

Shimna Integrated College



**Annual Report of
The Board of Governors 2021-22**

Shimna is a Grant Maintained Integrated College



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1 Forward

Once again it is time to publish the annual report for Shimna Integrated College for the academic year 2021- 2022.

I wish to convey a very sincere thank you to all members of our Board of Governors for their hard work, commitment and dedication during this transitional year. I am privileged to work with such a wonderful and thoughtful group of people who volunteer so freely of their time.

We have welcomed several new governors during this year and said goodbye to some long-standing members as well. A special thank you to Neil McGrady who has decided to step down from the Board in order to focus on his well-deserved promotion in the workplace.

This has been a year of transition as we said farewell to our founding Principal Mr Kevin Lambe in June 2021 and welcomed our new Principal, Mr Steve Pagan, in November 2021. The transition has been exciting as we embark on the next chapter at Shimna. The Board would also like to extend our sincere thanks to Mrs Karen Caulfield who was the acting Principal until Mr Pagan arrived.

We said farewell to two long-serving members of staff, both of whom started in 1999. Mr Pat Lenny, our Head of Business, retired and Mr Ian McMillan, Head of German, is now studying for his PhD at QUB.

As detailed below, it was a record-breaking year for GCSE, BTEC and A Level results. We are very proud of our students' achievements and wish them well in the next chapter of their lives, whether it be in our Sixth Form, Further or Higher Education, apprenticeships or employment.

Preparatory work on our new build commenced over the autumn mind-term break. These are exciting times for the College. We look forward to the 2022-2023 school year.

Denise Medea - Chairperson



2 Agreed statements of Shimna Integrated 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.*



3 Board of Governors

Trust Foundation Governors - 2 x 4 Years

Anne Fitzpatrick (2020 – 2021)

Deborah Skillen (2020 – 2024)

Ellen McVea (2018 -2022)

Rose Murray (2021 – 2025)

Parent Foundation Governors - 2 x 4 Years

Denise Medea (2018 – 2022)

Ciara O’Neil (2021 – 2025)

Parent Governors - 1 x 4 Year

Michele Hamilton (2020 – 2024)

Dawn Stocking (2020 – 2024)

Bronagh Vos (2020 – 2024)

Shane Neary (2021-2025)

DE Governors - 2 x 4 Years

David O’Flaherty (2019 – 2023)

Neil McGrady (2020 – 2024)

Vacancy

Vacancy

Teacher Governors - 1 x 4 year

Orla Fitzpatrick (2021-2025)

Irene Mathieu (2018 – 2022)

Support Staff Governor - 1 x 4 year

Marion Fleming (2020 – 2024)

Principal

Steve Pagan

Secretary

Danella Goodman



4 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.

a. 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.

b. 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.

c. 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.

d. 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.

e. 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.

f. 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.

g. 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.

h. 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.

i. Other Reports and Returns

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

j. 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.



5 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 reports and approved his 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.

This year the Board of Governors decided in order to fully support Mr. Pagan in his new role and have full engagement from all governors we would temporarily suspend all sub committees with the exception of Finance and, instead, hold a full board meeting every month. This proved to be very efficient and successful. David O'Flaherty continued in his role as Chair of Estates and was present during any inspections as well as notified of any issues arising.

The primary focus this year has been on staffing. Our first priority was to build leadership capacity by creating a Senior Leadership team to support the Principal and Vice-Principal. This has resulted in a more effective structure that meets the needs of our students, as well as providing professional development opportunities for staff. Following a rigorous selection process, three Assistant Vice-Principals were appointed: Ms. Anne Clark, Ms. Jacqueline Jones and Ms. Joanne Poland. This was followed by the appointment of eight Heads of Year to build on the already strong foundations of our pastoral system.

Collectively, the promoted team members bring with them over 200 years' worth of Shimna experience. The Board wishes them well in their new roles.

6 College Development Plan

The appointment of a new Principal provided the opportunity to review and renew the College's strategic priorities. Starting on the Staff Development Day on 4 January, ten working groups were established covering the breadth of College activity, including teaching and learning, curriculum, assessment, pastoral care, positive behaviour, communications and extra-curricular activities. These groups continued their planning work into the summer term, informing not only the process of reorganising leadership responsibilities but also other areas. While significant progress has been made, work is ongoing to complete the plan by the start of 2023.

The emphasis has been very much on staff collaboration and has been deepened further by the launch of an in-house programme of professional development in the summer term.



7 GCSE and A Level results

The Board wishes to commend staff for the work invested in support of students taking GCSE, TECH and A Level courses, especially given the disruption caused by the pandemic. It is particularly pleasing to see that this year's list of destinations is as wide ranging as ever.

Performance Indicator	2018/19		2019/20		2021/22		Attendance Rate 2021/22 89.5%
	School	N.I. Average	School	N.I. Average	School	N.I. Average	
% Achieving 5+ GCSEs at Grades A* - C (or equivalent)	73.7%	79.7%	78.8%	79.7%	80%	79.7%	
% Achieving 5+ GCSEs at Grades A* - C (or equivalent) incl English and Mathematics	64%	54.8%	63%	54.8%	72%	54.8%	
% Achieving 2+ A Levels at Grades A* – E (or equivalent)	100%	96.4%	100%	96.4%	98.4%	96.4%	
% Achieving 3+ A Levels at Grades A* – C (or equivalent)	42.6%	58.8%	76.4%	58.8%	67%	58.8%	

Leaver Destinations June 2022 - Year 12 Students

Returning to Sixth Form at Shimna	65
Another School (Non-Grammar)	2
Another School (Grammar)	3
Another School (unknown)	
Further Education	24
Emigrated	
Employment	1
Jobskills/Training/Apprenticeship	4
Jobskills at Further Education College	
Long Term Sick	1
Unemployed/Seeking Employment	3
Unknown	
Total	103



Leaver Destinations - Year 14 Students

Degree Course (N.I.)	22
Degree Course (G.B.)	22
Degree Course (Non U.K.)	0
Employment	14
Foundation Degree Course	2
Further Education	7
Higher Level Apprenticeship	0
Jobskills/Training/Apprentice	1
Unemployed/Seeking Employment	1
Teacher Training	0
Unknown	1
Total	70



8 Committee Reports

Estates - David O'Flaherty

Inspections and Audits

Accessibility

The arrival of a new Principal precipitated a full review of fire prevention and health and safety provision. Since January, significant work has been undertaken to update procedures and equipment, include the replacement of all fire extinguishers.

All areas of the College grounds and buildings are accessible to all students. We continue to operate an evacuation procedure endorsed by the Northern Ireland Fire & Rescue Service with two refuge points in low-risk areas. This ensures the safe evacuation of wheelchair users in the event of an emergency.

Security

Following a review at the start of the year, work has been ongoing to enhance measures to secure the College. This includes work on the back gate area, additional CCTV coverage and the introduction of staff identity badges.

Conclusion

The College premises manager, Robbie Mulholland, has dealt proficiently with any matters arising from inspections during the year, ensuring a safe and comfortable environment for all concerned. Robbie also oversees and ensures that all planned and preventive maintenance tasks are carried out by the college's supply chain during the year. Many thanks to Robbie, Margaret Roundtree and to the cleaning staff for their hard work and dedication.

Finance Committee - Neil McGrady

The committee met on four occasions.



9 Finance

INCOME AND EXPENDITURE ACCOUNT

For period ending 31 March 2022

INCOME	2022	2021
	£	£
Department of Education grants	4,447,324	4,248,117
Receipts from other sources	<u>12,140</u>	<u>2,518</u>
	<u>4,459,464</u>	<u>4,250,635</u>
 EXPENDITURE		
Teaching staff costs	2,609,502	2,521,570
Non-Teaching staff costs	1,177,211	1,054,192
Other operating costs	<u>537,254</u>	<u>407,039</u>
	<u>4,323,967</u>	<u>3,982,801</u>
 Deficit for the financial year	 135,497	 267,834



BALANCE SHEET

as at 31 MARCH 2022

	2022	2021
	£	£
Fixed Assets		
Tangible fixed assets	<u>1,819,960</u>	<u>2,172,299</u>
Current Assets		
Debtors	159,633	130,317
Cash at bank and in hand	<u>443,467</u>	<u>424,133</u>
	603,100	554,450
Creditors: amounts falling due within one year	(172,304)	(259,151)
Net current liabilities	430,796	295,299
Total assets less current liabilities	2,250,756	2,467,299
Creditors: amounts falling due After more than one year	(1,819,960)	(2,172,299)
Net Liabilities	<u>430,796</u>	<u>430,796</u>
Reserves		
Revenue reserves	<u>430,796</u>	<u>295,299</u>



NOTES TO THE FINANCIAL STATEMENTS

Creditors	2022	2021
	£	£
Amounts falling due within one year		
Trade creditors	9,787	6,563
Other creditors	143,936	195,077
Accruals and deferred income	<u>18,581</u>	<u>57,511</u>
	<u>172,304</u>	<u>259,151</u>

	2022	2021
	£	£
Other Operating Payments		
Heat, light and power	60,357	25,991
Water charges	5,106	2,029
Laundry and cleaning	22,678	7,825
Rates	166,330	165,124
Maintenance of buildings and grounds	26,068	23,061
Maintenance of equipment	3,273	2,522
Purchase of equipment	11,704	4,751
Hire and contracted services	6,774	6,322
Classroom Resources	53,113	39,472
Sports and games	305	68
Examination fees	23,876	26,633
School prizes and distribution	165	-
Transport	8,123	597
Marketing & Advertising	12,821	9,194
Printing and stationery	33,385	27,408
Postage & telephone	7,829	8,721
Insurance	26,176	21,610
Audit fees	3,050	3,450
Bank charges	507	677
Subscriptions and publications	3,683	855
Legal expenses	-	-
Entertainment and hospitality	5,633	2,231
Staff development	4,117	103
Pupil course fees	7,099	284
Sundry expenses	13,177	541
VAT	31,905	27,570
Depreciation	850,127	(830,215)
Amortisation	<u>(850,127)</u>	<u>(830,215)</u>
	<u>537,254</u>	<u>407,039</u>



NOTES TO THE FINANCIAL STATEMENTS

Education Authority Grants

	2022	2021
	£	£
Recurrent grant	4,204,964	3,993,847
Other Department of Education grants	210,455	226,700
VAT grant	<u>31,905</u>	<u>27,570</u>
	<u>4,447,324</u>	<u>4,248,117</u>

Receipts from Other Sources

	2022	2021
	£	£
Other income	<u>12,140</u>	<u>2,518</u>
	<u>12,140</u>	<u>2,518</u>

Teaching staff costs

	2022	2021
	£	£
Permanent teachers		
Gross Pay	1,790,027	1,793,633
Employer's superannuation	461,133	418,602
Employer's national insurance	<u>197,387</u>	<u>235,863</u>
	<u>2,448,547</u>	<u>2,453,098</u>
Substitute teachers		
Gross Pay	108,434	44,206
Employer's superannuation	27,114	10,406
Employer's national insurance	<u>9,370</u>	<u>3,367</u>
	<u>144,918</u>	<u>57,969</u>



Foreign language assistants	16,037	10,493
Total teaching staff costs	<u>2,609,502</u>	<u>2,521,570</u>

NOTES TO THE FINANCIAL STATEMENTS

Non-teaching staff costs	2022	2021
	£	£
Administration staff	202,066	196,843
Caretaker	41,779	39,834
Cleaners	87,276	63,516
Lunch supervisors	3,514	5,853
Technicians	104,628	100,445
Statemented classroom assistants	643,363	557,382
Non-Statemented classroom assistants	<u>94,585</u>	<u>90,319</u>
	<u>1,177,211</u>	<u>1,054,192</u>

Debtors	2022	2021
	£	£
Trade debtors	79,263	29,408
Other debtors	<u>80,370</u>	<u>100,909</u>
	<u>159,633</u>	130,317