



# Kilkeel High School Prospectus

2024-2025



Creating Opportunities • Realising Potential • Developing Individuals

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# WELCOME FROM OUR PRINCIPAL

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It is my pleasure to introduce Kilkeel High School to you. Situated between the picturesque locations of the Mourne Mountains and the Irish Sea, our school has a proud history of having a Christian ethos and being academically non-selective. This is a very special year for us as a school as we are currently celebrating our 70<sup>th</sup> anniversary.

Our provision of academic and vocational subjects, aided by our partnership with St. Louis Grammar School, means that our pupils have a broad range of subjects from which to choose, allowing for varied educational pathways for pupils of all abilities and from all backgrounds.

The wide range of extra-curricular activities offered, coupled with 44 musicals over the years, is evidence that we seek to educate the whole person and encourage all pupils to meet their individual potential whether within the classroom, on the sports field or through the Arts.

We hope that you find this prospectus informative and helpful. Within its pages you will find the details of the history of the school, or aims and values, our curriculum, our pastoral provision and the taste of the broad range of extra-curricular activities and much more.

Should you wish to find out more about our school or request a visit, please do not hesitate to contact us.



Victor Coert  
Principal, Kilkeel High School



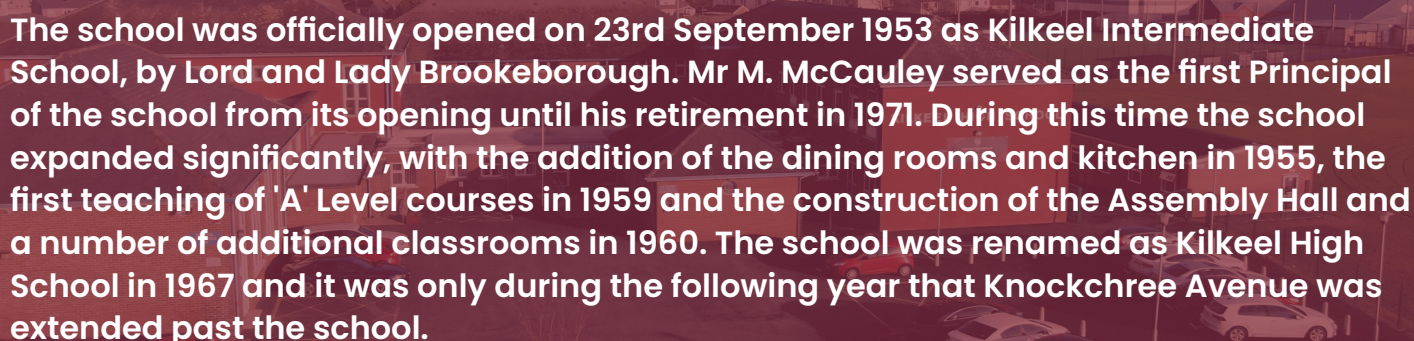






# SCHOOL HISTORY

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The school was officially opened on 23rd September 1953 as Kilkeel Intermediate School, by Lord and Lady Brookeborough. Mr M. McCauley served as the first Principal of the school from its opening until his retirement in 1971. During this time the school expanded significantly, with the addition of the dining rooms and kitchen in 1955, the first teaching of 'A' Level courses in 1959 and the construction of the Assembly Hall and a number of additional classrooms in 1960. The school was renamed as Kilkeel High School in 1967 and it was only during the following year that Knockchree Avenue was extended past the school.

Mr. R Anderson took over as Principal in 1971; the following year saw the provision of a new school car park and drive way from Knockchree Avenue, with access for vehicles previously via the Harbour Road. In 1972 the first London experience for Third Form took place and the school's first musical, HMS Pinafore, took place the following year. Rev D. J. McCaughey was elected as Chairman of the Board of Governors in 1975. The school's 'Mourne Park' residential was established in 1977 allowing pupils to experience life in the Mourne countryside; this annual tradition would continue until the year 2000.

The school facilities witnessed considerable expansion in 1986, with the addition of an extension providing Art, Maths and Music classrooms as well as a Careers suite, Sixth Form centre, Lecture Theatre and new Staff Room. The following year witnessed the retirement of Mr. Anderson as Principal, with Mr H. Irvine appointed as his successor. Mr. Irvine served as Principal until 1993 when he was succeeded by Mr. W. D. Cunningham.

The school endured a fire in 1994, which destroyed several classrooms, the Staff Room and the General Office, necessitating significant repair. In 2002 the school was further extended via the provision of new Science and Maths facilities. 2003 witnessed the milestone of the school's 50th Anniversary with a number of events marking the occasion - 'Celebrating 50 Years of First Class Education'. 2014 saw the extension and refurbishment of both the Music and Art facilities providing state of the art resources for both subject areas.

In 2015, Mr W. D. Cunningham retired after 43 years of dedicated service to Kilkeel High School, including 22 years as Principal. His contribution to the overall life of the school, including musicals and 'London Trip' cannot be overestimated. Mr Cunningham was succeeded by Mr V. Coert, our current Principal. The school continues to develop with new Religious Studies (2016) and Geography (2018) Facilities and a refurbishment of the Learning Support Centre and new Sensory Room in 2022. Further plans for development are in place for September 2023, including a new Sixth Form Common Room and Study Facilities.

The school is understandably proud of its history, traditions and heritage. However, a successful school needs more than just a proud history and we are committed to our mission statement of 'Offering high quality education within a caring community whose values are based on Christian principles' for present and future pupils of the school. We continue to deliver our vision of 'Creating Opportunities, Realising Potential and Developing Individuals' through the provision of high quality teaching and learning in a caring and supportive community, ensuring our pupils develop as individuals, capable of contributing to society and the economy.

# SCHOOL ETHOS

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## Our Vision



## Mission Statement



## School Aims

It is the aim of Kilkeel High School that all our students will:

- Develop enquiring minds which will see learning as a lifelong experience.
- Achieve their full potential, irrespective of age, ability, race or gender.
- Develop the attitudes and skills that will enable them to take their place as responsible citizens in an ever-changing world.
- Be self-disciplined and capable of making informed decisions, independently and collaboratively.
- Take responsibility for their own physical well-being.
- Enjoy good relationships with peers and staff, caring for each other and valuing the diversity that exists among us.
- Show courtesy and good manners, respecting themselves and others within the school, the local community and the global environment.

## Objectives

To enable our students to fulfil these aims we will endeavour to:

- Provide a well-balanced, structured and challenging curriculum, supported by high quality teaching which will meet the learning needs of all.
- Provide a supportive learning environment which cultivates self-esteem and enables students of all abilities to develop confidence, act with initiative and adopt positive attitudes towards themselves and others.
- Ensure that the school is an orderly and disciplined community in which consideration for others, courtesy and good manners are encouraged and a positive attitude towards discipline, conduct and authority sustained.
- Teach the importance of social responsibility and provide opportunities for students to show community spirit and environmental awareness.
- Teach the benefits of exercise, good nutrition, hygiene and good health practices.
- Develop effective two-way channels of communication and an active partnership between home, school and community.
- Develop a culture of celebrating achievement in all its forms.



# OUR SCHOOL

Kilkeel High School is a co-educational, non-selective post-primary 11-18 school which aims to nurture and develop young people who are self-disciplined, responsible and happy, in a regulated, pleasant, caring and safe environment in which they are encouraged to reach their potential.

135

Pupils may be admitted into Year 8

Year 8	Year 9	Year 10	Year 11	Year 12	Sixth Form
113	133	127	123	129	103

728

Total Current School Enrolment

Principal:

Chairperson of the Board of Governors:

School Telephone:

E-Mail:

Website:

Mr. V Coert BTH(Hons), PGCE, PQH(NI)

Mrs. Grace McQuiston (Acting)

0284176 2365 or 0284176 2713

[info@kilkeelhigh.kilkeel.ni.sch.uk](mailto:info@kilkeelhigh.kilkeel.ni.sch.uk)

[www.kilkeelhigh.org](http://www.kilkeelhigh.org)

## Open Day & Open Evening

We normally hold an Open Day for prospective Primary 7 pupils towards the end of Term 1, where the students get to visit school and have a taste of 'A day in the life of Kilkeel High School'.

This is followed by our Open Night in early January, where Primary 6 and 7 pupils can come with their parents to see around the school and meet our staff. We welcome current year 12 pupils who are considering transferring to Kilkeel High School for A level study.

We also hold an induction afternoon for new pupils which normally takes place in June. In the meantime, there is a wide range of information on our updated website at [kilkeelhigh.org](http://kilkeelhigh.org) and our Facebook page.







# THE SCHOOL CURRICULUM

As an all ability school we are committed to providing a diverse curriculum aimed at meeting the various academic and pastoral needs of all our pupils. We believe that our curriculum encompasses the wide range of activities we offer in and out of the classroom.

We aim to support and empower our pupils to reach their full potential, by considering their individual needs and supporting their development. We endeavour to ensure pupils experience a wide range of activities aimed at developing not only their academic ability in the subjects offered, but their self-esteem and ability to relate to others. We also encourage all our pupils to value and contribute to the school and wider community through an extensive extra-curricular programme.

Pupils with Special Educational Needs are supported through assistance in both mainstream classes and our dedicated Learning Support Centre. This provides the support needed to allow everyone to fulfil their potential.

The school week is divided into 50 periods of 30 minutes as shown below.

Time	
8:50 AM – 9:00 AM	Registration in Form Room
9:00 AM – 9:15 AM	Assembly, Form Time, Literacy/Numeracy Time
9:15 AM – 9:45 AM	Period 1
9:45 AM – 10:15 AM	Period 2
10:15 AM – 10:45 AM	Period 3
10:45 AM – 11:00 AM	Break Time
11:00 AM – 11:30 AM	Period 4
11:30 AM – 12:00 PM	Period 5
12:00 PM – 12:30 PM	Period 6
12:30 PM – 1:00 PM	Period 7
1:00 PM – 1:40 PM	Lunch (School Canteen, Packed Lunches or Home Pass)
1:40 PM – 2:10 PM	Period 8
2:10 PM – 2:40 PM	Period 9
2:40 PM – 3:10 PM	Period 10



# KEY STAGE 3 CURRICULUM

Our Key Stage 3 Curriculum follows the guidelines set out in the Revised Curriculum for Northern Ireland. In Years 8, 9 and 10 classes are streamed according to information provided by their Primary School (Year 8) and the child's performance in class, assessments and examinations (Year 9 and 10). Classes will follow the same programme of study across each year; only the pace and depth of the content may vary according to the ability level of the class.

## Number of Periods Per Week

Subject	Year 8	Year 9	Year 10
English/Drama	6	6	6
Mathematics	6	6	6
Science	5	5	5
French / Spanish	5*	4***	4***
Geography	4	4	4
History	4	4	4
Home Economics	3	3	3
Technology & Design	3	3	3
Religious Studies	3	3	3
Physical Education	3	3	3
Art & Design	3	3	3
Music	2	2	2
Computers	1	2	2
Learning for Life and Work	1	1	1
Form Period (PD**)	1	1	1
TOTAL	50	50	50

\* There may be slight variations between classes

\*\* Personal Development

\*\*\* Students choose to study either French or Spanish in Year 9 & 10

## Notes

- Students in the LSC follow the same programme.
- Staff set and mark internal examinations and the outcomes are reported to parents in February and June.
- We use ongoing 'tracking' assessments throughout the year. These assessments allow us to ensure each child is progressing and to offer additional ongoing support when required.





# KEY STAGE 4 CURRICULUM

In order to fulfil the requirements of the Department of Education's 'Entitlement Framework Curriculum', pupils will study the core curriculum and make additional choices from all the subjects on offer.

Reflecting the all ability nature of the school, pupils are offered varied pathways based on their performance at Key Stage 3, Careers Education Information Advice and Guidance (CEIAG) and their subject choices.

## Core Curriculum

Careers, Citizenship, English, Mathematics, Personal Development, Physical Education/Games and Religious Studies. Students then choose a number of optional subjects (which must include a science) based on Key Stage 3 results, CEIAG and dependent on availability and option lines.

General Learning Areas	Subjects
English	English Literature English Language
Mathematics	Mathematics Further Mathematics
Science and Technology	Single Award Science Biology Chemistry Physics Technology & Design Construction and the Built Environment
Environment & Society	Digital Technology Geography History Home Economics: Food and Nutrition Home Economics: Child Development Motor Vehicle and Road User Studies Business and Communication Leisure, Travel and Tourism Agriculture and Land Use
The Arts	Art & Design Music
Physical Education	Physical Education/Sport
Languages	French Spanish
Religious Studies	Religious Studies (Long or Short Course)
Prince's Trust ##	Achieve Programme
Occupational Studies (BTEC Level 1 & 2) #	Business and Services (Communication within an Office or Business Environment / Contemporary Cuisine or Manicure and Nail Art Design and Creativity (Patisserie and Baking/Specialised Crafts) Engineering and Engineering Services (Manufacturing Techniques - Sheet Metal / Electrical Wiring) Technology & Innovation (Bench Joinery/Computer Aided Design)

# = GCSE Equivalence

## = GCSE Equivalence (2Bs)







# KEY STAGE 5 CURRICULUM

The range of qualifications provided by Kilkeel High School for the Sixth Form has been developed to allow students to choose courses which meet their needs and provide qualifications which are worthwhile and valued. We aim to enable students, where appropriate, to mix and match different types of qualifications in order to provide clear progression routes into further and higher education, training and employment. Further new subjects are currently being considered for inclusion from September 2023.

We work in partnership with St. Louis Grammar School in providing courses under the Shared Education Programme. This partnership ensures students from both schools can access a wider range of subjects.

## Subjects Offered at GCE AS & A2 Level & as BTEC Qualifications

Art and Design	Hospitality*
Biology	Mathematics
Business **	Moving Image Arts #
Chemistry	Music #
COPE (AS Only)	Nutrition and Food Science
Design and Technology	Performing Arts #
Digital Technology	Physics
Engineering *#	Psychology
English Literature	Religious Studies
French #	Spanish*
Health and Social Care	Sport *
History	Uniformed Protective Services *

\* = BTEC Qualification

\*\* = Level 3 Extended Certificate in Applied Business

# = Shared Education Programme





# GCSE & A LEVEL EXAMINATION RESULTS

The tables below show our examination results for the last three academic years. We are proud to be an all ability non-selective school and we recognise and celebrate the success of all our pupils, relative to their ability.

GCSE (Year 12 Pupils)	Achieved 2019/2020*	Achieved 2020/2021*	Achieved 2021/2022	Achieved 2022/2023
% of Year 12 Pupils achieving 5+ GCSEs or equivalent grades at A*-C, including GCSE English & GCSE Maths	74.3%	63.6%	75.53%	67.5%
% of Year 12 Pupils achieving 5+ GCSEs or equivalent at grades A*-C	88.1%	78.8%	91.5%	80.3%
% of Year 12 Pupils achieving 5+ GCSEs or equivalent at grades A*-G	100%	98.3%	98.9%	98.3%

GCE A Level (Year 14 Pupils)	Achieved 2019/2020*	Achieved 2020/2021*	Achieved 2021/2022	Achieved 2022/2023
% of Pupils doing A Levels or equivalents achieving 3+ grades A*-C	78.6%	78.9%	68.5%	40.4%
% of Year 14 Pupils doing A Levels or equivalents achieving 2+ grades A*-E	98%	100%	100%	100%









# PRINCE'S TRUST

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The Prince's Trust Achievement Programme is currently running very successfully in school and we know that it is beneficial to those students who participate in it.

The Achieve program is designed for young people who are facing challenges in education, supporting them to learn new skills, develop confidence and to engage them in learning so that they can reach their full potential. This programme gives young people the practical support needed to help develop self-esteem and the necessary life skills for their future.





# LEARNING SUPPORT CENTRE

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**The school is proud to have a dedicated Learning Support Centre with committed staff who work closely with those pupils who have a range of learning difficulties. Our children are at the heart of everything which we do in the Learning Support Centre.**

We aim to address the needs of every individual child in a supportive and caring environment. In addition to a range of learning resources, we have catering facilities and a 'Living Garden' which enhances the experiences and opportunities which we offer our students.

Academic focus in the LSC is on Literacy and Numeracy to prepare our students for their future. Embedded within our weekly timetable are active lessons which focus on communication, motor-skills and basic life skills. LSC students integrate where possible with their peers in mainstream classes with the support of the LSC classroom assistant. At Key Stage 4 our students have the opportunity to undertake a range of accredited external examinations.





## At Kilkeel High School LSC Parents Say

"When I knew my son was starting the High School I was concerned that he would be lost in the crowd, with the difficulties that he has. I honestly do not know what I would do without the LSC in KHS. It has been a lifeline for my son; he has fitted in so well and has been looked after so well. I just feel he is safe when he is in the LSC."

"I had so many worries about my daughter starting a high school with over 50 rooms, coming from a small rural school. I was afraid that she would stand out from her peers and feel different. One of my main concerns was that she would be isolated or might even get bullied in school. I had too many worries to mention.

Seeing how confident, happy and content my daughter is within the LSC, I know that this is the perfect place for her. She has grown in independence and loves going to school now. The LSC is a really bright, inviting, well equipped room. The staff are so kind and considerate and treat every child as they would their own. Regular updates in her diary are so positive and encouraging; we always know exactly how she is doing. As a previously anxious and worried parent, I am indebted to the staff of the LSC for all they do for my child."







# PASTORAL CARE

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**Pastoral Care is an integral part of every aspect of the experience offered to pupils at Kilkeel High School. We are committed to ensuring a supportive and caring environment in which pupils can develop as individuals. To this end, we seek to provide a supportive learning environment which cultivates self-esteem and enables students of all abilities to develop confidence, act with initiative and adopt positive attitudes towards themselves and others.**

Such an environment is provided by ensuring that the school is an orderly and disciplined community in which consideration for others, courtesy and good manners are encouraged and a positive attitude towards discipline, conduct and authority sustained. We strive to teach the importance of social responsibility and provide opportunities for students to show community spirit and environmental awareness.

Furthermore, we seek to teach pupils the benefits of exercise, good nutrition, hygiene and good health practices. We value and actively develop effective two-way channels of communication and an active partnership between home, school and community. We also seek to develop a culture which celebrates achievement in all its forms.

**The Pastoral provision supports the pupils in their learning and develops their wider skills and dispositions. The school has an extensive range of extra-curricular activities, which the pupils value and enjoy. The pupils who participate in the school council represent their peers with confidence, and are developing useful listening, delegation and social skills. Throughout the school community, there is a strong focus on inclusion and having a caring and compassionate understanding of others; this is particularly evident in the exemplary charitable commitment by pupils and staff. The pupils state that they feel safe in school and are aware of what to do if they have concerns about their safety or well-being.**

**Excerpt from most recent ETI inspection Report**

## **Structure of Pastoral Care**

Each pupil belongs to a Form Class, with a dedicated Form Tutor providing support to each pupil and monitoring issues such as conduct, uniform, lateness and attendance. The Form Tutor is the first point of contact for parents. Form Tutors meet with pupils in their Form Class each morning and they get to know each child individually. Form Tutors also deliver the Personal Development programme during a weekly Form Period. Year Heads coordinate each year group, take a weekly Year Assembly and support Form Tutors in dealing with serious or persistent pastoral issues. Senior Teachers assist Form Tutors and Year Heads in dealing with pastoral issues. The Vice-Principal in charge of Pastoral Care has overall responsibility for all pastoral care matters. A school counsellor, a Special Educational Needs Co-ordinator and the Education Welfare Officer also play a vital role in providing pastoral care to our pupils.

# ROLE OF THE FORM TUTOR

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## Form Tutors' Duties Include

- Promotion of the ethos of the school
- Delivering the pastoral scheme of work
- Registration and attendance monitoring
- Overseeing the conduct and appearance of each individual in the class
- Monitoring the progress and well-being of each individual
- Facilitating the twice yearly Pupil Personal Review and individual pupil target-setting exercises
- Liaising with the Head of Year, subject teachers and parents regarding academic progress, behaviour, uniform, lateness and attendance
- Guidance with self-organisation e.g Student Planners
- Induction arrangements for new pupils joining the class
- Accompanying classes to assemblies and conducting Literacy/Numeracy time
- Providing a comment on the pupil's annual report
- Detailing with a variety of administrative matters relating to the Tutor Group

## Role of the Year Head

The Year Head plays a key role in the school's pastoral structure, leading a team of Form Tutors in ensuring that each individual pupil's needs are being met, identifying any concerns or issues which may impact on a child's academic progress or well-being and taking appropriate action. Year Heads play a key role in developing partnerships with parents and interviewing to address concerns with individual pupils. They also actively develop a Year identity through a weekly assembly and other Year Group activities.

## The School Counsellor

The counsellor provides a means for pupils to share any concerns or problems they may be encountering and supports them in resolving these issues, in a confidential manner (unless the disclosure necessitates the sharing of information with other staff). Pupils may self-refer or may be referred by the Vice-Principal.

## Pupils Helping Other Pupils

As part of our ongoing commitment to establishing a caring community based on Christian principles, we actively encourage pupils to assist and help others in the school. Year 8 pupils are introduced to their 'buddy' in Sixth Form via the 'Buddy Scheme'. This provides an additional point of support and a friendly face early in the child's first term. Sixth Form Pupils also volunteer to help out in junior classes as part of our 'Peer Mentoring' scheme; this not only provides valuable support and encouragement for our junior pupils, but also experience and an opportunity to work with young people, for the senior pupils who may be considering a career in a 'caring' profession.

## School Council

Kilkeel High is committed to providing a means for pupils to express their opinions and ideas on school life. Representatives are elected by each Form Class to the School Forum via an official election and voting process. This Forum highlights issues for each respective Year Group. School Council members are then elected from the members of each Forum to bring issues to the attention of the Principal and Senior Leadership Team.







# SAFEGUARDING AND CHILD PROTECTION

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We have a primary responsibility for the care, welfare and safety of the students in our charge, valuing individuals for their unique talents and abilities. We will carry out this duty through our Pastoral Care Policy which aims to provide a caring, supportive and safe environment in which all students can learn and develop to their full potential. One way in which we seek to protect our students is by helping them learn about the risks of possible abuse and helping them to recognise unwelcome behaviour in others so that they acquire confidence and skills necessary to keep themselves safe.

The purpose of the Child Protection Policy is to protect our students by ensuring that everyone who works in our school, both teaching and non-teaching staff, has clear guidance on the action which is required where abuse of a child is suspected.

## Procedures for Reporting Suspected (or Disclosed) Child Abuse

The designated Teacher for Child Protection is Mrs McAtee, Vice-Principal in charge of Pastoral Care. In her absence the Deputy Designated Teachers, Mr Coert (Principal) and Mr Kincaid (Vice-Principal in charge of Curriculum) will assume responsibility of Child Protection matters.

If a child makes a disclosure to a teacher, or other member of staff, which gives rise to concerns about possible abuse, or if a member of staff has concerns about a child, the member of staff must report **promptly** to the Designated Teacher without any further investigation. Full notes will be made of all relevant details and discussion.

The Designated Teacher will discuss the matter with the Principal to plan a course of action and ensure that a written record is made in accordance with Education Authority guidelines.

The Safeguarding Team may seek clarification or advice in consultation with the Education and Welfare Officer, the Senior Social Worker and/or the Education Authority's Designated Officer before a referral is effected.

The Designated Teacher and Principal, after due consideration, will decide whether, in the best interests of the child, the matter needs to be formally referred to Social Services.

**All policies are available on the school website. This includes all policies relating to the welfare of pupils in our care e.g Child Protection, Positive Behaviour, Anti-Bullying, Learning and Teaching and Drugs policies, among others. Copies of policies are also unavailable as hard copies upon request.**

## THE SAFETY OF THE CHILD IS OUR FIRST PRIORITY

It should be noted that information given to members of staff about possible child abuse cannot be held 'in confidence'. In the interests of the child, staff may need to share this information with other professionals in accordance with the Education Authority's Child Protection Procedures.



# CAREERS EDUCATION

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Careers Education is delivered to all students in Kilkeel High School through a designated Careers lesson and on a cross-curricular basis.

The majority of Career lessons are delivered in ICT suites where students can readily access a range of online resources.

We also have a Careers Library which is well equipped with a range of documentation: books, prospectuses and information about a variety of careers. The School Library also has a selection of books available on career choice and applications. Students have the opportunity to participate in a range of activities including Interview Skills Day, Work Experience, Open Days and presentations from employers and universities. We regularly host a Careers Convention for our students, parents and other local schools to attend.





# EXTRA-CURRICULAR ACTIVITIES

We recognise the role that involvement in extra-curricular activities can play in the development of each young person. We provide a wide variety of activities so that all our pupils can pursue existing interests and acquire new ones during their time in school.

Engaging in extra-curricular activities is strongly encouraged and plays a vital part in helping pupils to make new friends, develop self-esteem and confidence and build good relationships between staff and pupils.

Here are some of the extra-curricular activities offered:

Girls' Hockey	Cookery Club
Boys' Hockey	Scripture Union
Roller Hockey	School Musical
Girls' & Boys Football	Public Speaking
Athletics (Summer Term)	Choirs
Cross Country	Art Club
Rugby	Duke of Edinburgh's Award
Netball	Computer Club
Rome Trip	Beach Clean
P.E Residential	London Trip
Theatre Trips	Year 8 Induction Programme
Charity Events	School House Rock - Talent Programme
Prefect's Disco	Music Groups and Choirs
French Breakfast	Revision Classes
Study Skills Workshop	Careers Convention
Year 14 Formal	Technology Club
TBUC / Shared Education Activities	Debate Club









# REPORTING TO PARENTS

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We believe that active and positive communication between home and school is vital in ensuring children are supported in their learning, barriers to learning are addressed and school staff are aware of the unique needs and circumstances of each child. We have developed a wide range of procedures to ensure that such communication is effective and beneficial for home and school.

## Key Stage 3 (Years 8-10)

Parent(s)/Guardian(s) receive a brief report in February, after the January examinations and a full report following end-of-year examinations in June. In addition, Year 8 Parent(s)/Guardian(s) receive an interim report in November.

## Key Stage 4 (Years 11 & 12)

Parent(s)/Guardian(s) of Year 11 and 12 pupils receive a full report following mock examinations in January. Year 11 Parent(s)/Guardian(s) also receive module results in August.

## Key Stage 5 (Years 13 & 14)

Parent(s)/Guardian(s) of Year 13 and Year 14 students receive a full report following the mock examinations in January.

## Parents' Meetings

Parent(s)/Guardian(s) of pupils in all Year Groups are invited to meet their child's subject teachers at Parents' Meetings. These events provide an opportunity to review progress and for staff and parents to discuss any concerns. Dates of these events are published in advance on our school website, via text message and a parental note.

Year 10 and Sixth Form participate in these meetings to receive guidance on their subject choices and career pathways.

These meetings often use an online platform called SchoolCloud.



# HOW WE COMMUNICATE WITH YOU

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## Parents' Handbook

Understandably Year 8 pupils and their Parent(s)/Guardian(s) have lots of questions as they become familiar with the school rules and procedures. To make this process as simple as possible, Year 8 Parent(s)/Guardian(s) are provided with a 'Parents' Handbook' which covers key procedures and details points of contact for further help. This will be given in printed form, but is also available on our website.

## School App

Our school app is now available on either Apple or Android devices. This allows parents to view your child's reports, receive notifications of specific areas of school life and access letters etc.

## ParentPay

ParentPay is an easy-to-use, secure payment system which will offer you the freedom to make online payments for school fund, school trips, music fees, contributions for Home Economics and Technology etc – whenever and wherever you like, 24/7.

## Website

Our school website is an invaluable way for all members of the school community to learn about upcoming events, celebrate achievement, obtain information on individual subjects, view photographs and videos of school events and access our calendar of dates. A range of useful documents, including all of our school policies, are all available for download via our 'Parents' Section'.

## Facebook

The school also has a Facebook page allowing you to easily keep in touch with the many and varied events that are such a feature of life at Kilkeel High School.

Please follow our Facebook Page: [\*\*@kilkeelhighofficial\*\*](#)

## Groupcall

Our 'Groupcall' parental text messaging system allows us to contact you via text message informing you of important dates or unforeseen school closures. It is also used to alert you if your child does not attend school. You can simply reply to the message and provide a reason; an absence note is no longer necessary.

## Calendar

Dates of school events, holidays, Parents' Evenings etc are available on our school calendar. You can find it on the website and school app. Any changes to dates will be updated on the calendar.



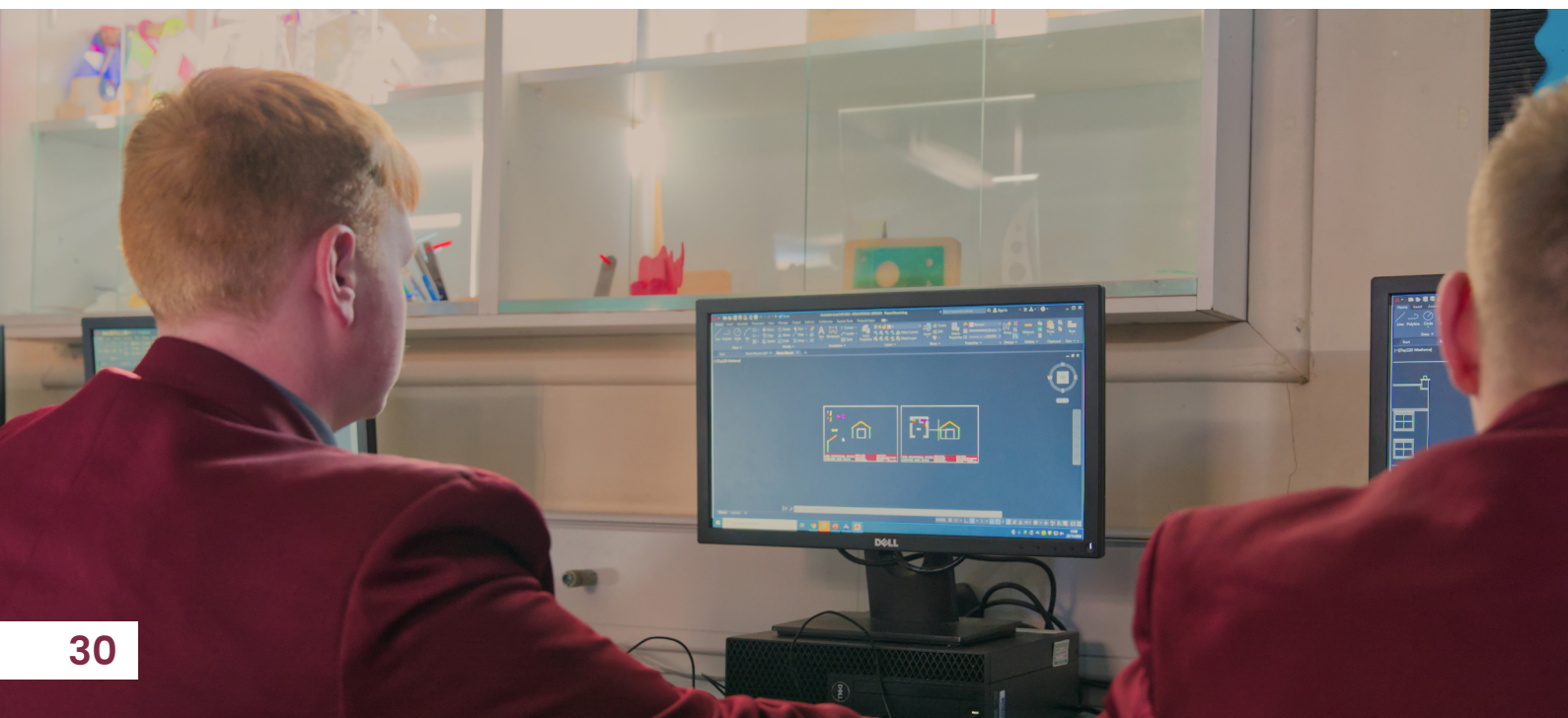
# FACILITIES

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The school occupies a large site, shared with Kilkeel Primary School and Kilkeel Nursery School and adjacent to Kilkeel Leisure Centre. The site is located beside the sea and the Mourne Mountains provide a spectacular backdrop. The original buildings were built in the 1950's but the school has continued to develop with extensions and refurbishments providing pupils and staff with the current facilities listed below. The school is awaiting a redevelopment of the site in coming years.

## Facilities Include

- 51 Classrooms
- 3 Specialist Home Economics rooms
- Technology Suite comprising 3 workshops
- 5 Networked Computer Suites
- 7 Computer Clusters throughout the building
- 7 Science Laboratories
- Music Suite comprising of 2 classrooms, IT Suite, 4 Music Tuition rooms and Music Technology Facilities
- Art Suite comprising of 2 classrooms
- Library
- Lecture Theatre
- Sixth Form Common Room
- Assembly Hall
- Gym
- Learning Support Centre with new Sensory Room
- New Religious Studies Suite
- New Geography Suite
- Easy Access to Leisure Centre
- Astroturf Hockey Pitch
- All Weather Hockey Pitch
- Tennis Courts





# UNIFORM

All pupils at Kilkeel High School are expected to wear the uniform detailed below, as per our uniform policy.

## Girls' Uniform

- Maroon blazer
- Maroon skirt (double pleat) or black school trousers (Halloween – Easter)
- Grey blouse (KS3/4)/White blouse (KS5)
- Clip-on school tie
- Grey knee socks or grey/black woollen tights permissible in winter
- Black Shoes
- Optional Maroon Pullover
- Optional School Scarf

### Physical Education & Games

- Polo shirt (sky blue)
- Tracksuit bottoms or jogging bottoms (black)
- Ankle socks (white)
- Training shoes (no baseball boots/fashion shoes)
- Hockey socks (maroon)
- Black skort or shorts
- Towel
- KHS quarter zip or KHS hoodie
- Swim suit

### Optional

- Black athletic shorts for athletics or cross-country
- Astro-turf shoes
- School tracksuit

## Boys' Uniform

- Maroon blazer
- Black Trousers
- Grey shirt (KS3/4)/White shirt (KS5)
- Clip-on school tie
- Grey socks
- Black Shoes
- Optional Maroon Pullover
- Optional School Scarf

### Physical Education & Games

- Polo shirt (sky blue)
- Tracksuit bottoms or jogging bottoms (black)
- Short socks (white)
- Football boots
- Hockey, rugby, football socks (maroon)
- Shorts (black)
- Towel
- KHS quarter zip or KHS hoodie
- Swimming trunks

### Optional

- Rugby/Hockey shirt (school colours)
- Astro-turf shoes
- School tracksuit

### UNIFORM STOCKISTS

Murphy's (Kilkeel)

Holmes' (Kilkeel & Annalong)

Bingham's (Newcastle)







# ADMISSIONS POLICY

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The lodging of an application is interpreted by the Board of Governors as an indication that the parents and the child concerned accept and are in agreement with the ethos, philosophy, aims, policies and regulations of the school including any code of conduct or discipline policy. Information in relation to these may be obtained from the school.

## Admission Criteria

In selecting children for admission, children resident in Northern Ireland at the time of the proposed admission to the school will be selected before any child not so resident.

Admissions to Year 8 (either in September 2023 and 2023/2024 school year)

1. Pupils attending Primary Schools in the Barony of Mourne i.e Annalong, Brackenagh West and Kilkeel Primary Schools.
2. Pupils attending Primary Schools other than those identified in Criterion 1 who have come to live in the Barony of Mourne in the three months prior to the time of application.
3. Pupils attending Primary Schools outside the Barony of Mourne from which transfer has been traditional i.e Cumran, Dromore Road (Warrenpoint), Kilbroney (Rostrevor) and Newcastle.
4. Other Pupils

**In the event of over-subscription within any of the above criteria the following sub-criteria will be applied to determine which children should be admitted:**

- Pupils who have had a brother or sister enrolled at the school;
- Pupils who have had a parent enrolled at the school or have a parent employed at the school.
- Pupils who have special circumstances (medical, social or security) which in the opinion of the Board of Governors merit priority being given to the children's admission;
- Those who live closest to the school (as the crow flies).

### Notes:

1. Details of special circumstances must be given on or attached to the Transfer Report Form. Documentary evidence supporting the special circumstances must be provided by a statutory body
2. A map showing the boundaries of the Barony of Mourne is available at the school.

## Admission to Years 9-12

Applications to these years will be considered provided the school has not reached its enrolment number. However, the admission of a pupil may have to be refused if it is considered that the admission of a particular pupil is prejudicial to the efficient use of resources. This may take account of:

- Availability of pupil places in the year to which entry is sought
- Availability of pupil places in the class/subject to which entry is sought



In the event of there being insufficient places in a year/class to permit the entry of all applicants, the following criteria, in the order given, shall be used to prioritise the applications:

1. A former pupil who has left the area and returned.
2. A brother or sister who is a pupil
3. A brother or sister who has been a pupil
4. Other applicants – here selection will be based on (i) distance (ii) special circumstances

**Note:**

**An applicant who has behavioural problems in another second-level school would, along with his/her Parent(s)/Guardian(s) have to satisfy the Principal and Governors of a determination to behave well and sign a declaration to that effect.**

## **Admission to Sixth Form**

1. Acceptable overall performance in GCSE or other public examinations;
2. Acceptable performance in appropriate public examinations in the subjects to be studied or in cognate subjects.
3. Availability of places in the Year or class to which entry is being sought;
4. Availability of places in the subjects or group of subjects sought.

**Note:**

**Pupils already in attendance at the school have priority over other applicants.**

**All pupils seeking admission must be willing to adhere to the school's rules on behaviour, attendance and dress; evidence of this may be sought from the previous school.**

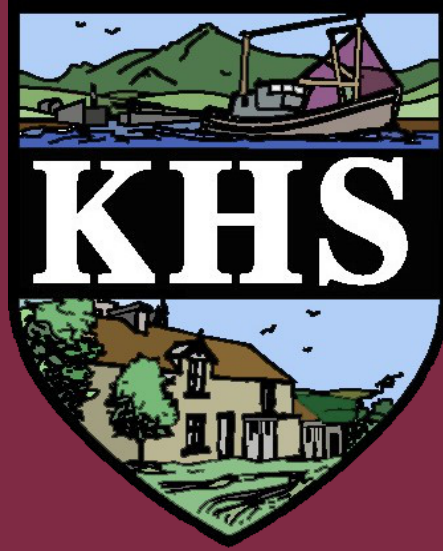
**A full range of school policies is available upon request.**











# Kilkeel High School

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