.0	33.3	16.7			
MATHEMATICS	47	27.7	23.4	12.8	19.1	12.8	2.1	2.1
FURTHER MATHS	5	80.0	20.0					
MEDIA STUDIES	10	10.0	30.0	50.0	10.0			
MUSIC	0							
PHYSICS	23	26.1	21.7	8.7	17.4	13.0	4.3	8.7
POLITICS	10		20.0	50.0	20.0	10.0		
PSYCHOLOGY	21	9.5	9.5	28.6	33.3	14.3	4.8	
R.S.	10		40.0	60.0				
SOFTWARE SYSTEMS	8		62.5	25.0	12.5			
SPANISH	14		42.9	50.0	7.1			
SPORTS SCIENCE	19	5.3	21.1	36.8	31.6	5.3		
TECHNOLOGY	7		71.4	28.6				

N.B All results are provisional and may change as the result of re-marks.

### **POST 'A' LEVEL LEAVERS' DESTINATIONS**

HIGHER EDUCATION	65.4%
FURTHER EDUCATION	4.4%
HIGHER APPRENTICESHIP	2.2%

EMPLOYMENT	3.7%
GAP YEAR	23.5%
OTHER	0.8%

### **TOTAL LEAVERS' DESTINATIONS (including GCSE and other leavers destinations)**

HIGHER EDUCATION	49.3%
FURTHER EDUCATION (inc. Jobskills/Apprenticeship)	20.3%
HIGHER APPRENTICESHIP	1.7%

EMPLOYMENT	4.4%
ANOTHER SCHOOL	4.9%
GAP YEAR	17.7%
OTHER	1.7%

### **ATTENDANCE (YEAR 8 - 14)**

ATTENDANCE WAS 96.2% OF THE POSSIBLE TOTAL.

## PERFORMANCE IN PUBLIC EXAMINATIONS<sup>1</sup> 2012-13 TO 2014-15 - Grammar schools

*The Northern Ireland statistics for the year 2015-16 are not yet available for publication.*

Performance Indicator	2012/13		2013/14		2014/15	
	School	NI Average	School	NI Average	School	NI Average
% Achieving 5+ GCSEs at Grades A*-C (or equivalent) <sup>2</sup>	98.1	97.3	98.8	97.2	98.7	97.8
% Achieving 7+ GCSEs at Grades A*-C (or equivalent) <sup>2</sup>	96.3	93.6	97.5	93.0	94.8	93.6
% Achieving 3+ A Levels at Grades A-C (or equivalent) <sup>2</sup>	77.4	77.2	71.1	75.7	72.3	77.0
% Achieving 2+ A Levels at Grades A-E (or equivalent) <sup>2</sup>	100.0	99.6	100	99.6	100	99.7

<sup>1</sup> Excludes pupils with statements of special education needs.

<sup>2</sup> Figures include all equivalent qualifications.



## 8. CURRICULUM

The curriculum provided was the total learning package on offer, in and out of class. Grosvenor provided a curriculum which went well beyond the requirements set by the Department of Education. Our aim was to empower our pupils to achieve the very best of which they are capable, by enabling them to develop as individuals and as contributors to society, the economy and the environment.

Pupils with identified **Special Educational Needs** were supported and, where necessary and practically possible, provided for in school in order that they could fulfil their potential. In addition, the school assisted those who were experiencing difficulties with their studies through our Academic Tutoring and Pastoral Mentoring schemes.

In 2015-16, the School week was divided into 45 periods of 35 minutes.

8.40 am	-	8.50 am	<b>Registration in Form Room</b>
8.50 am	-	9.05 am	<b>Assembly</b>
9.05 am	-	9.40 am	Period 1
9.40 am	-	10.15 am	Period 2
10.15 am	-	10.35 am	<b>Break</b>
10.35 am	-	11.10 am	Period 3
11.10 am	-	11.45 am	Period 4

11.45 am	-	12.20 pm	Period 5
12.20 pm	-	12.55 pm	Period 6
1.05 pm	-	1.40 pm	Period 7
1.40 pm	-	2.15 pm	Period 8
2.15 pm	-	2.50 pm	Period 9
2.50 pm	-	3.25 pm	Period 10

The 2015-16 curricula, including period allocations at the various Key Stages, are given in the following tables. An annual process of review and evaluation is in place and from time to time there may, therefore, be some changes to these figures.

## **KEY STAGE 3 2015-16**

At Key Stage 3 (Years 8 – 10), the school provided a broad and balanced curriculum which met the statutory requirements of the Education Order 2006, including Learning for Life & Work (incorporating Home Economics, Personal Development, Local & Global Citizenship and Education for Employability), Skills & Capabilities (incorporating Communication, Using Mathematics, ICT, Thinking Skills & Personal Capabilities) and the General Learning Areas which take up most of the pupils' time.

### **NUMBER OF PERIODS PER WEEK**

<b>SUBJECT</b>	<b>YEAR 8</b>	<b>YEAR 9</b>	<b>YEAR 10</b>
ENGLISH	5	5	5
DRAMA	1	0	-
MATHS	5	5	4
BIOLOGY		2	2
CHEMISTRY	5	2	2
PHYSICS		2	2
TECHNOLOGY & DESIGN	2	2	2
HOME ECONOMICS	2	2	2
ICT	1	2	1
HISTORY	3	2	3
GEOGRAPHY	2	3	3
RELIGIOUS STUDIES	2	2	2
ART	2	2	2
MUSIC	2	2	1
FRENCH	2	2	2
GERMAN	2	2	2
SPANISH	2	2	2
MANDARIN	1	-	-
PHYSICAL EDUCATION	2	2	2
GAMES	2	2	2
LEARNING FOR LIFE AND WORK	2	2	4
<b>TOTAL</b>	<b>45</b>	<b>45</b>	<b>45</b>

### **NOTES:**

1. Staff set and marked internal examinations in all subjects and the outcomes were reported to parents.
2. All pupils in Year 10 received a Junior Certificate, based on the results of their summer examinations.
3. In Year 10, pupils commenced a two-year course in GCSE LLW. This course is completed at the end of Year 11.

## KEY STAGE 4

At Key Stage 4 (Years 11 & 12), there was greater flexibility and the School provided a menu of 26 courses. English, Mathematics, and a Science subject were compulsory GCSEs and all pupils took Learning for Life & Work [an additional GCSE], Religious Studies [a ½ GCSE] and Physical Education as required by the Education Order 2006. Beyond that, the arrangements gave freedom in terms of subject combinations and number of GCSEs taken. Pupils were able to make informed and appropriate choices which best suited their interests, abilities and ambitions for A Level, university and their career. The school is compliant with the Entitlement Framework for 2016, as required by the Education Order 2006.

All pupils follow courses designed to enable them to obtain **8, 9, 10 or 11 full GCSEs**.

SUBJECTS	PERIODS PER WEEK YEAR 11	PERIODS PER WEEK YEAR 12	No. of GCSEs
ENGLISH LANGUAGE & ENGLISH LITERATURE <b>OR</b> ENGLISH LANGUAGE	6	5	1 or 2 x GCSE
MATHEMATICS	4	5	1 x GCSE
Modern Languages - FRENCH or GERMAN or SPANISH <b>OR</b> SUPPORTED STUDY <i>N.B. Pupils wishing to study 2 or 3 languages selected the second/third from the option box below.</i>	4	4	0 or 1 x GCSE
Science - <b>either</b> BIOLOGY & CHEMISTRY <b>OR</b> PHYSICS & CHEMISTRY <b>OR</b> SINGLE AWARD SCIENCE & SUPPORTED STUDY  <i>N.B. Pupils wishing to study all 3 sciences selected the third from the option box below.</i>	8	8	1 or 2 x GCSE
LEARNING FOR LIFE & WORK (incorporating Citizenship, PSHE & Employability)	2	0	1 x GCSE [taken in Years 11&12]
CAREERS	0	1	
PHYSICAL EDUCATION	1	1	
ICT	1	2	
RELIGIOUS STUDIES (Short Course)	1	1	0.5 x GCSE
GAMES	2	2	
<b>OPTIONAL SUBJECTS</b>			
All pupils choose 4 extra subjects from the following list:	16	16	4 x GCSE
ART BUSINESS STUDIES COMPUTING DRAMA FRENCH FURTHER MATHEMATICS	GEOGRAPHY GERMAN HISTORY HOME ECONOMICS ICT MEDIA STUDIES	MUSIC PHYSICAL EDUCATION PHYSICS RELIGIOUS STUDIES (Full Course) SPANISH TECHNOLOGY & DESIGN	
TOTALS	45	45	8.5 or 9.5 or 10.5 or 11.5 x GCSE

### NOTE:

- All pupils followed courses designed to enable them to obtain **8 or 9 or 10 or 11 full GCSEs** and 1 short-course GCSE.
- Pupils had the opportunity of taking an accredited ICT qualification [Microsoft Office Specialist].

## ***SENIOR SCHOOL***

Pupils wishing to enter the Senior School had to meet the published entry criteria. They were interviewed, and in the light of their career plans, advised on courses of study. Final decisions were made following discussions among parents, pupils and the careers staff.

The school provided a menu of 27 courses. The majority of pupils studied 4 GCE AS subjects in Year 13 and 3 A2 subjects in Year 14. A small number of pupils could, with the Principal's agreement, take 4 subjects to A2.

The school is compliant with the Entitlement Framework for 2016 as required by the Education Order 2006.

### **SUBJECTS - GCE AS & A2 LEVELS**

Art	English Literature	History	Psychology
Biology	French	Home Economics	Software Systems Dev.
Business Studies	Further Mathematics	ICT	Sports Science
Chemistry	Geography	Mathematics	Religious Studies
Computing	German	Media Studies	Spanish
Drama	Government & Politics	Music	Technology & Design
Economics	Health & Social Care	Physics	Travel & Tourism

#### **NOTES:**

1. All students had two Games periods in which a wide range of activities were available.
2. A Careers class was timetabled for all students in both Years 13 & 14.
3. Visiting speakers were invited to address Years 13 & 14. This occurred on a weekly basis, at a time when most students had a study period. It was compulsory that those who do not have a timetabled subject class attended these talks.
4. Pupils studying languages had timetabled Conversation Classes per language per week.

## **9. CAREERS EDUCATION (CEAIG)**

Careers education holds an important place in the learning experiences of all pupils at this School. A comprehensive programme of development was delivered as a cross-curricular theme and through Careers classes.

### **Careers Programme**

#### **YEAR 8**

- All pupils attended an annual Careers Day.

#### **YEAR 10**

- An important year in which pupils make decisions on GCSE subjects.
- Personal interviews with Careers staff, at which parents may be present.
- All parents were invited to attend a talk on GCSE options in the School.
- Pupils attended the annual Careers Convention.

#### **YEAR 11**

- All pupils had two days of work experience.
- All pupils attended an annual Careers Day.

#### **YEAR 12**

- Last year of compulsory schooling; pupils must make vital decisions.
- Each pupil had a weekly Careers lesson.
- Careers Adviser visited the School weekly to advise on post-16 choices.
- Pupils attended the annual Careers Convention.
- All pupils had a personal interview with a member of the Careers staff.
- Parents were invited to attend a talk on AS options in the School during the Spring term.
- Pupils who required extra guidance received interviews with the Careers Adviser.
- All pupils attended talks on Labour Market Information.

#### **YEAR 13**

- Each student had a weekly Careers lesson.
- Past students returned and give first-hand information about their experiences after leaving school.
- All students were given the opportunity to participate in three days' work shadowing.
- A conference was held in liaison with Schools/Industry link.
- Major employers and businesses visited the School to give talks.
- University and course representatives visited the School regularly to talk about the requirements for entry and courses available.
- Seminars on particular career areas were held.
- The department maintained two careers libraries which contained a wide variety of up-to-date literature and resources.
- Pupils attended the annual Careers Convention.

#### **YEAR 14**





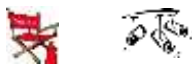

- Each student had a weekly Careers lesson.
- Personal interviews were held with each student.
- Parents were invited to attend a UCAS talk in the School.
- Detailed guidance was given on completion of UCAS forms and other relevant documentation including other Higher Education Institutions, Colleges of Further Education and employment applications.
- Year 14 pupils attended a variety of University Open Days.

## 10. RELIGIOUS STUDIES

The school held a non-denominational, but Christian act of worship each day, taught Religious Studies to each pupil, and entered students for GCSE and GCE Advanced Level examinations. Parents had the right to request (in writing) if they wished their children to be exempted from acts of worship or Religious Studies classes.

## 11. EXTRA-CURRICULAR ACTIVITIES

Pupils took part in the following activities:

 <b>Grosvenor G.S. Extra-Curricular Programme 2015/16</b> 					
 <b>Music Department</b>	 <b>Sport</b>	 <b>Drama Productions</b>	 <b>Other Activities</b>		
Senior Choir	Rugby	Production	Animal Club	T+D Club/Competitions	Stock Market Challenge
Chamber Choir	Girls' Hockey	Backstage	Warhammer / Chess Club	Habitat for Humanity	Media Studies
Junior Choir	Boys' Hockey	Lights	Scripture Union	Fencing	Talent Show
Girls/Mens Choir	Athletics	Sound	Culture Club	Young Enterprise	Magazine Committee
String Quartet	Cricket	Set Design	Duke of Edinburgh	Mock Trial Competition	Public Speaking
Jazz Band	Football	Producer	Urban Ecologists	Charity Committee	ACF
Guitar Club	Girls' Rugby	Make-Up	IT Extra	Language Leaders	
Senior Orchestra	Netball				
String Ensemble	Tennis				
Brass Group	Badminton Club				
Flute Group	Table Tennis				
	Golf				

## 12. PASTORAL CARE

### 1. What is Pastoral Care?

Pastoral care is concerned with promoting pupils' personal and social development and fostering positive attitudes. Through the pastoral care arrangements and provision, a school demonstrates its continuing concern for its pupils as individuals, actively encouraging them to be secure, successful and fully participating members of the school and its wider community. Pastoral care is also concerned with preparing pupils for the demands and challenges of adult and working life.

### 2. The Importance of Pastoral Care in Grosvenor:

The importance placed on the pastoral care of our pupils is reflected by and embedded within our Mission Statement:

*To inspire our pupils within a supportive caring environment to be lifelong learners, enabling all pupils to realise their full potential and become tolerant and confident adults.*

and the Grosvenor aims:

- to ensure that every individual is valued within an inclusive learning environment;
- to enable pupils to achieve high levels of success in all of their activities and prepare them for adult and working life;
- to provide a broad, balanced curriculum and extensive extra-curricular programme;
- to encourage the personal, moral and spiritual growth of our pupils and to encourage a sense of pride in being a member of the Grosvenor community; and
- to build upon the partnerships between pupils, staff, parents, local and international communities, so that everyone enjoys and benefits from their experience of Grosvenor.

Pastoral care is an integral part of the whole educational experience offered to our pupils and is not a distinct entity. It underpins every aspect of the pupils' experience in school, and exists, not for its own sake, but to enable pupils to achieve their potential.

Our Pastoral Care aim is:

**TO OFFER THE BEST POSSIBLE PASTORAL CARE BY PROVIDING SUPPORT AND GUIDANCE FOR PUPILS IN A CLIMATE WHICH IS CHARACTERISED BY GOOD RELATIONSHIPS AND MUTUAL RESPECT.**

We strive to continue to create an atmosphere in Grosvenor where our young people:

- feel secure and accepted in a safe environment;
- know that they are valued as individuals;
- are encouraged in their learning and develop a positive approach to study;
- can grow in their self-esteem, confidence and independent thinking;
- develop self discipline and a sense of responsibility;
- have the ability and knowledge to make informed career decisions;
- develop a positive approach to leisure activities and healthy living and where parents:
- are well informed;
- are reassured that their children are being educated in a safe and caring environment; and
- have opportunities to act in partnership with the School.

### 3. Systems and Structures to achieve these aims

Pastoral care is all-pervasive and fully integrated into the school curriculum and daily routines. All staff (teaching and non-teaching) have an on-going responsibility to care for our pupils and contribute to the caring ethos of our school. In addition:

1. a pastoral care structure is in place which identifies staff with particular specialized roles and responsibilities;
2. a taught programme of study – Personal Development / Learning for Life & Work - has been developed for all pupils;
3. a well-developed and comprehensive programme of Careers Education, Information Advice & Guidance (CEIAG) is offered;
4. a wide variety of extra-curricular activities is available; and
5. provision is made for enrichment opportunities in the wider community.

#### **4. Pastoral Care Structure and Personnel**

Grosvenor has developed a formal Pastoral Care system where each pupil belongs to a Form Class / Tutor Group under the direct care of a Form Tutor, co-ordinated by a Head of Year and a Head of Junior, Middle and Senior School, with the Vice-Principal i/c Pastoral Care having overall responsibility. A school counsellor, a Special Educational Needs Co-ordinator (SENCo), Assistant SENCo and a Pupil Welfare Auxiliary (school nurse) also play vital roles in providing pastoral care to our pupils.

##### **4.1 Form Tutor**

In Grosvenor, the Form Tutor provides the first and most immediate level of support and help for pupils, with 25 minutes set aside at the beginning of each day to develop relationships in Form Time.

*“The Form Teacher is a key figure in the Pastoral System and should have a detailed knowledge of the needs, emotional development, progress and academic attainment of each pupil in his/her class”* (Common Curriculum Guidance on the Pastoral System - DENI).

Depending on the age/educational stage, pupils have different needs. In order to provide the most appropriate care, the pastoral structure and provision differ slightly between the year groups:

##### **Year 8:**

The School recognizes this is an important year where some pupils can be daunted by the move to grammar school. The pupils are the youngest and smallest; they have to move around much more; they have to get to know more teachers and make new friends. The Form Tutor and Head of Year are carefully selected and specifically trained to work with the Year 8 pupils and a full Induction Programme is in place, beginning with a Year 8 Induction Evening in June before the pupils start at Grosvenor.

Each parent/guardian is invited to an interview with the Form Tutor early in the first term and to a Parent Consultation afternoon with subject teachers later in the year. To help pupils to settle in, develop friendships and relationships with each other (as well as with their Tutor and Form Prefects), a residential experience is currently offered to each class.

##### **Year 9 -12**

Pupils remain in the same Form class throughout and, where possible, their Form Tutor moves with them.

Parents/Guardians have an opportunity to meet subject teachers in all year groups and are invited to attend a careers/subject choice information evening for pupils in Year 10 and Year 12, as well as being given the opportunity to attend their child’s personal Careers interview. Parent Information Evenings are also provided for pupils in Year 9 and Year 11.



Any pupils who join the School in Years 9 - 12 benefit from an Induction Programme established by their Head of Year and includes a 'buddy system' to ensure that they integrate fully into school life as easily as possible.

### **Senior School:**

In Senior School, pupils are re-grouped to encourage greater mixing and to help new pupils integrate more easily. At the beginning of Year 13, an Induction Programme is in place to help students make the transition to life in Senior School. Senior School pupils have their own accommodation where they study independently (under supervision) during non-timetabled subject classes, and join together in the Common Room for break and lunch.

Parents/Guardians have an opportunity to meet subject teachers in both year groups, and are also invited to attend a Higher Education information evening for students in Year 14.

### *Specific Duties of all Form Tutors include:*

- promotion of the ethos of the school;
- delivering the pastoral scheme of work;
- registration and attendance monitoring;
- overseeing of the conduct and appearance of each individual in the class;
- monitoring of the progress and well-being of each individual;
- facilitating individual pupil target-setting exercises;
- liaising with the Head of Year, subject teachers and parents regarding progress, behaviour of each pupil;
- guidance with self-organisation e.g. Student Planners;
- induction arrangements for new pupils joining the class;
- accompanying class to relevant assemblies and conducting class assemblies;
- responsibility for report completion; and
- dealing with a variety of administrative matters relating to the Tutor Group.

### **4.2 Head of Year**

The Head of Year has a key role in the school's pastoral structure and provides a constant channel of information, support and encouragement for each pupil, working closely with all involved in pastoral provision. Each Head of Year leads and manages his/her team of Form Tutors and co-ordinates and oversees their work. As well as dealing with individuals, the Head of Year establishes a relationship with each Form Class and promotes a sense of year-group identity, partly through Year Assemblies and year-group activities. Heads of Year work in partnership with parents, liaising closely with them.

### **4.3 Heads of School**

There are 3 Heads of School: Head of Junior School, Head of Middle School and Head of Senior School. Each Head of School is also a member of the Senior Leadership Team.

### **4.4 The School Counsellor**

The School Counsellor provides pupils with an opportunity to discuss and try to resolve their concerns or problems in a confidential manner. Pupils refer themselves to the Counsellor by making personal contact (details publicised in Form Rooms and throughout the School); additionally, members of SLT and/or the Principal may refer a pupil to the appropriate counselling support. Counselling rooms provide a private and informal setting. Our school Counsellor seeks advice from and refers young people to external Counselling agencies where necessary.

#### **4.5 Special Educational Needs Co-ordinator (SENCo) and Assistant SENCo**

Pupils with identified special educational needs (for example, specific learning difficulty; emotional and behavioural difficulties; physical disabilities; sensory impairments; speech and language difficulties; medical conditions) receive additional support and attention, as their specific need dictates. The co-ordinators work closely with Heads of Year and other senior staff to ensure that appropriate measures are taken to meet the needs of these young people. They also liaise with parents and external agencies such as Educational Psychologists and Educational Welfare Officers. Grosvenor's facilities are fully DDA compliant in order to provide full access for people with physical disabilities. Classroom / General Assistants are provided where necessary, to give maximum support to individual pupils with particular needs.

#### **4.6 Academic Tutoring & Pastoral Mentoring**

In order to help pupils who are experiencing difficulties, either in a specific subject or across the curriculum, academic tutoring and pastoral mentoring are offered. The schemes are co-ordinated by specially selected staff who are assisted by senior pupils.

#### **4.7 Pupil Welfare Auxiliary (PWA)**

The PWA is available throughout the school day (in the Medical room) to provide support for pupils who have medical needs, as a result of an accident or sickness. Pupils in need of the PWA's attention (except in an emergency) should report to her after gaining permission from the subject teacher / teacher on duty, in the company of another pupil if necessary. After examination, the PWA will decide on treatment and possibly make contact with a parent/guardian.

#### **4.8 Prefects**

All prefects make an active contribution to school life, acting as a role model and promoting a sense of responsibility and commitment to the school.

Form Prefects have a special role in terms of their responsibilities and relationships with the pupils in their class. While part of their role is to assist the Form Tutor with a variety of duties, such as assisting in the planning and presentation of class assemblies, and helping the Form Tutor to keep a regular check on Student Planners, their key role is to establish a relationship with the pupils and to act as a positive role model to the younger pupils.

### **13. PUPIL SAFETY AND PROTECTION**

The safety and wellbeing of the pupils has absolute priority. In this connection, the School sought to implement all directives from DENI and EA relating to matters such as class size, resourcing and premises management. The Board of Governors Health & Safety Sub-Committee oversaw all issues relating to pupil safety and a system of time-locks, restricted access, CCTV and visitor passes is in place. In keeping with DENI directives, the governors implemented policies and procedures for pupil protection.

#### **Safeguarding and Child Protection Policy**

The aims were to:

1. maintain a safe and caring learning environment for all pupils;
2. enable speedy identification and reporting of abuse;
3. protect staff from erroneous or malicious allegations; and to
4. meet legal obligations in relation to safeguarding and child protection.

#### **Reporting Procedures**

- (i) In order to report abuse, contacts were the Designated Teacher or the Deputy Designated Teachers.
- (ii) If the allegation related to a member of staff, the contact was the Designated Teacher who reported to the Chairman (or Vice Chairman) of the Board of Governors and the Principal.
- (ii) If the allegation related to the Principal, the contact was the Designated Teacher who reported to the Chair (or Vice Chairman) of the Board of Governors.
- (iv) All allegations of abuse would have been reported to the Chairman of the Board of Governors and recorded confidentially.

Copies of all procedures are available for inspection on application to the Principal.

## **14. STAFF TRAINING**

The School is compliant with the statutory requirements for staff training and during the academic year delivered a 10-day programme based on essential elements identified in the School Development Plan. Training was provided in the areas listed; non-teaching staff attended sessions that were connected to their needs.

- Pupil Safeguarding and Child Protection
- Health and Safety procedures
- Self-Evaluation of Teaching and Learning
- Teaching and Learning, including marking for improvement and differentiation
- Developing use of iPads and creating teaching videos
- ADHD training
- Study Skills Training
- Development of Literacy
- Middle Leadership Training
- Assessment and Reporting

As a result of both internal and external training, staff became more familiar with whole-school policies and procedures, had input into and developed an understanding of the School Action Plan, enhanced their knowledge and skills to deliver the curriculum and school-based initiatives, were made aware of educational changes and their implications and as a result were better equipped to meet the needs of all pupils in the School.

## 15. FEEDBACK – COMPLAINTS, COMPLIMENTS, SUGGESTIONS

Feedback is important to this school and we strive to engage with the full school community in order to provide the highest quality educational service. The following is a summary of the feedback for 2015-2016:

- The Junior School Council, Middle School Council and Senior School Committee (comprising pupil representatives from each Form/Tutor Group) met termly to raise issues of concern and to make suggestions for improvement. In addition, the Senior Prefects met with the Principal and the Board of Governors. As a result, changes were discussed and, where possible, implemented. Suggestions on improving the facilities were acted upon where possible.
- Feedback was provided by parents and the wider community and took the form of letters, telephone calls and visits from individual parents.
- In 2015-16 we received 13 complaints from parents and other individuals about various aspects of the school [4 in relation to staff; 9 in relation to school procedures, inc. curriculum, criteria, discipline, examinations, pastoral care, facilities]. All complaints were given due consideration and resolved. Where the complaint related specifically to a member of staff, the Chairman of the Board of Governors was informed. Pupils were reminded frequently, e.g. via Assembly, to ensure they make a positive impact on the local community and environment.
- Compliments and positive feedback were received on a regular basis throughout the year. Compliments often took the form of letters from parents of departing Year 14 pupils, thanking the school and/or particular teachers for their child's education. Where appropriate, these letters were displayed on the notice board in the staffroom. Much of the feedback was, as always, informal: simply a phone call complimenting our pupils on their behaviour at an airport, museum, leisure centre etc.

## 16. SUSPENSIONS

The Department of Education has brought into force a new system for reporting Pupil Suspensions to the Education Authority. Whilst the reasons for suspension are included in the School's *Behaviour Policy* (as published to parents), it should be noted that the new guidelines include the power of suspension for breaches in discipline which occur outside school (whether or not the pupil is in school uniform) and, in particular, for any act against members of staff and/or their property.

Individual suspension or an accumulation of suspensions may lead to expulsion.