

**Subject:**  
**INFORMATION ABOUT SCHOOL  
PERFORMANCE: SCHOOL PERFORMANCE  
TABLES AND PUBLICATION OF  
ASSESSMENT OUTCOMES**

**Circular Number:**  
**1998/27**

**Date of Issue:**  
**30 September 1998**

**Target Audience:**

- Principals and Boards of Governors of all grant-aided Secondary (including Grammar) schools;
- Education and Library Boards;
- Council for Catholic Maintained Schools;
- Council for the Curriculum, Examinations and Assessment.

**Summary of Contents:**

This Circular contains advice about changes to the content and format of the School Performance Tables and the introduction of a new requirement to publish assessment outcomes in school prospectuses and Governors' Annual Reports

**Enquiries:**

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**Governor Awareness:**  
Essential

**Status of Contents:**  
Advice  
Information for schools

**Related Documents:**  
SR1993 No.370, SR1994 No.315,  
SR1994 No.361, SR1996 No.359,  
SR1997 No.341

**Superseded Documents:**  
None

**Expiry Date:**  
Not applicable

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1. In June 1998, the Department advised all schools that, from Autumn 1998, they would be required to include, in their prospectuses and Governors' Annual Reports, specified information about assessment outcomes. The views of schools were sought on the range of information which it was proposed should be included. At the same time, secondary schools were consulted about changes which it was proposed to make to the range of information which is published in the School Performance Tables. The purpose of this Circular is to inform you of the outcomes of the consultation exercises and, therefore, the requirements for publication in prospectuses and Annual Reports from this Autumn.

## **PUBLICATION OF ASSESSMENT OUTCOMES**

2. The majority of those who responded to the consultation on the publication of assessment outcomes regarded the information which it was proposed to publish as appropriate. The Department is, therefore, proceeding as proposed and will amend the Education (School Information and Prospectuses) Regulations (Northern Ireland) 1993 to require schools to include the proposed information in their prospectuses and Governors' Annual Reports with effect from those published in the 1998/99 school year.

3. The information about assessment outcomes which secondary schools will be required to publish is:

- the proportion of pupils in Key Stage 3 in the school achieving level 5 or above in English, mathematics and science;
- the proportion of pupils in Key Stage 3 in the school achieving level 6 or above in English, mathematics and science.

In each case, the outcomes for each subject should be shown separately, and the outcomes of tests and teacher assessment shown separately for each subject. The equivalent Northern Ireland average figures, supplied to schools by CCEA, should also be included..

### **Pupils with special educational needs**

4. Schools which have special education units are not required to include the results of pupils in those units in the published information about assessment outcomes. The results of pupils with statements of special educational needs but who are being educated in mainstream classes should, however, be included in the figures.

### **Anonymity of information**

5. In some small schools, it might be possible to identify the results of individual pupils from the information which is to be published. To avoid this situation, schools will be exempted from publishing information which would allow an individual pupil's results to be identified.

## **SCHOOL PERFORMANCE INFORMATION**

6. The Department proposed a number of changes to the content and format of the School Performance Tables which it publishes each year, to make the information more meaningful to parents and fairer to schools. Most of the proposals were acceptable to a majority of those who responded and will be introduced with effect from the 1997/98 Tables, published in January 1999. The changes are listed below.

6.1 the tables will be arranged in two separate, colour-coded sections, one for non-grammar schools and one for grammar schools, in each case listed alphabetically by education and library board area; one school, St Patrick's College, Maghera, which has a grammar school stream, will be included in both sections;

6.2 the results of pupils in special education units will no longer be included in a school's overall results; where pupils with statements of special educational needs are educated in mainstream classes, their results will continue to be included with those of other pupils in the school; (A note will be included in the Tables to explain the situation in the South-Eastern Education and Library Board area, where there are no special education units beyond Key Stage 3);

6.3 information about leavers' destinations will no longer be included in the tables; it should be noted, however, that schools will still have to include this information in their prospectuses and Governors' Annual Reports;

6.4 the tables will, in future, include a graph to present performance over time in the key performance indicators of 5+ GCSEs at Grades A\*-C (including GNVQ Part 1) and 2+ A levels at Grades A-E; for grammar schools, a third indicator, 3+ A levels at Grades A-C, will also be included;

6.5 the indicator for Years 13 and 14, 'Numbers of subjects/vocational areas being followed' will no longer be included in the tables;

6.6 two new indicators will be included for Year 12 in grammar schools: they are the percentage of pupils entered for GCSE/GNVQ Part 1 in 7 or more subjects and the percentage achieving Grades A\*-C in 7 or more subjects;

6.7 the following Year 12 indicators will be omitted from the grammar school section of the tables:

- a. % achieving 5 or more grades A\*-G in GCSE/GNVQ Part 1 ;
- b. % entered for 1-4 subjects at GCSE/GNVQ Part 1;
- c. % achieving GCSE/GNVQ Part 1 in 1-4 subjects;
- d. % achieving no GCSEs/GNVQs Part 1 at Grades A\*-G;
- e. % achieving no GCSEs and no passes in other examinations.

6.8 the following Year 13 and 14 indicators will be omitted from the grammar school tables:

- a. % of pupils achieving 1 + A levels at Grades A-E;
- b. number in final year of a GNVQ Intermediate course;
- c. % achieving a full GNVQ Intermediate qualification.

## **Proposed changes which will not be introduced**

7. As a result of the consultation process it has been decided not to proceed with three of the changes which had been proposed: these are:

7.1 the proposal to include controlled integrated schools with other controlled non-grammar schools, and grant-maintained integrated schools with other maintained non-grammar schools. To meet the concerns of some respondents and in recognition of their ethos and management type integrated schools in each Board area will be grouped in separate blocks at the end of each Board section of the non-grammar element of the Tables;

7.2 the proposal to omit the column showing the numbers of statemented pupils in Year 12.

7.3 the proposal to give some examples of successful work in schools in the foreword to the Tables.

## **AMENDMENT OF SCHOOL INFORMATION AND PROSPECTUSES REGULATIONS**

8. The Department is proceeding to amend the Education (School Information and Prospectuses) Regulations to take account of the changes in published information set out in subparagraphs 6.2 and 6.5 to 6.8 above, to bring the information published in prospectuses and Governors' Annual Reports into line with that being published in the School Performance Tables. Copies of the amendment regulations will be sent to schools as soon as possible.

**JUNE INGRAM (MRS)**  
**Assessment and Examinations Branch**

## APPENDIX

### **SUMMARY OF INFORMATION TO BE INCLUDED IN SCHOOL PROSPECTUSES AND BOARDS OF GOVERNORS' ANNUAL REPORTS: SECONDARY SCHOOLS**

The detailed requirements are set out in the Education (School Information and Prospectuses) Regulations (Northern Ireland) 1993 and the following amendment regulations:

- the Education (School Information and Prospectuses) (Amendment) Regulations (Northern Ireland) 1994;
- the Education (School Information and Prospectuses) (Amendment No. 2) Regulations (Northern Ireland) 1994;
- the Education (School Information and Prospectuses) (Amendment) Regulations (Northern Ireland) 1996;
- the Education (School Information and Prospectuses) (Amendment) Regulations (Northern Ireland) 1997;
- the Education (School Information and Prospectuses) (Amendment) Regulations (Northern Ireland) 1998

#### **A. SCHOOL PROSPECTUSES**

1. The name, address and telephone number of the school and the names of the principal and the chairman of the Board of Governors.
2. The expected number of pupils at the school and their age range.
3. The classification of the school as:-
  - a. controlled, Catholic maintained, other maintained, voluntary, controlled integrated or grant-maintained integrated;
  - b. primary, secondary (other than grammar), grammar or special;
  - c. co-educational or single-sex;
  - d. day or boarding, or a school taking both day and boarding pupils;
  - e. a school with a special education unit;
  - f. a school with a nursery unit.
4. The arrangements for parents to obtain copies of the information which education and library boards are required to publish about admissions to schools in their area.

5. The arrangements for parents of prospective pupils to visit the school.
6. The number of applications for admission to the school in the year in which the prospectus is published and in each of the two previous school years, and the number of pupils admitted to the school in each of those three years. In the case of a grammar school or the grammar stream in a school which is permitted to select some pupils by reference to ability, this information must also be broken down into the numbers of applications and admissions in each grade in the Transfer Procedure tests.
7. Particulars relating to the school curriculum, including:-
  - the Board of Governors' curriculum policy statement;
  - in the case of a school with a nursery unit, a summary of the content and organisation of the curriculum of the unit;
  - lists of the external qualifications for which courses of study are provided both for pupils of compulsory school age and for those over compulsory school age;
  - the titles of the syllabuses associated with those qualifications;
  - particulars of the careers guidance provided, and any arrangements for work experience for pupils;
  - particulars of the manner in which curriculum complaints are to be made;
  - the arrangements for inspecting and obtaining copies of those documents which a school is required to keep available for public inspection;
  - a statement of the amount of time allocated to sport in the curriculum.
8. Details of school hours and holidays including, the times at which the school day begins and ends, the time set aside for teaching during each school day, the dates of school terms and of half-term holidays, in the school year to which the information relates.
9. Information about the religious education provided at the school and of the arrangements for parents to withdraw their children from religious education or collective worship.
10. Information about special curricular and other arrangements made for particular classes of pupil, including pupils with special educational needs.
11. Information about the assessment outcomes of pupils at the school, and of pupils in Northern Ireland, as follows:-

the proportion of pupils achieving level 5, and the proportion achieving level 6, in English, in mathematics and in science, in

  - i. teacher assessment;
  - ii. external tests

at the end of Key Stage 3.

12. Particulars of the organisation of education at the school, in particular in respect of the teaching of children of different ages and abilities together or in separate groups, and the homework requirements of the school.

13. An alphabetical list of the subjects followed by pupils at the school in the previous school year, for GCE A and AS Level, GCSE and the subsidiary and higher levels of the International Baccalaureate.

14. An alphabetical list of the vocational areas leading to GNVQ at Intermediate and Advanced levels, and of courses leading to other qualifications, followed by pupils in the school in the previous school year.

15. The number of pupils enrolled in year 12 and the aggregate number of pupils enrolled in years 13 and 14 on 31 October of the previous school year, and the numbers of those with statements of special educational needs.

16. Information about the examination performance of pupils enrolled in year 12 in the previous school year as follows:-

in a grammar school

- a. the percentage entered for 7 or more GCSEs or a combination of GCSEs and GNVQs Part 1 which, in aggregate, is equivalent to 7 or more GCSEs;
- b. the percentage entered for 5 or more GCSEs or a combination of GCSEs and GNVQs Part 1 which, in aggregate, is equivalent to 5 or more GCSEs;
- c. the percentage achieving Grades A\*-C in 7 or more GCSEs or a combination of GCSE and GNVQ Part 1 at Intermediate level;
- d. the percentage achieving Grades A\*-C in 5 or more GCSEs or a combination of GCSE and GNVQ Part 1 at Intermediate level;
- e. an alphabetical list of the subjects in which pupils were entered for GCSE, the number of pupils entered for each subject and the percentage of those entered who achieved each grade or who were ungraded;
- f. an alphabetical list of the vocational areas in which pupils were entered for GNVQ Part 1, the number of pupils entered for each vocational area and the percentage of those entered who achieved the full qualification;
- g. the percentage of pupils in year 12 entered for one or more qualifications other than GCSE or GNVQ Part 1 and the percentage achieving one or more such qualifications;
- h. an alphabetical list of the qualifications other than GCSE and GNVQ Part 1 for which pupils were entered and, in relation to each, the number of pupils entered and the percentage of those achieving the qualification;
- i. the percentage of year 12 pupils achieving none of the qualifications listed above.

in a non-grammar secondary school

- a. the percentage entered for 5 or more GCSEs or a combination of GCSEs and GNVQs Part 1 which, in aggregate, is equivalent to 5 or more GCSEs;
- b. the percentage entered for 1 to 4 GCSEs or a combination of GCSEs and GNVQs Part 1 which, in aggregate, is equivalent to 1 to 4 GCSEs;
- c. the percentage achieving Grades A\*-C in 5 or more GCSEs or a combination of GCSE and GNVQ Part 1 at Intermediate level;
- d. the percentage achieving Grades A\*-C in 1 to 4 GCSEs or a combination of GCSE and GNVQ Part 1 at Intermediate level;
- e. the percentage achieving Grades A\*-G in 5 or more GCSEs or a combination of GCSE and GNVQ Part 1 at Foundation level or Intermediate level;
- f. the percentage achieving Grades A\*-G in 1 to 4 GCSEs or a combination of GCSE and GNVQ Part 1 at Foundation or Intermediate level;
- g. the percentage achieving no Grades A\*-G and no GNVQ Part 1 qualifications;
- h. an alphabetical list of the subjects in which pupils were entered for GCSE, the number of pupils entered for each subject and the percentage of those entered who achieved each grade or who were ungraded;
- i. an alphabetical list of the vocational areas in which pupils were entered for GNVQ Part 1, the number of pupils entered for each vocational area and the percentage of those entered who achieved the full qualification;
- j. the percentage of pupils in year 12 entered for one or more qualifications other than GCSE or GNVQ Part 1 and the percentage achieving one or more such qualifications;
- k. an alphabetical list of the qualifications other than GCSE and GNVQ for which pupils were entered and, in relation to each, the number of pupils entered and the percentage of those achieving the qualification;
- l. the percentage of year 12 pupils achieving none of the qualifications listed above.

17. Information about the examination performance of pupils enrolled in years 13 and 14 in the previous school year as follows:-

- a. the number of pupils in the final year of a GCE AS Level course and the percentage of those achieving one or more Grades A to E;
- b. the number of pupils in the final year of a GCE A Level course and the percentage of those achieving -
  - i. 3 or more Grades A-C;

- ii. 2 or more Grades A to E;
  - iii. 1 or more Grades A to E (non-grammar secondary schools only);
  - c. an alphabetical list of the subjects in which pupils were entered for GCE AS Level, the number entered for each subject and the percentage of those who achieved each Grade A to E and who were ungraded;
  - d. an alphabetical list of the subjects in which pupils were entered for GCE A Levels, the number entered for each subject and the percentage of those who achieved each grade and who were ungraded;
  - e. the number of pupils in the final year of a course leading to :-
    - i. GNVQ at Advanced Level (and, in the case of a non-grammar secondary school, at Intermediate Level);
    - ii. the International Baccalaureate at subsidiary level;
    - iii. the International Baccalaureate at higher level
 and, in each case, the percentage of those who achieved the full qualification;
  - f. the total number of pupils in the final year of any course other than those listed at a. to e. above, and the percentage of those who achieved one or more such qualifications;
  - g. for each course included in f. above, the number of pupils in the final year of the course and the percentage achieving the full qualification.
18. Information about the destination of school leavers, as follows:
- the total number of pupils who left the school from Years 12, 13 and 14 in the previous school year;
  - the percentage of those who :-
    - a. transferred to another school
    - b. entered jobskills
    - c. entered Further Education
    - d. entered Higher Education
    - e. took up full-time employment
    - f. did not do any of those things.

19. The attendance rate of pupils at the school in the school year before that in which the prospectus is published.
20. The arrangements for pastoral care.
21. Particulars of the school's sporting aims, the facilities for sports available to pupils and a list of the sports available to pupils.
22. General arrangements for school discipline, including the arrangements for bringing school rules to the attention of pupils and parents.
23. Details of the school's policy on drug education.
24. Information about extra-curricular societies and facilities, other than sporting societies and facilities, available to pupils at the school.
25. In a voluntary grammar school or a grant-maintained integrated school, the arrangements for the provision of milk, meals and other refreshments, and for pupils to eat food which they, bring to school, including, in particular, the remission of charges.
26. The school's policy in relation to pupils' dress, in particular, in relation to the wearing of uniform.
27. A summary of the Board of Governors' charging and remissions policy.
28. In the case of a voluntary grammar school, particulars of any capital charge and, if appropriate, of any tuition fee, to be charged by the Board of Governors.
29. Any changes which will be made in any of the above information after the start of the school year to which the prospectus relates.

## **B. GOVERNORS' ANNUAL REPORTS**

1. Dates of school terms and half-term holidays for the school year in which the report is published.
2. Any changes in the information contained in the school prospectus since it was last published.
3. The attendance rate of pupils at the school in the school year to which the report relates.
4. A statement of how the school's curricular aims have been met in relation to sport, and an alphabetical list of the sports made available by the school, in the school year to which the report relates.
5. Information about assessment outcomes as specified in paragraph 11 above.
6. Information about performance in public examinations as specified in paragraphs 13 to 17 above.