

Message from the Principal

Dear Pupil,

Hello and welcome to our School Diary. I extend a warm welcome to all of you, especially if you are joining us for the first time. Our mission statement '**To promote partnership, develop talents and encourage participation**' underpins all we do here at our college. St Pius X College is consistently a top performing school, providing success and future pathways for all our children. In the college we strive to provide the broadest and most engaging experiences for our students to ensure they have the best possible preparation for life beyond school. Our College is a very busy and enjoyable place and we encourage you to avail of many of the exciting opportunities that exist.

Our college diary is designed to help you plan and organise your work. It is also used by your parents/guardians and teachers to communicate with each other. All homework given must be recorded and it is important that your diary is brought every day to school. Our Code of Conduct supports the health and safety of all pupils and I encourage you to co-operate with us at all times.

Yours sincerely

Mr P Friel
Principal

College Details

St Pius X College
59 Moneymore Road
Magherafelt
Co Derry
BT45 6HQ

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Fax Number:
Email:
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Office hours:

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www.stpiusxcollege.org
8.30am – 4.30pm (Monday – Friday)

My Planner

NAME: _____

CLASS: _____

FORM TEACHER: _____

HEAD OF YEAR: _____

HEAD GIRL: _____

HEAD BOY: _____

ASSEMBLY DAY: _____

Home School Communication Methods

Working together to achieve & succeed.

We firmly believe that pupils benefit from close home-school partnerships and effective methods of communication are essential to ensure this.

We encourage all Parents to download our bespoke St Pius X College App.



The set-up process is simple and will take no more than a couple of minutes:

1. Search for "School Gateway" in the Apple App Store/Google Play or on your phone go to www.schoolgateway.com/apple (Apple) or www.schoolgateway.com/android (Android)
2. Install the app and if you are asked then say yes to "Allow Push Notifications"
3. When you launch School Gateway for the first time, please select 'New User' and enter the email address and mobile telephone number you have registered with the school
4. The system will send a PIN code to your phone; please enter this PIN code and the app will be activated for you. As soon as you've got the system set-up, all of the text messages we send you will appear in the app; you'll receive notifications/alerts as normal.



Visit our website: www.stpiusxcollege.org/ for a wide range of services including news, updates from our Facebook & Twitter feeds, pupil access to online learning & revision platforms, key policies, & other important information.

DON'T FORGET TO FOLLOW US ON:



Safeguarding Pupils

The Health and Safety of all in this college is paramount. We are committed to providing a caring, friendly and safe environment for all our pupils so they can achieve their potential. We all have a responsibility, in whatever way we can, to the protection and maintenance of such an environment.

The following policies and structures are designed to minimise risks; **Safeguarding & Child Protection, Anti-Bullying, E-Safety, Drugs Education, Pastoral Care & Positive Behaviour Management and the College Code of Conduct.**

We therefore ask for your support in the following:

- All pupils and parents/guardians to familiarise themselves with the policies and structures mentioned above. Full copies are available on request or can be viewed on our college website. Key aspects are also found in the pupil homework diary.

- **Child Protection - Permission to take photographs/videos of your son/daughter.**

We take a photograph of your son/daughter when he/she first joins the college. This is entered on our computer system to aid with recognition at various times during a pupil's time in the college. Also during the course of the year your son/daughter may be photographed/videoed participating in college activities such as when he/she may represent the college on various sporting teams, trips, open days or on occasions when charities are being presented with funds raised by our pupils. These photographs/videos may be used for display purposes in the college, for publication in the local press and college website or for promotional purposes in college. As a college we feel it is important that pupil achievements are recognised. However, we also are sensitive to those pupils who may not wish their photograph/video to be taken or used for any college purpose. It is important therefore that our college records are kept up to date with regard to this matter.

I do/do not give permission for my son/daughter's photo/video to be taken and used.

Parent/Guardian Signature _____ Date _____

Positive Behaviour Management and Pupils' Code of Conduct

The promotion of positive behaviour is essential to ensure that a safe, secure and happy environment exists for all staff and pupils so that high levels of teaching and learning are maintained. The whole college community has a responsibility to promote positive and appropriate behaviour in a consistent way. **In particular, parents play a vital role in encouraging pupils to adhere to the Pupil Code of conduct. Staff value the support and co-operation of parents/guardians in helping to maintain high levels of conduct at all times.**

St. Pius X College Behaviour Management policy and Pupil Code of Conduct aims to encourage all pupils to respect their peers and all staff and do everything in their power to maintain the good reputation of the college.

Principles of Code of Conduct

All pupils should:

- be respectful and co-operative at all times in school
- behave in our community in a respectful manner
- commit to high standards of uniform, attendance and punctuality
- work to the best of their ability and complete all homework and meet all coursework deadlines

The college's Pastoral Care & Positive Behaviour Management Policy and the Pupils' Code of Conduct exist for the benefit of all. The college will expect all pupils to adhere to the Code of Conduct. The college will expect parental/guardian support in the implementation of the pupil Code of Conduct.

Pupils' Code of Conduct

I have read and understood the Pupils' Code of Conduct and agree to abide by it.

Pupil Signature _____ Date _____

I have read and understood the Pupils' Code of Conduct, which I support, and I agree that I will encourage my child to abide by it.

Parent/Guardian Signature _____ Date _____

ST PIUS X COLLEGE

ST PIUS X – Patron of the college

Pope Pius X's birth name is Giuseppe Sarto. He was born in 1835 in Riese, Italy and he was one of eight children. His family was quite poor. He was ordained a priest on 18th September 1858. After his ordination, Father Sarto worked for the deprived people in poor parishes for seventeen years.

He was made a cardinal in 1893. Even when Father Sarto became a bishop and a cardinal, he still gave away what he owned to the poor. When Pope Leo XIII died in 1903, Cardinal Sarto was elected pope. He took the name of Pius X and he became known as the pope who loved the Holy Eucharist. Pope Pius X encouraged everyone to receive Jesus as often as they could. Pope Pius X died on 20th August 1914 at the age of 79. His feast day is 21st August.

ST PIUS X COLLEGE CREST



The college crest is in the shape of a shield. This is to represent that we are defenders of our own faith. There are many symbols on the college crest and they are all significant:

The **winged lion** signifies St. Mark and is a symbol of strength. The winged lion is holding the sword of truth which denotes what is right.

The **dove** is a sign of the Holy Spirit.

The **triple crown** of the Pope represents supreme pastor, teacher and priest.

The **papal keys** remind us of the keys of the kingdom.

Our college motto "**Fortis in Fide**" which means "**Strength in Faith**" is printed very clearly on the crest. Our college crest can be seen on our blazers, PE kit, homework diary and even on some of the floors around the school.

Prayers

St Pius X College Prayer

God our Father,
Through the intercession of St Pius X, we ask
you to bless our college, all who work here and
all who study here.
May our college be filled with love, our learning
be full of truth and our future full of hope.
Lord, we pray that this college be a shining light
in our world and may it be a place where all are
welcome.
Amen.

Our Father

Our Father,
Who art in heaven,
hallowed be Thy name;
Thy kingdom come;
Thy will be done on earth as it is in heaven.
Give us this day our daily bread;
and forgive us our trespasses
as we forgive those who trespass against us;
and lead us not into temptation,
but deliver us from evil.
Amen

Hail Mary

Hail Mary, full of grace. The Lord is with thee.
Blessed art thou amongst women,
and blessed is the fruit of thy womb, Jesus.
Holy Mary, Mother of God,
pray for us sinners,
now and at the hour of our death.
Amen.

Prayer to the Holy Spirit

Holy Spirit, I want to do what is right. Help me.
Holy Spirit, I want to live like Jesus. Guide me.
Holy Spirit, I want to pray like Jesus. Teach me.

St Pius X pray for us.

Glory Be

Glory be to the Father,
and to the Son,
and to the Holy Spirit,
as it was in the beginning,
is now, and ever shall be,
world without end.
Amen.

The School Creed

This is our school
Let peace dwell here
Let the rooms be full of contentment
Let love abide here
Love of one another
Love of mankind
Love of life itself and love of God
Let us remember
That as many hands build a house
So many hearts build a school
Amen.

Memorare

Remember, O most gracious Virgin Mary,
that never was it known
that any one who fled to thy protection,
implored thy help
or sought thy intercession,
was left unaided.
Inspired by this confidence,
We fly unto thee, O Virgin of virgins my Mother;
to thee do we come, before thee we stand,
sinful and sorrowful;
O Mother of the Word Incarnate,
despise not our petitions,
but in thy mercy hear and answer them.
Amen.

Act of sorrow

O my God, I thank you for loving me.
I am sorry for all my sins,
for not loving others and not loving you.
Help me to live like Jesus and not sin again.
Amen

CALENDAR OF EVENTS - 2023 & 2024

M	14	Aug	HOLIDAY
T	15	Aug	HOLIDAY
W	16	Aug	HOLIDAY
T	17	Aug	HOLIDAY /GCE A2 Results – 9.30 am in Sp Hall/GCE AS Results - 9.30 am in Gym/Careers Advice available
F	18	Aug	HOLIDAY
WEEK 1			
M	21	Aug	HOLIDAY
T	22	Aug	HOLIDAY
W	23	Aug	HOLIDAY
T	24	Aug	STAFF DAY – Welcome/GCSE Results – Year 12 - 9.30am in Sp Hall/Year 11 – 9.30am in Gym
F	25	Aug	Yr 13 - Yr 13/Post 16 L2 and L3 Placement Interviews SLT and Careers – 10am Post16 Placement Interviews – 10am for externals
WEEK 2			
M	28	Aug	HOLIDAY
T	29	Aug	STAFF DAY
W	30	Aug	Yr 13 INDUCTION
T	31	Aug	Yr 8 and 14 INDUCTION – Mark Harte – Life Skills/ UCAS PREP
F	1	Sep	INDUCTION (P1-4 FT) - Yr 9/11 inc EHWB 30 mins talk
WEEK 1			
M	4	Sep	INDUCTION (P1-4 FT) - Yr 8/10/12 inc EHWB 30 mins talk
T	5	Sep	All year groups (P1-2 FT)
W	6	Sep	
T	7	Sep	
F	8	Sep	Year 14 UU Open Day
WEEK 2			
M	11	Sep	
T	12	Sep	Tempest (Yrs 8/11/13)
W	13	Sep	
T	14	Sep	GCSE and GCE Prize Winners
F	15	Sep	
WEEK 1			
M	18	Sep	
T	19	Sep	
W	20	Sep	
T	21	Sep	
F	22	Sep	
WEEK 2			
M	25	Sep	
T	26	Sep	European Day of Languages
W	27	Sep	
T	28	Sep	
F	29	Sep	
WEEK 1			
M	2	Oct	
T	3	Oct	
W	4	Oct	
T	5	Oct	HPV Year 9 and some 10
F	6	Oct	STAFF DAY
WEEK 2			
M	9	Oct	
T	10	Oct	World Mental Health Day
W	11	Oct	
T	12	Oct	
F	13	Oct	
WEEK 1			
M	16	Oct	
T	17	Oct	
W	18	Oct	
T	19	Oct	
F	20	Oct	

WEEK 2			
M	23	Oct	Work Experience Year 12 (X Group)
T	24	Oct	Work Experience Year 12 (X Group) Yrs 12/14 PTM
W	25	Oct	Work Experience Year 12 (X Group)
T	26	Oct	Work Experience Year 12 S/P/X/Groups
F	27	Oct	Work Experience Year 12 S/P/X/Groups CMI COMPLETED
M	30	Oct	HOLIDAY
T	31	Oct	HOLIDAY
W	1	Nov	HOLIDAY
T	2	Nov	STAFF DAY
F	3	Nov	STAFF DAY
WEEK 1			
M	6	Nov	Completed Overall School UCAS references due
T	7	Nov	
W	8	Nov	KS4 Options Introduction Talk
T	9	Nov	
F	10	Nov	
WEEK 2			ANTI-BULLYING WEEK
M	13	Nov	DA & SA Bio
T	14	Nov	DA & SA Chem
W	15	Nov	DA & SA Phy/Year 10 HOD Talks
T	16	Nov	
F	17	Nov	Eng Lang Unit 1
WEEK 1			
M	20	Nov	Eng Lang Unit 4
T	21	Nov	Maths U1/2/3/4
W	22	Nov	Year 10 Career Service
T	23	Nov	Maths U5/6/7/8
F	24	Nov	
WEEK 2			
M	27	Nov	Flu Vaccination = Years 8 - 12
T	28	Nov	
W	29	Nov	Flu Vaccination = Years 8 - 12
T	30	Nov	
F	1	Dec	
WEEK 1			
M	4	Dec	(@4 – 6pm) = YEAR 10 OPTIONS PTM
T	5	Dec	
W	6	Dec	
T	7	Dec	KS3 CM2 TESTS
F	8	Dec	KS3 CM2 TESTS
WEEK 2			
M	11	Dec	KS3 CM2 TESTS
T	12	Dec	KS3 CM2 TESTS
W	13	Dec	
T	14	Dec	
F	15	Dec	
WEEK 1			
M	18	Dec	
T	19	Dec	Carol Service KS4/5 CM2 TESTS COMPLETED
W	20	Dec	Year 12 Post 16 Taster Day
T	21	Dec	
F	22	Dec	HOLIDAY
M	25	Dec	HOLIDAY
T	26	Dec	HOLIDAY
W	27	Dec	HOLIDAY
T	28	Dec	HOLIDAY
F	29	Dec	HOLIDAY

WEEK 1			
M	1	Jan	HOLIDAY
T	2	Jan	HOLIDAY
W	3	Jan	HOLIDAY
T	4	Jan	STAFF DAY
F	5	Jan	STAFF DAY
WEEK 2			
M	8	Jan	
T	9	Jan	REPORTS ON APP
W	10	Jan	Exam – Applied Business Studies
T	11	Jan	
F	12	Jan	Y12 Interview Skills Day
Sat	13	Jan	OPEN DAY
WEEK 1			
YEARS 11 AND 13 PTM			
M	15	Jan	Exam – Applied Business Studies
T	16	Jan	
W	17	Jan	
T	18	Jan	
F	19	Jan	
WEEK 2			
M	22	Jan	
T	23	Jan	
W	24	Jan	Year 13 Work Experience
T	25	Jan	Year 13 Work Experience
F	26	Jan	Year 13 Work Experience / Year 14 Interview Skills Day
WEEK 1			
M	29	Jan	
T	30	Jan	
W	31	Jan	
T	1	Feb	CCEA NOV RESULTS
F	2	Feb	
WEEK 2			
CHILDREN'S MENTAL HEALTH WEEK			
M	5	Feb	(4 – 6pm) = YEAR 8 PTM
T	6	Feb	Safer Internet Day
W	7	Feb	1 st Leaving Booster = Year 11 and some 12
T	8	Feb	
F	9	Feb	
WEEK 1			
M	12	Feb	STAFF DAY
T	13	Feb	HOLIDAY
W	14	Feb	HOLIDAY/ASH WEDNESDAY
T	15	Feb	HOLIDAY
F	16	Feb	HOLIDAY
WEEK 1			
M	19	Feb	
T	20	Feb	
W	21	Feb	DA & SA Biol
T	22	Feb	DA & SA Chem
F	23	Feb	DA & SA Phy
WEEK 2			
ONLINE = YEAR 9 PTM FT ONLY			
M	26	Feb	Year 12 MOCKS
T	27	Feb	Year 12 MOCKS
W	28	Feb	Year 12 MOCKS
T	29	Feb	AQA B ST RESULTS
F	1	Mar	KS5 MOCKS
WEEK 1			
M	4	Mar	
T	5	Mar	
W	6	Mar	
T	7	Mar	
F	8	Mar	

WEEK 2			Year 10/14 Ski Trip
M	11	Mar	
T	12	Mar	YEAR 11 MOCKS
W	13	Mar	YEAR 11 MOCKS
T	14	Mar	YEAR 11 MOCKS
F	15	Mar	STAFF DAY
WEEK 1			
M	18	Mar	HOLIDAY
T	19	Mar	
W	20	Mar	
T	21	Mar	
F	22	Mar	
WEEK 2			
M	25	Mar	
T	26	Mar	
W	27	Mar	Post 16 Information Day KS4/5 REPORTS ON APP
T	28	Mar	HOLIDAY/Holy Thursday
F	29	Mar	HOLIDAY/Good Friday
WEEK 1			
M	1	Apr	HOLIDAY
T	2	Apr	HOLIDAY
W	3	Apr	HOLIDAY
T	4	Apr	HOLIDAY
F	5	Apr	HOLIDAY
WEEK 1			
M	8	Apr	
T	9	Apr	Year 12 Celebration Mass (2.00pm)
W	10	Apr	
T	11	Apr	
F	12	Apr	
WEEK 2			
M	15	Apr	
T	16	Apr	
W	17	Apr	
T	18	Apr	MARCH SCIENCE RESULTS
F	19	Apr	2 nd Leaving Booster = Year 11 and some 12
WEEK 1			
M	22	Apr	
T	23	Apr	
W	24	Apr	
T	25	Apr	
F	26	Apr	
WEEK 2			
M	29	Apr	
T	30	Apr	
W	1	May	
T	2	May	
F	3	May	
WEEK 1			
M	6	May	HOLIDAY
T	7	May	
W	8	May	
T	9	May	
F	10	May	
WEEK 2			UK MENTAL HEALTH AWARENESS WEEK FOR ALL
M	13	May	
T	14	May	
W	15	May	
T	16	May	
F	17	May	

WEEK 1			
M	20	May	
T	21	May	
W	22	May	
T	23	May	
F	24	May	
WEEK 2			
M	27	May	HOLIDAY
T	28	May	
W	29	May	
T	30	May	
F	31	May	
WEEK 1			
M	3	Jun	
T	4	Jun	
W	5	Jun	
T	6	Jun	
F	7	Jun	
WEEK 2			
M	10	Jun	
T	11	Jun	KS3 SUMMER TESTS
W	12	Jun	KS3 SUMMER TESTS
T	13	Jun	KS3 SUMMER TESTS
F	14	Jun	KS3 SUMMER TESTS
WEEK 1			
M	17	Jun	
T	18	Jun	
W	19	Jun	
T	20	Jun	
F	21	Jun	
WEEK 2			
M	24	Jun	
T	25	Jun	
W	26	Jun	
T	27	Jun	REPORTS ON APP
F	28	Jun	

Catholic Ethos

Building our Christian Community by developing and deepening a relationship with God.

The Eucharist is central to the lives of all Christians. We have the special privilege of having an Oratory where the Blessed Sacrament is reserved throughout the term-time. Mass is celebrated throughout the year usually weekly during Lent.

As well as the celebration of Mass, the Oratory is available for pupils and staff to pay private visits to Our Lord in the Blessed Sacrament or to pray together with other members of the College or visitors. We have Adoration of the Blessed Sacrament on the First Friday of the month.

Our Oratory is open from 8.30 am to 5.00pm each school day.

This school year we will be active in commemorating significant religious occasions.

Month / Date	Religious Occasion
August 21 st	Saint Pius X
September	Year 13 / 14 Pope John Paul II Award
September	Year 11 / 12 Muiredach Cross Award
September	Beginning of Year Mass
September - June	Meditation with College Chaplain
October	Year 8 Mass with parents
November 1 st	All Saints
November 2 nd	All Souls
December 8 th	The Immaculate Conception of the Blessed Virgin Mary
December	Christmas Penitential Service
December	Christmas Carol Service
January 6 th	Epiphany of the Lord
February 1 st	St. Brigid
February 14 th	Ash Wednesday
March 17 th	St. Patrick
March 25 th	Annunciation of the Lord
April	Easter Tridium
April	Easter Penitential Service
March/April	Armagh Diocesan Youth Faith Awards Ceremony
April	Year 12 Leaving Mass
May	Month of Our Lady
May 1 st	St. Joseph the Worker
May	Year 14 Mass with parents

Extra Curricular Activities

It is the policy of St Pius X College that all pupils should be actively encouraged to participate in extra-curricular activities. The college has a varied programme of activities that provide an outlet for existing talents or for pupils to explore new interests.

The following is a selection of the activities available to our pupils:

- Art and Craft Club
- Basketball (NBA) lunchtime leagues Year 8/9
- Biodiversity Club
- Boot Camp
- Break time Basketball
- Camogie
- Charity Fundraising
- Chess Club
- Choir
- Christmas Fair
- Coláiste Aoidh Mhic Bhríche, Teileann
- Computer Club
- Conservation Club
- Couch to 3k Running Club
- Crazy CatchUp Club
- Cross Country Club
- Darts Club
- Debating
- Drama Club
- Early Bird basketball/table tennis and soccer
- Educational Trips
- Environmental Science workshop
- Feis Dhún Geanainn
- Futsal (Soccer) Champions League Year 8/9
- Gael Linn Junior Quiz
- Gaelic Football (Boys & Girls)
- Get up, Get Active Campaign
- Green Fingers Club
- Healthy Schools Initiative
- Homework Club
- Induction Programmes
- Instrumental Tutors
- Irish Dancing Club
- Junior Debating Club
- Junior European Studies Club
- Junior Pioneer Association
- Maths Fun Club
- Minecraft Club
- Mentoring Programme
- Mini Enterprise Clubs
- Mini Soccer
- Monday Homework Club
- Muiredach Cross Award
- Numeracy / Literacy Clubs
- Paired Reading Programme
- Poetry / Story Writing Competitions
- Pope John Paul II Award
- Public Speaking
- Quizzes
- Rugby
- Ski Club
- Sky Sports 'Smartbox'
- Soccer
- Speech and Drama
- SPX Bake Off
- Staff Welfare Health Club
- Stage Productions
- STEM Club
- Story Telling
- Library Club
- Student Council
- T25 Fitness Club
- Table Tennis Clubs
- Technology Club
- Theatre Visits
- Traditional Music Group
- Voice Tutors
- Wednesday Walking Club
- Whole School Quiz
- Year 10 Young Enterprise Day

All activities are designed to be fun and offer the opportunity for pupils to feel part of the whole school community.

Investors in Pupils

Raising standards through pupil voice and pupil participation in school.

Investors in Pupils (IIP) provides a quality framework within which schools and educational settings develop, embed and enhance pupil voice and participation strategies. It provides opportunities for children and young people to take greater responsibility for their own education and behaviour across five main areas.



The 5 Areas of Investors in Pupils

- **Behaviour:** Each pupil is encouraged to take responsibility for their behaviour in their lessons and around school. All pupils must work together to make the school a pleasant and safe place.
- **Learning:** Each pupil has individual CM and EXAM targets for each subject. These are recorded in PUPIL RECORD CARDS at the back of homework diaries as GOALS for performance in CMs and EXAMS.
- **Classroom Management:** Each class has a target which is agreed by all pupils with their form teacher to make the class a place of learning and free from bullying.
- **Attendance and Punctuality:** Each pupil must understand the importance of good attendance and how it affects their learning. **Our PUPIL ATTENDANCE TARGET IS 95% and above.**
- **Induction:** An induction folder provides lots of important information to make the transition from primary school to **St Pius X College** easier.

What does Investors in Pupils mean for pupils in St Pius X College?

We have 14 criteria to meet. Here are some examples of how we do this.

We have:

- Form Class Mottos
- Form Class Targets
- Personal Targets for Attendance and for Performance
- Agreed Rewards for meeting our Targets
- Notice boards to monitor our targets and celebrate our success
- A strong pupil voice allowing us to share in decisions which affect us
- A good understanding of roles and responsibilities within our college
- A good understanding of how we are all unique
- A good understanding of how we can use social media to inform others about this initiative in our college

Outcomes for Pupils

- “We know that pupils in St Pius X College are the central focus of this school”. **Pedro**
- “We are rewarded for achievements. I got a Principal’s Award for 100% attendance”. **Evelina**
- “Staff listen to pupils’ views and involve us in decision-making for example through the school council”. **Cahir**
- “We are encouraged to take on additional roles and responsibilities. I am a member of the Bully-Busters team”. **Niamh**

School Council



The Council has enabled pupils to become more active participants in their own education and to make a positive contribution to the school environment and ethos. Our school community aims to:-
'...promote partnership, develop talents and encourage participation'

Aims of our School Council

- To improve communication between students and staff
- To ensure St Pius X College promotes a healthy environment in which we learn in partnership
- To ensure that pupils' views are acknowledged and where appropriate acted upon
- To provide pupils with the framework for engaging in active citizenship
- To make the school a more harmonious place to learn.

The Role of all Staff

- Be committed to the principles of a democratic School Council.
- Support and encourage pupils to raise issues for the council.
- Take pupils' views seriously.

What do the School councillors do?

As well as meetings and discussing issues raised by pupils, school councillors are actively involved in fundraising and working with the Magherafelt Youth Council.

How is our School Council elected?

Each class holds elections during assemblies. All pupils in each year group cast a vote to select two representatives.



How do we know our Student Councillors?

Councillors will be spotted around school by the badges that are worn on their blazers.

When does the School Council meet?

The School Council meets once every month to discuss issues raised by pupils in the school.

SAFEGUARDING and CHILD PROTECTION

The Board of Governors, Principal and staff of St Pius X College are committed to promoting a safe and harmonious environment where each individual recognises that he/she has a duty to help protect children from abuse or risk of abuse.

DEFINITION OF ABUSE

Child abuse occurs when a child is neglected, harmed or not provided with proper care. Children may be abused in many settings, in a family, in an institutional or community setting, by those known to them, or more rarely, by a stranger. There are different types of abuse and a child may suffer more than one of them. The procedures outlined in our policy are intended to safeguard children who are at risk of significant harm because of abuse or neglect by a parent, carer or other with a duty of care towards the child.

TYPES OF ABUSE

Physical Abuse is deliberately physically hurting a child. It might take a variety of different forms, including hitting, biting, pinching, shaking, throwing, poisoning, burning or scalding, drowning or suffocating a child.

Sexual Abuse occurs when others use and exploit children sexually for their own gratification or gain or the gratification of others. Sexual abuse may involve physical contact, including assault by penetration (for example, rape, or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside clothing. It may include non-contact activities, such as involving children in the production of sexual images, forcing children to look at sexual images or watch sexual activities, encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via e-technology). Sexual abuse is not solely perpetrated by adult males. Women can commit acts of sexual abuse, as can other children.

Emotional Abuse is the persistent emotional maltreatment of a child. It is also sometimes called psychological abuse and it can have severe and persistent adverse effects on a child's emotional development. Emotional abuse may involve deliberately telling a child that they are worthless, or unloved and inadequate. It may include not giving a child opportunity to express their views, deliberately silencing them, or 'making fun' of what they say or how they communicate. Emotional abuse may involve bullying – including online bullying through social networks, online games or mobile phones – by a child's peers.

Neglect is the failure to provide for a child's basic needs, whether it be adequate food, clothing, hygiene, supervision or shelter that is likely to result in the serious impairment of a child's health or development. Children who are neglected often also suffer from other types of abuse.

Exploitation is the intentional ill-treatment, manipulation or abuse of power and control over a child or young person; to take selfish or unfair advantage of a child or young person or situation, for personal gain. It may manifest itself in many forms such as child labour, slavery, servitude, engagement in criminal activity, begging, benefit or other financial fraud or child trafficking. It extends to the recruitment, transportation, transfer, harbouring or receipt of children for the purpose of exploitation. Exploitation can be sexual in nature.

Significant Harm - A Young Person whose behaviour places themselves at risk of significant harm.

SPECIFIC TYPES OF ABUSE

Grooming, Child Sexual Exploitation, Domestic and Sexual Violence and Abuse, Harmful Sexualised Behavior, Online Safety/Internet Abuse, Sexting

PROCEDURES FOR REPORTING

In all cases of suspected or disclosed child abuse, concerns about possible abuse or the welfare of a child all staff will act immediately and will bring concerns immediately to one of the Designated Teachers. The Designated Teacher will report directly to the Principal and the procedures outlined in the College's Child Protection policy will be followed.

Where a disclosure is made the College is legally obliged to refer the matter immediately to Social Services and/or the PSNI. The investigating agencies are social services and PSNI.

A copy of the College's Child Protection policy is available on request or can be viewed on the college website

Safeguarding & Child Protection



POLICY STATEMENT

The Board of Governors, Principal and staff of St. Pius X College are committed to promoting a safe and harmonious environment where each individual recognises that he/she has a duty to help protect children from abuse or risk of abuse.

It is with this in mind that we all adhere to our Child Protection Policy. A copy of the Child Protection Policy is available to download from the college website and an information leaflet is available from reception on request.

How A Parent/Guardian Can Express Concern

I have a concern about my / a child's safety

I can talk to the Form teacher/Head of Year

If I am still concerned, I can talk to one of the designated teachers for child protection

If I am still concerned, I can talk to the Principal

If I am still concerned, I can talk / write to the Chairperson of the Board of Governors

How A Pupil Can Express Concern

I am worried about something that is happening to me or to someone I know

I can talk to my Form teacher/Head of Year or any teacher

I can talk to one of the designated teachers for child protection

I can talk to the Principal

Mobile Devices



ALL PERSONAL DIGITAL DEVICES should be switched off within the college grounds.

Pupils may only use **DIGITAL DEVICES** in the course of the school day with the explicit permission of a staff member.

The college will retain any **DIGITAL DEVICE** which is being used. An adult only can collect this.

Misuse / inappropriate use of **DIGITAL DEVICES** will result in a severe sanction.

The School Safeguarding Team:

This School Safeguarding Team will include the Chair of the Board of Governors, the Designated Governor for Child Protection, the Principal (as Chair), the Designated Teacher and the Deputy Designated Teachers.

Principal:

Mr P Friel

Designated Teacher:

Mrs E Toner

Deputy Designated Teacher:

Mr J Mulholland

Deputy Designated Teacher:

Mrs I McCann (KS3)

Deputy Designated Teacher:

Mrs C Bell (KS4)

We are here to listen and to help - we will try to do what we can

At any time
I can call:

NSPCC
0808 800 5000

New Life Counselling
028 9039 1630
Familyworks
028 9182 0341

Childline
0800 1111
Lifeline
0808 808 8000

COMPLAINTS PROCEDURE

INFORMAL - STEP 1

Comment / Complaint made to appropriate member of staff (verbally) (Where possible at an appropriate time)	→	<ul style="list-style-type: none">▪ Discuss the issues▪ Implement any agreements▪ No further Action
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INFORMAL - STEP 2

Comment / Complaint made to appropriate Line Manager and/or Principal (verbally)	→	<ul style="list-style-type: none">▪ Schedule meeting▪ Discuss the issues▪ Implement any agreements▪ Complaint resolved▪ No further action
--	---	---



FORMAL

Stage One Write to the Principal When making a complaint, contact the school Principal who will arrange for the complaint to be investigated. If the complaint is about the Principal, proceed to Stage Two.	→	<ul style="list-style-type: none">▪ Acknowledge receipt within 5 working days▪ Investigate the complaint▪ Implement any agreements/changes▪ Confirm outcomes in writing within 20 working days▪ No further action
--	---	---



FORMAL

Stage Two Write to the Chairperson of Board of Governors If the complaint is unresolved after Stage One, write to the Chairperson of the Board of Governors (care of the school and marked 'private and confidential').	→	<ul style="list-style-type: none">▪ Acknowledge receipt within 5 working days▪ Investigate the issue/meet with complainant▪ Implement any agreements/changes▪ Confirm outcomes in writing within 20 working days▪ No further action
---	---	---



Northern Ireland Public Services Ombudsman (NIPSO)

<p>If following Stage Two you remain dissatisfied with the outcome of your complaint, you can refer the matter to the Office of the Northern Ireland Public Services Ombudsman (NIPSO). A complaint should normally be referred to NIPSO within six months of the final response from the School.</p>

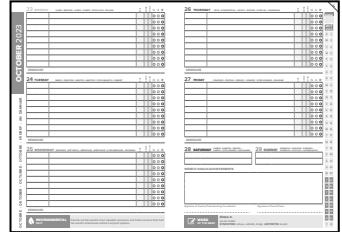
A full copy of the **Complaints Procedure** is available on request or can be viewed on the college website.

Homework

1. Advice for Pupils

Homework is an important part of your education. You are expected to do every homework task you are given. There are a number of simple things you can do to make sure that you get the best out of your homework.

- Write down the homework in your diary for each subject on the day you are given the work
- Make sure you understand exactly what you have to do. If not, ask the teacher
- Do your homework on the night on which it is given
- If you have difficulties with your homework ask someone to help you. Let your teacher know of your difficulty
- Check that you have all the books and equipment you need for the next day's class
- Get your diary signed at the end of the week
- If absent from class for any reason, find out about and do whatever homework was set.



Subject	Homework to be done	Due date
Science	Finish off Page 2	16.09.20
Maths	Ex 2. page 14 in homework book	17.01.21

2. Advice for Parents

Homework is regularly given in order to:

- reinforce work completed in class
- challenge all pupils
- encourage the growth of self-discipline
- develop the habit of working independently.



Parents/ guardians are encouraged to check and sign their child's homework diary on a regular basis. In this way you can ensure that:

- you demonstrate an interest in your child's work and progress
- your child completes all the set homeworks which were written down in his/her diary
- you have an opportunity to read and act upon important messages regarding your child's progress, behaviour and attitude
- you can pass on important information about your child to the class teacher.

3. Homework Club

Our Homework Club is open to all KS3 and KS4 pupils and runs every Monday and Wednesday from 3.30pm – 4.30pm. Help is available for pupils from teachers and classroom assistants. ICT facilities are also on offer.



EAL - English as an Additional Language

Helping older children to learn English at home

Speak your home language

Why?

It is part of your child's culture and identity.

If your child has good language skills in your home language, this helps him / her to learn English.

How?

- Speak in your home language with your child.
- Read and write in your home language with your child.
- Watch some programmes in your home language with your child.

Help your child to learn English

Why?

When your child returns to school, he / she can talk with friends and understand in class.

How?

- Listen to the radio and watch TV in English with your child.
- Use the websites and apps below.

Free websites and apps for learning English for older children

You can use these on a computer or your phone.

<https://learnenglishteens.britishcouncil.org/>

This website has lots of activities to learn English. You can:

- Practise your skills: speaking, listening, reading and writing
- Practise your grammar
- Practise grammar and vocabulary

For all activities, you can choose a level, beginner, intermediate or advanced.

There is also a website for adults: <https://learnenglish.britishcouncil.org/>

Some free apps for phones:

<https://www.duolingo.com>

<https://www.memrise.com>

Exam Guidelines

PREPARATION FOR YOUR EXAMS

- Start early
- Make a study timetable and stick to it
- Prioritise your subjects
- Plan your time wisely
- Look over past papers – how are the questions written? What is expected of you?
- Work on your own and with friends – this should help develop ideas.

REVISION TIPS

- Keep your notes organised: Use colours, rhymes and/or flash cards
- Produce a summary sheet for each topic
- Create a check list on each topic – you will get a sense of achievement when you start to tick off what you have already studied.

THE EXAM

- It's fine to be a little nervous or worried
- Make sure you know the format of the exam (do you know how long it is?)
- Read all the questions carefully
- Pay attention to the exact wording of each question
- Make sure you understand what is being asked and that you include only relevant material
- Make a plan – how much time should you spend on each question?

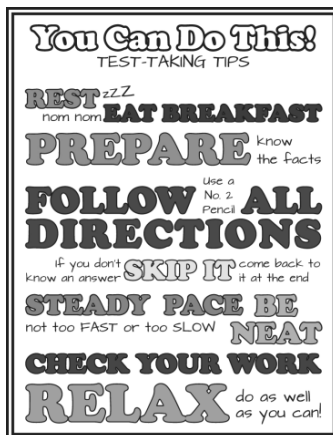
COPING WITH EXAM STRESS

- Prepare well – this will boost your confidence
- Try to keep a sense of humour
- Relaxing is just as important as revising
- Be organised – which room, what time, pens, pencils?
- Be positive – think positive
- Exercise – you need a break to unwind from studying and increase stamina
- Eat well.

EXAM REGULATIONS

- Listen to all instructions
- Make sure you check exam times and be on time
- **You must write in black pen only**
- Do all rough work in your answer book and neatly cross through it with a single line
- You cannot borrow rulers, pens etc during the exam
- Do not communicate in any way with another candidate
- No mobile phones in exam hall or room
- Fill in all your details correctly on the front of your answer book

Any unfair practice will result in disqualification




On your exam day

This checklist will help make sure you are as prepared as possible for your exams, so that on the day itself you can focus on doing your best.

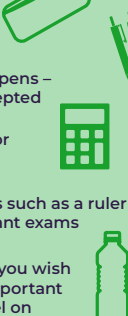
Before sitting your exams, ensure:

- You know the date, time and location of your exams – you might find it helpful to write this information in a calendar or planner
- You know who to contact at school in case there's an emergency that makes you late or unable to sit your exam

What you cannot take into the exam:

- Any type of phone
 - Revision notes
 - Any type of watch (this includes analogue, digital and smart watches)
- 

What you will need:

- A clear pencil case
 - At least two black ink pens – blue pens are not accepted
 - An approved calculator for relevant exams
 - Appropriate apparatus such as a ruler or protractor for relevant exams
 - A clear water bottle if you wish to take one in – it is important it does not have a label on
- 

Other important information:

- Listen carefully to the invigilator's instructions which will be specific to your exam. If you are unsure of anything, please raise your hand and wait for the invigilator
- Fill in your details on the front of your exam paper
- If you need additional answer sheets, please raise your hand and wait for an invigilator who will provide you with one. Remember to add your details to this booklet as well
- If you need to use the toilet or feel unwell, please raise your hand and wait for an invigilator who will escort you from the examination room if possible
- Make sure you stay silent – talking to a fellow student could result in disqualification from all your exams

If you have any questions about the format on the day, please ask your teacher or exams officer.



You can also find useful information about preparing for exams at www.jcq.org.uk/exams-office/information-for-candidates-documents

SPX Student Study Strategies

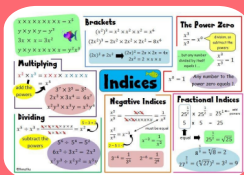
Independent Study Tips

There are many effective ways you can study independently—here are a few tips!



1) Mind Maps

- * Make notes around a key concept or subject.
- * Draw lines to link definitions, key ideas and related parts.
- * Some people find it helpful to use different colours for different ideas or for emphasis.



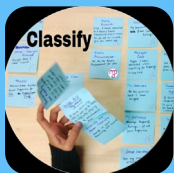
2) Posters

- * Make your own colourful posters! You can pick any subject as your theme.
- * Draw diagrams or pictures to go with your text.
- * You don't have to display them, but it can help if you do!



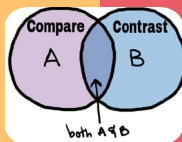
3) Flashcards

- * Write key points down on flash cards and carry them around with you - look at them as often as you can!
- * Use them as a quiz - write a key word on one side and the definition on the other, then test yourself.



4) Retrieval Practice

- * Make a list of all the important information you need to know from a particular unit or chapter.
- * Close the books and create a quiz using flash cards or an app.
- * Try to retrieve everything you remember.
- * Go back and check all your answers!



Remember to visit our dedicated SPX Student Support Learning & Revision Hub

<https://www.stpiusxcollege.org/revision-hub>

For more information about any of the strategies mentioned here, as well as a wider range of learning & revision subject specific support.

5) Practice Questions

- * For many subjects a good way to revise is to work through some example questions.
- * You can practice these questions as many times as you like to get familiar with the subject.
- * If there are parts of questions that you find hard or think you haven't understood, you can check your notes, search online, or seek advice from a parent, teacher or friend.

Defining Common Exam Instruction Words

Instruction word	What you have to do
Analyse	Take apart an idea, concept or statement and examine and criticise its sub-parts in detail. You have to be methodical and logical.
Assess	Describe a topic's positive and negative aspects and say how useful or successful it is, or consider its contribution to knowledge, events or processes (this is usually about how important something is).
Criticise	Point out a topic's mistakes or weaknesses as well as its favourable aspects. Give a balanced answer (this will involve some <i>analysis</i> first).
Compare	Put items side by side to see their similarities and differences – a balanced (objective) answer is required.
Contrast	Emphasise the differences between two things.
Define	Give the meaning of an idea, either a dictionary definition or from an academic authority in your subject of study (technical definition).
Describe	Give details of processes, properties, events and so on.
Discuss	Describe, explain, give examples, points for and against, then analyse and evaluate the results.
Evaluate	Similar to <i>discuss</i> , but with more emphasis on a judgement in the conclusion.
Examine	Take apart and describe a concept in great detail.
Explain	Give detailed reasons for an idea, principle or result, situation, attitude and so on. You may need to give some analysis as well.
Illustrate	Give concrete examples – including figures or diagrams. <i>Illustrate</i> is usually added on to another instruction.
Interpret	Explain and comment on the subject and make a judgement (evaluation).
Justify	Give reasons to support a statement – it may be a negative statement, so be careful!
List	Provide an itemised series of parts, reasons or qualities, possibly in a table.
Prove/disprove	Provide evidence for or against and demonstrate logical argument and reasoning – you often have to do this for abstract or scientific subjects.
Relate	Emphasise the links, connections and associations, probably with some analysis.
Review	Analyse and comment briefly, in organised sequences – sentences, paragraphs or lists – on the main aspects of a subject.
State	Give the relevant points briefly – you don't need to make a lengthy discussion or give minor details.
Suggest	Give possible reasons – analyse, interpret and evaluate. (This is also the verb most commonly used to quote another author.)
Summarise or outline	Just give the main points, not the details.
Trace	Give a brief description of the logical or chronological stages of the development of a theory, process, a person's life and so on. Often used in historical questions.

Healthy Living and Healthy Lifestyle

ST PIUS X COLLEGE IS A “HEALTHY SCHOOL”

Ensuring the health and well-being of our pupils is a key priority for everyone concerned with St Pius X College. Unhealthy eating patterns and inactive lifestyles present a threat to the health and emotional and physical well-being of young people.

Recent statistics indicate that one in four girls and one in five boys are overweight or obese, and so risk serious health problems in later years. In St Pius X College, we are determined to work alongside parents in educating our young people about healthy choices and to encourage their efforts to build a healthy lifestyle.

Some of the benefits of a healthy lifestyle:

- Improves academic performance: Drinking water and eating a good balanced diet will make sure you have all the essential nutrients needed for your brain to function well.
- Helps you control your body weight, so that you are not underweight or overweight.
- Promotes enjoyment in and awareness of, the importance of physical activity and enhances overall fitness.
- Improves behaviour.
- Drinking water rehydrates the body and helps eliminate fatigue, migraine headaches and dizziness.
- Better mental health; studies suggest that your level of activity and what you eat affects your mood.

Health Promoting School Initiatives in St Pius X College:

- Physical activities are available for all pupils at break and lunch time and before and after school. These include basketball, table tennis, gaelic, camogie and football.
- Pupils are encouraged to bring a healthy snack for break time, such as a piece of fruit, and to eat a healthy lunch. Information and help on this can be found on the College website.
- Only water is permitted during the day. Water coolers and bottles of water are available in a number of locations around the College.
 - Fruit juice and milkshakes are also available at lunchtime, in the canteen.
- The College does not permit the drinking of any fizzy or high energy drinks.
- Crisps and other fatty and sugary products cannot be eaten in the College.

Our canteen is implementing the “Nutritional Standards for School Meals” so all pupils have access to healthy choices provided through the school meals service.

Additional information on Physical activity and Healthy Eating is at the back of this diary.

I Pledge to...

Take5

steps to wellbeing

By finding weekly ways to:



St Pius X College encourages everyone to take this pledge and look after yourself and others!

FIVE – A DAY for health and happiness

Most of us know when we are mentally and physically well, but sometimes we need a little extra support to keep well.

There are **five simple actions** to help maintain and improve your emotional wellbeing in everyday life. Try to build these in to your daily life – **think of them as your ‘five a day’ for emotional wellbeing**.



Five steps to mental wellbeing

Below are five things that, according to research, can really help to boost our mental wellbeing:

- **Connect** – connect with the people around you: your family, friends, colleagues and neighbours. Spend time developing these relationships.
- **Be active** – you don't have to go to the gym. Take a walk, go cycling or play a game of football. Find an activity that you enjoy and make it a part of your life.
- **Be mindful** – be more aware of the present moment, including your thoughts and feelings, your body and the world around you. Some people call this awareness "mindfulness". It can positively change the way you feel about life and how you approach challenges.
- **Give to others** – even the smallest act can count, whether it's a smile, a thank you or a kind word. Larger acts, such as volunteering at your local community centre, can improve your mental wellbeing and help you build new social networks.
- **Keep learning** – learning new skills can give you a sense of achievement and a new confidence. So why not sign up for that cooking course, start learning to play a musical instrument, or figure out how to fix your bike?

People and organisations that can help you:

- **Lifeline** – call 0808 808 8000 anytime
- **ChildLine** – call 0800 1111 anytime
- **School Counsellor** – Family Works
- **Your own GP/doctor**
- **CRUSE Bereavement support** 0808 808 1677 anytime

STRESS – How to handle it

Practical tips to reduce stress

A varied and healthy diet

Eating fresh ingredients and lots of fruit is really important. Juices filled with vitamin C, such as orange or grapefruit juice, are said to be good for your immune system so can help with stress. Avoid sugary snacks if you are stressed as they trigger a high in the body followed by a low.

Exercise

Doing sport at least once a week is the best way to reduce stress. It helps your body produce endorphins, which make you feel good. Even daily walks of 30 minutes can help reduce stress levels but it's even better to work out intensively. Even if you don't feel like it at the time you will feel the benefits afterwards.

Meditation

It might sound simple, but sitting quietly for 10 minutes a day can really help with stress levels. If you've never tried meditation before, it's worth a go. Good breathing techniques can put you in a more relaxed state as they send oxygen surging through your bloodstream, helping to calm you down and beat the stress.

Take breaks regularly

Short breaks between working can help you switch off. But longer breaks are important too. Make time for fun and for yourself even if this means that you have to schedule time away from your work. You'll hopefully come back to your work feeling fresh.

Sleep

Sleep is always the best medicine and some people find that small 20-minute naps can help increase productivity. As students we tend to spend too much time on social media sites and answering emails, texts and phone calls. Sociability is fun – but too much of it, and too much computer time, can lead to more stress. Failing to switch off from work because of your electronic gadgets will only make you even more stressed.

Try to see the positive side

If you missed a deadline, try to appreciate what you learned from this mistake: now you know how to plan ahead. Things might seem bad, but if you try, there is usually something positive to be learned.

Listen to music

Listening to music can help calm you down and put you in a better frame of mind. If you're feeling stressed, putting on some calming music while you work could really help.

Laugh

They say that laughter is the best medicine, and it's really true. Laughing out loud increases oxygen and blood flow which automatically reduces stress. Not taking life too seriously can help everyone live a better and easier life. Make time for yourself, log out of Twitter and take breaks. It's about time that we students accept that we can achieve just as much in life without all the stress.

4 A's of Stress Management

Avoid	UNNECESSARY STRESS
Alter	THE SITUATION
Adapt	TO THE SITUATION
Accept	THE THINGS YOU CAN'T CHANGE



Supportive Services

Here are details of some resources and support organisations that you may find useful:



0808 8010 722

Lifeline

0808 808 8000

www.lifelinehelpline.info



www.publichealth.hscni.net



<https://www.amh.org.uk/>

ECO SCHOOL

ST PIUS X COLLEGE HAS ACHIEVED GREEN FLAG STATUS

The Eco Schools Green Flag was awarded to St. Pius X College in June 2010 to mark our high achievement in the programme. The award is a recognised and respected eco-label for environmental education and performance.

This means that everyone in our college community must take responsibility for our environment by reducing the amount of energy and water we use and by recycling as much as possible.

As part of the Eco Schools quality assurance process the renewal of our Eco School status was carried out in June 2013. The assessors' were most impressed with the knowledge of our students' and excellent environmental practices carried out in the college. The college Eco Committee leads environmental projects in the college.

Current Eco School projects include:

- Waste.
- Recycling (paper, textiles and electronics).
- Energy saving.
- Bio-diversity.
- Environmental projects with primary schools.

Did you know...?

- Recycling ONE DRINKS CAN saves enough energy to power a light bulb for 12 hours.
- Every tonne of paper recycled saves 17 trees.
- If we don't act now 15% - 37% of plant and animal species could be wiped out by global warming by 2050.
- Plastic water and juice bottles can take up to 1 million years to decompose if not recycled.

Our Eco Code

Shut down computers when not using them.
Turn off lights when the room is not in use.

Please close doors and windows to keep heat in.
Instead of getting a lift to school – walk if possible.

Use the blue bins in the classrooms to recycle paper and in the canteen for plastic bottles.
Save water by turning off taps and only using what you need.

REMEMBER – REDUCE, RE-USE, RECYCLE

Eco Schools



Get your whole school community
to improve the

encourage **citizenship**, promote **healthy lifestyles**,
and much more besides.

Bullying

Our College ethos is that bullying is completely unacceptable.

The Addressing Bullying in Schools Act (NI) 2016 provides schools with a legal definition of “**bullying**” which must be used.

In this Act “bullying” includes (but is not limited to) the repeated use of
(a) any verbal, written or electronic communication,
(b) any other act, or
(c) any combination of those, by a student or a group of students against another student or group of students, with the intention of causing physical or emotional harm to that student or group of students.



Bullying is behaviour that is usually repeated, which is carried out intentionally to cause hurt, harm or to adversely affect the rights and needs of another or others. While bullying is usually repeated behaviour, there are one-off incidents that the school will consider as bullying.

ANY INCIDENTS WHICH ARE NOT CONSIDERED BULLYING BEHAVIOUR WILL BE ADDRESSED UNDER THE POSITIVE BEHAVIOUR MANAGEMENT POLICY.

FORMS OF BULLYING

Verbal or written acts

- saying mean and hurtful things to, or about, others
- making fun of others
- calling another pupil mean and hurtful names
- telling lies or spread false rumours about others
- try to make other pupils dislike another pupil/s

Omission (Exclusion)

- Leaving someone out of a game
- Refusing to include someone in group work

Physical acts

- Hitting
- kicking
- pushing
- shoving
- material harm, such as taking/stealing money or possessions or causing damage to possessions

Electronic Acts

- Using online platforms or other electronic communication to carry out many of the written acts noted above
- Impersonating someone online to cause hurt
- Sharing images (eg. photographs or videos) online to embarrass someone

STEPS TO DEAL WITH BULLYING

Talk to a friend or adult whom you trust.

Get a mediator (someone you can both talk to) to find common ground and fix the problem.

If you see someone being bullied, intervene to stop it. Bullying stops in 90% of cases when a peer intervenes.

PROCEDURES FOR REPORTING BULLYING

Pupils should report all incidents of bullying, no matter how trivial, to a mentor, Form Teacher, Head of Year, any College Staff Member, Parent/Guardian or adult you trust.

The legal requirement, as set out in the Addressing Bullying in Schools Act (NI) 2016, is for schools to maintain a record of all incidents of bullying and alleged bullying behaviour. The college will use the SIMS Behaviour Management Module for record keeping.

Bullying will not be tolerated. It will be regarded as a grave disciplinary matter and will result in a severe sanction and possible referral to external agencies.



**SAFER
SCHOOLS NI**

Dear pupil, have you ever had an experience online that made you feel worried, anxious, or scared? As a school, we want to make sure everyone knows how to stay safe when they are sending messages, livestreaming, gaming and using social media. We want to provide you with a further source of support on topics such as healthy relationships, sharing images and mental health that is available 24/7 when you need it.

For this reason, we are inviting you to download our new Safer Schools NI App!

How will the App help you?

- It will provide you with information about how to set your privacy settings on your favourite social media platforms, including how to block, report and mute
- The Health and Wellbeing section will help you understand the basics of what makes a healthy relationship, what consent is and how to navigate and create healthy friendships
- Your App will teach you how to spot if a fellow student is being bullied and will give you advice on what to do and who to talk to if you or a friend experience this
- If you are worried about a friend's mental health, the App will provide you with help on what you can do and how they can get help
- Your App is there to help if you are worried about an image being shared or have lost control of an image. Learn more about Image Sharing in the Online Safety section for guidance on how to report and who to talk to.



Downloading your App

If you are using an iOS device, go to the Apple App Store and search 'Safer Schools NI'. If you are using an Android device, go to the Google Play Store and search 'Safer Schools NI' to download your App.

To Login to our customised [St Pius X College](#) 'Safer Schools NI App' follow these steps:

Step 1

Select 'Pupil' from the login screen of your App.

Step 2

Type our school's name, St Pius X College into the search bar or scan a QR Code that you will have been given.

Step 3

If you are using a login code, enter it into the pop up that appears after your search.

Step 4

That's it! You are ready to use the App to keep yourself safer online!



The Safer Schools NI App has been developed by INEQE Safeguarding Group in partnership with the Department of Education
028 9600 5777 saferschoolsni@ineqe.com @SaferSchoolsNI saferschoolsni.co.uk



Cyberbullying Information



Cyberbullying is when one person or a group of people hurt someone's feelings using technology such as the internet, email, chatrooms or texting. Threatening, teasing or embarrassing someone virtually is just as harmful as bullying in the real world. If you see it happening, report it. Don't ignore it! Those who take part in online bullying often use a group of friends to target their victims. They can ask others to add a comment to a photo on a social networking site, or forward something embarrassing onto another group of friends. Sometimes, these people don't even realise they're actually bullying someone.

e-mail

Emails can be sent directly to a person or to a group of people to encourage them to become part of the bullying. These messages or 'hate mail' can include examples of racism, sexism and other types of prejudice. If someone sends you a message and you forward or laugh at it, you're actually adding to the problem.

Discussion Forums

This is blogging and VLE discussions. You must remember this is a global forum and anyone can contribute and view your comments. Be polite and courteous at all times. Good netiquette is essential even in the virtual world.

Social Networking



By sharing photographs, posts and other media, you are communicating with a global audience. You must understand the impact of this, even if you share media and are still the original author you are not accountable. #thinkbeforeyoupost no one wants to be victimised.

Mobile Devices



Do not send humiliating or abusive text, picture images or video, using a mobile device. This includes anonymous text messages, photographs or group "WhatsApp" and sharing videos of physical attacks on individuals.

Interactive Gaming

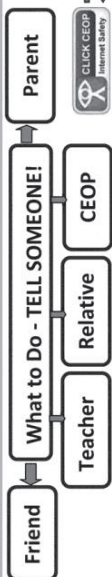


Games consoles allow players to chat online with anyone they find themselves matched with in a multi-player game. Sometimes cyberbullies abuse other players and use threats. They can also lock victims out of games, spread false rumours about someone or hack into someone's account.

Many victims of cyberbullying have complained that they have seen personal photos, emails or blog postings posted where others could see it without their permission. Social networking sites make it a lot easier for web users to get hold of personal information and photos of people. They can also get hold of someone else's messaging accounts and chat to people pretending to be the victim. People who bully sometimes send text messages that try to scare, upset or hurt someone over your mobile phone. Getting a message like this can be frightening, especially if it is from someone you don't know. You may also be worried about photos and images that you have been sent over your mobile phone. Social networking sites, messaging and online discussions can all be used to bully and make fun of someone. Even if the bullying seems to be coming from someone you don't know, that doesn't mean that you can't stop it happening. In some cases, bullies have setup social networking "groups" that are dedicated to making fun out of someone. Some of these sites encourage other people to join in with the bullying, by publishing someone's personal details or linking to their social network page.



Remember to read the college AU Policy and encourage parents/guardians to read it with you!



The Child Exploitation and Online Protection Centre (CEOP), is a UK agency which is tasked with stopping production, distribution and viewing of child abuse materials bringing offenders to UK court.s.

Policing the internet, the police do take seriously mobile phone bullying - Making offensive calls is actually a criminal offence. Anyone who is found guilty could have to pay a large fine. If you are being bullied over your mobile phone, don't be afraid to report it to the police. Don't compromise your future - Universities, interviews panels and potential employers view social networking sites, personal web pages, and blogs. Remember your electronic audience is global!

Online Safety – Information for parents and pupils

Inappropriate use of the internet and mobile technologies, such as trolling, sexting, cyberbullying or sexual exploitation, can, as we are all aware, have a devastating impact on the lives of our children and young people. We all deserve to be able to use the internet to learn, explore and connect with each other. But all of us need to be e-savvy and aware of the risks involved in doing so, especially on social media.



Our advice is:

- Don't share personal information or images with people you don't know.
- Don't accept friend requests with someone you don't know – not everyone online may be who they say they are.
- Set privacy settings on all devices so that only people you know can view your account.
- Don't post anything online that you are not happy to share, particularly nude or nearly nude images or videos. It may seem like a bit of fun with friends at the time but there is always a chance those images could be shared or get into the wrong hands and could lead to harmful situations such as stalking, abuse or blackmail. Remember you can NEVER delete what you have posted or shared, ever!
- If someone has made you feel uncomfortable or you have had disturbing interaction online, tell police or a trusted adult. You can ring the police on 101 or for help and advice ring Childline on 0800 1111 or Lifeline on 0808 808 8000.
- The internet can be a great place but it is important to remember there are people out there who may wish to abuse, exploit, intimidate or bully you online – if this happens to you, tell someone immediately.
- Remember that if things do go wrong online, there are people who can help.
- If you receive any inappropriate images or links, it is important that you do not forward these to anyone else. Contact police or tell a trusted adult immediately. By doing this you could help prevent further such incidents. You will not get into trouble.

General advice to parents:

- The most important thing is to have conversations with your children - talk to them about the benefits and dangers of the internet so that you can empower them to use the internet safely.
- Cultivate an interest in their online activities - their favourite websites, online games and interests and keep an eye on what they are doing online.
- Don't be afraid to ask your children who they are talking to online and what they are talking about and remind them how important it is to tell a trusted adult if something happens online that makes them feel uncomfortable or worried because there are people who can help.
- Become a 'net-savvy' parent - the best safeguard against online dangers is being informed. Jump in and learn the basics of the Internet - read articles, take a class, and talk to other parents. You don't have to be an expert to have a handle on your child's online world.
- Go to www.getsafeonline.org for lots of useful advice and information on how to stay safe online. [Safeguardingni.org](http://www.safeguardingni.org) will also provide information for parents and carers on e-safety.
- Links to other sites that can provide information and advice to young people and parents are available from the DE website at: <http://www.deni.gov.uk/index/pupils-and-parents/pupils.htm>

This advice has been supplied by the PSNI and endorsed by the Safeguarding Board for Northern Ireland (SBNI).

Online Safety

(Internet, e-mail, social networking, mobile phones)

Acceptable Use Policy

I understand that use of the Internet and electronic communication is granted to me as a **privilege**, in return for my acceptance of the agreement. Any **misuse** on my part may result in loss of that privilege and other **sanctions** being taken. This also applies to any activity undertaken **outside college** which **contravenes** the acceptable use rules of the college.

All online activity will be appropriate to:

- ensure the **safety** and **security** of the college system.
- ensure **respect** for all **members** of the **community**.
- **maintain** the **reputation of the college**.



In particular this means:

- I will only access the college ICT system and Internet via my **authorised account** and **password**, which I will not make available to others.
- I will ensure that I do not **willfully damage** the system by means of **malicious code** (e.g. virus infections, malware etc), **hacking** or **physical tampering**.
- I will not willfully interfere with, **edit, copy, or delete** another person's work files.
- I will use the Internet **responsibly** and will only visit websites **appropriate** to my college studies.
- I will not give my **home address, phone number, send photographs or videos**, or give any other **personal information** that could be used to **identify me, my family or my friends**, unless a **trusted adult** has given me **permission**.
- I will never **meet or arrange to meet someone** I have only ever communicated with on-line unless I take a **trusted adult** with me.
- If I receive **any inappropriate material** I shall not respond but immediately **inform a teacher or other trusted adult**.
- I will not **send or forward messages, publish or create** material which is **offensive, hurtful or otherwise upsetting to another person**. I will not post **anonymous messages** or **forward chain letters**.
- **Language** which I use in **electronic communication** will be **appropriate** and **suitable**, as for all college work.
- I will not use **mobile phones, cameras** or **other electronic devices** to **take, publish or circulate pictures or videos** of anyone without **their permission**.
- I will respect **copyright** of all **materials**.

In addition I understand that:

- Use of the network to knowingly **access inappropriate materials** such as **pornographic, racist or offensive** material is **forbidden** and may constitute a **criminal offence**.
- Guidelines for **safe use of the Internet** will be followed and I will **report** any materials or **conduct** which I feel is **unacceptable**.
- The college reserves the right to **examine** or **delete** any files that may be held on its computer system, to **monitor** any Internet sites visited and **emails exchanged** and, if necessary to **report anything** which may constitute a **criminal offence**.

I have read and understand these rules and agree to them:-

Pupil Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

FIRE DRILL AND COLLEGE EVACUATION PROCEDURE

It is the DUTY of ANYONE discovering a fire to operate the nearest fire alarm point.

In the event of an outbreak of fire, warning will be given by the two-tone ringing of the College Bell.

Immediately the alarm is sounded, all teachers will line up their classes, who must bring their schoolbags, and vacate the college building by the nearest exit closing all doors and windows, where possible, on the way. Each class/group, together with their teacher, will go directly to their designated ASSEMBLY POINT and **line up in their Form Groups**.

Your Assembly Point is the **ALL WEATHER PITCH** located at the rear of the school site.

Classes will WALK quickly and quietly along the corridors in single file.
There must be NO RUSHING or OVERTAKING on route to the assembly point.

In the event of the fire source being too close to the nearest exit, teachers should then escort their classes through the nearest SAFE exit away from the fire.

If evacuation takes place through smoke-filled corridors, pupils should be encouraged to hold on to the blazer/pullover/blouse of the person in front. In the case of very thick smoke, everyone must keep as low as possible on his or her way to the fire exit. USE COMMON SENSE.

ADDITIONAL POINTS

1. It is the duty of anyone discovering a fire to raise the alarm.
It is the responsibility of the Secretary to ring the Fire Brigade. (The principal will check that this is done)
2. Any pupil not actually in a classroom when the alarm sounds e.g. in the toilet, on the corridor etc should quickly make his/her way to the nearest assembly point and inform a teacher so that a message can be relayed to the teacher in charge of his or her group that the pupil is safely out of the building.
3. After **form class groups** have been checked at the assembly point, the names of those pupils found to be missing, and the room they were being taught in, must be reported to the principal.
4. If anyone is found to be missing, staff must search the college building until they are accounted for.
5. No person is allowed to leave the assembly point to recover clothing, books etc. until the 'all clear' has been given. This will be signalled by two short blasts of the college bell.

CODE OF CONDUCT – PROMOTION OF BEHAVIOUR FOR LEARNING

St Pius X College staff are committed to excellence and creating the best opportunities for learning through a safe and secure environment. The college expects the highest values and standards of behaviour inside and outside the college at all times. We have an established Code of Conduct rather than a list of rules, agreed by the college community. Students are expected and required to observe these standards as failure to meet them is likely to damage the reputation of the college community and impinge on quality teaching and learning. Education is a partnership and the support and co-operation of parents/guardians is essential in encouraging students to observe our Code of Conduct.

PARENTS/GUARDIANS and STUDENTS should note that acceptance of a place at St Pius X College is taken to mean an acceptance of the college's Code of Conduct.

	Area	Expected Behaviours
1	<p>UNIFORM AND APPEARANCE Students should take pride in their appearance.</p>	<p>COLLEGE UNIFORM The college uniform identifies you as a student of this college and shows that all students are valued equally. It is compulsory for all students and must be worn correctly at all times, including college functions and travelling to and from college. All items of uniform should be clearly marked with the owner's name.</p> <p>HAIR STYLES Ensure that hair styles are natural looking and unobtrusive. In practical classes hair must be tied back. Extravagant hair colourings or styles are unacceptable and students will be asked to remove them. All boys are to be clean shaven.</p> <p>WEARING OF JEWELLERY Students may wear no more than one small plain and regular ear stud in the ear lobe of each ear. Additional earrings and body piercings are not permitted. A wrist watch may be worn. No other jewellery is permitted.</p> <p>MAKE-UP No make-up for KS3. Only KS4 and Post 16 may wear make-up but must be subtle.</p> <p>SHOES All students must wear flat soled BLACK SHOES which will not mark floors. Please note when purchasing college shoes that the following are NOT considered suitable – Visible logos, boots, trainer-style shoes or shoes made from canvas material.</p>
2	<p>EQUIPMENT AND PROPERTY Each student is responsible for his/her own property/equipment. The college will not be liable for any damage to or loss of property. Each student must respect the property/equipment of others. Stealing or damaging college or another student's property will lead to severe sanctions.</p>	<p>STUDENT BAGS Each student must have a bag large enough to carry a considerable number of books. School bags must be taken home daily.</p> <p>STATIONERY ITEMS Students must have necessary items of stationery eg: pens, pencils, ruler, exercise books, eraser, calculator and a dictionary.</p> <p>BOOKS Text Books are provided strictly on loan. They remain the property of the college and must be kept in good condition and returned when required. A charge will be made for any text books damaged or lost. A limited number of exercise books for homework etc. will be provided.</p> <p>PE EQUIPMENT Each student must have a full kit of PE equipment and this must be brought to college on the day(s) required.</p> <p>SAFE-KEEPING OF PROPERTY All personal belongings, school bags and clothing must be clearly marked with the owner's name.</p>

		<p>Students should not bring large amounts of money or valuables to college.</p> <p>COLLEGE PROPERTY</p> <p>Students are expected to take particular care of property belonging to another student, staff member and/or college. Parents of students responsible for damage to or loss of property will be required to pay for same.</p> <p>Writing on college property is forbidden. Graffiti or vandalism will not be tolerated.</p> <p>Students are forbidden to use college equipment or machines without permission from and supervision by a teacher in charge.</p>
<p>3.</p>	<p>DIGITAL DEVICES</p> <p>The college accepts no responsibility for loss, theft, damage or health effects relating to digital devices in the possession of students or confiscated by staff. The decision for a digital device being brought into college is entirely at the student's and parent's own risk.</p>	<p>SAFEGUARDING and CHILD PROTECTION</p> <p>For Safeguarding and Child Protection reasons, students are permitted to bring digital devices into the college but they should not be visible. Digital devices must be switched off at all times during the college day from entry onto the college premises until exit from the college grounds, including both break and lunch times. Students may not use digital devices in the course of the college day without the explicit permission of staff. Parents/guardians are reminded that in cases of an emergency, the college office remains a vital point of contact.</p> <p>Under no circumstances is any student permitted to take a photo, video or sound recording on the college premises. If a member of staff deems it appropriate to confiscate a device from a student as outlined in the college's Digital Devices Policy, the following will apply - Parents/guardians will be required to collect the phone from the Main Office or Reception at the end of the college day.</p> <p>UNACCEPTABLE ELECTRONIC ACTS (Electronic Communication, Online Platforms/Sharing Images or videos)</p> <p>This college has a zero tolerance towards any misuse of digital technology (internet, social networking and picture/video sharing websites, exams) to any member of the college community. Any student found to be up-loading recordings to the internet depicting the college brand, or involving students in college uniform, will be the subject of a disciplinary enquiry and serious disciplinary sanctions. Bullying or harassing any member of the college community through the use of any digital device or the sharing of inappropriate material will also not be tolerated. It will be regarded as a grave disciplinary matter and will result in a severe sanction and possible referral to external agencies.</p>
<p>4.</p>	<p>ATTENDANCE AND PUNCTUALITY</p> <p>All students are expected to be punctual in the morning (8.55am).</p> <p>(Attendance Target is 95%). Students are to record their monthly attendance percentages in their Homework Diary.</p>	<p>PARENT CALL SYSTEM</p> <p>In the case of a student being absent parents are asked to ring the college with reason for absence, if possible. The college Parent Call System will automatically make contact to ensure a reason for absence. In the case of long term absence, a Medical Certificate may be required. In the event of a student absence it is the student's responsibility to catch up on all classwork and homework.</p> <p>ARRIVE ON TIME</p> <p>Students MUST be in college by 8.55 am at the latest. In particular, students must not leave themselves late by going to the shop in the morning. Morning Prayer and Roll-Call begin at 8.55 am. Students must be punctual for ALL CLASSES. Students arriving late will be recorded on the SIMS system. Persistent lateness will result in a sanction being applied.</p>

		<p>LEAVING THE COLLEGE The school day ends at 3.30pm. Students are strictly forbidden to leave the college during the day without permission from an authorised staff member. In particular, students must not leave the college grounds in the morning to go to a shop.</p> <p>PARENTAL/GUARDIAN SPECIAL REQUESTS Requests for permission to leave for very special occasions MUST be made by the PARENT in person or in writing using the homework diary. If permission is granted students must sign out at reception before leaving the college grounds.</p> <p>MEDICAL AND DENTAL APPOINTMENTS Appointments must be made outside college hours. Leave of absence will only be granted for Consultant/Orthodontist appointments. The appointment card should accompany the request.</p> <p>GOING HOME AT LUNCHTIME Students requesting permission to go home for lunch must bring a written request to the Form Teacher at the beginning of the college year from the parent. It is essential that parents ensure students going home for lunch are supervised. Only those students who are able to go home for lunch will be given a lunch pass and permission to leave the college premises at lunchtime. Students going home must return five minutes before afternoon class begins.</p> <p>ALL OTHER REQUESTS must be made directly to a member of the Senior Leadership Team.</p>
5.	<p>ANTI-BULLYING St Pius X College is committed to providing a caring, friendly and safe environment for all our students so they can learn in a supportive, friendly and safe environment, free from bullying behaviours of any kind.</p> <p>Refer to Anti-Bullying Policy for detail.</p>	<p>The Addressing Bullying in Schools Act (NI) 2016 provides schools with a legal definition of “bullying” which must be used. <i>In this Act “bullying” includes (but is not limited to) the repeated use of</i></p> <p><i>(a) any verbal, written or electronic communication,</i> <i>(b) any other act, or</i> <i>(c) any combination of those, by a student or a group of students against another student or group of students, with the intention of causing physical or emotional harm to that student or group of students.</i></p> <ul style="list-style-type: none"> • Bullying is behaviour that is usually repeated, which is carried out intentionally to cause hurt, harm or to adversely affect the rights and needs of another or others. While bullying is usually repeated behaviour, there are one-off incidents that the school will consider as bullying. • The following unacceptable behaviours, when repeated, targeted and intentionally hurtful, may be considered a bullying behaviour: verbal or written acts, physical acts, omission (exclusion) acts and electronic acts. This list is not exhaustive. • The legal requirement, as set out in the Addressing Bullying in Schools Act (NI) 2016, is for schools to maintain a record of all incidents of bullying and alleged bullying behaviour. The college will use the SIMS Behaviour Management Module for record keeping. <p>Bullying will not be tolerated. It will be regarded as a grave disciplinary matter and will result in a severe sanction and possible referral to external agencies.</p>
6.	<p>BEHAVIOUR – IN OUR COLLEGE It is expected that at all times students will contribute to an atmosphere of</p>	<p>RESPECT FOR SELF AND OTHERS</p> <ul style="list-style-type: none"> • Good behaviour is essential to classroom learning. Students must be mannerly and courteous at all times. The health, safety and wellbeing of every member of this college community is an important concern for everyone. • Derogatory language and rudeness is totally unacceptable in any

	<p>co-operation, consideration and mutual respect. Video technology, where possible, and the evidence recorded of misbehaviour will be used to impose sanctions by the college.</p>	<p>circumstances. Similarly, any form of aggressive behaviour towards staff or any other student will not be tolerated. In such circumstances a student will be removed from lessons. Severe sanctions will be imposed.</p> <ul style="list-style-type: none"> • Students must move around the college in a quiet and orderly manner keeping always to the left hand side. This applies to all areas of the college. Students must not run or push others. • Students should not be out of class unless explicit permission has been given by the class teacher. • Students are expected to be well mannered and respectful towards all members of the college community including visitors. • Chewing gum is strictly forbidden. • Litter is unsightly and should be placed in bins. Never drop litter. Put litter in the appropriate bin in keeping with the school's recycling policy • Students are not permitted to sell any articles on the college premises, during college extended activities or on the way to and from the college.
7.	<p>BEHAVIOUR FOR LEARNING Behaviour impacts upon learning. Students must obey the rules set out in the Classroom Code of Conduct motto. Students have a responsibility for their own academic progress and should contribute positively to that of others.</p>	<p>START OF LESSONS Students must be on time for all classes and if late must offer an explanation to the class teacher. Enter rooms in an orderly fashion when instructed by a member of staff. Take out the correct books and equipment. Place bags safely below the desk or where your teacher advises.</p> <p>DURING LESSONS When your teacher/support staff member talks, listen and concentrate. Respond to questions as directed by the teacher. Ensure that your behaviour does not interfere with or interrupt the learning of others. Students can drink water during lessons.</p> <p>END OF LESSONS The bells are signals for your teacher. Do not begin to pack away until the teacher instructs you. Only when the teacher says so may you leave the room in an orderly manner.</p> <p>HOMEWORK It is the responsibility of each student to record all homework/requests in their homework diary. Homework must be completed carefully and thoroughly, and handed in on the right day. Students must complete assignments by the appropriate deadline.</p>
8.	<p>BEHAVIOUR – IN OUR COMMUNITY</p>	<p>TRAVELLING TO AND FROM THE COLLEGE</p> <ul style="list-style-type: none"> • A high standard of behaviour must be observed by all students on the way to and from college. Behaviour while travelling on COLLEGE BUSES in particular must be beyond reproach at all times. Students whose buses arrive at or depart from the college are required to stay on the bus until it arrives at the college and must board the bus at the college gate. Students who have to wait for buses in town or elsewhere must always be well behaved. Prefects will monitor behaviour and report such matters to the college. Serious misconduct will result in a warning and/or bus passes being revoked by the bus company. Buses are fitted with video technology, where possible, and the evidence recorded of misbehaviour will be used to impose sanctions by the college and bus company. • Trespassing on private property coming to or going home from college is strictly forbidden. • Students are expected to behave in a polite and respectful way to all members of staff and the community. If a student engages in an act of harassment or violence against a person or property of a

		<p>member of the college staff, or to an immediate member of the staff's family, at any time whether inside or outside college, disciplinary action will be taken against the student which may include consideration of the option to expel.</p> <ul style="list-style-type: none"> • Students are expected to come to and go straight home after the college day and not to remain in the town in college uniform. If parents give permission for the student to not go straight home students must remember their behaviour must never bring the college name into disrepute.
9.	HEALTH AND SAFETY	<p>NO-SMOKING POLICY St Pius X College operates a No-Smoking Policy. Smoking/vaping is STRICTLY forbidden and applies at all times while in uniform or on any college outings. In the interests of health and safety students must not be in possession of or bring into college any cigarettes, e-cigarettes, matches, lighters sharp instruments, offensive weapons, knives, fireworks, laser pens or any harmful or illegal substance or item which might cause harm to others. Such items will be confiscated. Breach of these regulations will warrant a severe sanction. Please note that smoking on buses is banned by all bus companies.</p> <p>COLLEGE'S DRUG POLICY Students must not use, be under the influence of, receive, distribute, have in their possession or bring to the college drugs, solvents, dangerous substances, alcohol or tobacco. All these are STRICTLY forbidden. The use of Tippex or other correcting fluids are included in this. Breach of these regulations will warrant a severe sanction and will be dealt in line with our Policy on Drugs:</p> <ul style="list-style-type: none"> • The principal in collaboration with the Board of Governors has the responsibility for deciding how to respond to particular incidents. This will take into account factors such as age, seriousness of the incident and level of involvement and may warrant suspension. • Students will be sanctioned and parents will be kept informed of the disciplinary procedures. • Appropriate support measures will be offered to the student involved to facilitate the acceptance of responsibility. The restorative conferencing process is one measure that may be used to seek an appropriate outcome to instances of substance misuse. • The Pastoral VP has the delegated responsibility for contacting parents/guardians when a case of possible substance misuse is being investigated. • The local PSNI will be notified where a student is found or suspected to have controlled drugs <p>MEDICATION A student who is required to take medicine must inform his/her Form Teacher and bring only the minimum supply to the 'College First Aider' who is responsible for storing and administering medicines. Parents/guardians must complete a College Medical Form.</p> <p>FIRE SAFETY Students must NEVER interfere with any safety equipment (fire alarms, extinguishers, signs etc). It is a serious offence as doing so will compromise the safety and security of members of the whole college community.</p> <p>NUT ALLERGIES Students are forbidden to bring nuts or nut products into the college as this may endanger the health of other students who suffer from severe nut allergies.</p>

10	POST 16	<p>STUDENT CAR SAFETY</p> <p>Students bringing their car to college must adhere to all regulations. Post 16 students are reminded of the importance of safe driving. Cars must be parked outside of the college grounds avoiding residential areas at all times. This is necessary to avoid congestion and parking problems and for pedestrian safety.</p> <p>Students must not use their cars during the course of the college day (even if they have a study period or are an MLP student). Cars must be used strictly as a means of transport to and from school. Any breach of this rule will result in a severe sanction.</p> <p>Post 16</p> <p>Students must go to the sixth form centres as directed when not attending a timetabled class. Students must arrive promptly and remain there for the duration of the period. Supervisors should be treated with courtesy at all times and students must always seek their permission before leaving the room. Students must respect the rights of their peers to work in a quiet environment.</p> <p>In accordance with college digital devices/online safety policy, digital devices may not be used for communication purposes. Only at the discretion of the supervisor may devices be used for listening to music. Students who do not observe the rules will be denied access to the study facilities.</p>
11	<p>BEHAVIOUR FOR LEARNING</p> <p>'Behaviour for Learning' is about enabling students to manage their own behaviour effectively in order to learn, achieve and make a positive contribution to the wider college community.</p>	<p>The Positive Behaviour Management policy seeks to create an environment where exemplary behaviour is at the heart of productive learning.</p> <p>To assist with the management of behaviour/rewards points will be accumulated and recorded on the college's SIMS system.</p> <p>ACHIEVEMENT POINTS</p> <p>We celebrate success and achievements of our students for academic performance, excellent attitude and positive contribution to the college community. The purpose of recognising achievements is to encourage students of all abilities to aspire to their potential.</p> <p>Achievement points are recorded for excellent performance in various categories to include attendance, sporting success, college work, academic success, contribution to college life and compliance to Code of Conduct. Success will also be recognised by awards and include Certificates of Recognition, Prizes, Prize-Giving events etc.</p> <p>BEHAVIOUR POINTS</p> <p>Failure to behave with respect and abide by the college's Code of Conduct will result in the issuing of Behaviour Points and possible sanctions. Sanctions are put in place to act as a deterrent and to underline the unacceptability of inappropriate behaviour.</p> <p>RESPONDING TO BEHAVIOUR CONCERN</p> <p>The college seeks support from parents/guardians to assist with the management of behaviour. When responding to a concern staff shall implement interventions aimed at responding to the behaviour</p> <p>concern, resolving the concern and restoring the wellbeing of those involved.</p> <p>Guidelines outlined in the Positive Behaviour Management Policy, Code of Conduct, Code of Practice and related policies will be used to effectively identify early misbehaviour and to help address challenging</p>

behaviour.

Support Actions outlined in the Positive Behaviour Management Policy and Code of Practice will be used and include: parental consultation/interviews, Individual Behaviour Reports, SENCO support, internal/external support programmes, counselling and support from external agencies.

Where appropriate, staff may implement **sanctions** for those displaying behaviour concerns.

These include: verbal reprimand, setting of additional tasks, withdrawal of privileges, exclusion from educational visits, detention, segregation for a period especially where a student is disruptive, informing the Board of Governors and/or external agencies.

Failure to comply with any sanction will incur further disciplinary action.

On occasions, the college cannot intervene or sanction a student for an incident which occurs outside of the college. The college may deem another agency more appropriate to deal with an incident e.g. parents/guardians, Social Services or the PSNI.

SUSPENSION & EXPULSION

Suspension and exclusion will be invoked within the "**Scheme for Suspension & Expulsion of Students**" published by CCMS.

Reasons for suspension include; substance or alcohol abuse; verbal/physical attack or serious bullying of a student; persistent disruptive behaviour in class; persistent infringement of college rules; significant damage inside or outside to property of school, staff or other students; stealing; offensive weapons; verbal abuse of staff and physical attack on staff.



MISS SCHOOL = MISS OUT

WHY ATTENDANCE AT SCHOOL IS SO IMPORTANT

If a child of compulsory school age is registered at a school it is essential that they attend their school regularly and maintain a pattern of good attendance throughout their school career.

Excellent attendance at school is important to allow a child or young person to fulfil their potential.

Below are just some of the key reasons why it is so important children attend school:

- To learn.
- To make new friends.
- To experience new things in life.
- To gain qualifications.
- To develop new skills.
- To build confidence and self-esteem.
- To have the best possible start in life.

Key Point

Young people who regularly miss school without good reason are more likely to become isolated from their friends, to underachieve in examinations and/or become involved in anti-social behaviour.

CAN ATTENDANCE MAKE A DIFFERENCE TO EXAM RESULTS?

Greater than
95% Attendance



77% of pupils achieved at least 5 GCSEs including English and Maths when they attended more than 95%

77%

Less than
90% Attendance



43% of pupils achieved at least 5 GCSEs including English and Maths when they attended less than 90%

43%

Less than
80% Attendance



32% of pupils achieved at least 5 GCSEs including English and Maths when they attended less than 80%

32%

Source: School Leavers 2014/15

HOW PARENTS CAN HELP

- Establish a good routine in the mornings and evenings, so your child is prepared for the school day ahead.
- Make sure your child goes to school regularly and follows the school rules.
- Ensure your child arrives at school on time – not late.
- Arrange dental and medical appointments outside school hours when possible.
- Always inform the school if your child is absent due to illness – this should be followed up with a written note when your child returns to school.
- If your child is not attending school as you expect they may be putting themselves at risk – Who are they with? What are they doing?
- Do not take family holidays during term time.
- Talk to your child about school and take an interest in their school work (including homeworks).
- Attend parents evenings and school events.
- Praise and reward your child's achievements at school.
- Always support school staff in their efforts to control difficult or challenging behaviour.



EVERY SCHOOL DAY COUNTS –

Every single day a child is absent from school equates to a day of lost learning. Attendance percentages can be misleading.

100 % Attendance	0 Days Missed	Excellent
95 % Attendance	9 Days of Absence 1 Week and 4 Days of Learning Missed	Satisfactory
90 % Attendance	19 Days of Absence 3 Weeks and 4 Days of Learning Missed	Poor
85 % Attendance	28 Days of Absence 5 Weeks and 3 Days of Learning Missed	Very Poor
80 % Attendance	38 Days of Absence 7 Weeks and 3 Days of Learning Missed	Unacceptable
75% Attendance	46 Days of Absence 9 Weeks and 1 Day of Learning Missed	Unacceptable

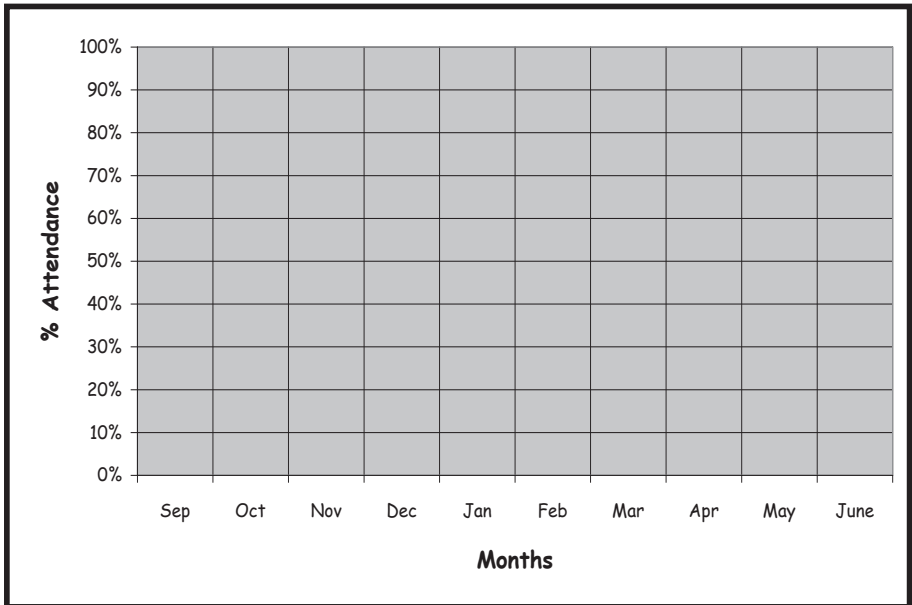
For some parents, 90% may seem like an acceptable level of attendance, but the reality is that 90% attendance mean that your child will miss half a school day each week or 19 days of school during the school year — that's nearly 4 school weeks.



Give your child the best start in life – every school day counts.

PERCENTAGE MONTHLY ATTENDANCE

Find out your percentage % attendance every month and complete the Bar Chart below.



TARGETS FOR ATTENDANCE

Target	Actual	Achieved?	Parent / Guardian Signature
Term 1 100%	Term 1 %	YES / NO	_____
Term 2 100%	Term 2 %	YES / NO	_____
Term 3 100%	Term 3 %	YES / NO	_____

HEALTHY HEART INITIATIVE

Name: _____ Class: _____

PSE:

Blood Pressure Reading: _____

Recommended Reading: _____

Pulse Rate (resting) _____

PE:

Pulse Rate (after exercise) _____

% change _____

MATHS:

Height: _____

Armspan: _____

Average Height in our class: _____

Average Armspan in our class: _____

Are boys taller on average than girls?

If so, by how many centimetres on average

YEAR 9 HEALTHY HEART INITIATIVE

Name: _____ Class: _____

PSE:

Blood Pressure Reading: _____

Recommended Reading: _____

Pulse Rate **before** exercise: _____

MATHS:

What did you notice about the correlation between systolic and diastolic? How did come to this conclusion?

SCIENCE:

What is the average lung capacity of your class? _____

Boys have a larger lung capacity than girls – TRUE/FALSE

P.E.:

Please record in the space below: (include your units)

100m time: _____

200m time: _____

Shotput: _____

Long Jump: _____

Pulse Rate **after** exercise: _____

% Increase in Pulse Rate: _____

ICT:

Hours **you** spent online on an average week: _____

Average number of hours spent online for your class: _____

What do you notice?

HOME ECONOMICS:

Which bread had the **lowest** amount of salt per 25g slice?

What is the daily recommended amount of salt per day? _____

Are there any other health issues you would like to investigate?

Personal Progress File

Record of School-Based and Extra-Curricular Achievements

Use this section to record your achievements / experiences, both school-based and extra-curricular achievements / experiences.

Date	Achievement	Signature of Parent/Guardian

PE DEPARTMENT

My aim is to always “Better My Best”

PARTICIPATION

Pupils are expected to participate in all of their P.E. lessons. If they have an injury or are feeling unwell but are able to participate in some of the lesson they should let their teacher know this at the start of the lesson and provide a note from home to explain the nature of their injury/ illness. Pupils who do not bring notes will be expected to participate. Note to be in Homework Diary. If a pupil brings a note to be excused from P.E. they must still bring their P.E. kit to allow them to participate in some way in the work of the class- may be refereeing, officiating etc.

I have read and accept this PE policy. Parent/Guardian Signature: _____

Green Mile:	1.	2.	3.
Date:			

Beep Test	1.	2.
1 Minute Sit Up	1.	2.
1 Minute Press Up	1.	2.
Jumping Jacks	1.	2.
Lateral Jumps	1.	2.

Swimming	Yes/No
Can I swim 25m	
Can I tread water for 1 minute	

Athletics	
100m	
200m	
800m	
Long Jump	
High Jump	
Shot	

Parent/Guardian and Teacher Correspondence:

Date

Parent/Guardian Signature:

Form Teacher:

Date

Parent/Guardian Signature:

Form Teacher:

Date

Parent/Guardian Signature:

Form Teacher:

Parent/Guardian and Teacher Correspondence:

Date

Parent/Guardian Signature:

Form Teacher:

Date

Parent/Guardian Signature:

Form Teacher:

Date

Parent/Guardian Signature:

Form Teacher:

Parent/Guardian and Teacher Correspondence:

Dear Parent,

I would like to inform you that your son/daughter _____ has received _____ positive/negative comments since the beginning of _____.

These comments relate to:

I would ask that you discuss the above with your child.

Thanks again for your continued support.

Parent/Guardian Signature: **Date:**

Form Teacher: **Date:**

Dear Parent,

I would like to inform you that your son/daughter _____ has received _____ positive/negative comments since the beginning of _____.

These comments relate to:

I would ask that you discuss the above with your child.

Thanks again for your continued support.

Parent/Guardian Signature: **Date:**

Form Teacher: **Date:**

Dear Parent,

I would like to inform you that your son/daughter _____ has received _____ positive/negative comments since the beginning of _____.

These comments relate to:

I would ask that you discuss the above with your child.

Thanks again for your continued support.

Parent/Guardian Signature: **Date:**

Form Teacher: **Date:**

Notes

Notes

WEEK 1 – TIMETABLE

	Reg/Assembly 8.55 - 9.10	1 9.10 – 10.00	2 10.00 – 10.55	BREAK 10.55 – 11.10	3 11.10 – 12.00	4 12.00 – 12.55	Lunch 12.55 – 1.40	5 1.45 – 2.35	6 2.35 – 3.30
MON	REG			BREAK			LUNCH		
TUE	REG			BREAK			LUNCH		
WED	REG			BREAK			LUNCH		
THUR	REG			BREAK			LUNCH		
FRI	REG			BREAK			LUNCH		

WEEK 2 – TIMETABLE

	Reg/Assembly 8.55 - 9.10	1 9.10 – 10.00	2 10.00 – 10.55	BREAK 10.55 – 11.10	3 11.10 – 12.00	4 12.00 – 12.55	Lunch 12.55 – 1.40	5 1.45 – 2.35	6 2.35 – 3.30
MON	REG			BREAK			LUNCH		
TUE	REG			BREAK			LUNCH		
WED	REG			BREAK			LUNCH		
THUR	REG			BREAK			LUNCH		
FRI	REG			BREAK			LUNCH		