



The Stourport High School & VIth Form College

Transition Pack 2018





The Stourport High School & VIth Form College

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Our Ref: Dn.Transition 2018.HFD

Ms L Deakin, BA Hons PGCE NPQH
Principal



April 2018

Dear Parent/Carer

I am delighted to welcome you to The Stourport High School & VIth Form College and to the first of our transition events this term.

The partnerships between our students, our staff and home are key to ensuring that all our young people maximise their potential and succeed in being the best they can be. Our transition period is an important start to that and we are all looking forward to working with you over this term and beyond.

Whilst some things will be a little different here compared to what your son/daughter is currently used to, we are sure that they will be excited by the huge number of new experiences and opportunities they will have with us. Our Transition Programme aims to ensure that any questions you or your son/daughter may have are answered and that all our young people are ready to start with us on the first day of the next school year on **Wednesday 5 September 2018**.

Over this term Miss Russell, our Director of Transition, as well as members of our Senior Leadership Team, will make a number of visits to schools to speak to teachers and enable us to get to know all our new students well. We have already visited local primary schools and will continue to make every effort to get to know our new students before they arrive in September, to answer any questions they have and to share our aspirations with them.

Last year our Year 7 students told us how much they liked being made to 'feel at home' and how easily they settled in. I am sure all our new students will get to know our school really quickly too and as part of this process our Transition Programme includes a number of days when students come to The Stourport High School & VIth Form College to allow them to get to know us better.

Transition Information Evening:

Our next parent/carer transition event will be on **Monday 9 July 2018 at 6pm** and we look forward to seeing you again then. In the meantime, please do not hesitate to contact us if you have any questions. Miss Russell is our key transition link and can be contacted through school or via email at office@shs.saet.co.uk.

From us all at The Stourport High School & VIth Form College, we look forward to working with you and supporting your son/daughter through this next phase of their education.

Yours faithfully

Ms L Deakin
Principal



The Stourport High School & VIth Form College

Term Dates

For 2018 - 2019

Please remember that the school does not authorise holidays for students during term time.

Autumn Term 2018:

Term Starts (Year 7) Wednesday 5 September 2018

Term Starts (Years 8 to 11) Thursday 6 September 2018

TED Friday 26 October 2018

Half Term Monday 29 October 2018 to Friday 2 November 2018

Term Ends Thursday 20 December 2018

Spring Term 2019:

Term Starts Tuesday 8 January 2019

Half Term Monday 18 February 2019 to Friday 22 February 2019

Term Ends Friday 12 April 2019

Summer Term 2019:

Term Starts Monday 29 April 2019

May Day Monday 6 May 2019

Half Term Monday 27 May 2019 to Friday 31 May 2019

Term Ends Friday 19 July 2019

TED = Staff training day - school closed to students

Good Friday Friday 19 April 2019

Easter Monday Monday 22 April 2019

May Day Monday 6 May 2019

Whitsun Bank Holiday Monday 27 May 2019



The Stourport High School & VIth Form College

Year 7 Curriculum Overview for 2018 - 2019

The Year 7 Curriculum is designed to build on the experiences of students in Key Stage 2 (KS2). We work closely with our feeder primary schools to ensure continuity.

Subject	Lessons per week	Subject	Lessons per week
English	4½	Physical Education	3
Mathematics	4½	Modern Foreign Languages	2
Science	4	Geography	2
History	2	Design Technology	1½
Computer Science	1	Food Technology	1½
Music	1	Art	1
Social Studies	1	Drama	1

In addition to the subjects listed, students will also have 1½ hours of Academic Tutoring (AcTu) time each week with their form tutor which takes place from 3:00pm to 3:30pm on Monday, Wednesday and Thursday. During this time tutors address aspects of Citizenship, SMSC (Spiritual, Moral, Social and Cultural), as well as offering pastoral support in addition to academic guidance. The school also collapses the curriculum during the year to deliver SMSC Education Days which support the work done in Academic Tutoring.

School Day - Timings:

Monday	8:50am to 3:30pm
Tuesday	8:50am to 3:00pm
Wednesday	8:50am to 3:30pm
Thursday	8:50am to 3:30pm
Friday	8:50am to 3:00pm

The curriculum experience is innovative, engaging and broad. Students study 14 different subjects covering all aspects of the National Curriculum. All students study a modern foreign language, with 3 lessons of PE and sport per week reflecting the school's areas of specialism.

Setting is used in English, mathematics, science and physical education. In the other subjects, classes are of mixed ability with members of their tutor group. We believe this provides a balance of academic rigour and pastoral support to allow all students to settle into the school. KS2 data, Cognitive Ability Test data and our own baseline assessments are used to clarify the setting.

In addition to developing knowledge and understanding in each subject area, students will also develop a range of competencies and skills which will equip them to cope with all aspects of life, both inside and outside of school. Through all subjects, students will improve their readiness to learn and acquire skills for life including problem-solving, communication, independence, research and teamwork.



The Stourport High School & VIth Form College

Attendance

As a school we regard regular attendance at school as critical to a student's progress.

Absences From School:

Please telephone on the **first day of absence** between 8am and 9am (01299 872950) or email our Attendance Welfare Officer (Attendance@shs.saet.co.uk). Please ensure that a letter or note is recorded in the Student's Planner and shown to the Form Tutor upon return to school.

Advise the school of the reason for the absence and the expected period of time the student will be absent, otherwise please call/email daily as detailed above.

As a school we have a duty to record all absences as 'authorised' or 'unauthorised', if we do not receive an explanation for a student's absence the Attendance Welfare Officer will make contact with the parent/carer.

If your son/daughter's attendance is 90% that means he/she is absent for the equivalent of 1 day every 2 weeks (this means 1/2 a day each week):

Monday	Tuesday	Wednesday	Thursday	Friday
		Absent		

Or if your son/daughter's attendance is 80% that means he/she is absent for the equivalent of 1 day every week:

Monday	Tuesday	Wednesday	Thursday	Friday
		Absent	Absent	

**1 DAY LOST per WEEK would mean during Years 7 - 11 your son/daughter would miss
One whole YEAR of education**

Lateness:

The school day starts at **8:50am** and parents/carers have a duty to ensure that their son/daughter arrives at school on time. If your son/daughter is going to be late for school parents/carers should provide them with a note of explanation or telephone the school as soon as possible.

When a student arrives late at school they must report directly to the Student Reception and sign the Late Book. Students will be expected to make up the time they have missed and will receive a detention for persistent lateness.

LOST MINUTES = LOST LEARNING

Leave Of Absence During Term-Time:

Children of school-age who are registered at a school must, by law, attend that school regularly. You should not take your son/daughter on holiday during term-time; it is disruptive to your son/daughter's education in terms of learning and friendships, the school will **not authorise** these absences.

Absences will only be considered if there are exceptional circumstances, in which case an 'Application for Leave of Absence' form must be completed at least 6 weeks in advance and an explanatory letter must be attached. The full 'Leave of Absence During Term-Time Policy' is on our website (www.shs.worcs.sch.uk).

There are 190 school days each school year - this leaves 175 days for holidays!



The Stourport High School & VIth Form College

Behaviour (Climate 4 Learning) Policy

'Our aim is to create a caring, orderly and disciplined environment where learning can flourish and be enjoyed'

We believe that all students have the right to learn in school, make excellent progress and achieve their potential. All students also have a responsibility to not interrupt or disturb the learning of others. Every student has a choice in the way they behave and all choices have consequences.

Rewards & Praise:

We endeavour to promote a culture of praise and reward within the school community. Our achievement points will be awarded based on five different LORIC (Leadership, Organisation, Resilience, Initiative and Communication) criteria. These criteria are used to support students in demonstrating the key strands required to produce day-to-day evidence to support the completion of their nationally recognised PiXL Edge Certificate. Students will also receive verbal praise, praise postcards, certificates and nominations for 'Student of the Week' and 'Feel Good Friday'. All of their 'praises' are recorded using the SIMS Achievement System:

- Achievement Point **- 1 point**
- Being nominated for 'Student of the Week' **- 5 points**

The SIMS Achievement Reward System is communicated to students through their form tutor and their Director of Learning (DoL). Reward trips are also organised by the DoL for students who have performed to the best of their ability.

Choices ...

Teachers and Learning Support Assistants (LSA's) use many different strategies in order to make sure that student's lessons are interesting, engaging and ensure students have the best opportunities available to them to learn.

The **Climate 4 Learning (C4L)** system gives students a clear series of choices to enable them to halt disruptive behaviour. The C4L system allows students to choose to get back on task and avoid further consequences. This is a clear choice ladder and this shows students where they are, the consequence of their actions and encourages students to change their behaviour before being issued with a:

- C1 - Verbal reminder about the school's expectations**
- C2 - Verbal warning and consequence - logged in SIMS* & a 30-minute detention**
- C3 - Verbal warning and consequence - logged in SIMS* & a 60-minute detention**
- C4 - Verbal warning and serious consequence - logged in SIMS* & a 90-minute detention as a minimum**

* SIMs ~ behaviour monitoring software.

There is also a system that covers behaviour outside the classroom that is disruptive or anti-social. **OCB** (Out of Class Behaviour) slips are given in these instances of behaviour and will result in a **30-minute detention** as a minimum. Each subsequent OCB incurs a 60-minute detention.

<p>ACTIVE MODE ... students LISTEN to the TEACHER and everyone else. Students ASK QUESTIONS at APPROPRIATE TIMES. In CLASSWORK students may work in a group however they are ENGAGED.</p> <p>TOTAL FOCUS = OVER-ACHIEVEMENT</p>	<p>ACTIVE/PASSIVE MODE ... given the choice, students work in GROUPS. Students LISTEN to the TEACHER and NOT TO OTHERS. In CLASSWORK students TALK and get back to work when REMINDED.</p> <p>SEMI-FOCUSED = MIXED ACHIEVEMENT</p>	<p>PASSIVE MODE ... students ONLY LISTEN if they are spoken to ONE-TO-ONE. Students DON'T LISTEN to the TEACHER when they are teaching. Students DON'T LISTEN when other people are TALKING.</p> <p>UNFOCUSED = UNDER-ACHIEVEMENT</p>
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The Stourport High School & VIth Form College

Student Code of Conduct

This Student Code of Conduct is displayed around the school site and in the Student Planner. It is an important part of the Behaviour (Climate 4 Learning) Policy and summarises for students and their parents/carers the key expectations. In particular students are regularly reminded about this Code of Conduct and the Behaviour (Climate 4 Learning) Policy in assemblies and Academic Tutoring (AcTu) time so that students are fully aware of the consequences of failing to meet these expectations.

Students will always ...

- follow the instructions of all staff in school;
- line up outside classrooms quietly and in single file;
- walk around school quietly ensuring they do not disturb the learning of others;
- respect other people and their property, not causing damage to the school environment in any way;
- put rubbish in the bins provided and keep the school site clean and pleasant;
- wear full school uniform with pride, in school and when travelling to/from school;
- speak politely to all members of the school and wider community;
- behave in a way that makes you feel safe and others safe too.

When in lessons students will always ...

- arrive on time to all lessons, Academic Tutoring (AcTu) and other activities;
- be properly equipped for all lessons and have completed any Independent Study previously set;
- work in silence unless the activity requires you to talk;
- stay on task and allow others to do so;
- follow the 'Health & Safety' rules applicable to each Faculty;
- stay in seats unless asked to move by a member of staff.

Students never ...

- verbally or physically abuse any member of the school community;
- bully or intimidate anyone in our community, or use technology to communicate threats;
- fight;
- have or use alcohol, drugs or other prohibited items of any sort in school, on the way to school or whilst in uniform;
- have or bring a weapon, or anything that could be used as a weapon to the school site.

The school is very clear that students who are responsible for the serious behaviour's detailed above run the risk of a fixed term or permanent exclusion from our school.

Printed (Student):

Signed (Student):

Date:



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Colleges

In the first few days at school students will hear about something called 'Colleges'. Colleges are a bit like the houses that students may be familiar with from primary school. Students will become a member of one of the four Colleges and will belong to that College for their time at The Stourport High School & VIth Form College. The College names were chosen by students from the names of the fallen heroes who are recorded on our Remembrance Board in our school Hall. The students chose the surnames of Frederick Glover, George Randle, Alfred York and William Bridgford (photographed) to be the representative names of their Colleges.



Students compete in their College tutor groups in various competitions throughout the school year, in all subjects, as well as special challenges. The Colleges work to raise money for various charities and support the local community; students will earn reward points throughout the school year by excelling in classroom work and in extra-curricular options afterschool each night.

Students work both individually and as a team in order to try to be the most successful College each year. The Colleges also work within both the local and national community to help charities. Students have in the past supported Children in Need, Operation Christmas Child, hampers for the elderly within our community, as well as gaining the accolade of being in the Top 25 School Fundraisers for Children In Need in the UK.



A big part of the Colleges is about promoting unity within our school and working as a team in being crowned the 'Winner of the Colleges Cup' which is presented at the end of the year when all of the achievement points are added up.

the PiXL Edge

At The Stourport High School & VIth Form College we are proud to give students the opportunity to engage with the PiXL Edge Programme (Implemented by Colleges). The PiXL Edge is a framework for schools to develop and accredit in students those personal attributes essential for employability and life. These include: **Leadership / Organisation / Resilience / Initiative / Communication** (LORIC). Through a series of accredited tasks and activities (including target-setting and self-reflection) PiXL Edge enables students to systematically enhance their skills. PiXL Edge has three different levels:

- Level 1: Apprentice** (complete 10 activities - 2 for each attribute)
- Level 2: Graduate** (complete 8 activities - 1 for each attribute and 3 of own choice)
- Level 3: Masters** (complete 6 activities - 1 for each attribute and 1 additional)

As the levels progress, the activities become more rigorous and demanding. In Year 7, our students will join at Apprentice Level and will be expected to complete their 10 activities during Key Stage 3. The Edge is a recognised qualification endorsed by the Northern Council for Further Education (NCFE). There is the possibility of the Masters Level becoming a formal qualification.





The Stourport High School & VIth Form College

Home - School Agreement

Students sign to agree the following:

- to follow all school rules;
- to attend school on time every day and be punctual to all lessons;
- to work to the best of their ability and make the most of opportunities offered;
- to treat everyone, fellow students, teaching and support staff as well as the school building with respect by following the 'Student's Code of Conduct' (available on the school's website);
- to not bully or intimidate others and ensure that they report any incidents of bullying they become aware of;
- to take pride in themselves and their appearance by wearing their uniform in accordance with the school's Uniform Policy.

Families sign to agree the following:

- to carry out their legal obligation to ensure that my/our son/daughter attends school every day, on time and properly equipped;
- to ensure that my/our son/daughter wears full school uniform, one pair of stud-style earrings in ear lobes only (one in each ear) and no make-up in Years 7 & 8;
- to support the school's 'Student Code of Conduct' and high expectations of students' behaviour;
- to support the school's Behaviour (Climate 4 Learning) Policy;
- to check my/our son/daughter's Student Planner daily, sign it weekly and support him/her with his/her Independent Study;
- to advise the school if there are any concerns or information which may affect my/our son/daughter's school life;
- to use the Student Planner to communicate with the school;
- to attend scheduled Parents' Evenings and other parent/carer events with regard to my/our son/daughter's progress;
- to inform the school with regard to any absences and respond to communications from the school when necessary;
- to take responsibility for my/our son/daughter's Internet and telephone usage.

School promises to:

- value each individual for their unique strengths;
- maintain a safe and ordered environment so that learning can take place;
- advise parents/carers about any problems with attendance, punctuality or equipment;
- use the Student Planner to monitor student's work and to communicate with parents/carers;
- communicate student achievement through regular assessments and an annual report;
- set, mark and monitor Independent Study as directed by the 'Independent Study Timetable' and provide Independent Study facilities at school;
- ensure fair treatment of all students by enforcing the 'Student Code of Conduct';
- arrange Parents' Evenings and other parent/carer events during which students' progress will be discussed;
- respond promptly in a professional manner towards requests for information and assistance;
- provide up to date information and statutory documents on the school's website.

Printed: (Student) Signed:

Printed: (Parent/Carer) Signed:

Printed: (Form Tutor) Signed:



The Stourport High School & VIth Form College

Top Ten Tips for Success

Congratulations!

You have a place in a great school.

In order to learn well and be successful students need to be organised. These tips are basic common sense; however, they will help students to stay on top of their learning:

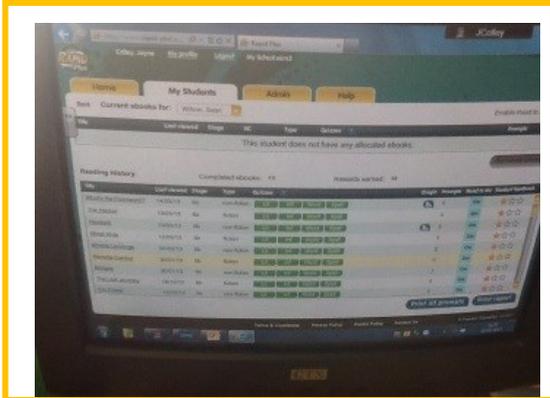
1. *Carpe Diem!* Be willing to try something new, meet someone new and challenge yourself to do your very best.
2. Be kind to others and yourself, show respect and take responsibility.
3. Attend school every day, be on time for the start of school and on time for every lesson.
4. Get your uniform right! If you look good, you will feel good and work much more effectively and feel a real member of our team.
5. **Get your equipment right:**
 - a bag for all your school books;
 - the writing and drawing things that you will need: pens, pencils, coloured pencils, etc.;
 - ruler and calculator.
6. Use your Student Planner **every day** to write down what you have to do, when it has to be done by and any special things you may need such as equipment or kit.
7. To support your Independent Study use our personalised Google Apps for Education account (*you will be provided with a Username and Password*) and be sure to hand your work in on time. Never copy and paste from the Internet.
8. Make sure that you know your **teachers** (try to remember their names and do not be afraid to ask questions if you are not sure of something) and **timetable** to ensure that you are prepared for every school day **before** you leave home. The best way to do this is to check your Student Planner and bag every night before you settle down.
9. Attend an extra curriculum club.
10. **Smile!** Do not panic! We are all here to help you be as successful as you can be!



The Stourport High School & VIth Form College

Rapid Plus Reading

'Rapid Plus Reading' is a reading scheme for secondary school students that often struggle with independent reading. It has been carefully levelled to provide texts that aid motivation to ensure success in reading. The programme provides students with a positive reading experience to emphasise the purpose and enjoyment of reading, as well as the skills required to make progress.



Following initial reading assessments which will take place in the Literacy Learning Centre (LLC), Rapid Plus will be available to students in KS3 and KS4. Students access the programme during allocated lessons in the LLC and during Academic Tutoring (AcTu). The books are of age-related interest, visually appealing and finely levelled to match the student's reading age. The number of different words introduced in each text is restricted so that students are not faced with words they do not recognise. We carefully monitor the use of this programme so that students experience success and read with fluency.

The 'Rapid Plus Reading' programme has additional software to help students develop their independent reading skills; it includes eBook versions of all the texts. The 'Read to Me' feature allows students to hear the text being read aloud and this provides a model of fluent reading. Students can click on any individual word and hear the word read to them. There is also a quiz at the end of each part. These activities allow us to check their understanding of the text and to develop their word knowledge and spelling skills. Students can win points for their College (see overleaf) through taking the quizzes.



At Home:

We think that it is important for you to know what your son/daughter is reading and how well they are progressing. The eBooks are available online and can be accessed from home. You can see the books that your son/daughter has read and their scores in the associated quizzes. This partnership is an important way of encouraging your son/daughter to enjoy reading and to reach their full potential.



The Stourport High School & VIth Form College

Renaissance Reading



'Renaissance Reading' is a structured online reading programme that enables our school to closely monitor and evaluate student's reading. All students in Key Stage 3 take part in the Renaissance Reading Programme and it is vital that students read at home as much as possible. Renaissance Reading suggest that 20 minutes a day reading at home will greatly improve a student's reading success and help them to better access the curriculum in all subjects. The Stourport High School & VIth Form College is a 'Centre of Excellence' for Renaissance Reading and we pride ourselves on our commitment as a whole school to maximise the reading potential of each individual student. Encouraging students to be independent and confident readers helps them achieve their full potential in all school subjects.

Throughout the academic year student's progress is assessed by the Additional Learning Facility (ALF) Team, their tutor and their English teacher to ensure they are continually progressing. ALF has a wide range of Renaissance Reading books and its ever-evolving fiction library is full of titles by exciting new authors as well as old favourites. Stocking a full range of genres from adventure, mystery and horror to humour, animal stories, historical fiction, classics, relationships, fantasy and science fiction, ALF has something for every taste and reading ability.



ALF additionally stocks a full range of non-fiction including topic books, magazines and fun books to browse and also regularly holds quizzes, competitions and author events to further engage our students and promote a real love of reading. Inspirational visits from authors have a huge impact on reading and we have been very fortunate to have hosted Charlie Higson, Jason Bradbury, Lucy Hawking, Joseph Delaney, Paul Dowsell, Andy McNab, Jonathan Stroud, Jo Cotterill, Robert Rigby, Joanne Harris, Simon Mayo, Cathy Cassidy, John Boyne, Teri Terry, Saci Lloyd and most recently D J Brazier, a former student of The Stourport High School & VIth Form College.

The ALF team are on hand from 8:00am - 5:00pm daily to offer expert advice and friendly guidance to students. ALF also runs reward schemes to help motivate students to read regularly, offering Bronze, Silver, Gold and Platinum 'Renaissance Reading' Certificates, as well as inter-tutor and individual trophies which are presented each term. ALF also has a 'Millionaires Club' for all those students who have read a million words or more. Students are presented with a certificate in assembly every time they reach the milestone of a million words.



At Home:

Parents/Carers can follow their son/daughter's 'Renaissance Road to Success' through a special feature called 'Renaissance Home Connect'. Parents/Carers will receive a personal letter in September 2018 detailing their username and password to enable them to access the website and monitor their son/daughter's progress.

We truly value parents/carers support and by working together we can really make a difference to our students' reading and learning.



The Stourport High School & VIth Form College

Supporting Students with Additional Educational Needs

We value the abilities and achievements of all our students and are committed to providing the best possible learning environment for every student.

Our aim for all students is inclusion, i.e. ensuring that all students have access to a broad and balanced mainstream education which is personalised in order for every student to achieve success. Appropriate support and intervention enables all students with additional educational needs to experience and enjoy positive achievement.

By having 'additional educational needs' we mean that the child will have much greater difficulty in learning than the majority of children of the same age.

Consequently, students with additional/special needs will have access to a supportive team of Learning Support Assistants (LSAs) who will:

- support learning inside the classroom;
- offer one-to-one support outside of the classroom;
- supervise activities at brunch and lunch times;
- homework clubs operate from our Literacy Learning Centre (LLC), Numeracy Learning Centre (NLC), Additional Learning Facility (ALF) and Curriculum Access Faculty (CAF) - *see additional information below*;
- keep learning on track with individuals or small groups of students by supporting the teacher.

The Literacy Learning Centre (LLC) (see *Rapid Plus Reading* page for more information):

This base supports students to improve their literacy. Students have the opportunity to work in a small class environment, in small groups which focus particularly on reading, spelling and writing.

The Numeracy Learning Centre (NLC):

This base supports students to improve their numeracy. Identified students have the opportunity to work in a small class environment, in small groups which focus particularly on numeracy knowledge and application of number.

The Additional Learning Facility (ALF):

See *Renaissance Reading* page for more information.

Curriculum Access Faculty (CAF):

This Additional/Special Needs Department has timetabled lessons for students, experienced staff/ tutors, resources and computer access.

If you would like to know more information or discuss individual students' needs, please make contact with Mrs C Haile, SENCO.