**Welcome to our school**

It is a milestone for any family when a child transfers from Primary to Secondary Education. Every child is unique with individual gifts and talents, abilities and potential. Finding the right school for our children, which meets their needs and realises their potential is therefore a very important task.

Ballyclare Secondary School is a non selective controlled secondary school. We are an all ability, co educational school for 11 to 18 year olds. It is our ethos that:

> “Every child, regardless of intellectual ability or social background, should have a rewarding educational experience.”

There is a strong emphasis on pastoral care within school and our aim is “personal excellence.” This is something that every child can achieve.

The belief in the equal worth of all children is put into practice in our school with every pupil feeling valued as a unique individual. We fully appreciate that children vary in their talents, interests and enthusiasms; we value them for who they are and what they might become.

We place a high value on academic achievement and on providing a wide range of curricular activities so that all our pupils have the opportunity to fulfil their potential. Ballyclare Secondary School is a place where pupils enjoy learning and where they feel encouraged to do their best in all that they undertake.

At the heart of our school there is a team of dedicated and enthusiastic staff who are committed to the pursuit of excellence and the desire that all pupils should achieve at the highest possible levels. This dedication and commitment really makes a difference and is why we continue to build on success.

As well as detailing the curriculum, this prospectus provides information on the school environment, the arrangements for safe-guarding and child protection, procedures to encourage and reward progress and all the elements of pastoral care that create a positive learning environment.

I hope that you find this prospectus informative and helpful. If you would like to discuss any of the content in more detail or obtain a copy of any of the school policies please do not hesitate to contact me at school.

Thank you for your interest in our school.

"Every child, regardless of intellectual ability or social background, should have a rewarding educational experience."
Our Ethos

School Aims
Our aim is personal excellence. This is something every child can achieve. The belief in the equal worth of every child is put into practice in our school with every pupil feeling valued as a unique individual.

We want every child:
- to acquire knowledge, skills and practical abilities and the will to use them;
- to develop qualities of mind, body, spirit, feeling and imagination;
- to appreciate human achievement in art, music, science, technology and literature;
- to acquire understanding of the society in which they live and a reasoned set of attitudes, values and beliefs;
- to be prepared for their adult lives at home, at work, at leisure and at large as consumers and citizens;
- to develop above all a sense of self-respect, the capacity to live as independent, self-motivated adults and the ability to function as contributing and caring members of co-operative groups.

School Beliefs And Values
Children learn best when:
- expectations for their intellectual, emotional, social, moral and creative development are high;
- they are given confidence in their own ability;
- they play an active part in their own learning;
- they work co-operatively rather than in competition with one another;
- parents are actively involved in the school, and in their children’s education;
- their own culture and experience is valued.

Our Ethos

“The pupils benefit from the caring and supportive ethos that is evident throughout the school.”

Education and Training Inspectorate

School Facilities

Ballyclare Secondary School was established in 1961 and even though the school is over fifty years old the school facilities are of a very high standard and offer an excellent learning environment for all pupils. The school buildings are well maintained and all classrooms have up to date technology and equipment. The school premises have recently been enlarged and modernised due to substantial investment from DENI. It is our policy to constantly strive to ensure that we have the best possible education environment for our pupils.

The facilities include:
- Information Technology Suites which are fully equipped with up to date technology
- Media Suite
- Music Suite with Practice facilities
- Science Block with 9 fully equipped laboratories
- Greenhouse with surrounding vegetable garden and flower beds
- Design and Technology centre incorporating System Design and Multi Material Workshop
- Assembly Hall, Gymnasium, Sports Hall, Fitness Suite, All Weather Hockey Pitches, Grass Soccer Pitches, Grass Rugby Pitches, 6 Tennis Courts and Athletics Track
- Lecture Theatre with video conferencing and sound editing facilities
- Modern well stocked Library with adjoining computer suite
- Careers Room and a number of tutorial and small group rooms
- 4 Home Economics Rooms
- 3 Art Rooms with photography dark room and pottery area with kiln
- All classrooms are equipped with interactive whiteboards, computers and internet access
- School Canteen

Pupils’ School Day

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.40 am</td>
<td>Registration/Class Assembly</td>
</tr>
<tr>
<td>8.50 am</td>
<td>Assembly</td>
</tr>
<tr>
<td>9.00 am</td>
<td>First period</td>
</tr>
<tr>
<td>9.35 am</td>
<td>Second period</td>
</tr>
<tr>
<td>10.10 am</td>
<td>Change to third period Class</td>
</tr>
<tr>
<td>10.15 am</td>
<td>Break for 10 minutes</td>
</tr>
<tr>
<td>10.25 am</td>
<td>Third period</td>
</tr>
<tr>
<td>11.05 am</td>
<td>Fourth period</td>
</tr>
<tr>
<td>11.45 am</td>
<td>Lunch for Junior Classes</td>
</tr>
<tr>
<td>12.25 pm</td>
<td>Lunch for Senior Classes</td>
</tr>
<tr>
<td>12.45 pm</td>
<td>Lunch for Senior Classes</td>
</tr>
<tr>
<td>1.05 pm</td>
<td>Seventh period</td>
</tr>
<tr>
<td>1.45 pm</td>
<td>Eighth period</td>
</tr>
<tr>
<td>2.25 pm</td>
<td>Ninth period</td>
</tr>
<tr>
<td>3.00 pm</td>
<td>School finishes</td>
</tr>
</tbody>
</table>
Extra Curricular Activities

Lunchtime Activities:
- Scripture Union
- Football
- Choir
- Support for exam classes
- Games Club

Enrichment Activities:
- Science Club
- Cookery Club
- Homework Club
- Technology & Design Club
- Young Enterprise
- Duke of Edinburgh
- Timetabled Exam Support Classes for Subjects after school
- Kitcar Project

Arts:
- Junior Art Club
- Film Club
- Drama Club
- School Production

Music:
- Music Theory Group
- Junior and Senior Choir
- Wind Group
- Brass Group
- Instrumental Group
- Fife and Drum
- String Group
- Guitar Lessons
- Private Singing and Piano Lessons
- Snare Drum Lessons

School Trips:
- Annual Trip to France
- Annual Ski-Trip
- Annual Hockey Tour

Charity Work:
- Think Pink
- Annual Multiple Sclerosis Sponsored Walk
- NI Hospice

I enjoy going to a range of after school activities

Year 8 Student

Sport:
- Cricket
- Girls and Boys Football
- Hockey
- Rugby
- Netball
- Athletics
- Dance & Aerobics
- Schools Show Jumping

Admissions Criteria

In the event of over-subscription the following criteria will be applied in the order set down in determining those children to be admitted to Year 8.

1. Children whose parent/guardian has indicated a first or second preference for Ballyclare Secondary School.

2. Children for whom Ballyclare Secondary School is the nearest controlled secondary school to their parental home. (Note: A straight line on an Ordnance Survey Map will measure the distance from the child’s parental home to the front entrance gate of the school i.e. the distance ‘as the crow flies’).

3. Children who have a brother or sister enrolled at the school as at 1st January 2017.

4. Children who have a parent currently employed in the school.

5. Children whose parental home address is the closest to the front entrance gate of Ballyclare Secondary School. Distance will be measured as in criterion 2 above.

Applicants should note that they may be required to produce documents verifying their address or information pertinent to the school’s admissions criteria. When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school’s admissions criteria is stated on the application form or attached to it.

The Board of Governors will monitor the proportion of successful applications that are on FSME to ensure it fairly reflects its community make up.

The school’s policy on the consideration of applications after the Transfer Procedure concludes is available directly from the school, or can be accessed on our school website www.ballyclaresecondary.co.uk and parents should note that should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.
Year 8 Induction

We recognise that the transition from primary school to secondary school is a significant stage in the social and educational life of each of our pupils. It is important that this transition is managed successfully so that the pupils can enjoy and profit from their time at school.

We place great importance on supporting every Year 8 pupil as they settle into life at Ballyclare Secondary School.

Our Induction Process consists of a number of key events from June of P7 to December of Year 8. We view every day and every class as part of Induction and all our staff and pupils play an important role in helping our new Year 8 pupils settle.

Timetable of Induction Events:

**June of Primary 7:**
Pupils are visited in their Primary Schools by Mr Beckington, Mrs Bell or Mrs Shingleton.

Pupils and their parents are then invited to an information evening at Ballyclare Secondary School in June. This provides an opportunity for pupils and their parents to meet staff as well as other children entering our school.

**Late August:**
There is a day when only Year 8 pupils are in Ballyclare Secondary School. This allows for our new pupils to gradually settle into ‘big school’.

**Early/Mid September:**
Parents of Year 8 pupils have the opportunity to meet the Year 8 Pastoral Team informally at an Induction Evening. Also at this, guidance and support are given to encourage parents and carers on how best to assist their child with the education journey at Ballyclare Secondary School.

**Early October:**
Parents are invited to a Literacy and Numeracy Evening to inform them of how to practice good literacy and numeracy skills in the home.

**October – December:**
Ballyclare Secondary School organises a 2 day residential for the Year 8 classes to get involved in team building activities.

**Mid December:**
Year 8 Maths Fun Day - pupils work together to solve problems and have fun with numbers and shapes.

All Year 8 pupils enjoy a Christmas Dinner together. Primary principals are invited to attend this special occasion. This is an opportunity to see how well their past pupils have settled into life at Ballyclare Secondary School.

The Christmas holiday marks the end of formal ‘Induction’, we hope that at this stage our young people are settled into life at Ballyclare Secondary School and consider themselves valued members of our school community.

Key Stage 4 Programme

- To further investigate careers and opportunities.
- Work Experience Programme.
- Interview Skills Programme.
- Study Skills.

Key Stage 5 Programme

In Sixth Form support and advice is available to all students. Our aim is to help students to make realistic and informed decisions about their future beyond the 16 – 19 Curriculum and to help students to manage the transition from Sixth Form into Higher Education, Training or Employment.

Ballyclare Secondary School is currently working towards an Investor in Careers Award. Investor in Careers is a quality standard for the management of Careers Education, Information, Advice and Guidance (CEIAG) and is now the most widely used quality award of its kind, recognised nationally. The Investor in Careers standard is about improving students’ awareness of opportunities, raising their aspirations and working with them to ensure they achieve their full potential.

CEIAG Research:

- Online Resources: Interactive programmes, career matching, career websites and labour market information.
- In House Workshops, Seminars and Exhibitions: Universities, Employers and Advisory agencies.
- Information Sessions: CEIAG Evenings, Career Conventions, University Choices, STEM Activities, Interview Skills, Study Skills, Work Experience Health & Safety talks, Learning Styles Programme.

Career Progression Routes

Collaboration: Our Annual Careers Convention with Ballyclare High School for Years 10, 12 and Post 16.
Career Education, Information, Advice and Guidance (CEIAG)

Our aim in Career Education, Information, Advice and Guidance (CEIAG) is to prepare young people for the opportunities, responsibilities and experiences of adult and working life. This equips them with the knowledge, skills and attitudes which they require in order to manage their lifelong career and personal development. At Ballyclare Secondary School we promote equality of opportunity and put the needs of the learner above all other considerations.

CEIAG in Ballyclare Secondary School:
All staff contribute to CEIAG through their roles as class teachers and subject teachers. Specialist sessions are offered through Learning for Life and Work (LLW), under the co-ordination of the LLW Subject Leader. Specialist careers advice, information and guidance is provided in collaboration with Careers Advisers from the Department for Education and Learning (DEL). Key public agencies, employers of all sizes in the private, public and voluntary sectors, schools, colleges, universities and training organisations, guidance practitioners and individuals all have a specific and important role, individually and together in assisting with the promotion of CEIAG in Ballyclare Secondary School.

Transition Stages:

Key Stage 3 Programme
• To investigate a range of careers and opportunities.
• To consider possible individual career paths.
• To make informed choices.

Pastoral Care

Pastoral Care is at the heart of everything we do in Ballyclare Secondary School. We are totally committed to creating a caring and supportive school environment in which pupils feel safe, secure and encouraged to build positive relationships with staff and fellow pupils based on mutual respect, tolerance and consideration.

Ballyclare Secondary School is an all inclusive school in which all pupils are valued for their unique contributions, abilities and achievements.

The Pastoral Care system in school is based on the central role of the Class Teacher. A class teacher is assigned to each Year 8 class and remains with the class throughout their first five years in the school. This enables the class teacher to get to know the group of pupils as individuals during their school career and to liaise with parents/carers and build a relationship with the pupil’s home. This bond created is very strong and the class and class teacher work together as a team.

The pastoral year team consists of 7 class teachers and 2 year teachers. The year teachers have an overview of a particular year group’s curriculum and their pastoral welfare. The Head of Pastoral Care and Pupil Welfare has overall responsibility for the pastoral care system in school.

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Through the School Based Care Team the school endeavours to build and maintain positive relationships with professional support agencies outside school who can offer individualised guidance and support.

Special Educational Needs

The school has adopted the procedures for the identification and management of children with Special Educational Needs (SEN) or barriers to learning as recommended by the Department of Education Code of Practice.

Individual Education plans are drawn up, monitored and evaluated by the Special Educational Needs Coordinator, in consultation with parents, members of staff and pupils.

The individual education plans support pupils with special educational needs. Learning support assistants work alongside subject teachers to provide individual support to a pupil with additional needs. All pupils have full access to the curriculum.

Class Assemblies

As well as the normal religious and communication role, the Assembly is used to explain the aims of the school, general standards required in the interests of all pupils and the role of the pupil in the wider society.
The Curriculum

Key Stage 3

Our top priority is to provide a caring and stimulating environment in which each pupil can strive to reach his/her potential. Our aim is to cater for the whole person and to target additional learning support. Pupils with learning difficulties are given extra support in small groups. All teachers are subject specialists and use a wide range of teaching strategies to provide the best possible opportunities for their students.

In Years 8, 9 and 10 (Key Stage 3) we deliver the Northern Ireland Curriculum including Learning for Life and Work and Cross Curricular Skills including Communication, Using Mathematics and ICT. All subjects include Thinking Skills such as Problem Solving, Decision Making, Being Creative, Self Management and Working with Others in their delivery.

Areas of Learning:
- Art
- Business Studies
- Drama
- English
- French
- Geography
- History
- Home Economics
- ICT
- Learning for Life & Work
- Mathematics
- Music
- Physical Education
- Religious Education
- Science
- Technology

At the end of Key Stage 3 pupils choose their GCSE subjects.

Key Stage 4

At Key Stage 4 the core curriculum consists of English, Mathematics, Science, Religious Studies and Learning for Life and Work. Pupils may then choose four other subjects bringing a total of eight GCSE subjects. All pupils participate in Physical Education (Games). A wide range of subjects are available which cater for all abilities. These include GCSE full and short courses, and Occupational Studies courses.

Careers Education Information and Guidance (CEIAG) is given to all pupils before choosing their GCSEs and throughout their Year 11 and 12 studies.

Areas of Learning:
- Art
- BTEC Sport Level 2
- Business Communication Systems
- Business Studies
- Carpentry & Joinery
- Child Development
- Double Award Science
- English Language
- English Literature
- Equine Studies
- Food Preparation
- French
- Further Mathematics
- Geography
- History
- Home Economics
- Horticulture
- ICT
- Learning for Life and Work
- Leisure & Tourism
- Mathematics
- Media Studies
- Music
- Office Procedures
- Performing Arts
- Physical Education
- Religious Education
- Road Users Studies
- Single Award Science
- Technology & Design

Learning Intentions and Tracking Pupil Progress

Academic progress is monitored closely and effective use is made of baseline data on entry to the school which allows personalised targets to be set and monitored. Common Assessment Tasks are recorded on an electronic tracking system to ensure pupils are progressing and to target additional learning support. Pupils and teachers are very focused on the learning process and its outcomes. The pupils are involved in the setting of learning intentions and success criteria. Active learning, peer and self assessment are at the heart of lessons at Ballyclare Secondary School.

Homework

Homeworks are set to give pupils the experience of working on their own and to help parents understand what the pupil is doing at school. Homeworks are constructive and creative rather than simply repetitive.

Post 16 - Sixth Form

Ballyclare Secondary School has a thriving Sixth Form and offers a range of options for pupils returning to study.

1. AS/A2 Level subjects

The entry requirement for pupils returning to do three or four AS level courses is a minimum of five GCSEs at Grade C or above with a minimum of a grade B in the subject to be studied.

Pupils can choose from the following subjects:
- Accounts
- Applied ICT
- Applied Science
- Art & Design
- Biology
- Business Studies
- Chemistry
- Child Development Level 3
- Child Development Level 5
- English Literature
- French
- French
- Geography
- Health & Social Care (D)
- Health & Social Care (S)
- History
- Home Economics
- Mathematics
- Media
- Moving Image Arts
- Music
- Performing Arts
- Physical Education
- Religious Studies
- Technology & Design
- Travel & Tourism

2. BTEC Level 3 Extended Diploma in Sport

The Edexcel BTEC Level 3 Extended Diploma in Sport is a 180 UCAS credits and 1080 guided learning hours qualification that consists of eight mandatory and eight optional units. Learners may wish to gain the qualification in order to enter a specialist area of employment or to progress to a higher education degree. The qualification is equivalent to three A’ Levels.

3. Cambridge Technical Diploma in Business (Level 2)

This is a one year course and is broadly equivalent to three GCSEs at Grade C or above.

Sixth Form Enrichment Programme

Key Skills - pupils in Years 13 and 14 have the opportunity to study Key Skills in Communication and ICT.

Pupils returning to Ballyclare Secondary School will be able to follow an extended Enrichment Programme which consists of the following aspects:
- Careers Education Information, Advice and Guidance
- Sports Leadership Levels 1, 2 and 3
- Study Buddy Programme
- Peer Mentoring
- Student Forum
- Social Committee
- Year Book Committee
- Private study (Each pupil will have four periods per subject)
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- Positions of Responsibility: Head Boy, Head Girl and Prefects

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Moving Image Arts
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Education and Training Inspectorate
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We encourage pupils to take pride in all that they do and to set high standards for themselves both inside and outside the classroom. The achievements of pupils are celebrated through junior and senior assemblies and year group assemblies addressing a variety of moral and social issues that are particularly relevant to young people.

Pupils are given opportunities to take part in a wide range of curricular and extra curricular activities. Through such shared experiences a real sense of belonging to our school community can develop. Pupils are encouraged to be of service to the wider community.

The school has a Designated Safeguarding Teacher and Deputy Designated Safeguarding Teacher, who are known to the entire school community, and take responsibility for all Safeguarding and Child Protection issues. The Safeguarding and Child Protection Policy acknowledges the duty of care of each member of staff towards each young person in school and our responsibility to promote and safeguard his or her welfare.

A qualified nurse is available throughout the school day and provides medical care for all pupils including those with specified and particular needs. She maintains close contact with both staff and parents/carers. Prescribed medications are kept and administered by the school nurse and she also organises the school immunisation programme.

In addition, a counsellor from an external agency provides further support for pupils through sessions organised on a weekly basis.

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Our Induction Process consists of a number of key events from June of Year 7 to December of Year 8. We view every day and every class as part of Induction and all our staff and pupils play an important role in helping our new Year 8 pupils settle.

Timetable of Induction Events:

- **June of Primary 7:** Pupils are visited in their Primary Schools by Mr Beckington, Mrs Bell or Mrs Shingleton. Pupils and their parents are then invited to an information evening at Ballyclare Secondary School in June. This provides an opportunity for pupils and their parents to meet staff as well as other children entering our school.

- **Late August:** There is a day when only Year 8 pupils are in Ballyclare Secondary School. This allows for our new pupils to gradually settle into ‘big school’.

- **Early/Mid September:** Parents of Year 8 pupils have the opportunity to meet the Year 8 Pastoral Team informally at an Induction Evening. Also at this, guidance and support are given to encourage parents and carers on how best to assist their child with the education journey at Ballyclare Secondary School.

- **Early October:** Parents are invited to a Literacy and Numeracy Evening to inform them of how to practice good literacy and numeracy skills in the home.

- **October – December:** Ballyclare Secondary School organises a 2 day residential for the Year 8 classes to get involved in team building activities.

- **Mid December:** Year 8 Maths Fun Day - pupils work together to solve problems and have fun with numbers and shapes. All Year 8 pupils enjoy a Christmas Dinner together. Primary principals are invited to attend this special occasion. This is an opportunity to see how well their past pupils have settled into life at Ballyclare Secondary School.

Key Stage 4 Programme

- To further investigate careers and opportunities.
- Work Experience Programme.
- Interview Skills Programme.
- Study Skills.

Key Stage 5 Programme

In Sixth Form support and advice is available to all students. Our aim is to help students to make realistic and informed decisions about their future beyond the 16 – 19 Curriculum and to help students to manage the transition from Sixth Form into Higher Education, Training or Employment.

Ballyclare Secondary School is currently working towards an Investor in Careers Award.

Investor in Careers is a quality standard for the management of Careers Education, Information, Advice and Guidance (CEIAG) and is now the most widely used quality award of its kind, recognised nationally. The Investor in Careers standard is about improving students’ awareness of opportunities, raising their aspirations and working with them to ensure they achieve their full potential.

CEIAG Research:

Online Resources:
Interactive programmes, career matching, career websites and labour market information.

In House Workshops, Seminars and Exhibitions:
Universities, Employers and Advisory agencies.

Information Sessions:
CEIAG Evenings, Career Conventions, University Choices, STEM Activities, Interview Skills, Study Skills, Work Experience Health & Safety talks, Learning Styles Programme.

Career Progression Routes

- **Ballyclare Secondary School**
- **Sixth Form**
- **FE College**
- **Training**
- **Higher Education**
- **Employment**

The pupils have very good opportunities to develop their employability skills and awareness of the career options open to them.

‘Education and Training Inspectorate’
Extra Curricular Activities

Lunchtime Activities:
- Scripture Union
- Football
- Choir
- Support for exam classes
- Games Club

Enrichment Activities:
- Science Club
- Cookery Club
- Homework Club
- Technology & Design Club
- Young Enterprise
- Duke of Edinburgh
- Timetabled Exam Support Classes for Subjects after school
- Kitcar Project

Arts:
- Junior Art Club
- Film Club
- Drama Club
- School Production

Music:
- Music Theory Group
- Junior and Senior Choir
- Wind Group
- Brass Group
- Instrumental Group
- Flute and Drum
- String Group
- Guitar Lessons
- Private Singing
- and Piano Lessons
- Snare Drum Lessons

School Trips:
- Annual Trip to France
- Annual Ski-Trip
- Annual Hockey Tour

Charity Work:
- Think Pink
- Annual Multiple Sclerosis
- Sponsored Walk
- NI Hospice

I enjoy going to a range of after school activities

Year 8 Student

Sports Leaders

Building Success Stories

Admissions Criteria

In the event of over-subscription the following criteria will be applied in the order set down in determining those children to be admitted to Year 8.

1. Children whose parent/guardian has indicated a first or second preference for Ballyclare Secondary School.

2. Children for whom Ballyclare Secondary School is the nearest controlled secondary school to their parental home. (Note: A straight line on an Ordnance Survey Map will measure the distance from the child’s parental home to the front entrance gate of the school i.e. the distance ‘as the crow flies’).

3. Children who have a brother or sister enrolled at the school as at 1st January 2017.

4. Children who have a parent currently employed in the school.

5. Children whose parental home address is the closest to the front entrance gate of Ballyclare Secondary School. Distance will be measured as in criterion 2 above.

The Board of Governors will monitor the proportion of successful applications that are on FSME to ensure it fairly reflects its community make up.

Applicants should note that they may be required to produce documents verifying their address or information pertinent to the school’s admissions criteria. When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school’s admissions criteria is stated on the application form or attached to it.

The school’s policy on the consideration of applications after the Transfer Procedure concludes is available directly from the school, or can be accessed on our school website www.ballyclaresecondary.co.uk and parents should note that should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.
Our **Ethos**

**School Aims**
Our aim is personal excellence. This is something every child can achieve. The belief in the equal worth of every child is put into practice in our school with every pupil feeling valued as a unique individual.

We want every child:
- to acquire knowledge, skills and practical abilities and the will to use them;
- to develop qualities of mind, body, spirit, feeling and imagination;
- to appreciate human achievement in art, music, science, technology and literature;
- to acquire understanding of the society in which they live and a reasoned set of attitudes, values and beliefs;
- to be prepared for their adult lives at home, at work, at leisure and as consumers and citizens;
- to develop above all a sense of self-respect, the capacity to live as independent, self-motivated adults and the ability to function as contributing and caring members of co-operative groups.

**School Beliefs And Values**
Children learn best when:
- expectations for their intellectual, emotional, social, moral and creative development are high;
- they are given confidence in their own ability;
- they play an active part in their own learning;
- they work co-operatively rather than in competition with one another;
- parents are actively involved in the school, and in their children’s education;
- their own culture and experience is valued.

**Our Ethos**

The pupils benefit from the caring and supportive ethos that is evident throughout the school

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**School Facilities**

Ballyclare Secondary School was established in 1961 and even though the school is over fifty years old the school facilities are of a very high standard and offer an excellent learning environment for all pupils. The school buildings are well maintained and all classrooms have up to date technology and equipment. The school premises have recently been enlarged and modernised due to substantial investment from DENI. It is our policy to constantly strive to ensure that we have the best possible education environment for our pupils.

**The facilities include:**
- Information Technology Suites which are fully equipped with up to date technology
- Media Suite
- Music Suite with Practice facilities
- Science Block with 9 fully equipped laboratories
- Greenhouse with surrounding vegetable garden and flower beds for facilitating the delivery of Occupational Studies Horticulture
- Design and Technology centre incorporating System Design and Multi Material Workshop
- Assembly Hall, Gymnasium, Sports Hall, Fitness Suite, All Weather Hockey Pitches, Grass Soccer Pitches, Grass Rugby Pitches, 6 Tennis Courts and Athletics Track
- Lecture Theatre with video conferencing and sound editing facilities
- Modern well stocked Library with adjoining computer suite
- Careers Room and a number of tutorial and small group rooms
- 4 Home Economics Rooms
- 3 Art Rooms with photography dark room and pottery area with kiln
- All classrooms are equipped with interactive whiteboards, computers and internet access
- School Canteen

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**Pupils’ School Day**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.40 am</td>
<td>Registration/Class Assembly</td>
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<tr>
<td>8.50 am</td>
<td>Assembly</td>
</tr>
<tr>
<td>1</td>
<td>9.00am First period</td>
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<tr>
<td>2</td>
<td>9.35am Second period</td>
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<tr>
<td>3</td>
<td>10.10am Change to third period Class</td>
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<tr>
<td>4</td>
<td>10.15am Break for 10 minutes</td>
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<tr>
<td>5</td>
<td>10.25am Third period</td>
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<tr>
<td>6</td>
<td>11.05am Fourth period</td>
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<tr>
<td>7</td>
<td>11.45am Lunch for Junior Classes</td>
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<tr>
<td>8</td>
<td>12.25pm Lunch for Senior Classes</td>
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<tr>
<td>9</td>
<td>1.05pm Seventh period</td>
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<tr>
<td>10</td>
<td>1.15pm Eighth period</td>
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<tr>
<td>11</td>
<td>2.25pm Ninth period</td>
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<tr>
<td>12</td>
<td>3.00pm School finishes</td>
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School Uniform

All pupils are required to wear uniform and we appreciate the support of parents in maintaining this. Uniform helps with creating a positive school identity, reducing social barriers, creating self esteem and self respect. It helps pupils to feel a sense of belonging as well as identifying them as ambassadors for the school.

Boys Uniform
Blazer Royal blue blazer with school badge
Trousers Black
Shirt White school shirt
Pullover Long sleeved V neck sweater
Socks Grey socks
Coat Plain navy, blue or black outdoor coat
Shoes Black formal sensible leather shoes no high heels, no platforms or ballet pump or plimsoll style shoes. Casual shoes of any kind are unacceptable. 'Trainer' style shoes or boots are unacceptable whether in leather or canvas. Shoes with logos, symbols, flashes of colour or brand names are not acceptable.
Jewellery Boys are allowed to wear one ring. All other jewellery, earrings and facial piercings including tongue bars are not permitted in Ballyclare Secondary School.

Girls Uniform
Blazer Royal blue blazer with school badge
Skirt Royal blue, knee length, 4 gore skirt - Year 8, 9 and 10
Royal blue, knee length, straight skirt with kick pleats - Years 11, 12, 13 and 14
Blouse White school blouse
Tie School Tie
Pullover Long sleeved V neck sweater
Socks Grey knee length socks. Plain grey tights may be worn in cold weather
Coat Plain navy, blue or black outdoor coat
Shoes Black formal sensible leather shoes no high heels, no platforms or ballet pump or plimsoll style shoes. Casual shoes of any kind are unacceptable. 'Trainer' style shoes or boots are unacceptable whether in leather or canvas. Shoes with logos, symbols, flashes of colour or brand names are not acceptable.
Jewellery Girls are allowed to wear one ring and one stud in each earlobe. All other jewellery, earrings and facial piercings including tongue bars are not permitted in Ballyclare Secondary School.

Promoting Personal Excellence

"Every child, regardless of intellectual ability or social background, should have a rewarding educational experience."

There is a strong emphasis on pastoral care within school and our aim is "personal excellence." This is something that every child can achieve.

At the heart of our school there is a team of dedicated and enthusiastic staff who are committed to the pursuit of excellence and the desire that all pupils should achieve at the highest possible levels. This dedication and commitment really makes a difference and is why we continue to build on success.

As well as detailing the curriculum, this prospectus provides information on the school environment, the arrangements for safe-guarding and child protection, procedures to encourage and reward progress and all the elements of pastoral care that create a positive learning environment.

I hope that you find this prospectus informative and helpful. If you would like to discuss any of the content in more detail or obtain a copy of any of the school policies please do not hesitate to contact me at school.

Thank you for your interest in our school.

Mrs K Bell, Principal