



Sullivan Upper School

**Year 8 Information Evening
Tuesday 15 September
2026**

Pastoral Care

Mrs Moore

Vice-Principal
(Pastoral)

Aims (1)

- ▶ To support pupils and enable them to reach their full academic potential
- ▶ To help pupils grow in confidence and self-esteem as they deal with experiences
- ▶ To provide support in personal matters and guidance on educational and career matters

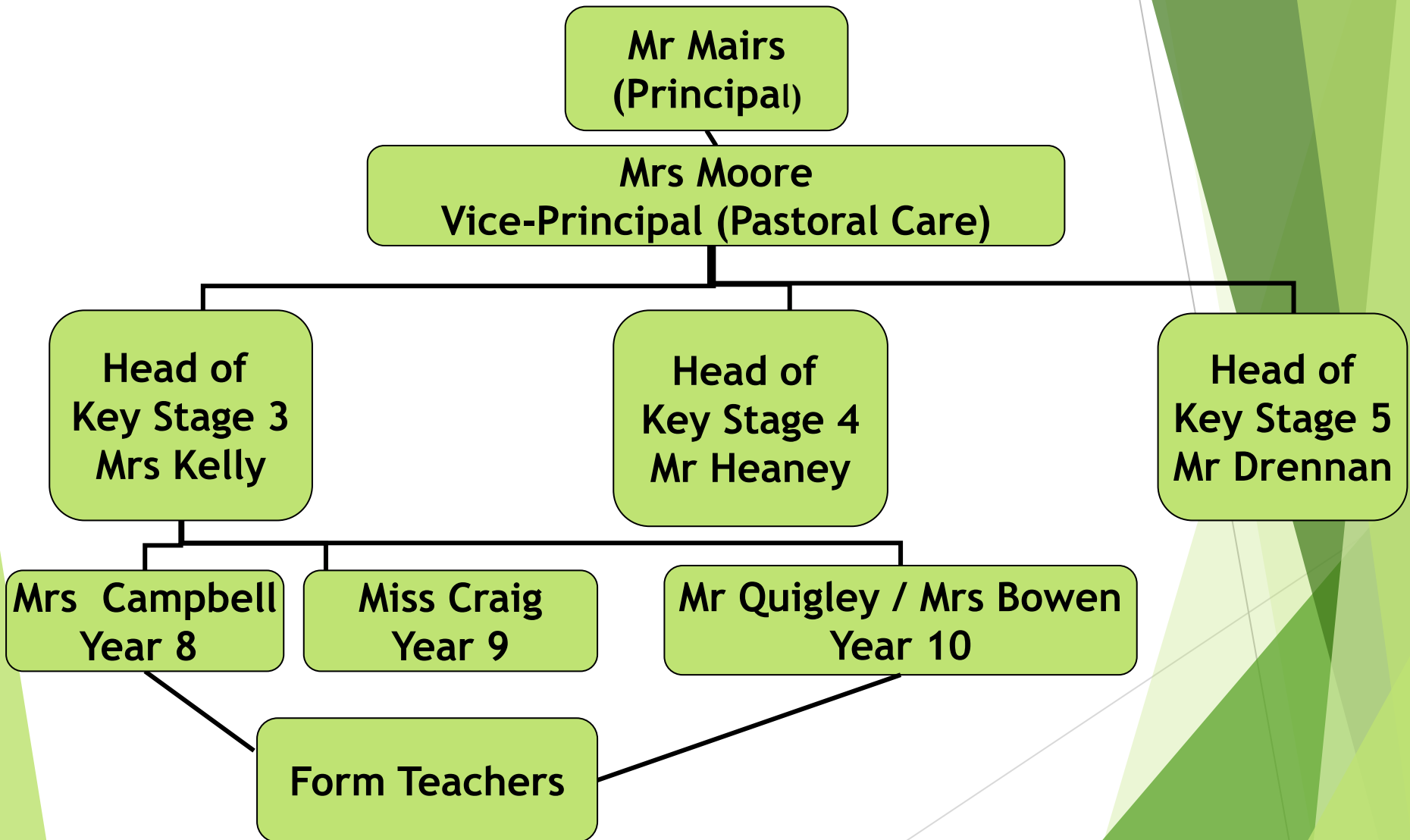
Aims (2)

- ▶ To encourage the development of social and communication skills
- ▶ To help pupils develop a value system which will enable them to be responsible and self-disciplined citizens who will appreciate the concerns and attitudes of others

Aims (3)

- ▶ To encourage a healthy and balanced lifestyle
- ▶ To promote a sense of belonging to and security within the school community
- ▶ To encourage parental involvement in and support for their child's learning

The Pastoral Structure



The Role of the Vice-Principal (Pastoral)

- ▶ Liaise with all staff about pastoral matters
- ▶ Deal with serious pastoral issues and breaches of the school's discipline code
- ▶ Staff Training e.g. anti-bullying
- ▶ Liaise with outside agencies

Pastoral Policies

- ▶ Pastoral Care
- ▶ Child Protection
- ▶ Anti-Bullying
- ▶ Positive Behaviour
- ▶ Special Educational Needs
- ▶ Bereavement and Loss
- ▶ Mobile Phone and Electronic devices

Child Protection / Safeguarding

- ▶ Principle
 - ▶ The welfare of the child is paramount
- ▶ Procedure
 - ▶ Contact the Designated Teacher for Child Protection - Mrs Moore
 - ▶ Seek advice from Child Protection Support Services at the Education Authority if required

School Counselling Service

Pupils and parents are able to request a referral to the School Counsellor via the following;

- ▶ Email suspastoral114@c2kni.net
- ▶ Familyworks website at <https://familyworksni.com/>
- ▶ Pupils may also make a self-referral via the drop box outside the Nurse's room

Pastoral Care

Mrs Kelly

Head of Key
Stage 3

Communication (1)

Formal opportunities

- ▶ Individual pupil interviews in June
- ▶ An Induction Evening & Afternoon in June
- ▶ Induction Days in August
- ▶ A Pastoral Evening in September
- ▶ Consultation with Form Teachers week beginning 2nd November
- ▶ Year 8 Parent Consultation 16th February 2027

Communication (2)

If necessary

- ▶ By telephone/email
- ▶ (By appointment)
- ▶ ParentMail
- ▶ SIMS Parent App

Communication (3)

If you have a
**General Query or
Concern**

**Contact the
School Office**

ACADEMIC CONCERN

If your query or concern is about your individual child in relation to their **learning**, please follow the communication route

contact the
Subject Teacher

only if the matter remains unresolved
contact the
Head of Department

only if the matter remains unresolved
contact the
Vice-Principal Teaching & Learning

only if necessary, finally
contact the
Principal

PASTORAL CONCERN

If your query or concern is about your individual child in relation to their **pastoral care**, please follow the communication route in the order below:

contact the
Form Teacher

only if the matter remains unresolved
contact the
Head of Year

only if the matter remains unresolved
contact the
Head of Key Stage

only if the matter still remains unresolved
contact the
Vice-Principal Pastoral

only if necessary, finally
contact the
Principal

SIMS Parent App

- ▶ School Reports are available to download
- ▶ Check and amend the personal data in the Data Collection tile
- ▶ view achievement / behaviour
- ▶ view the school term dates
- ▶ view the school calendar dates
- ▶ view your child's timetable
- ▶ view your child's attendance

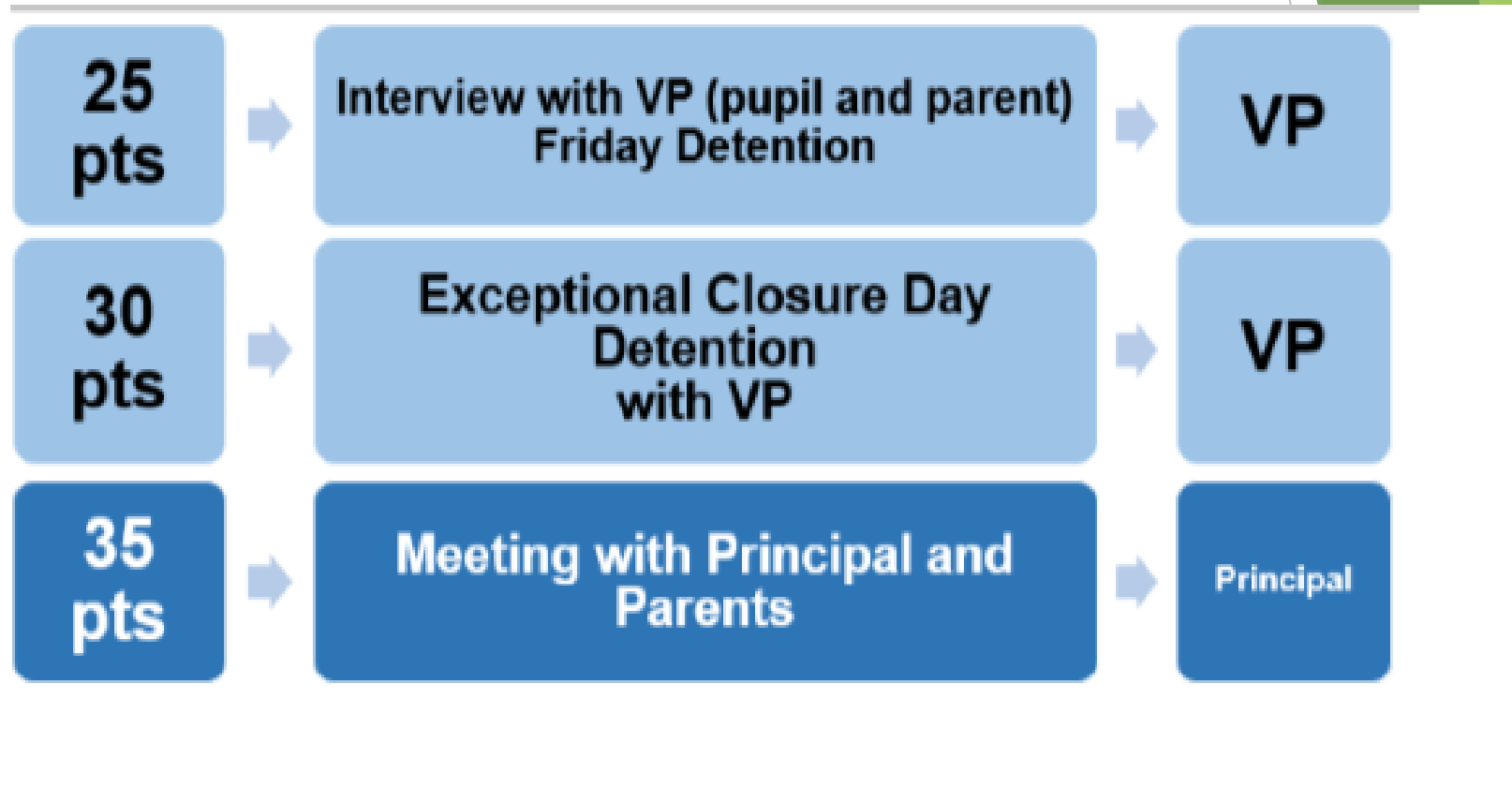
Behaviour (1)

• Disruptive behaviour	1
• Using mobile phone	1
• Uniform infringement	1
• Irresponsible behaviour	2
• Vandalism of school property	3
• Homework not completed (1 st time)	0
• No books and equipment	0
• Toilet break	0

Behaviour (2)

Pts	→	Action Taken	→	By
5 pts	→	Meeting	→	Form Teacher
10 pts	→	Friday break detention/support session Parent informed	→	HoY
15 pts	→	Monday Detention	→	HoY
20 pts	→	Interview with HOY (pupil and parent) SIMS report	→	HoY

Behaviour (3)



Achievement (1)

Achievement points are awarded for

- ▶ Kindness to others
- ▶ Helpfulness
- ▶ Excellent effort
- ▶ Academic improvement
- ▶ Academic Achievement
- ▶ Form Teacher Merit
- ▶ Service to the school

1 point

Achievement (2)

- ▶ Club Involvement
- ▶ Open Day

3 points

Achievement (3)

- ▶ 10 points = Form Tutor Award
- ▶ 20 points = Head of Year Award
- ▶ 30 points = Vice-Principal Award

Top 6 pupils in each year = Principal's Award
(presented at the end of the academic year)

Attendance

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 days of learning missed	Unacceptable

Pastoral Care

Mrs Campbell

Head of Year 8

Year 8 Form Teachers

8A - Mrs Richardson

8B - Miss Connolly

8C - Mrs Stewart / Mrs Harper

8D - Mrs Simon

8E - Mrs Scott

The Role of the Form Teacher

- ▶ Crucial in the pastoral care of the pupils in their class
- ▶ Coping with change and organisational skills
- ▶ Develop a detailed knowledge of each pupil
- ▶ Motivate and encourage
- ▶ Maintain contact with parents

The Role of the Year Head

- ▶ Monitors progress and performance of pupils
- ▶ Monitors attendance and behaviour
- ▶ Deals with more serious pastoral or discipline matters
- ▶ Establishes and maintains links with primary schools

Frequently Asked Questions

- ▶ PE /Games Kit
- ▶ Extra Curricular Programme
- ▶ Announcements
- ▶ Dietary requirements
- ▶ Lost Property

**Special
Educational
Needs
Coordinator
(SENCO)**

**Mrs
Dalzell**

What is a special educational need?

- ▶ Our pupils may require additional support for a range of reasons:
 - ▶ Communication and interaction difficulties
 - ▶ Autism
 - ▶ ADHD/ADD
 - ▶ Specific learning difficulties (e.g. Dyslexia, Dyspraxia)
 - ▶ Social, Emotional and Behavioural Difficulties
 - ▶ Sensory needs (hearing or vision)
 - ▶ Physical disabilities
 - ▶ Medical needs

How to access support

- ▶ Contact the Form Teacher if you have concerns about your child's learning, wellbeing or access to the curriculum now or in the future.
- ▶ Information will be shared with the Year Head and SENCO where appropriate.
- ▶ We will work in partnership with pupils, parents and teachers to identify support strategies.
- ▶ Early communication helps us provide the best support possible.

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**School
Nurse**

**Nurse
McAvoy**

Curriculum

Mr Thompson

**Vice-Principal
(Teaching and
Learning)**

Subjects

Taught in Form Class

- ▶ Mathematics
- ▶ English
- ▶ Geography
- ▶ History
- ▶ Modern Languages
- ▶ Religious Studies
- ▶ LLW

Practical Classes

- ▶ Sciences
- ▶ Food and Nutrition
- ▶ Technology and Design
- ▶ Physical Education
- ▶ Music
- ▶ Drama
- ▶ ICT
- ▶ Art

Assessment and Reporting

Formative and Summative

- Ongoing assessment of homework, practical work, class tests etc.
- Progress Reports (December & March)
- Formal exams (December & May)
- Full Written Report (June)

CAT and PASS Testing

What do CAT tests assess:

- ▶ Verbal Reasoning
- ▶ Quantitative Reasoning
- ▶ Non-Verbal Reasoning
- ▶ Spatial Reasoning
- ▶ **PASS** - Pupil Attitude to Self and School

Why CAT and PASS tests are used:

- ▶ To support pupils in reaching their potential
- ▶ To inform learning and teaching strategies

Homework

Years 8-10 should have an average of between 5 and 10 hours per week

Pupils should:

- ✓ Keep a note of what is required and when it is due
- ✓ Plan ahead
- ✓ Manage their time to complete homework to the best of their ability
- ✓ Seek help before the deadline date if required
- ✓ Submit homework on or before the due date

Homework

Parents:

- ✓ Reinforce the importance of homework as an extension of learning in school
- ✓ Show an interest in their child's homework
- ✓ Encourage good working habits at home
- ✓ Contact school if there are concerns about homework
- ✓ Respond appropriately to concerns expressed by school

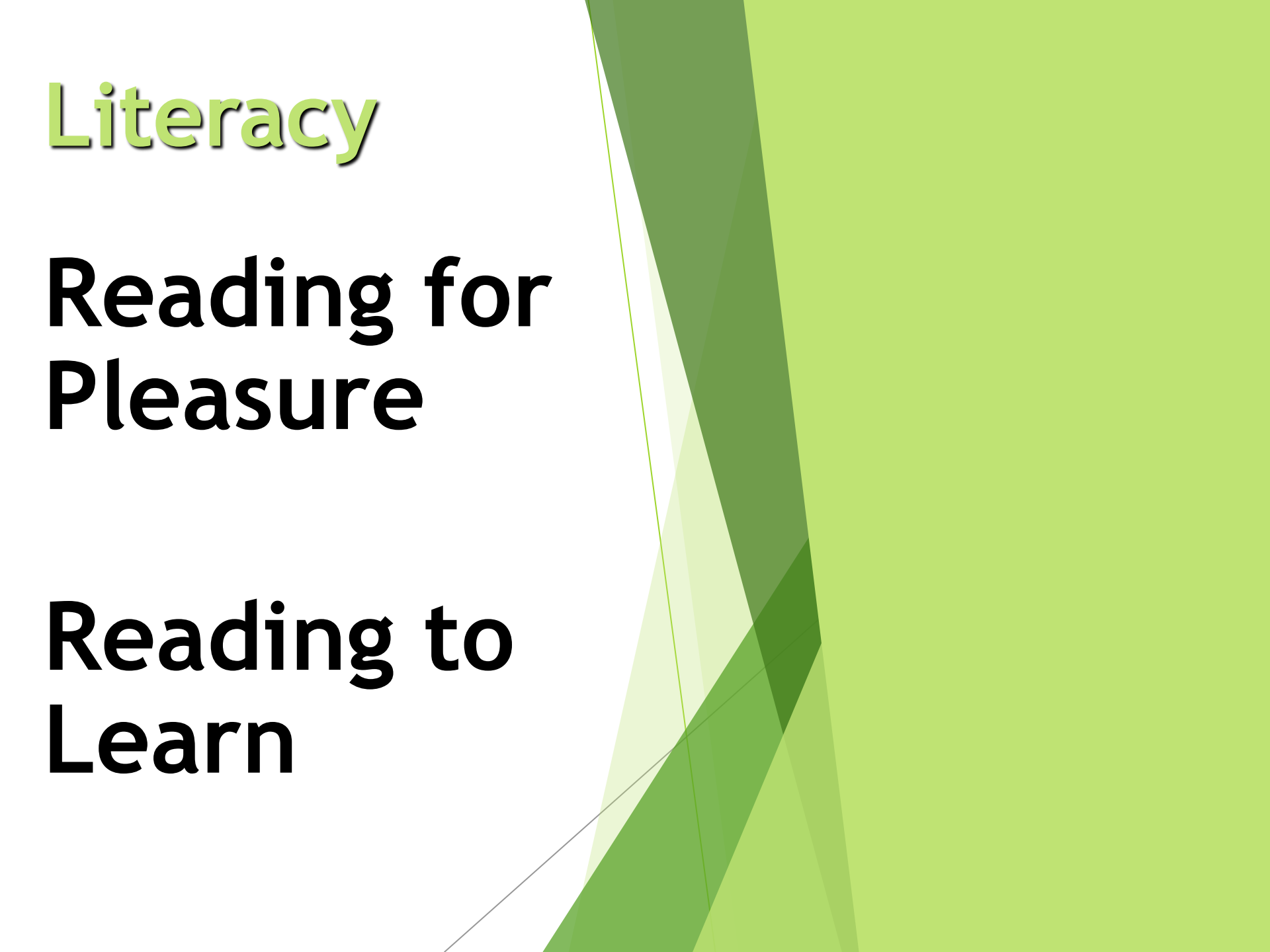
Literacy and Numeracy

Mr J English

(Head of Mathematics, Numeracy
Coordinator)

Mrs R Trainor

(Head of English, Literacy
Coordinator)

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Literacy

**Reading for
Pleasure**

**Reading to
Learn**

Sullivan Upper School



HOLYWOOD, Co Down
established 1877