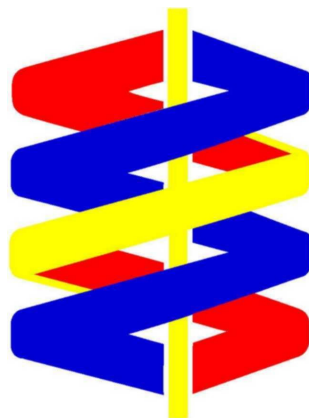


BEAUFORT COMMUNITY SCHOOL



PARENTS' HANDBOOK

2008-2009

Name.....

Tutor Group:

Beaufort Community School

**Holmleigh Park
Tuffley
Gloucester GL4 0RT**

Telephone: 01452 301381
Fax: 01452 380779
e-mail: office@beaufort.gloucs.sch.uk
website: www.beaufortcs.com

**Mr J M Bride
Headteacher**

INTRODUCTION

We believe that pupils achieve their best when school and family work together. Therefore it is important for parents to know what happens on a day-to-day basis within their child's school.

This booklet is intended to provide a handy point of reference for parents about the many routine matters of school life. We hope that much of what goes on in school will seem clearer and you will be better able to support your son or daughter in their work at Beaufort.

This booklet cannot tell you everything, but may help you to decide what else you need to know - and who to see to find out more. Please keep in touch with your child's teachers, especially the Tutor and the Head of Year. With your help, they are better able to assist your son or daughter with their work.

If ever you are concerned about any part of the education your son or daughter is receiving, do not hesitate to contact the school. An appointment makes life much easier for us all, but if you are worried, just come in and talk to us. I and other Senior Staff are always prepared to meet parents to discuss any concerns.

If you have any comments about the contents of the Handbook, especially if you feel we have left out anything, please let us know. We will endeavour to put things right in next year's edition.

Malcolm Bride - Headteacher

Copies of the Parents' Handbook can always be obtained from the
School Office without charge

A PARTNERSHIP BETWEEN SCHOOL AND PARENTS

This page provides an outline of our Home-School Agreement which we ask all parents and pupils to sign.

To keep parents fully informed about the school and the progress of their children we are committed to providing:

- a detailed annual written report on your child's progress and performance in each subject, and an interim review part way through the year;
- a Parents' Consultation Evening at which you can discuss your child's progress with subject teachers, Tutor and Head of Year. Senior Staff will be there if you wish to discuss anything with them;
- contact from school if we have concerns about attendance, work or behaviour at any point during the year;
- opportunities to meet with staff at any point in the year if you are concerned about your child's welfare or progress;
- an annual school profile on the progress of the School as a whole, including examination results, attendance rates and the destinations of our school leavers;
- a summary of the School's Government Inspection Report with access to the full text.
- an annual Parents' Handbook giving details of the School's organisation;
- a regular Parents' Newsletter to keep you informed;
- the opportunity to join the Beaufort Community School Parent Teacher and Friends Association whose aim is to help the School develop. The association runs social events, raises funds and keeps parents informed of developments in education.

In return we ask that parents:

- support the ethos and discipline of the school, including our Behaviour Policy
- attend Parents Evening and any other meetings at a mutually convenient time
- ensure students attend school regularly and arrive on time
- ensure students wear the correct uniform and bring the appropriate equipment to school
- support academic achievement at school and at home, including independent study at home
- inform the school of absences, change of details or lateness
- come and talk to us first if you think something is wrong and give us a chance to put it right

SCHOOL ORGANISATION

Every pupil at Beaufort Community School belongs to a Tutor Group - a group of boys and girls of the same age with a mixture of different abilities and skills. Your son/daughter will usually remain in the same tutor group during their five years at Beaufort up to the Sixth Form.

Each tutor group is in the care of a TUTOR - a teacher who takes responsibility for the general well being of all pupils in the group. This is the person who will have the best knowledge of your son or daughter and should be contacted if you have any concerns about their progress or welfare. Tutor Groups take their names from the National Curriculum number of the Year Group (e.g. Year 7) and the letters of their Tutor's initial e.g. 7Le

Every tutor group is part of a YEAR GROUP, with a HEAD OF YEAR who has oversight of the pupils within that year. Heads of Year can also be contacted about any concerns you may have.

The organisation of Years for 2008/2009 is as follows:-

Each Key Stage of the Curriculum has a senior member of staff with oversight of the year groups.

Years 7, 8 & 9, Key Stage Three	-	Mr Marment
Years 10 & 11, Key Stage Four	-	Mr Nye
Years 12 & 13, Sixth Form	-	Mrs Shepherd

YEAR TEAMS & TUTOR BASES 2008-2009

YEAR 7 (<i>Social Area – B Area</i>) Head of Year – Miss Ellis Deputy – Mr Stokes			YEAR 8 (<i>Social Area – A Area</i>) Head of Year – Mrs Wright Deputy – Mr Jameson		
7Hm	Miss Hamblin	B3 (H15)	8Bh	Mr Ball	DT4
7Hp	Miss Hopes	ML4	8Co	Mr Cooper	IT4
7Hs	Mrs Howes	B6 (F3)	8Gf	Mrs Griffiths	A3
7Re	Mr Reece	ML1	8Hg	Mrs Hastings	H8
7Rh	Mrs Ravenhill	B1 (H6)	8Ks	Mrs Kingston	LAA
7Rt	Mrs Ritter	ML5 (MU2)	8Le	Miss Lewis	IT3
7We	Mr Webb	B2	8Si	Miss Smith	ML3
Learning Mentor – Miss Sullivan			Learning Mentor – Mrs Edwards		
Attached staff – Mrs Little, Miss Snell			Attached staff – Mrs Goddard, Mrs Hardy		
YEAR 9 (<i>Social Area – A Area</i>) Head of Year – Mr Nicholls Deputy – Miss Healey			YEAR 10 (<i>Social Area – Small Hall/Canteen</i>) Head of Year - Mr Thorpe-Williams Deputy – Mrs Williams		
9Ch	Mr Chatterton	H5	10Ds	Mr Davies	F4
9Cn	Mrs Constantine	Sm HI	10Fe	Mr Fendall	A1
9Da	Ms Davies	Lab 3	10Gu	Mr Gumbrell	ML6
9Fl	Mr Follett	A2	10Ls	Mr Luscombe	H13 (B1)
9Ma	Mrs Mason	H11	10Rb	Mr Roberts	H14
9My	Miss Motley	H4	10Rm	Miss Rimell	H16
9Wh	Mr Whitaker	IT1	10Rn	Mr Robinson	F1
Learning Mentor – Mrs Crisp			Learning Mentor – Mrs Williams		
Attached staff – Mrs Tomlin, Ms Marsden Green			Attached staff – Mr Richardson, Miss Hannis		
Year 11 (<i>Social Area – Small Hall/Canteen</i>) Head of Year – Miss Taylor Deputy – Mrs Butler					
11Ba	Mr Bateson	Lab 4			
11Fd	Mrs Ford	F3 (B6)			
11Hu	Mr Hunt	Lab 8			
11Ir	Mr Ireland	IT5			
11Kg	Mr King	H12			
11Sy	Miss Seymour	F2			
11Wb	Mrs Webb	H18			
Learning Mentor – Miss Lewis					
Attached staff – Mr Woodward, Mrs Lynch					

YEAR 12/13					
Head of Year - Mrs Shepherd					
Deputy - Mr Bartlett					
YEAR 12			YEAR 13		
12B	Miss Burr	MU1	13Hd	Mr Heywood-Thomas	DT5
12Bk	Miss Blackton	C7	13Gl	Mr Glover	ML2
12Fs	Mr Francis	UAA	13Se	Mr Seaborne	A5
12Ha	Mr Harris	MU2 (ML5)	13Wr	Mr Wheeler	H9
12HI	Mr Hall	Lab 2			
12Gy	Mr Golightly	TH1			
12Sj	Mr Shepherd	Lab 1	Sixth Form Guidance Tutor – Mrs Stenger		
12Ws	Miss Watt	A4	Attached staff – Mr Taylor, Miss Davis		

OUR VALUES AT BEAUFORT COMMUNITY SCHOOL

Everyone at our school is expected to maintain an atmosphere which supports learning. We are courteous, pleasant, helpful and consistent in our dealings with one another. All students come to school to learn and any behaviour which detracts from this will not be tolerated.

All members of our school have:-

The right to learn or teach uninterrupted

The right to be safe

The right to be heard

The right to be treated with respect

All members of our school must therefore accept the responsibilities which protect these rights.

1. WE TREAT OTHER PEOPLE WITH KINDNESS AND RESPECT IN THE WAY THAT WE WOULD LIKE THEM TO TREAT US

This means you always speak and behave politely to everyone, even if you feel in a bad mood, and always use a low voice. There are times and places when you need to be silent, and you must obey any reasonable request from a member of staff.

2. THE SCHOOL IS A PLACE OF WORK

This means in class you make it as easy as possible for everyone to learn. This means arriving on time and with everything you need for the lesson, beginning and ending the lesson in a courteous and orderly way, listening carefully, following instructions, helping each other and being polite and sensible at all times.

3. WE MOVE CAREFULLY AND QUIETLY ABOUT THE SCHOOL

This means never barging or running or shouting, but being ready to let people pass opening doors and showing patience as you move about.

4. YOU KEEP THE SCHOOL CLEAN AND TIDY

This means keeping the school a welcoming place we can all be proud of by putting litter in the bins, keeping walls and furniture clean and taking care of displays, particularly other people's work.

5. **WE ARE NEAT AND TIDY IN OUR DRESS**

This means following the pupils' dress code set out in the Parents' Handbook.

6. **YOU SHOULD STAY WITHIN THE SCHOOL BOUNDS**

This means staying on the school premises unless you have express permission to go out of school, and a member of staff knows where you are, so that we know you are safe and are not worrying about you unnecessarily. Remember the Code of Conduct applies when you are off the premises on school trips and on the journey to and from home.

SCHOOL RULES

Arrival on time to lessons, properly equipped and dressed

- Pupils remove all outdoor wear as they enter the room
- Required minimum equipment is a school bag, pens, pencils, ruler, rubber and planner
- All mobile phones + electrical equipment must be switched off and placed in a school bag during lessons

Listen when the teacher is speaking

- Look at the listen to the teacher when they are talking
- Follow all instructions first time
- Asking questions appropriately
- Do not disrupt the learning of others

Work to the best of your ability

- Attend all lessons on time
- Focus fully on the task
- Complete work set
- Complete and hand in any independent study work on time

Respect people, belongings, environment and equipment

- Speak politely
- Put all litter in the bins provided
- The school is a no smoking site
- Use the correct social area
- Do not damage school property
- Walk in the school building

BULLYING

Beaufort Community School does not tolerate bullying of any kind and all cases are treated very seriously.

Bullying is any behaviour which has the potential to affect adversely the well being of an individual and results in the individual being frightened or upset. It can include exclusion from the group, name-calling, teasing, threats and extortion, threatening gestures or grimaces and physical assault on a person or their property. It can be a single frightening incident or a series of such incidents.

Initially contact should be made with your son/daughter's Tutor who will make enquiries and attempt to deal with the situation quickly, and hopefully, defuse any potential repercussions. The Tutor will record all reported incidents. If the situation deteriorates or is not resolved the Tutor will pass the matter on to the relevant Head of Year. You may also contact your son/daughter's Head of Year if you think a situation is not being resolved satisfactorily. The Head of Year will also record reported incidents and will attempt to reassure potential victims and deal with the alleged perpetrator of the bullying.

In extreme cases, senior members of staff, and/or the Headteacher, will become involved and not only will the matter be recorded officially in the School Incident Book, but also suspensions from school may result.

REMEMBER: if you have any concerns as a parent, contact us so that we can deal with the situation quickly.

REWARDS

We encourage positive attitudes towards work and behaviour in our pupils by a rewards system open to all. We use "Good News" postcards to inform parents of pupils in all years about their successes. In addition we celebrate success in Achievement Assembly each term.

Pupils in Years 7 to 9 can earn a MERIT for either work or service to the school. This is indicated by a stamp in the pupil planner.

Pupils can earn certificates as follows by the accumulation of merits:

10 merits	Bronze Achievement Award
25 merits	Silver Achievement Award
50 merits	Gold Achievement Award
100 merits	Platinum Achievement Award

Prizes are awarded with certificates.

In Years 10 and 11 students can earn Commendations linked to a Rewards Trip in Year 10 and Graduation from school at the end of Year 11.

SANCTIONS

We expect the highest standards of behaviour from pupils towards each other, towards staff and towards the fabric of the school. First and foremost our school is a place of work and pupils must come to school prepared and equipped to work and must not prevent other pupils from working. In addition behaviour which is unacceptable or illegal out of school is regarded equally seriously in school and pupils must expect to face the consequences of such actions.

When a student breaks one of the rules, they are issued with a consequence in order of seriousness:

C1	-	Verbal warning
C2	-	Second verbal warning and/or held back for up to 10 minutes
C3	-	Half hour detention set by teacher
C4	-	After school detention of 1 hour on a Tuesday or Thursday
C5	-	Headteachers detention of 1½ hours on a Friday

For more serious offences or repeated poor behaviour a pupil may be placed in isolation to work for one or more days, or receive a fixed term exclusion of up to five days to be served at the Behaviour Improvement Base in the City Centre. Pupils may be placed on a Pastoral Support Plan to support them in improving their behaviour. In very serious cases pupils may face a prolonged fixed term exclusion or a permanent exclusion from Beaufort Community School.

ATTENDANCE

Absence:

Regular school attendance is essential if pupils are to maximise the opportunities offered at school. Please do not keep your children away from school without good cause. Pupils should not be absent from school for reasons such as shopping, child care, or family holidays and visits during term time. We expect a minimum of 93% attendance from all pupils.

The school operates Truancy Call to alert parents of pupils absent or failing to register.

We ask parents to follow these guidelines:

- pupils should bring a note of explanation following absences which should be handed to their Tutor,
- if absence through illness is for more than three days, parents should inform the school as soon as possible,
- if the absence is known in advance (e.g. for a hospital appointment), please send a note beforehand,
- if your child needs to be absent for part of the day (e.g. for a dental appointment) please provide a note to show their Tutor. They must sign out at the School Office before leaving.
- **Please note that holidays in school term are regarded as unauthorised absence, and may result in a parent receiving a fixed penalty notice.**

Punctuality:

We encourage punctuality to school and to lessons. Please ensure that your son or daughter arrives at school for 8.30 a.m. However, we cannot accept responsibility for supervision for pupils before 8.20 a.m. unless attending Breakfast Club. Pupils arriving after registration has closed will receive a "late" mark. Late arrivals must report to the School Office. It is very important that the register shows whether your child is in school or not in cases of emergency. It is the responsibility of each individual student to ensure that their tutor records their attendance. This will prevent an unnecessary telephone call.

There have been problems recently when pupils have failed to register at the correct time with their tutors and have not signed themselves present at the office. This has serious Health & Safety repercussions and will adversely affect the student's overall attendance record.

We will need to discuss with you any problems of frequent late arrivals at school.

Accidents and Illness:

If your child becomes ill or has an accident he or she will be cared for as far as possible by a member of staff in the Welfare Room. However, we may need to contact you to ask you to take your child home or to hospital. It is important that we have an emergency telephone number for this purpose.

UNIFORM AND APPEARANCE

At Beaufort Community School it is the policy of the school that school uniform will be worn in Years 7 to 11. We believe that a smart uniform helps to instil pride and a sense of loyalty to the school.

School Uniform

School Uniform Grants are available to students whose parents/ guardians receive Income Support. Further details and applications forms are available from Gloucestershire County Council, Shire Hall, Gloucester. Tel: 425000.

All clothing and equipment should be clearly labelled with the name of the student.

BOYS AND GIRLS - Years 7 - 11

Black shoes

NO TRAINERS OR SPORTS SHOES – for guidance on footwear please see our website www.beaufortcs.com

YEARS 7, 8, 9

Girls/Boys Mid-grey or black skirt or long trousers
Plain white shirt
Plain grey Beaufort sweater (*purchased from school*)
Black/blue/grey/white socks or tights
Blue/red striped Beaufort tie (*purchased from school*)

YEARS 10 & 11

Girls/Boys Mid-grey or black skirt or trousers
Plain white shirt
Tie (*purchased from school*)
Plain navy Beaufort sweater (*purchased from school*)
Natural/navy/white tights/navy socks

SIXTH FORM

There is no uniform prescribed for Sixth Formers, but they are expected to wear clothes which are clean, tidy, in good repair and appropriate to the work they have to carry out.

JEWELLERY/MAKE-UP

YEARS 7 – 11 **No make-up or jewellery except for a pair of small stud earrings and a watch. No facial jewellery e.g. nose, tongue or eyebrow studs**

PHYSICAL EDUCATION - ALL YEARS

Girls *The following items are compulsory:*
White polo shirt
Navy pleated wrap-over skirt - kilt style
Navy/black shorts - above the knee
Hockey socks (sky-blue, *available from school*)
White ankle length socks
Trainers
Swimming costume
Towel

In addition to these, the following optional articles are recommended:

Hockey/Football boots
Tracksuit (navy/grey/black) (without hood or zips for health and safety reasons)

Boys *The following items are compulsory:*
Reversible rugby/football shirt (maroon/maroon with sky-blue stripe) (*available from school*)
(*available from school in September*)
White shorts
Rugby socks - sky-blue /maroon (*available from school in September*)
White polo shirt
Trainers
Swimming trunks
Towel

Football/Rugby boots

In addition to these, the following optional item is recommended:
Tracksuit

Please ensure that all items of sports kit are clearly and permanently named - either with indelible ink or name tapes

Pupils who fail to bring kit to PE lessons will be expected to wear items provided by the department

HEALTH AND SAFETY

In the interest of the Health and Safety of our pupils we recommend the wearing of the following items for PE Lessons and School Matches.

- Soccer - shin pads
- Hockey - shin pads and mouth guards
- Rugby - mouth guards

We provide batting helmets for cricket.

In addition it is important for pupils safety that they keep to the specific Health and Safety Rules in particular subject areas such as Science and Design Technology. This includes wearing protective items of clothing or equipment such as goggles.

LUNCHTIME

At lunchtime pupils should remain on the school premises (for a school lunch or packed lunch) or go home for lunch, returning in time for afternoon registration. The school has a responsibility for the safe supervision of pupils who do not go home for lunch and pupils must not leave the school site. Visiting the shops opposite the school can only take place with parent permission. The school cannot be responsible for pupils who leave the premises without permission or who have permission from their parents to leave the premises at lunchtime.

Parents are asked to return a reply slip indicating lunchtime arrangements.

PERSONAL PROPERTY

Please do not allow your son or daughter to bring anything valuable into school unless essential. This includes mobile phones, MP3 players and other electrical equipment. These will be confiscated if used inappropriately. We cannot take responsibility for items of personal property and they are not covered by the Local Authority's insurance policy. *This particularly applies to mobile telephones which should be switched off, placed in bags and not visible inside school. They should be privately insured and pass worded.*

Pupils who bring bicycles to school must lock them securely in the cycle racks. Cycles should not be left elsewhere on the school site. Pupils must take responsibility for their own cycles and parents should ensure that they are covered by their own family insurance policy.

We strongly discourage pupils from bringing any money into school, other than for daily needs such as bus fares and meals. If you need to send money for a visit or similar, please put the correct cash or cheque into a sealed envelope clearly marked with a name and tutor group. This should be handed in as soon as possible to the Finance Officer, Mrs Angel.

If your son or daughter loses an article of clothing or item of equipment in school, the loss should be reported immediately and we will do our best to find it as quickly as possible. Lost property can be reclaimed from the medical room. However, every year we have many items of lost property which are unclaimed which we are unable to return, as they have no name marked on them.

THE SCHOOL DAY

8.30	Tutor Time
8.40	Period 1
9.30	Change over
9.35	Period 2
10.25	BREAK
10.45	Period 3
11.35	Change over
11.40	Period 4
12.30	LUNCH
1.20	Tutor Time
1.30	Period 5
2.20	Change over
2.25	Period 6
3.15	END OF SCHOOL DAY

If for any reason the school is unable to open, such as heavy snow in winter, we inform parents using the local radio stations - BBC Radio Gloucestershire and Severn Sound. The closure will also be notified to the County Council's website.

On Tuesdays periods 1 – 4 have slightly later times to accommodate assemblies.

SCHOOL WORK

All pupils follow a programme of work determined by the National Curriculum.

In Years 7, 8 and 9 (Key Stage 3) this comprises Mathematics, English, Science, Modern Languages, Technology, Art, History, Geography, RE, PE and Performing Arts, ICT, and Citizenship.

In Years 10 and 11 (Key Stage 4) most pupils take Mathematics, English, Science, French, Technology, PE, RE and Citizenship, plus a choice of optional subjects including Geography, History, Art, Music, Drama, Business Studies, Child Care, PE and Spanish. These lead to GCSE exams at the end of Year 11. In addition pupils can opt to take vocational courses in ICT, Health and Social Care and Manufacturing. A small number of pupils follow a work related curriculum with fewer GCSE courses, and with links to Gloscat.

Further details of the courses offered in the school are available to any parent upon request to the Headteacher.

Details of the provision for pupils with Special Educational Needs can be obtained from the school office. Pupils in our special centre the Hearing Impaired follow a programme of study in line with the National Curriculum but individual arrangements are made for each pupil according to need. Details can be discussed with the teacher in charge of the centre - Ms Davies.

As part of Citizenship lessons pupils will have some lessons relating to the school's programme of sex and relationships education. Parents who wish to know more about the content of the course and their right to withdraw should contact the school office.

INDEPENDENT STUDY

One hour spent on additional work each night for five years has the effect of adding an extra year's education for your son/daughter between the ages of 11 and 16. Homework is, therefore, an important part of our curriculum. It may be written, research, revision, preparation or other task.

Please check the work timetable and encourage your son/daughter to complete and submit tasks regularly. Work set should be recorded in the Pupil Planners and parents are asked to sign each week to acknowledge work is undertaken. Any other comments can be added. A work timetable is issued to all pupils and space is provided on the last page of this handbook for parents to record the subjects set each day.

In Years 10 and 11 there may be additional work based on coursework on the requirements of individual GCSE courses. In the event of no formal homework being set for whatever reason, please ensure that your son/daughter reviews the work of the day, and makes notes as appropriate. In many subjects revision guides are available through the school and we strongly recommend purchasing them.

Homework clubs are available to support work at lunchtimes and the school library and computer rooms open every lunchtime and after school for individual study.

ASSEMBLIES AND RE

The school policy on Collective Worship and RE is available for parents from the school office. Parents have a right of withdrawal of pupils from collective worship and RE which is detailed in the school policy statement.

ASSESSMENT AND REPORTING

Assessment

Assessment is an important part of the teaching programme at Beaufort Community School. Pupils are assessed in line with requirements of the National Curriculum during all five years through the regular marking of work and frequent tests. More formal assessments are made during an exam period for year groups as shown on the school calendar.

Pupils in Year 9 are entered for National Curriculum tests in Maths, English and Science in May each year. Pupils in Year 11 are entered for GCSE and GNVQ exams in up to eleven subjects in May and June. Some of the assessment at GCSE may be based on compulsory module tests and coursework undertaken throughout Year 10 and 11.

Reporting to Parents

Achievement is reported to parents by an annual formal written report covering all subjects studied, with comments from the Tutor and Head of Year as well. There is an annual Parents' Consultation Evening for each Year when your child's Teachers, plus Tutor and Head of Year are available to discuss progress. These dates are set out in the annual calendar. This is a vital meeting so please take this opportunity to talk with your child's teacher.

In the terms in which we do not have a formal report or parents' consultation evening, staff complete "Reviews of Pupil Progress" and Heads of Year will contact parents if concerns have been expressed or improvements noted.

TERM DATES FOR 2008/2009

2008 AUTUMN TERM

<i>Sept 1 and 2</i>	<i>In-Service Days (staff only)</i>
Sept 3	School starts for Pupils
Oct 24	School closes for half term
<i>Nov 4</i>	<i>In-Service Day (staff only)</i>
Nov 5	School re-opens
Dec 19	School closes for Christmas Break

2009 SPRING TERM

Jan 5	School starts for pupils
Feb 13	School closes for half term
Feb 23	School re-opens
Apr 3	School closes for Easter break
Apr 10	GOOD FRIDAY
Apr 13	EASTER MONDAY

2009 SUMMER TERM

April 20	School re-opens
May 4	MAY DAY
May 22	School closes for half term
June 1	School re-opens
July 17	School closes for Summer Break

The term dates for 2009/2010 will be published later in the school year.

TEACHING STAFF LIST

as at 1st September 2008

Bh	BALL S Mr	Design Technology
Bt	BARTLETT P Mr	AST Geography
Ba	BATESON B Mr	Science
Bn	BENNETT W Mrs	Subject Leader – Maths
Bk	BLACKTON Z Ms	i/c Girls PE
Bm	BLOOMFIELD A Mrs	Design Technology
HT	BRIDE J M Mr	Headteacher
Bl	BUTLER M Mrs	Special Needs
B	BURR L Miss	Subject Leader Performing Arts
Ch	CHATTERTON CMr	2 nd in English
Cn	CONSTANTINE Mrs S	Dance
Co	COOPER C Mr	Subject Leader - ICT
Dv	DAVIS L Ms	Health and Social Care
Ds	DAVIES J Mr	Boys PE
Da	DAVIES M Ms	Head of Hearing Impaired Unit
El	ELLIS N Ms	Head of Year 7 - Girls PE
Fe	FENDALL A Mr	Maths
Fl	FOLLETT C Mr	Maths
Fd	FORD R Mrs	AST Maths (Numeracy Co-ordinator)
Fs	FRANCIS A Mr	Subject Leader Art
Ga	GALLANT H Miss	Cover Supervisor
Gl	GLOVER S Mr	Subject Leader Modern Languages
Go	GODDARD E Mrs	Design Technology
Gy	GOLIGHTLY A Mr	i/c Drama
Gd	GORROD S Mrs	Deputy Headteacher
Ge	GREENING K Mrs	Head of Inclusion Centre
Gf	GRIFFITHS K Mrs	Teacher of the Deaf
Gu	GUMBRELL J Mr	Modern Languages
HI	HALL T Mr	Science, Gifted and Talented Coordinator
Hm	HAMBLIN L Miss	English
Hk	HANKEY C Mrs	Assistant Headteacher (KS4)
Hi	HANNIS J Miss	Health and Social Care
Hy	HARDY Mrs K	Maths
Ha	HARRIS D Mr	2 nd in Maths
Hg	HASTINGS R Miss	English
He	HEALEY Miss P	English
Hd	HEYWOOD-THOMAS M Mr	Design Technology
Hp	HOPES Miss N	Girls PE
Hs	HOWES P Mrs	Higher Level Teaching Assistant
Hu	HUNT J Mr	Science
Ir	IRELAND H Mr	Information Technology
Ja	JAMESON T Mr	Subject Leader RE
Kg	KING J Mr	Subject Leader – Physical Education
Ks	KINGSTON Mrs Z	Art
Le	LEWIS L Ms	Maths
Lt	LITTLE Mrs J	Modern Foreign Languages
Lo	LOCKETT M Mr	Senior Exam Invigilator/Cover Supervisor
Ls	LUSCOMBE D Mr	Maths
Ln	LYNCH C Mrs	Design Technology
Mt	MARMENT N Mr	Assistant Headteacher
Md	MARSDEN-GREEN C Ms	Subject Leader Geography
Ma	MASON J Mrs	Subject Leader - Citizenship

Me	MEHERAN C Mrs	Cover Supervisor
My	MOTLEY R Miss	English
Nc	NICHOLLS A Mr	Head of Year 9 – Physical Education/Geography
Ny	NYE M Mr	Assistant Headteacher
Pk	PARK A Mr	Assistant Headteacher/Subject Leader - DT
Pr	PRICE E Mrs	SENCO
Rh	RAVENHILL E Miss	English
Re	REECE T Mr	Modern Languages i/c Spanish
Rs	REES C Ms	Subject Leader History/AST (maternity leave)
Ri	RICHARDSON J Mr	Subject Leader Science
Rm	RIMELL C Miss	Design Technology
Rt	RITTER A Mrs	Music
Rb	ROBERTS J Mr	Geography
Rn	ROBINSON G Mr	Acting Subject Leader - History
Se	SEABOURNE G Mr	Head of Vocational Studies
Sy	SEYMOUR H Miss	Special Educational Needs
Sj	SHEPHERD J Mr	Science
Sd	SHEPHERD S Mrs	Assistant Headteacher/Head of Sixth Form
Sr	SHERE M Miss	Subject Leader - English
Si	SMITH C Miss	Modern Foreign Languages
Sn	SNELLT Mrs	Deputy SENCO
Tl	TAYLOR S Ms	Head of Year 11 - Art
Ty	TAYLOR W Mr	ICT
Tw	THORPE-WILLIAMS P Mr	Head of Year 10 - Geography
Tn	TOMLIN S Mrs	English
Ws	WATT S Miss	Business Studies
Wb	WEBB G Mrs	i/c Food Technology/Child Care
We	WEBB T Mr	Boys PE
Wr	WHEELER G Mr	Enterprise Education Coordinator /RE
Wh	WHITAKER P Mr	ICT
Wo	WOODWARD I Mr	History
Wt	WRIGHT S Mrs	Head of Year 8 - Design Technology
Wy	WYNN B Mr	2 nd in Science

TIMETABLE

	Tutor Time 8.30 - 8.40	Period 1 8.40 - 9.30	Period 2 9.35-10.25	Break	Period 3 10.45-11.35	Period 4 11.40-12.30	LUNCH	Tutor Time 1.20 -1.30	Period 5 1.30- 2.20	Period 6 2.25 - 3.15
Mon A				B			L			
Tue A				R			U			
Wed A				E			N			
Thur A				A			C			
Fri A				K			H			
Mon B				B			L			
Tue B				R			U			
Wed B				E			N			
Thur B				A			C			
Fri B				K			H			