



Newton British Academy  
Barwa City

## **Secondary Collaboration Policy**

**Policy Date:** June 2021 – June 2024

**Review Date:** June 2022

“An international community of learners striving for  
excellence and celebrating success”

# Secondary Collaboration Program between Newton British Academy and Newton International School Lagoon.

## Secondary Collaboration Program

The Secondary Collaboration Program refers to Newton British Academy and Newton International School Lagoon partnering to deliver shared initiatives, teaching, curriculum, and resources for students from both schools. The Secondary Collaboration Program enables both schools to share knowledge and expertise, address common matters and challenges and realise shared opportunities.

## Benefits of the Secondary Collaboration Program

The Secondary Collaboration Program can deliver significant benefits for both NBA and NISL staff and students. By working together, the likelihood of achieving higher levels of attainment for the students is greater than if NBA or NISL acted alone.

### Some of the benefits that are identified for both NBA and NISL include:

- **Positive relationships between schools**  
Collaborating allows Newton schools to develop and maintain positive relationships, which can be the foundation for future partnership opportunities. Strong working relationships would also help partner schools to engage constructively with other issues, such as Inter Newton competitions and events.
- **Improved curriculum provision for students**  
By working together, both schools can offer a full-time teaching load by sharing the knowledge of the specialist subject teachers and resources. Improved provision through collaboration can enhance learning opportunities for all students in NBA and NISL, thereby increasing student engagement and achievement.
- **Collaborating to improve teaching, share knowledge and co-create initiatives**  
Teaching can be improved through shared continuous professional development (CPD) opportunities. Teachers can learn together and from each other, through formal or informal CPD events and activities. Sharing CPD enables schools to transfer useful knowledge tailored to the specific needs faced by students in both schools.
- **Broader benefits for the entire Newton group.**  
Improving the curriculum provision, collaborating to meet student needs, and improving students' level of attainment would benefit the Newton Group as a whole, in addition to the collaboration schools themselves. The collaboration program between NBA and NISL will be enhanced where all Newton staff share a collective sense of responsibility for all students, regardless of which school they teach in.

## Roles of Responsibilities for the Secondary Collaboration Program

Position of Responsibility	NBA	NISL
Director of the Collaboration Program		
Supervisor of the Collaboration Program		
Principal		
Deputy Principal		
CPD Coordinator		
Marking and Feedback Coordinator		
Intervention Coordinator		
Homework Coordinator		
Career Coordinator		

### Responsibilities of the Director of the Secondary Collaboration Program:

- Report directly to the CEO of the Newton group. A weekly report to be provided on every Thursday.
- Setting expectations and goals for the Secondary Collaboration Program.
- Work closely with the Supervisors to develop a system to manage the Secondary Collaboration Program.
- Arrange, schedule, organize and facilitate meetings with all the relevant stakeholders of the Secondary Collaboration Program.
- Evidence-based analysis of the alignment possibilities throughout the academic year.
- Monitor all areas of alignment, by ensuring that planning, resources, best practices are shared on a weekly basis between both schools.
- Creating and organizing standardized assessment schedules and examinations in conjunction with the Supervisors of the project.
- Identify relevant continuous professional development opportunities in conjunction with the Deputy Principals of both schools.
- Monitoring the implementation of the Collaboration Program at both schools. Regular lesson drop ins to identify the success of shared teaching practises and identify areas for further development.

### Responsibilities of the Supervisors of the Secondary Collaboration Program:

- Work closely with the Director to develop a system to manage the Secondary Collaboration Program. Provide the necessary support for the Director.
- Supervisors to provide guidance, instructions, and encouragement to staff members.
- Attend a weekly meeting with the director to discuss the Collaboration Program's progress at each school.
- Evaluation and analysis of the students' progress and performance throughout the academic year.

**Responsibilities of the CPD coordinators:**

- Approve CPD policy and strategies for both schools.
- Align CPD programmes between NBA and NISL.
- Quality assure the CPD programs being delivered at both schools.
- Evaluate the effectiveness of CPD programs delivered at both schools.
- Collate, verify, and maintain up-to-date learning records for CPD program participants.
- Produce monthly reports on CPD program activities being delivered at NBA and NISL.

**Responsibilities of the Intervention coordinators:**

- Facilitate and communicate with all stakeholders to ensure the implementation of timely academic interventions within both schools. Align intervention programs between NBA and NISL.
- Work with HODs, counsellors and SEN department to identify students to receive academic interventions (IEP).
- Communicate with teachers and parents to provide interventions for students who are experiencing academic difficulties at NBA and NISL.
- Evaluate the effectiveness of the intervention programs delivered at both schools.
- Produce monthly reports on Intervention Program Activities being delivered at NBA and NISL.

**Responsibilities of the homework coordinators:**

- Develop a schedule to ensure sufficient homework in conjunction with the homework policy of the Newton group.
- Align the homework policy of both schools. The subjects that are 100% aligned will do similar homework or tasks during the week.
- Homework should be an extension to the work being delivered throughout the next week.
- Ensure that all homework is uploaded into the shared drive every Wednesday afternoon.
- Evaluate the quality of the homework and ensure that it is improving the learning opportunity of the students.

**Responsibilities of the career coordinators:**

- Have a bi-monthly meeting between the Career coordinators of the Newton Group and thereby align career days, webinars, and career fairs.
- To ensure a clear and innovative pathway of career-related activities is provided to all students.
- To maintain up-to-date knowledge of Further and Higher Education and routes to employment and training.
- To ensure that wall displays within teaching areas reflect the opportunities available to students and are appealing to the students.

## **Head of Departments / Subject Coordinators / Year group Coordinators**

### **Responsibilities of the Head of Departments and Subject Coordinators:**

- Work closely with the Head of Academics of each school to ensure that all subject alignment between the schools is done according to the identified time frame.
- Establish a collaboration partnership within both schools, through meetings and workshops, as well as providing information about curriculum, attainment, and progress, as appropriate.
- Work with Secondary Management to evaluate the teaching of the subject in the schools, using this evaluation to identify effective practice and areas for improvement in the quality of teaching and learning.
- Monitor progression in the relevant subject for all students in the department.
- Ensure that planning, assessment, recording (assessment trackers) and reporting procedures are developed and effectively monitored.
- Ensure that all shared planning and resources are uploaded on the shared drive each Wednesday afternoon.

### **Responsibilities of the Subject Coordinators for each year group:**

- Work closely with the Head of Departments and Subject Supervisors of the collaboration project to ensure that all subject alignment between the schools is done according to the identified time frame.
- Meetings will be held to ensure that the collaboration program is on track and both schools are delivering the same content and skills (AOL). It is the subject teacher's responsibility to set a time for the weekly planning meeting.
- Subject teachers to deliver well planned lesson that are aligned between NBA and NISL. Shared resources and lesson planning are crucial to ensure that high quality teaching and learning is happening in each classroom.
- Shared lesson plans and resources should be adapted to cater for the individual needs of each classroom.
- All lesson plans, resources and homework should be uploaded in the shared drive on Wednesday afternoons. Subjects coordinators to ensure that the work that is uploaded is the same as what was discussed in the planning meeting that week.

**Newton British Academy and Newton International School Lagoon Subject Codes and Examination boards.**

<b>English Department</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 English	British National Curriculum		Newton 9-1 Scale
Year 8 English	British National Curriculum		Newton 9-1 Scale
Year 9 English	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 Second Language	Cambridge	O991	9-1
Year 10 & 11 First Language	Cambridge	O990	9-1
Year 10 & 11 Literature	Edexcel	4ET1	9-1
Year 12 AS Language	Cambridge	9093	A - U
Year 12 General Paper	Cambridge	8021	A - U
<b>Mathematics Department</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 Mathematics	British National Curriculum		Newton 9-1 Scale
Year 8 Mathematics	British National Curriculum		Newton 9-1 Scale
Year 9 Mathematics	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 Higher	Edexcel	4MA1	9-1
Year 10 & 11 Foundation	Edexcel	4MA1	9-1
Year 12 Mathematics	Edexcel	WMA11, 12 & WST01 - Stats	A - U
<b>Science Department</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 Science	British National Curriculum		Newton 9-1 Scale
Year 8 Science	British National Curriculum		Newton 9-1 Scale
Year 9 Science	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 Biology	Edexcel	4BI1 1B	9 - 1 Scale
Year 10 & 11 Chemistry	Edexcel	4CH1 1C	9 - 1 Scale
Year 10 & 11 Physics	Edexcel	4PH1 1P	9 - 1 Scale
Year 10 & 11 Single Award Science	Edexcel	4SSO 1B, 1C, 1P	9 - 1 Scale
Year 12 Biology	Edexcel	WBI 11,12,13	9 - 1 Scale
Year 12 Chemistry	Edexcel	WCH 11, 12,13	9 - 1 Scale

Year 12 Physics	Edexcel	WPH 11, 12, 13	9 - 1 Scale
<b>Geography</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 Geography	British National Curriculum		Newton 9-1 Scale
Year 8 Geography	British National Curriculum		Newton 9-1 Scale
Year 9 Geography	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 Geography	Edexcel	4GE1	9-1
Year 12 Geography	Cambridge	9696	A-E
<b>History</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 History	British National Curriculum		Newton 9-1 Scale
Year 8 History	British National Curriculum		Newton 9-1 Scale
Year 9 History	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 History	Edexcel	4HI1	9-1
Year 12 History	Edexcel	XHI01	A-E
<b>ICT / Computer Science</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 ICT	British National Curriculum		Newton 9-1 Scale
Year 8 ICT	British National Curriculum		Newton 9-1 Scale
Year 9 ICT	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 ICT	Cambridge	0983	9-1
Year 10 & 11 Computer Science	Cambridge	0984	9-1
Year 12 IT	Cambridge	9626	A-E
Year 12 Computer Science	Cambridge	9618	A-E
<b>Design and Technology</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 DT	British National Curriculum		Newton 9-1 Scale
Year 8 DT	British National Curriculum		Newton 9-1 Scale
Year 9 DT	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 DT	Cambridge	Code: 0979	9 - 1
Year 12 DT	The examination is in November and not in June		

<b>ART</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 7 ART	British National Curriculum		Newton 9-1 Scale
Year 8 ART	British National Curriculum		Newton 9-1 Scale
Year 9 ART	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 ART	Cambridge	Code: 0989	9 - 1
Year 12 ART	Cambridge	9479	9 - 1
<b>French</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 8 French	British National Curriculum		Newton 9-1 Scale
Year 8 French	British National Curriculum		Newton 9-1 Scale
Year 9 French	British National Curriculum		Newton 9-1 Scale
Year 10 & 11 French	Edexcel	4FRO	9-1
<b>Physical Education</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 10 & 11 IGCSE PE	Edexcel	1PE0	9-1
<b>Business Studies</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 10 & 11 Business Studies	Edexcel	4BS1	9-1
Year 12 Business Studies	Edexcel	XBS11	A - E
<b>Economics</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 10 Economics	Edexcel	4EC1	9-1
<b>Environmental Management</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 10 & 11 Environmental	Cambridge	680	A* - U
Year 12 Environmental	Cambridge	8291	A - E
<b>Global Citizenship</b>			
	<b>Exam board</b>	<b>Exam code</b>	<b>Grading</b>
Year 10 & 11 Global Citizenship	Pearson	4GL1	9-1



## Travel and Tourism

	Exam board	Exam code	Grading
Year 10 & 11 Travel and Tourism	Cambridge	471	A* - U
Year 12 Travel and Tourism	Cambridge	9395	A - E

## Qatar History in English

	Exam board	Exam code	Grading
Year 7 Qatar History in English	Qatar National Curriculum		Newton 9-1 Scale
Year 8 Qatar History in English	Qatar National Curriculum		Newton 9-1 Scale
Year 9 Qatar History in English	Qatar National Curriculum		Newton 9-1 Scale

## Citizenship

	Exam board	Exam code	Grading
Year 7 Citizenship	National Curriculum		Newton 9-1 Scale
Year 8 Citizenship	National Curriculum		Newton 9-1 Scale
Year 9 Citizenship	National Curriculum		Newton 9-1 Scale

## Head of Departments / Subject Coordinators / Year group Coordinators

(To be completed after the timetables have been finalised and coordinators identified)

<b>English</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator First Language and literature</b>		
<b>Subject coordinator Second Language</b>		
Year group	Year coordinator NBA	Year coordinator NISL
Year 7		
Year 8		
Year 9		
Year 10 Second Language		
Year 10 First Language		
Year 10 Literature		
Year 11 Second Language		
Year 11 First Language		
Year 11 Literature		
Year 12 First Language		
Year 12 General Paper		

<b>Mathematics</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		
Year 12		

<b>Science</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject Supervisor Key Stage 4 and 5 Biology</b>		
<b>Subject Supervisor Key Stage 4 and 5 Chemistry</b>		
<b>Subject Supervisor Key Stage 4 and 5 Physics</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10 Biology		
Year 10 Chemistry		
Year 10 Physics		
Year 10 Single Science		
Year 11 Biology		
Year 11 Chemistry		
Year 11 Physics		
Year 11 Single Science		
Year 12 Biology		
Year 12 Chemistry		
Year 12 Physics		

<b>Geography</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		
Year 12		

<b>History</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		
Year 12		

## ICT / Computer Science

	NBA	NISL
Head of Department		
Subject coordinator Key Stage 3		
Subject coordinator Key Stage 4		
Subject coordinator Key Stage 5		
Year group	Year coordinator NBA	Year coordinator NISL
Year 7		
Year 8		
Year 9		
Year 10 ICT		
Year 10 Computer Science		
Year 10 BTEC		
Year 11 ICT		
Year 11 Computer Science		
Year 12 ICT		
Year 12 Computer Science		

<b>Design and Technology</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		
Year 12		

<b>ART</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		
Year 12		

<b>French</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10		
Year 11		

<b>PE</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		
Year 10 Core PE		
Year 10 IGCSE PE		
Year 11 Core PE		
Year 11 IGCSE PE		



<b>Business Studies</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 10		
Year 11		
Year 12		

<b>Environmental Management</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 10		
Year 11		
Year 12		

<b>Global Citizenship</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 10		
Year 11		
Year 12		

<b>Travel and Tourism</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Subject coordinator Key Stage 4</b>		
<b>Subject coordinator Key Stage 5</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 10		
Year 11		
Year 12		

<b>Qatar History in English</b>		
	<b>NBA</b>	<b>NISL</b>
<b>Head of Department</b>		
<b>Subject coordinator Key Stage 3</b>		
<b>Year group</b>	<b>Year coordinator NBA</b>	<b>Year coordinator NISL</b>
Year 7		
Year 8		
Year 9		

