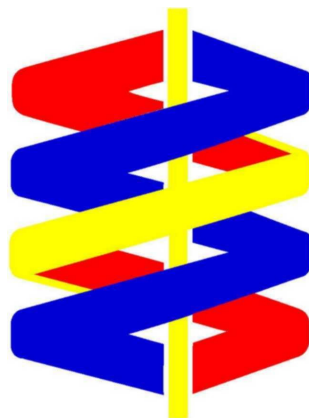


BEAUFORT COMMUNITY SCHOOL



PARENTS' HANDBOOK

2011-2012

Name.....

House.....

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 House. 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

Beaufort Community School
Home / School Agreement 2011 / 2012
“Success for All, Care for All”

At Beaufort we believe that working closely with parents/carers brings about the best outcomes for our students. With this in mind please can you return the Home School Agreement to your child's tutor.

	The School will:	Parents will:	Students will:
Curriculum	Offer a carefully planned curriculum matched to the needs of your child	Support the school's curriculum provision	Engage with the opportunities presented by the curriculum
Learning	Ensure that the work set will be well prepared and appropriate to each child	Make every effort to support my child's learning at home	Work to the best of my ability
Attendance and Punctuality	Contact you if we are concerned about your child's attendance and punctuality	Send my child to school every day on time and avoid taking my child on holiday in term time	Attend school every day (apart from illness) on time
Pupil Responsibility	Have high expectations of behaviour and contact you if we are concerned about the behaviour of your child	Work with the school to try and ensure that my child behaves when at school	Take responsibility for my behaviour by following the school behaviour policy
Appearance	Have high expectations regarding uniform and student appearance and will contact you if we are concerned about how your child presents themselves	Support the school's uniform policy to ensure that my child wears uniform for learning	Arrive at school wearing uniform for learning
Ready to Learn	Encourage all students to have a bag with the correct equipment for learning	Ensure that my child has equipment for learning	Ensure I have a minimum of a pen, pencil, ruler and rubber, planner and PE kit
Care and Support	Care for and provide support for your child throughout the year	Talk to the school if my child is worried about anything that may affect my child's learning	Talk to a member of school staff you trust if you have a problem or difficulty at school
Partnership	Respect, value and show consideration to each child	Respect and show consideration to all school staff	Show respect and consideration for all members of the school and local community

SCHOOL ORGANISATION

Every pupil at Beaufort Community School belongs to a House – Northgate, Southgate, Eastgate or Westgate. Normally pupils from the same family will be members of the same House.

Within each House, pupils are placed in mixed age tutor groups. Your son or daughter will usually remain in the same tutor group throughout their time at Beaufort Community School, including the Sixth Form. Tutor groups will usually have two tutors. The tutor groups are numbered according to their Houses, eg N1, E2 etc.

If you have concerns, your child's tutors are the best people to contact in the first instance. The Heads of House can also be contacted about concerns about their progress or welfare.

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 House. You may also contact your son/daughter's Head of House if you think a situation is not being resolved satisfactorily. The Head of House 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 exclusion 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.

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 and for a failure to meet targets in a Pastoral Support Plan 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 by 8.30am. However, we cannot accept responsibility for supervision for pupils before 8.20am unless attending pre-school 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. It is also important that pupils register at the start of afternoon school with their Subject Teacher for Lesson 5. 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 Education Services, Shire Hall, Gloucester. Tel: 425000.

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

Years 7, 8 and 9

Girls	Boys
<ul style="list-style-type: none">• Knee length mid-grey or black skirt• Mid-grey or black long trousers• Plain white shirt• Plain grey Beaufort sweater• Black, grey or navy socks• Black, grey or navy tights• Navy blue tie with House colour	<ul style="list-style-type: none">• Mid-grey or black long trousers• Plain white shirt• Plain grey Beaufort sweater• Black, navy or grey socks• Navy blue tie with House colour

Years 10 & 11

- As above but navy blue Beaufort Sweater.
- No wearing of T-shirts under shirts unless plain white and short sleeved.
- Shirts to be buttoned to the second button from the top as a minimum.
- The knot of the tie must be clearly visible above the V of the sweater.
- On the tie the Beaufort badge must be below the knot.

Shoes

- Black shoes must be worn (Daps are permissible)
- No heel, a flat sole
- No boots
- Plain black laces
- See school website for clarification

Jewellery and Make-up

- Discrete make-up and no jewellery, except for a pair of small stud earrings in the ear lobes. Not be larger than the lobe. The tutor will decide if the make-up is subtle enough to be permissible.
- Watches are permissible.
- Discrete headbands and hair-slides may be worn to clip back hair.

Hats and Coats

Inside the school building hats or any form of head wear will be removed including having hoods up.

Role of the Tutor

If tutees break any of these rules it is the responsibility of the tutor to contact parents and raise the concerns of the school. Persistent breaking of the uniform rules will involve the Head of House and a possibility of the student being sent home. Tutors to use their professional judgement.

Role of the Parent/Carer

The parent or carer needs to ensure their child arrive at school properly attired. If this is not possible due to unforeseen circumstances a note or letter for the tutor is required.

Role of Class Teacher

The class teacher should be aware of uniform policy and notify tutor by e mail of any student not conforming.

PHYSICAL EDUCATION - ALL YEARS

Girls *The following items are compulsory and are available from the school as a complete kit consisting of:*

- Navy shorts (*available from school*)
- Navy and maroon full tracksuit with school logo (*available from school*)
- White polo t-shirt with logo (*available from school*)
- Sky blue hockey socks (*available from school*)
- Trainers
- Swimming costume
- Towel

In addition to these, the following articles are recommended:

Hockey/Football boots

Boys *The following items are compulsory:*

Reversible rugby/football shirt - maroon/maroon with sky-blue stripe (*available from school*)

White shorts

Rugby socks - sky-blue /maroon (*available from school*)

White polo shirt

Trainers

Swimming trunks

Towel

Football boots

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

SAFEGUARDING YOUR CHILD

The health and safety of your son or daughter is of paramount concern to us. Please take time to read the following guidelines.

1. We have an open school site without a boundary fence. Pupils must take personal responsibility for remaining on the school site during the school day.
2. Pupils who need to leave school during the day must have permission to do so. Pupils must sign out at the school office and receive a permission slip.
3. Pupils cannot leave the premises at break time. Pupils can only leave the premises at lunch time with parental permission. Pupils must have parental permission to visit the shops at lunchtime and parents must accept responsibility for their child at this time. Our strong advice to parents is that they support the school in asking their children to remain on the school site at lunchtimes.
4. When visiting the school parents and carers should report to the School Reception.
5. 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.
6. There are specific health and safety regulations for practical subjects in the school curriculum such as Science and Design Technology. Pupils must obey these rules and wear any protective clothing or equipment such as goggles.
7. We recommend the following items of equipment for PE lessons –
 - Football – shin pads
 - Hockey – shin pads and mouth guards
 - Rugby – mouth guards

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	<i>Tutor Time</i>
8.55	<i>Period 1</i>
9.45	<i>Change over</i>
9.50	<i>Period 2</i>
10.40	<i>BREAK</i>
11.00	<i>Period 3</i>
11.50	<i>Change over</i>
11.55	<i>Period 4</i>
12.45	<i>LUNCH</i>
1.25	<i>Change over</i>
1.30	<i>Period 5</i>
2.20	<i>Change over</i>
2.25	<i>Period 6</i>
3.15	<i>END OF SCHOOL DAY</i>

If for any reason the school is unable to open, such as heavy snow in winter, we inform parents using our website. The closure will also be notified to the County Council website and to BBC Radio Gloucestershire.

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 outside training providers.

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 for 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 undertake Teacher Assessments in line with the National Curriculum in Maths, English and Science each year and the results are reported to parents. 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 House as well. There is an annual Parents' Consultation Evening for each Year when your child's Teachers, plus Tutor and Head of House 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 House will contact parents if concerns have been expressed or improvements noted.

TERM DATES FOR 2011/2012

2011 AUTUMN TERM

Sept 1 and 2	<i>In-Service Days (staff only)</i>
Sept 5	School starts for Pupils
Oct 21	School closes for half term
Nov 1	School re-opens
Dec 16	School closes for Christmas Break

2012 SPRING TERM

Jan 4	School starts for pupils
Feb 10	School closes for half term
Feb 20	School re-opens
March 30	School closes for Easter break

2012 SUMMER TERM

April 16	School re-opens
May 7	MAY DAY
June 1	School closes for half term
June 11	School re-opens
July 18	School closes for Summer Break

The term dates for 2012/2013 will be published later in the school year.

STAFF LIST as at 1st September 2011

By	BARRY Miss C	English
Bt	BARTLETT Mr P	AST Geography
Ba	BATESON Mr B	Science
Be	BABER Miss L	Girls PE
Bn	BENNETT Mrs W	Subject Leader – Maths
HT	BRIDE Mr J M	Headteacher
Br	BUCKLER Mr M	Subject Leader - Art
Bl	BUTLER Mrs M	Special Needs – Deputy Head of Westgate House
Bu	BURNS Mrs A	Assistant Headteacher/Key Stage 3 Coordinator
TC	COOK Mr T	Science
Co	COOPER Mr C	Subject Leader – ICT
	CRISP Mrs S	Learning Mentor – Year 7
DI	DANIELL Mrs H	SEN
Dv	DAVIS Ms L	Health and Social Care
Ds	DAVIES Mr J	Boys PE
Da	DAVIES Ms M	Head of Hearing Impaired Unit
	EDWARDS Mrs C	Learning Mentor - Year 11
Fe	FENDALL Mr A	Maths
FI	FOLLETT Mr C	Maths
Gl	GLOVER Mr S	Subject Leader Modern Languages
Go	GODDARD Mrs E	Design Technology
Ge	GREENING Mrs K	Head of Inclusion Centre
Gf	GRIFFITHS Mrs K	Teacher of the Deaf
Gu	GUMBRELL Mr J	Modern Languages
HI	HALL Mr T	Science, Gifted and Talented Coordinator
Hm	HAMBLIN Miss L	English
Hk	HANKEY Mrs C	Acting Deputy Headteacher (Care and Guidance)
Hi	HANNIS Ms J	Health and Social Care
Hb	HARBER Mr J	Cover Supervisor
Hy	HARDY Mrs K	Maths
Ha	HARRIS Mr D	2 nd in Maths
SH	HARRIS Miss S	Teaching Assistant
Hg	HASTINGS Mrs R	English
Hr	HILLIER Miss K	Design Technology i/c Textiles
Hp	HOPES Miss N	Head of Girls PE
Hs	HOWES Mrs P	Higher Level Teaching Assistant
Hu	HUNT Mr J	Science
Ir	IRELAND Mr H	Information Technology
	IZATT Mrs J	Learning Mentor – Year 10
Ja	JAMESON Mr T	AST - Subject Leader RE
Kg	KING Mr J	Subject Leader – Physical Education
Ks	KINGSTON Mrs Z	Art – Deputy Head of Westgate House
	LEWIS Miss K	Learning Mentor - Year 9
LO	LOCKETT Mr M	Senior Exam Invigilator – Deputy Head of Southgate House
Ls	LUSCOMBE Mr D	Maths
Mt	MARMENT Mr N	Assistant Headteacher/Head of Sixth Form
Md	MARSDEN-GREEN Ms C	Subject Leader Geography
Ma	MASON Mrs J	Citizenship Co-ordinator /History
Mc	McJENNETT Ms J	Drama
Mn	McCONNACHIE Miss L	Design Technology
ME	MEHERAN Mrs C	Cover Supervisor
Ms	MISTRY Miss U	Drama
My	MYERS Mrs K	Science (KS3)

Nc	NICHOLLS Mr A	Intervention Coordinator
Ny	NYE Mr M	Assistant Headteacher/Key Stage 4 Co-ordinator
Os	OSOLIN Miss C	English and Media
Pk	PARK Mr A	Assistant Headteacher – Teaching and Learning
Pc	PRICE Mr A	Geography
Pr	PRICE Mrs E	SENCO
Rh	RAVENHILL Miss E	English
Re	REECE Mr T	Modern Languages i/c Spanish
Ri	RICHARDSON Mr J	Subject Leader – Science
Rd	RICHARDS Mrs K	Design Technology
Rt	RITTER Mrs A	Subject Leader – Performing Arts
Rs	ROBERTS Mr H	ICT
Rb	ROBERTS Mr J	Geography
Rn	ROBINSON Mr G	Subject Leader – History
Ro	ROBINSON Miss N	History
Rg	ROGERS Mrs L	Maths
Se	SEABOURNE Mr G	Head of Vocational Studies
Sj	SHEPHERD Mr J	Science
Sr	SHERE Miss M	Subject Leader – English
Sk	SKUSE Mrs J	Art – Deputy Head of Eastgate House
Si	SMITH Miss C	Modern Foreign Languages
So	STRATTON Mrs P	English
	STENGER Mrs T	Sixth Form Guidance Tutor
Sv	STEVENSON Miss K	Girls' PE
Sf	STRATFORD Mrs N	Head of Southgate House
Tl	TAYLOR Miss S	Head of Northgate House
Ty	TAYLOR Mr B	ICT
Tw	THORPE-WILLIAMS Mr P	Head of Eastgate House
Tn	TOMLIN Mrs S	English
Wg	WAGSTAFF Mr J	Subject Leader – Design Technology
Wl	WAILES Mrs D	Maths
Ws	WATT Miss S	Business Studies
Wb	WEBB Mrs G	i/c Food and Textiles/Child Care
We	WEBB Mr T	Boys PE
Wr	WHEELER Mr G	Enterprise Education Coordinator /RE
Wh	WHITAKER Mr P	ICT
	WILLIAMS Mrs C	Learning Mentor – Year 8
Wd	WOODWARD Miss E	Music
Wt	WRIGHT Mrs S	Head of Westgate House

TIMETABLE

Day	8.30-8.50 Tutor Time	8.50 - 8.55 Change over	Period 1 8.55	9.45 Change over	Period 2 9.50	10.40 BREAK	Period 3 11.00	11.50 Change over	Period 4 11.55	12.45 LUNCH TIME	1.25 Change over	Period 5 1.30	2.20 Change over	Period 6 2.25
MONDAY						B				L				
TUESDAY						R				U				
WEDNESDAY						E				N				
THURSDAY						A				C				
FRIDAY						K				H				

