



**Ashfield Girls'  
High School**

**ASHFIELD GIRLS' HIGH SCHOOL**

**PROSPECTUS**

**2024**

**“Each different. Each talented. All valued.”**

# Welcome to Ashfield Girls' High



# School



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# Principal and Head Girl's **Welcome**



**Mrs Louise Hanvey**  
**Principal**

It is my privilege to welcome you to Ashfield Girls' High School. Founded in 1948, our school has served the local community for over seventy years. The recently built, state of the art facilities have helped secure our school's reputation as a centre of excellence for learning.

Ashfield's greatest resource is its professional and highly skilled staff. We are fully committed to further developing our pupils' individual curiosity, creativity and love of learning. As a learning community built by learning leaders, we focus on providing a broad and balanced curriculum that builds the knowledge and skills essential for success in a continuously changing and technologically advancing global economy. Our commitment to mastery learning, through the development of a positive mindset, is a core principle that reinforces our belief that with effort and persistence, every pupil's learning can be limitless.

As an all ability learning community, we challenge and support our pupils to excel in their academic studies; to develop sector prescribed standards through vocational qualifications; to participate in the varied cross-curricular and extra-curricular opportunities through the extended schools programme and to fully embrace a wealth of pupil leadership roles. Our GCSE and A-Level examination results are a continued source of great pride, which reflect positively on the challenging and supportive learning environment. One of the strengths underpinning our excellent results is our pastoral care provision. All form tutors and class teachers work diligently with our pupils to support their individual aspirations and expectations. The established House System, School Council and Peer Mentoring Programme support our caring ethos.

In Ashfield we value the strong partnership we have established with parents and carers. The Parents and Friends of Ashfield Association provides additional resources and opportunities for our pupils. Our sustained engagement in the East Belfast Area Learning Community enables us to work collaboratively with all schools in the learning community to maximise opportunities for all our pupils.

Our school motto is "Each different. Each talented. All valued". We are proud to see our pupils leave Ashfield Girls' High School as independent, confident and articulate young women, ready to embark on their chosen career pathway.

## **Head Girl - Anna Norris**

I am honoured to be the Head Girl of Ashfield Girls' High School. My time in Ashfield over the past seven years has been amazing. I remember fondly my transition from Strandtown Primary School and although I did not know it at the time, my worries about moving school would quickly fade away following the induction programme. I met a lot of new friends and enjoyed moving about the school for different classes. I am still friendly with many of the pupils I met in Year 8 and as I look back at the many opportunities that I have had I am proud of how I have embraced each one.



I have been involved in the School Council and currently lead the Senior Council in my role as Head Girl. I have also enjoyed participating in the Entwined Histories Project and the Albert Schweitzer's Leadership for Life Programme. In addition, I have completed my Duke of Edinburgh Award and am involved in the SistersIN Leadership Programme.

In Year 8 you will have a Sixth Form Mentor who attends your form class to support you. Sixth Form pupils will also work with Year 8 pupils as part of the Reading Buddy Programme and the Maths Mates Programme. Sixth Form pupils also love to support Year 8 pupils with the Walk and Talk Programme and are always available to provide help or to answer any questions.



# History and Ethos

Ashfield Girls' High School was built in 1948 in a prefabricated style building by Short Brothers and Harland. It was opened initially as a grammar school but in 1952 it became both a grammar and secondary school each having its own Staff and Principal.

During the 1970s outward changes in the school could be observed by passers-by on the Holywood Road. Three new red brick buildings were erected - the Courtney Wing opened by Mrs Kathleen Courtney (Headmistress 1952-1976) to accommodate Business Studies, Art, Music and Audio-visual resources, the Chestnutt Wing by Rev Dr William Chestnutt (Chair of Management Committee) for Home Economics and the Semple Hall by Mrs Vi Semple (Headmistress 1976-1980) for Physical Education.

In the Summer term 1987, Classrooms 1-13 and the Examinations Office disappeared overnight in a fire. Five months later on the day following Prize Distribution, as Staff and pupils emerged from the Assembly Hall after the Harvest Service they were met by gentle waves of water lapping the sides of the corridor.

In 1998, the opening of the Reid Design and Technology Suite (Miss Heather Reid was Headmistress (1980-2001) opened up new career opportunities for the pupils.

As the School entered the new millennium in 2000-2001, it was over-subscribed with more than 600 pupils on roll. It was the Department of Education's use of PFI (Private Finance Initiative) arrangements which, after twenty years of appeals by successive Ashfield Management Committees and Boards of Governors, made possible the building of the new state of the art school in the first decade of the new millennium.

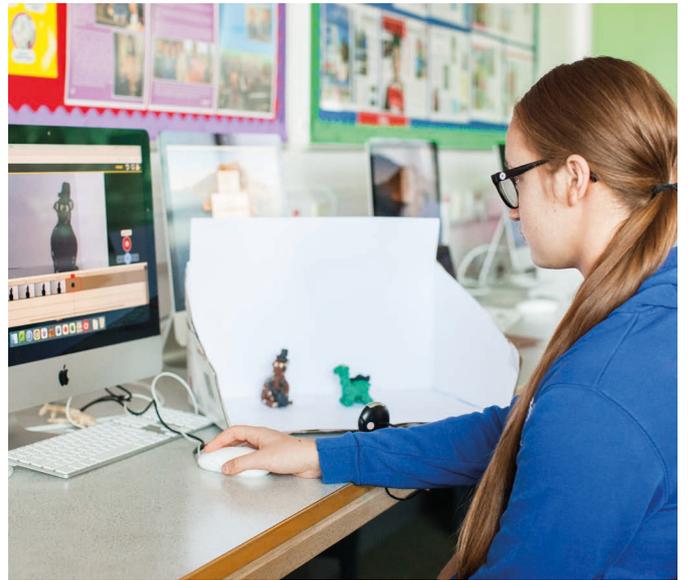
Ashfield Girls' High School has always had a strong ethos that is committed to serving the local community. Our vision is to "challenge girls today, to create women of value in the future". As a school community we value our school motto "Each different, Each talented, All valued". We refer to ourselves as the 'Ashfield Family'.

For the 70th Anniversary Celebrations held on the 30 November 2023 at the Titanic Hotel, the Chair of the Board of Governors, Mr Frew, and the Principal, Mrs Hanvey, warmly welcomed the honourable guests the Deputy Lord Lieutenant, Ann McGregor, and the High Sheriff of Belfast, John Kyle.



# Outstanding Facilities





# A Curriculum of Breadth and Balance

## Key Stage 3

At Key Stage 3 we aim to develop academic resilience and a positive mindset towards the process of learning. Improving literacy and numeracy across the learning areas is critical to improving pupils' access to the wider curriculum. We also aim to develop each pupil's thinking skills and personal capabilities through challenging and engaging learning opportunities. Key Stage 3 is fundamental for laying the foundations necessary for success at Key Stages 4 and 5, including the development of effective study skills and an increased ability to learn more independently.

## Key Stage 4

At the end of Year 10, after consultation involving pupils, parents, subject teachers and careers advisers, pupils are offered a choice of three Pathways reflective of their ability, strengths and interests, whilst still maintaining breadth and balance for their future career aspirations.

## Key Stage 5

Pupils choose a minimum of three subjects to study at AS Level in Year 13.

### Key Stage 3

Art & Design  
Business Studies  
Drama  
English  
French  
Geography  
History  
Home Economics  
Information Technology  
Learning for Life and Work  
Mathematics  
Music  
Personal Development  
Physical Education  
Religious Education  
Science  
Technology & Design

### Key Stage 4

Art & Design  
Skills for Business  
Business Studies  
Child Development  
Digital Technology  
English Language  
English Literature  
French  
Geography  
Government & Politics  
History  
Information Technology  
Learning for Life and Work  
Mathematics  
Media Studies  
Moving Image Arts  
Music  
Occupational Studies  
(Business & Services)  
Occupational Studies  
(Design & Creativity)  
Occupational Studies  
(Technology & Innovation)  
BTEC Performing Arts  
Personal Development &  
Employability  
Religious Studies  
Double Award Science  
Single Award Science  
Applied Science  
Sport  
Technology & Design  
BTEC Travel & Tourism

### Key Stage 5

Art & Design  
BTEC Business\*  
BTEC Engineering\*  
English Literature  
English Language &  
Literature\*  
Environmental Technology  
Geography\*  
Government & Politics  
BTEC Health & Social Care  
History  
BTEC Hospitality\*  
BTEC ICT  
Life & Health Sciences  
(Double Award)  
Life & Health Sciences  
(Single Award)  
Mathematics\*  
Media Studies  
Moving Image Arts\*  
Music  
BTEC Performing Arts  
Photography\*  
Professional Business  
Services  
Psychology  
BTEC Uniformed Protective  
Services  
Religious Studies  
BTEC Applied Science\*  
BTEC Sport  
BTEC Travel & Tourism

\* Delivered by Ashfield  
Boys' High School

# Outstanding Results

## Summer 2023 GCSE Results

Achieving 5+ GCSE grades at A\* - C **85.6%**

Achieving 5+ GCSE grades at A\* - C (inc English & Maths) **60.6%**

## Summer 2023 A Level Results

Achieving 3+ A Levels at grades A\* - C **63.6%**

Achieving 2+ A Levels at grades A\* - E **100%**

# Leading Learning

Learning is our core business at Ashfield Girls' High School. Our subjects departments curate a curriculum that selects the very best subject content so that each pupil can expand on their prior knowledge and develop their subject related skills. Each curriculum subject plans for opportunities to strengthen and develop literacy and numeracy skills, while relating content to the real world as part of the cross-curricular development of education for employability and careers. The comprehensive study skills programme promotes metacognition and each pupil's ability to self-reflect and self-direct her own learning. We focus on learning and aim to develop a love for lifelong learning at Ashfield Girls' High School.





# Supporting Learning



## Numeracy Hub

The Numeracy Hub provides one to one and small group numeracy support, especially in Year 8. The work within the hub builds confidence and encourages a positive mindset towards mathematical concepts.



## Accelerated Reading

The Accelerated Reading Programme develops a love for reading and independence in self-assessing individual literacy levels. The newly refurbished library provides a calm environment for all pupils.



## Literacy Hub

The Literacy Hub provides one to one and small group literacy support, especially in Year 8. The Literacy Hub also provides individual support for pupils with English as an additional language.



## Learning Zone

The Learning Zone consists of both small rooms and larger classroom areas which provide supportive environments for pupils to work with staff on a one-to-one basis as well as in small group settings. The Learning Zone is also home to Project Lunch Club-a space where they can develop their social skills, teamwork and creative skills. This is facilitated by our team of classroom assistants - 3 of which have been recognised by the prestigious Blackboard, Families First and Eastside Awards.

# Effective Study Skills Programme

The development of effective study skills enhances academic performance, time management, critical thinking, confidence, and wellbeing. These are skills which are essential in allowing pupils to fulfil their potential in post-primary education and beyond as they become lifelong learners. To enhance and support these key skills the school provides both an internal and external study skills framework.

At the outset of each academic year, all Key Stage 3 pupils are provided with a learning outline (The Year Ahead) giving both parents and pupils a clear overview of the academic content covered each year, key assessment dates and links to resources parents can use to support learning at home. Study skills are taught in all subject areas and pupils are supported in planning their revision programme ahead of each assessment. This internal programme is supported by our external education partners Inspire Education, who provide bespoke study skills seminars and resources for each year group.



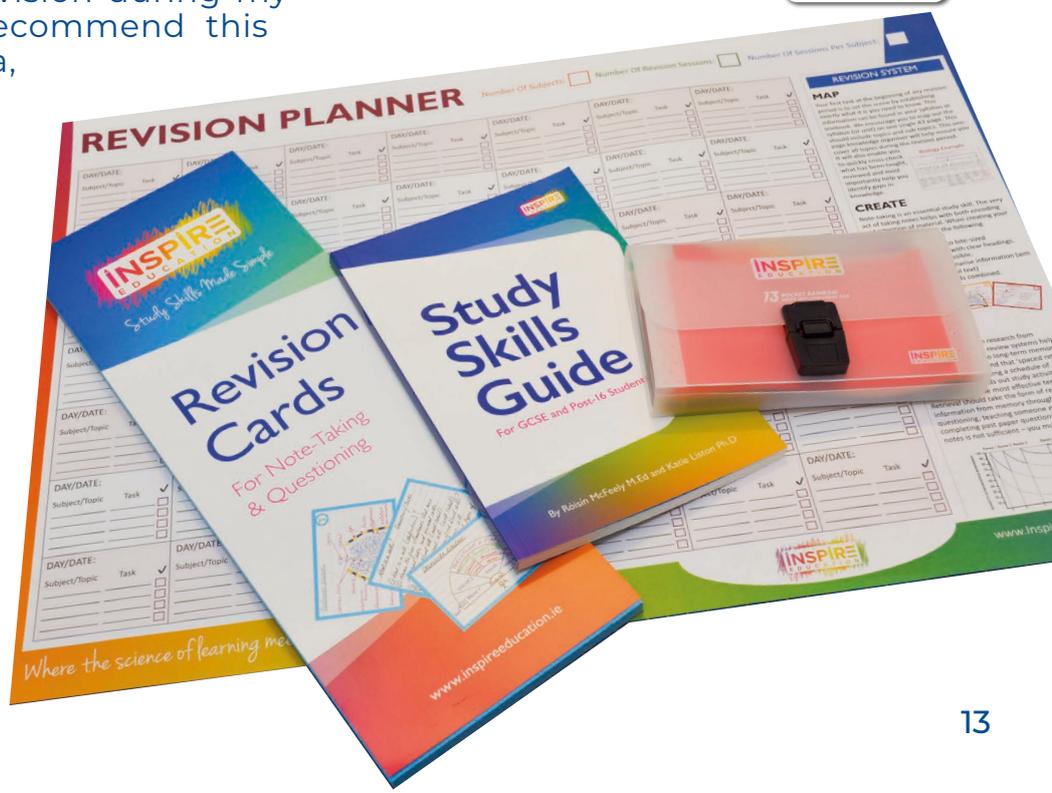
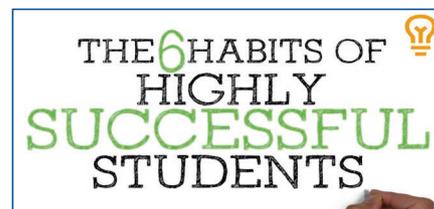
Inspire Education's evidence based, interactive programme begins with Ignite in Year 8. The Ignite seminar is designed to captivate, motivate, and educate students about the brain and the process of learning. It seeks to create a success-oriented mindset, boost academic performance, and foster a positive and lifelong attitude to learning. In the first year of post primary education, it enables students to develop the mindset and study habits to be successful, ensuring the journey through post primary education is not only smoother but also more rewarding, personally and educationally.

## Pupil Experience

My experience of the study skills workshop was amazing! It was an interesting session and it helped me with revision during my winter exams. I would recommend this study skills workshop. Zara, Year 13.

The study programme helped me to find the best way to revise. Ellie, Year 8.

I found the session helped me to find strategies that worked for my revision, it also helped me not to feel under pressure. Jodie, Year 8.



# Curriculum Support



Our team of dedicated staff work to support our pupils with their learning across all areas of the curriculum.



**Mr P McClintock**  
Vice-Principal for Curriculum



**Mrs C Hoey**  
Assistant Vice-Principal  
Online Learning



**Ms T Rossborough**  
Assistant Vice-Principal  
Learning Support Co-ordinator



**Mrs P Doak**  
Assistant Vice-Principal  
Study Skills and Target Setting



**Mr C Moore**  
Literacy Co-ordinator



**Mr J Clements**  
Numeracy Co-ordinator



**Mrs E Craig**  
Librarian



**Ms C Stephan**  
English as an Additional  
Language Teacher



**Mrs N May**  
Literacy and Numeracy Learning  
Support Assistant



# Extending Learning Beyond the Classroom

## Magilligan Field Trip

Year 12 went to Magilligan Field Centre to carry out a river study to provide them with field data for their GCSE Geography controlled assessment. Pupils enjoyed measuring the width, depth, velocity and cross-sectional profile of the river.



## Entwined Futures

Year 10 History pupils from Ashfield Girls' enjoyed working with Bush Post-Primary School in County Louth, to explore the topics of citizenship and identity. After a series of workshops which included film-making training from the Nerve Centre and an overnight residential at Greenhill YMCA, the groups produced short movies on their chosen themes for a digital showcase.



## Into Film NI

Media and Moving Image Arts students and senior Film Club pupils were privileged guests at the premiere of the Oscar nominated film, 'Belfast' where the director himself, Sir Kenneth Branagh, and actor Jude Hill joined the girls for the screening. The girls had been invited because of Ashfield Girls' long standing involvement with Into Film.



## Ada Lovelace Day

Ada Lovelace Day is an IT event to celebrate the achievements of Ada Lovelace, a famous female IT engineer. Pupils learn about the journey of Ada through her career and the many challenges that she faced. Pupils also engage with new and emerging technologies as they interact with the roadshow event and finally the competition winners received fabulous IT prizes.



## Creative Schools Programme

Working alongside professional actors, musicians and authors, pupils have enjoyed a vast range of quality arts experiences through the Creative Schools Partnership over the past five years. Exciting activities have included learning the ukulele, visits to various theatre productions and W5, journaling, crafting, beach art, song and story writing, public performance and even paddle boarding.



# Extended Schools' Activity Programme



Art Club Junior

Art Masterclass Senior

Band

Buddy Reading

Chamber Choir

Cook-e-Club

Cricket Club

Dance Club

Debating Society

Drone Academy

Duke of Edinburgh

Eco-club

Film Club

Fitness Club

Fitness Class

Football Club

Hockey Club

Homework Club

Math Club

Netball Club

Project Lunch Club

Reading Gang

Rugby Club

Running Club

Science Club

Senior Theory Club

Singing Club

SU Junior

SU Senior

Tennis Club

Trampoline Club

Ukuladies

# Careers Education, Information, Advice and Guidance

THE WORLD NEEDS

CREATIVES NOW

MORE THAN EVER.

and Guidance

ANIMATION & GAMES  
COMMERCIAL PHOTOGRAPHY  
COSTUME PRODUCTION  
CRAFT & MATERIAL PRACTICES  
CREATIVE TECHNOLOGIES  
FASHION COMMUNICATION  
FASHION DESIGN  
FILM & SCREEN ARTS  
FILM STUDIES  
FINE ART  
GRAPHIC COMMUNICATION  
ILLUSTRATION

## Key Stage 3

Careers education is delivered as part of the Education for Employability strand of Learning for Life and Work (LLW). Pupils receive one period a fortnight and lessons cover the statutory themes:

- Work in the Local and Global Economy
- Career Management
- Enterprise and Entrepreneurship

The Careers Department provides careers Information, advice and guidance, to enable the pupils to make informed subject choices in Year 10.

## Key Stage 4

Pupils in Years 11 and 12 continue to build on the statutory themes covered in Key Stage 3. From 2022, Ashfield Girls' High School has signed up with Unifrog, which is a comprehensive, user-friendly online platform. All pupils will have access to the platform within school and at home. In addition to timetabled careers classes, pupils will participate in:

- Career guidance interviews (one on one interview with DfE Careers Advisor)
- Four day work placements in June for Year 11
- Careers based workshops and talks from external providers organised throughout the academic year – Belfast Metropolitan College, SERC, Cafre, Apprenticeships Work+
- Opportunity to enrol in the Queen's Pathway Programme
- A Careers Fair for Year 12 pupils

## Key Stage 5

Our Year 13 and 14 pupils receive a comprehensive biweekly Careers Programme and will be able to continue to access the Unifrog platform within allocated class time and at home when pursuing further and higher education courses. In addition to timetabled careers classes, pupils will participate in:

- Mock Interviews for Year 13 pupils
- Opportunities to sign up to online work experience and careers talks
- Special guest talks – Apprenticeships Work+, Belfast Metropolitan College, Cafre, Health and Social Care talks
- Opportunity to enrol in the Queen's Pathways Programme
- Preparation guidance for applying to university and colleges using the UCAS system
- Visits to UCAS exhibitions, Queen's University Belfast and Ulster University Open Days.



**Mr F Cuttle**  
Head of Careers



**Mrs E McKenna**  
Assistant Head of Careers  
Post Year 14 Destinations



**Mr C Burns**  
Assistant Head of Careers  
Curriculum Provision



**Miss M Lee**  
Assistant Head of Careers  
Work Related Learning

# Sixth Form



## Why choose Sixth Form?

Ashfield Girls' High School provides a vibrant and exciting learning environment for post 16 study which is fundamental in equipping our students with the excellent qualifications they require for entry into competitive job markets, apprenticeships and further and higher education. Our strong academic track record is however just the starting point. Within Ashfield Girls' it is our aim to provide a rich variety of new experiences for students which will allow them to develop as resourceful, resilient, and creative women. Sixth Form study at Ashfield Girls' is built on individual choice, independent learning, and personal responsibility.

Sixth Form students enjoy a holistic personal development journey as they progress through Year 13 beginning as always with our Induction Programme incorporating First Aid, Safe Motoring, Team Building with Pathways Adventure Activities, Wellbeing and much more. This is further developed through online courses in Personal Finance and Positive Mental Health provided by Nebula Learning and University Preparation provided by the University of Ulster, while Inspire Education provides an evidence based, interactive, bespoke effective study skills programme and resources.

As a school we feel it is important to support our students in all aspects of life and are lucky to be supported by a wide range of organisations who provide guidance to our students, including Love For Life, Nexus, Cara Friend, and the Secondary Students' Union of Northern Ireland.

Collaboration is key to providing a wide range of opportunities for our students and we are proud to work closely with the Career Ready programme, the SistersIN female leadership initiative, which provides female mentorship from a wide range of local and global industries and the Queen's University Pathway Opportunity Programme.

We encourage our pupils to participate in all aspects of school life and place a key emphasis on creating a family atmosphere as our Sixth Form students help and support our Year 8 pupils within form classes, on our 'walk and talk' sessions and through in school programmes as librarians, ICT prefects, paired reading buddies, science club coordinators and through a variety of committees. These opportunities allow our pupils to develop the skills necessary to take up positions of leadership and become advocates of pupil voice within the Sixth Form Leadership Team and other areas of responsibility as they move into Year 14 and beyond.

If you would like to join us, please don't hesitate to contact Mrs Doak (Head of Sixth Form).

## Head Girl



Anna

## Deputy Head Girls



Sophie



Tammie

## Senior Prefects



Emma



Emma



Lily



Mia



Ruby



Sahara



Sofia



Tara

# Schools Trips to Enhance Learning



# Pastoral Care

Caring is at the heart of all that we do in Ashfield Girls' High School. Our pastoral team and team of teachers and non-teaching staff care about our pupils. We aim to support all pupils in their learning. Over recent years we have prioritised wellbeing, pupil leadership and pupil voice. The main point of contact in the pastoral care system is the Form Tutor. The pastoral care system is also enhanced by the preventative curriculum, the Extended Schools Programme and the House System. We are delighted to have received a number of awards over the past two years in recognition of our work to support wellbeing. The awards include, Schools of Sanctuary, Gold Mental Health Award, Pieta Amber Flag Award for mental health provision and the Aware Award for Wellbeing.





# Pastoral Support

Our Pastoral Care team in Year 8 is made up of experienced and committed staff who place the wellbeing of each pupil at the centre of their pastoral role.



**Mrs B Cripps**  
Vice-Principal for Pastoral Care  
Designated Teacher for Child Protection



**Mrs E McLees**  
Pastoral Support Co-ordinator



**Mrs N Christie / Mrs F McGuigan**  
Heads of Progress (Year 8 2024)



**Mrs Z Hewitt**  
Assistant Head of Progress (Year 8 2024)



**Mrs A White**  
Pupil Welfare Auxiliary (Medical)



**Mrs E Lemon**  
Pupil Welfare Auxiliary (Safeguarding)



# Supporting Wellbeing



At Ashfield Girls' High School we understand the importance of wellbeing. Having positive wellbeing enables young people to cope with challenging life situations, achieve their full potential and contribute to society.

A whole school approach to promoting wellbeing allows our pupils to become more resilient, successful and to obtain support early. We do this by ensuring that they have opportunities to develop their knowledge and skills, feel safe and secure, build relationships and be connected to our school community. Pupil voice plays a significant role in our wellbeing support.

Ways that we identify pupils who may struggle with their wellbeing include:

- monitoring visits to the Pupil Welfare Auxiliary
- monitoring visits to the Sanctuary
- monitoring attendance
- analysing Pupil Attitude to School Survey (PASS) data
- staff identifying pupils needing additional support
- regular parent / carer contact
- contact with support groups in our community
- monitoring progress
- evaluating the transition process

Pupils learn about wellbeing in a number of ways including through the taught Personal Development Curriculum, opportunities to develop social and emotional skills embedded in a range of subjects, assemblies and other events delivered by external agencies.

Ways that we support wellbeing include:

- availability of school counselling services
- liaising with external services
- peer mentors
- therapeutic activities including art, relaxation, and mindfulness techniques
- activities such as games (indoor and outdoor) at lunchtime
- resources in the pupil planner
- signposting pupils to resources
- wellbeing area in the school library
- providing items to pupils in need, such as the 'Club Breakfast'
- having clear policies on key pastoral issues, such as Wellbeing, Promoting Positive Behaviour and Pupil Voice.



# House System

House System Champion  
Mrs E McLees



Head of House

House Leaders



Mr C Burns



Katie



Sophie



Sasha



Mrs S Parks



Melissa



Amy-Lee



Miss M Lee



Chelsea



Alyssa



Mrs Z Hewitt



Maya



Maria



Mrs G McClintock



Lisa



Shannon



# Community Connections



## Trussell Trust Foodbank Appeal

The Charity and Fundraising programme, led by Mrs Donaldson, continues to be a central focus at Ashfield. Each Harvest the whole school comes together to donate food, hygiene and cleaning products to Dundonald Foodbank to support local families in need. This Harvest, we donated a fantastic 121.60 kgs of food items to the foodbank.



## Carol Service - St Mark's Dundela

The Chair of the Board of Governors was pleased to be able to hold the Carol Service at St Mark's Church, Dundela. The Music Department along with the Religious Studies Department put together a heart warming programme. The pupil and staff choir was a particular highlight of the event. Canon Steed led the opening welcome and closing prayer and both staff and pupils were thankful for the opportunity to use the magnificent church building.



## Cancer Fund for Children – ReadOn

At Ashfield we have built up a number of strong relationships with local charities to support families in Northern Ireland facing adversity. For over 20 years we have been working alongside Cancer Fund for Children through their Junior School ReadOn campaign, encouraging a love of reading through their sponsored read whilst supporting families dealing with children's cancer. We are always delighted to welcome Rebecca into school and this year we had the privilege of being asked to help launch their ReadOn.

# A Partnership with Parents

## Communication between home and school

Communication between home and school is very important. The main ways to communicate with school are outlined below;

**Reception** - Mrs Stevenson is our school receptionist. She is very happy to assist with any general queries.

**Form Tutor** - the Form Tutor is the first point of contact for parents / carers and supports each pupil in her form class.

**Home School Liaison Officer** - Mrs McGuigan supports pupils with improving attendance by working directly with parents / carers and school pastoral staff.

## School Gateway

The logo for Schoolgateway, featuring the word "Schoolgateway" in white text on a teal rounded rectangular background.

Schoolgateway is the main application that school uses to communicate with parents and carers. The main forms of communication are notifications, e-mails, text messages, absence text messages (for the parent to respond to instead of providing written notes for absence), letters and interim and annual reports.

## Parent Pay



Parent Pay is an online payment scheme that allows parents to make payment to school e.g. cashless canteen account, school funds, HE / Art contributions and school trip payments.

## School Cloud



School Cloud is the very popular application that is used to schedule, manage and facilitate online parent consultations. The majority of parents prefer the online option; however we still have face-to-face parent consultations in Year 8 and Year 10.

## MS Teams

Microsoft Teams is the online platform which is used for online learning. A wide range of learning resources and assessments may be posted on MS Teams.





# Admissions Criteria

## RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS TO THE SCHOOL

The Board of Governors delegates, to the Principal, the responsibility of applying the criteria in the selection of Year 8 pupils, such selection to be approved by the Board of Governors.

### ADMISSIONS POLICY

#### ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 IN SEPTEMBER 2024

Where the number of applications for admission to the school exceeds the admission number, the following criteria shall apply in the order set down.

- 1 (A girl who has a sister / \*child of the family enrolled at Ashfield Girls' High School at the time of application. **This information must be indicated on the Transfer Application, noting the name of the sister/\*child of the family**)
- 2 A girl who places Ashfield Girls' High School as first or second preference.
- 3 A girl who attends one of the school's traditional feeder primary schools (see table below).
- 4 A girl whose brother / \*child of the family currently attends Ashfield Boys' High School. **(This information must be indicated on the Transfer Application, noting the name of the brother / \* child of the family)**
- 5 A girl who lives closest to the main entrance of the school (Holywood Road), as determined by a straight-line measurement on an Ordnance Survey Map.

\* The criterion "child of the family" will be, defined in relation to the parties to a marriage or parties living together in the same household, interpreted in accordance with Annex 2 paragraphs 3-5 of The Procedure for Transfer from Primary to Post-Primary Education: "Child of the family" means a child of both of them, and any other child who has been treated by both of those parties as a "child of their family". The Department of Education has been advised that this definition of a child of the family covers:

- a child born to a married couple or to a couple in a civil partnership;
- a child born to a co-habiting couple;
- a child of either / any of those people by a previous marriage, civil partnership or relationship;
- a child living with a couple / individual who has been treated as a 'child of the family' whether there is a marriage or a civil partnership or not;
- an adopted or fostered child.

#### Traditional Feeder Primary Schools (alphabetical order)

<b>Braniel Primary School</b>	<b>Harding Memorial Primary School</b>	<b>Rosetta Primary School</b>
<b>Brooklands Primary School</b>	<b>Holywood Primary School</b>	<b>St Joseph's Primary School (Ballyhackamore)</b>
<b>Cregagh Primary School</b>	<b>Knockbreda Primary School</b>	<b>St Patrick's Primary School (Holywood)</b>
<b>Dundonald Primary School</b>	<b>Knocknagoney Primary School</b>	<b>Strandtown Primary School</b>
<b>Elmgrove Primary School</b>	<b>Leadhill Primary School</b>	<b>Strathearn Preparatory</b>
<b>Euston Street Primary School</b>	<b>Lisnasharragh Primary School</b>	<b>Victoria Park Primary School</b>
<b>Forge Integrated Primary School</b>	<b>Nettlefield Primary School</b>	
<b>Gilnahirk Primary School</b>	<b>Orangefield Primary School</b>	

#### Tie-Breaker

In the event that there is a tie and that more than one applicant resides the same distance from the main entrance of the school (Holywood Road), as determined by a straight-line measurement on an Ordnance Survey Map the following tie breaker will be used (Method B followed by Method A – if required).

#### Method B - Random Selection of Letters

Applicants will be selected for admission on the basis of the initial letter/s of their surname (as entered on their Birth Certificate) in the order set out below:

**Z T Mac S H E I Q G C D M L X R J A K W Mc U N V Y B P O F**

In the event of surnames beginning with the same initial letter, the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames, the alphabetical order of the forenames will be used (to include all letters).

## Method A - Age

Applicants who remain tied after Method B, will be selected for admission based on their age (eldest being admitted first) as established by date of birth as entered on their Birth Certificate.



### Please note:

- Priority will be given to children resident in Northern Ireland, at the time of application.
- When considering which children should be selected for admission, the Board of Governors will take into account only information which is detailed on or uploaded with the Transfer Application. Parents should ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the Transfer Application or uploaded with it.

### DUTY TO VERIFY

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any applicant's Transfer Application.

Evidence requested;

- Name and date of birth of the sister who is a \*child of the family (included in application)
- Name of the feeder primary school (included in application)
- Name and date of birth of the brother who attends Ashfield Boys' High School and who is a \*child of the family (included in application).
- Two utility bills containing the address of the child applying (uploaded on EA site with application).

If the requested evidence is not provided to the Board of Governors by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

### WAITING LIST POLICY

**Should a vacancy arise after Saturday 18 May 2024, all applications for admission to Year 8 that were initially refused, new applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2025. The school will contact you if your child gains a place in the school by this process.**

**Your child's name will be automatically added to the list. Please contact the school if you wish your child's name to be removed from the list.**

<b>Applications and Admissions</b>			
<b>Year</b>	<b>Admissions Number</b>	<b>Total Applications ie All Preferences</b>	<b>Total Admissions</b>
<b>2021/22</b>	<b>113</b>	<b>120</b>	<b>118*</b>
<b>2022/23</b>	<b>130</b>	<b>216</b>	<b>141**</b>
<b>2023/24</b>	<b>130</b>	<b>190</b>	<b>134***</b>

\*5 statemented pupils admitted in 2021

\*\*5 statemented pupils admitted in 2022 and 1 pupil admitted through the ECB. 5 additional temporary places granted 2021

\*\*\*4 statemented pupils admitted in 2023

### **ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO FORM 2 (YEAR 9) IN SEPTEMBER 2024**

Similar criteria will be used for entry into Year 9 onwards. Please see the school website for details of the criteria and an application form.

# Transition Support from Primary 7 to Year 8

School Website Information (Microsite)



Ask Ashfield  
Online conversations between Primary 7 and Year 8



Open Night



Welcome Letter (May)



Induction Day (June)



Induction Days (August)



Team Building Day (September)



Meet the Form Teacher Event for Parents (September)



## Curriculum Support

- Engaging curriculum taught by subject specialists
- High quality teaching
- Additional timetabled time for English and Mathematics
- Individual literacy and numeracy support
- Accelerated Reading and Bedrock Learning Programmes
- Newcomer support
- Study skills programme

## Pastoral Support

- Form teacher as a point of contact
- Year 8 canteen, playground and toilet areas
- Early lunch access
- Sixth Form mentor
- Walk and Talk programme
- Celebrating Success Assemblies
- Lunchtime activities
- Support from outside agencies



# School Uniform



## The Ashfield School Uniform consists of:

- Blazer:** Ashfield blue (woollen cloth) with school badge on pocket.
- Skirt:** Regulation pleated, **knee length** skirt in mid-blue material as available from official stockists.
- Jumper:** Fine v-neck in dark blue, with school colours in neck-band as supplied by stockists.
- Blouses:** Blue gingham open-necked blouse. Pupils in Years 8-12 must wear the blue gingham blouse. Sixth form pupils wear a white shirt and Sixth Form tie available from school.
- Tie:** Regulation school colours as supplied by stockists.
- Coats:** Plain navy waterproof jacket or anorak suitable for wearing over blazer is acceptable. Plain navy waterproof jacket with school logo is on sale at the school office.
- Scarf:** Regulation fine scarf for Years 8-10.
- Hair:** Hair accessories should be plain blue or black. Hair must be of a **natural colour**. **No extreme styles** are permitted.
- Piercing:** No facial / nose piercings are permitted as this is a health and safety issue.
- Shoes:** Plain black flat-heeled leather school shoes.
- Tights** Plain black tights or navy regulation.
- Socks:** Knee high socks are worn throughout the year.

Uniforms should be obtained from the following official stockists:

**SCHOOL WEAR  
D CRAWFORD**  
21 Frances Street  
Newtownards, BT23 7DW  
Tel: 07801 343 505  
[www.uniformstoreni.co.uk](http://www.uniformstoreni.co.uk)

**C A GOWDY LTD**  
121 Woodstock Road  
Belfast  
BT6 8AB  
Tel: 028 9045 9052  
[www.gowdys.net](http://www.gowdys.net)

**WARNOCKS LTD**  
791/793 Lisburn Road  
Belfast  
BT9 7GX  
Tel: 028 9038 1828  
[www.warnocks.co.uk](http://www.warnocks.co.uk)

**SCHOOLDAYS NI**  
434 Newtownards Road  
Belfast  
BT4 1HJ  
Tel: 028 9543 3725  
[www.schooldaysltd.co.uk](http://www.schooldaysltd.co.uk)



# Transport to School

Pupils can use Translink's 'mLink' app, which can be downloaded to any smart phone, to find a variety of ticketing options which can be stored on the phone and presented to the driver whilst boarding. Tickets can be purchased on board or at any ticket vending machine along the Glider routes. A Translink weekly ticket costs £7.50 and there are no limits on the number of journeys it can be used for throughout the week, it can also be used at weekends.

## Translink School Service

Morning service to school (Monday – Friday)

- 8.16am school service from Holywood Arches to Ashfield Girls' High School
- 8.31am school service from Holywood Arches to Ashfield Girls' High School

Afternoon service from school (Monday to Thursday)

- 3.30pm school service from Ashfield Girls' High School to the Holywood Arches

Afternoon service from school (Friday)

- 1.30pm school service from Ashfield Girls' High School to the Holywood Arches

The normal public bus service can be accessed by pupils and details of routes and times can be found on the Translink website.



# School Policies

Our policies can be found on the school website and are regularly updated in line with new legislation, guidance and good practice.



# School Development Plan (2023- 2026)

## Key Priorities



### Priority 5 – Self-evaluation and Action Planning

- Embed the new self-evaluation and action planning processes
- Prepare for the new ETI Self-evaluation Framework

### Priority 4 – Wellbeing

- Obtain the Investors in Pupils Award
- Obtain the Investors in People Award (Silver)

### Priority 3 – Leading Learning (Effective Use of Assessment Data)

- Use PTE /PTM data to impact learning and outcomes
- Use PASS data to impact learning and outcomes

### Priority 3 – Leading Learning (Teaching and Learning)

- Expand Curriculum Provision at Key Stage 4/5
- Embed the Teaching, Learning and Assessment Cycle
- Finalise the Key Stage 3 Curriculum Review
- Embed Target Setting in KS3
- CEIAG Review (Careers)

### Priority 3 – Leading Learning (Remove Barriers to Learning)

- Improve Attendance
- Embed Individual Literacy and Numeracy Support
- Embed the Study Skills Programme
- Embed the new SEND legislation
- Pupil Wellbeing

### Priority 2 – Effective Teacher Professional Learning

- Embed the Teacher Professional Learning Policy
- Embed the key priorities identified by the School Improvement Teams
- Build leadership capacity through professional coaching

### Priority 1 – A Sustainable School Connected to it's Community

- Manage the resulting growth from the approved Development Proposal to expand enrolment from 660 to 790 pupils.
- Expand on the @HOME events for parents / carers
- Develop cross phase literacy and numeracy programmes to enhance transition



Online  
Prospectus

Challenging girls today; creating women of value in the future

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

## CONTACT US

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