

REDBORNE UPPER SCHOOL
& COMMUNITY COLLEGE



Handbook for Parents, Carers and Students

Year 10

2019-20



Academic Excellence Shared Values Outstanding Education



Some thoughts from our students

My advice to year 10 students:

Take your tests and mocks seriously in year 10 as it is a chance to get used to the feeling of exams. Revise for them, so you can focus on how to answer the questions and not be struggling to recall the knowledge. This also helps as you will have all of the revision materials which you can use again in year 11.

Year 11 student



My advice to year 10 students:

Stay on top of homework and school work otherwise it will build up. If you miss a lesson, make sure you catch up as soon as possible.

Year 11 student

Contents

Message from the Headteacher	1
Statement of Aims	2
Essential Information	2
Senior Leadership Team	3-4
Pastoral Care Team	5-8
Achievement Support Team	9-12
Attendance and Punctuality	13-15
Caring for our students	16
Expected behaviour	17-21
Enrichment Activities	22-28
School Calendar 2019-2020	29
Week A and B (2 Week Timetable)	30
The School Day	31
Important Dates 2019-2020	32-33
Extended learning	34-39
Uniform Regulations	40-41
What Equipment Do I Need and Essential equipment	42
Prohibited Items and Mobile Phones	43
The Library	44
Careers Guidance	45
Redborne School Council	46
Students Who Require Additional Stretch and Challenge	47
Pupil Premium	48
Exam Access Arrangements	49
Senior Students	50
Redborne Teaching School Alliance	51
Medical Arrangements	52
School Canteen	53
FAQs	54-55
Useful Contact Numbers	56

Our school - a message to new students from Olly Button, Headteacher

Welcome to you all as we plan for the new academic year in September 2019.

We hope you will really enjoy your GCSE studies and will commit to being the best you can be by working hard alongside other students and staff.

Hopefully, you will have chosen your option subjects based upon sound advice and guidance from our staff as well as your parents and others. I always advise students, whether at GCSE or A-level, to choose subjects they enjoy and are good at, which are almost always one and the same. Keep an eye on what you plan to do next: either in the sixth form, an apprenticeship, or at university.

Over your GCSE courses, as with most things in life, the more effort you put in, the more you will get out. I hope you are fully focused and working hard: not just in lessons but also with homework and independent study tasks. In an increasingly competitive workplace environment, you will need to be resilient, flexible and self-motivated. These are skills we will help you to develop throughout your time with us.

At Redborne, we are committed to becoming one of the best schools in the country. In order to help us achieve this goal we will:

- have outstanding behaviour based upon positive relationships;
- ensure that all our students enjoy learning from teachers who love teaching;
- ensure that everyone achieves their potential.

I look forward to meeting you in September and working with you for the rest of your time at Redborne.



Our statement of aims

At Redborne, we aim for:

- **academic excellence**, by providing a broad, balanced, stimulating and flexible curriculum that centres on the needs and engagement of the individual student, placing teaching and learning at the heart of our professional development programme, recruiting and retaining high-quality staff and maintaining a sharp focus on monitoring progress;
- **shared values** such as tolerance, caring for others, democracy, self-discipline, independence and mutual respect to foster the spiritual, emotional, moral, social and cultural development of students both as individuals and as citizens in society;
- **outstanding education** in its broadest sense, through a vibrant programme of curricular, pastoral and extra-curricular activities, to prepare students for a positive and confident approach to the next stage of their education, training or employment and for adult life.

Essential Information

School Address: Redborne Upper School and Community College
Flitwick Road
Amphill
Bedfordshire
MK45 2NU

General e-mail address: admin@redborne.com

To contact a subject teacher please do so via the head of faculty: e-mail addresses on our website

Website: www.redbornecommunitycollege.com

Telephone Number: 01525 404462

Year 9 Direct Line: 01525 842616

Governors: Chairman: Dr R A'Court

Office Staff: Main Reception: Mrs K Blacklock
Mrs D Watson
South School Reception: Mrs T Barnard

North School office is open:

Monday to Thursday: (North School) 8.00am-4.30pm






Friday: 8.00am-4.00pm

South School office is open:

Monday to Thursday: (South School) 8.00am-4.00pm

Friday: 8.00am-3.30pm

Senior Leadership Team

<p>Deputy Headteacher</p>  <p>Mr A Day</p>	<p>Nelson Mandela once said "Education is the great engine of personal development. It is through education that the daughter of a peasant can become a doctor, that the son of a mine worker can become the head of the mine, that a child of farm workers can become the president of a great nation." You are now in your final years of compulsory education and I sincerely hope that you work hard this year so that you may live your dream.</p>
<p>Deputy Headteacher</p>  <p>Mr A French</p>	<p>Your GCSEs are now underway and you should be settled into your choices. It may be the year of not having to take many exams, but what you do now will still count when you are in year 11. Be organised. Use your time wisely. Meet deadlines. Keep your notes because you will need them for next year. Your life is in front of you, not on your phone. Follow the grandmother rule. If she wouldn't want to see what you are about to write or hear what you are about to say then don't do it.</p>
<p>Deputy Headteacher</p>  <p>Mrs J Williets</p>	<p>With year 9 behind you, you are fully settled into Redborne and hopefully making the most of your time with us. Make every day count, keep on top of your work and balance your life with some of the many extra-curricular activities we offer. Try to be positive in all you do and if you need help, please just ask. We are here to support you and guide you through these important years.</p>
<p>Assistant Headteacher</p>  <p>Ms N Brennan</p>	<p>I am a firm believer in small things adding up to have a big impact. Review your lesson notes in each subject once per fortnight. Make summary cards of the key points. Attend study club if space allows; re-read your English literature texts and use MathsWatch to review topics. All of this additional work will pay dividends and make preparation for your final exams much easier. Don't forget to look after your mental health and be mindful of how much time you spend in front of a screen. Always remember that if plan A fails, there are 25 more letters in the alphabet.</p>
<p>Assistant Headteacher</p>  <p>Mr D McGuigan</p>	<p>You've been at Redborne for some time now and have hopefully settled well. You've probably also started to see how quickly your time here passes and know that your exams are already just around the corner. That's why it's really important that you make the most of every lesson and take the opportunities that you're given. Equally, remember that study club is available in the library every Monday to Thursday; this can help you with homework, reviewing your class work and preparing for exams. Good luck with everything and remember that the staff are here to help, you just need to ask!</p>

Senior Leadership Team

Assistant Headteacher



Mr C Graves

Redborne is a fantastic place to study and to work. The curriculum here is incredibly varied, with opportunities for every student to find something that they enjoy and can succeed at.

Assistant Headteacher





Mr J Trapp

Make the most of your opportunities here at Redborne – as you enter year 10 it is time to grow up and start planning for the future – it will all be over before you know it! So make sure you give all you can so you're not left regretting your wasted time when we get to results day. And remember, it costs nothing to be polite and respectful and these little things matter.








Year 10 Pastoral Team

<p style="text-align: center;">Head of Year</p>  <p style="text-align: center;">Mr K Brooks</p>	<p>With one third of your time at Redborne already gone, it is important that you make the most of your opportunity at this great school. This is about you, your families and your friends doing everything possible to help you succeed in everything you do. This will be a tough ask, but if at first you don't succeed - try and try again. Making mistakes is inevitable, but it is how you learn from them that matters. You must carry this advice with you always.</p> <p>Change is on the horizon at Redborne. Change is necessary for us all to grow, learn and adapt. And with change comes new regulations, rules and more importantly a new Head Teacher and a new Head of Year. It's really important that you that take responsibility for your actions and are accountable for your behaviours.</p> <p>Whilst academic success will hold you in good stead for your long adult life ahead, you must pay attention to your social and pastoral development as these skills will stay with you for life. The respect, care and compassion you are able to show for your community and the environment will bear witness to your character. This includes how you treat your peers and teachers, family, carers and strangers alike. If you ever feel overwhelmed or unsure of anything at Redborne, be it home life, learning or friendships understand that the door will always be open to lend a listening ear.</p> <p>Please work with your teachers so we can give you the very best chance of reaching your full potential. A potential that you may not even know you are capable of. You all the have potential to have very bright futures. Ultimately, you get out what you put in and your future will be governed by that mindset for your whole life. I wish you well in Year 10 and look forward to supporting you with an open door and a listening ear.</p>
<p style="text-align: center;">Head of Year</p>  <p style="text-align: center;">Mr W Scutt</p>	<p>I have thoroughly enjoyed getting to know you all this year and I hope you have managed to find your feet. It is hard to believe that you are now embarking on your year 10 pathways but it should illustrate to you how quickly time flies whilst at school. Seize every opportunity and please make sure you start to build a reputation that you are proud of – this only ever happens by showing your maturity and consistency in your behaviours. Whether you know it or not you are now all role models for the budding year 9 students who will be starting in September. I ask that you take pride in your appearance, behaviour and role model status and remember to demonstrate empathy towards the year 9 students who will undoubtedly be a little nervous about starting at Redborne. In summary, please remember to be these three things over the next two years and beyond: courteous, curious and consistent.</p>
<p style="text-align: center;">Assistant Head of Year</p>  <p style="text-align: center;">Miss S Bean</p>	<p>The focus this year is definitely on you; what do you need to support yourself, what issues are you facing, what successes have you achieved? That's where we're here to help; whatever this year throws at you we're still here to support you. My job is to listen to what's affecting your life. Hearing from you all about the things you are achieving and helping you to develop in the areas you're struggling are a part of my job I really enjoy. This year is all about you; however, you don't have to do it all by yourself.</p>







Year 10 Pastoral Team

<p>Pastoral Support Officer</p>  <p>Mrs C Campbell</p>	<p>Hello all and welcome back. Your journey in Year 10 starts here!</p> <p>Now you have chosen your options it will take hard work and commitment from you to achieve your goals, but we are here to support you throughout the year.</p> <p>If you are having difficulties or find you are starting to struggle I will listen to your concerns and support you. Please do come and talk to me or send an email to caroline.campbell@redborne.co.uk.</p>
<p>Senior Pastoral Support Officer</p>  <p>Ms L Tink</p>	<p>At Redborne we offer excellent opportunities for our students to thrive academically, but we also appreciate the importance of supporting our students' emotional wellbeing. After all, exams are stressful and life still happens. When a student needs support, it is important they know who they can talk to and be able to trust those people are going to do what is best for them at that time in their lives.</p> <p>Having worked closely with students, families and agencies I believe we have a strong network of support which can be accessed as and when required. This is on top of our large, dedicated pastoral team at Redborne, which I am proud to be part of.</p>



Year 10 Form Tutors

 <p>Mrs H Birkett Head of Faculty Expressive Arts</p>	<p>As a class you really impressed me in year 9, so please keep this up! You're on your GCSE timetable now so be sure to maintain the high standards you set for yourself. This year will fly by so make the most of it and embrace all opportunities available to you.</p>	 <p>Miss L Borritt</p>	<p>Now that you've settled in and really know the school, make the most of the opportunities open to you. The next two years will go so quickly - have fun but knuckle down and focus on those GCSEs!</p>
 <p>Mr M Brockway</p>	<p>Really well done for getting through your first year at Redborne! What an exciting, challenging and most of all rewarding 2 years of GCSE study you have ahead of you. I can't wait to meet you all and support you in these coming years.</p>	 <p>Mr G Cappello</p>	<p>After a very positive year, you are now well underway with your GCSE options and moving on to the next phase of your time at Redborne. Take every opportunity that you can and always remember that your teachers are here to help you succeed. Work hard, stay motivated and enjoy yourselves.</p>
 <p>Mrs S Cooper</p>	<p>I am looking forward to my second start at Redborne and getting to know you all over the coming year. Supporting you in your studies (and life), the good and the bad. To give you the best start to your GCSE studies as possible. There will be tough times but we will have fun too.</p>	 <p>Mr D Day</p>	<p>Well done for the start you've made at Redborne. I have really enjoyed getting to know you all and am extremely proud of the successes that we have achieved so far. Please make the most of the opportunities you are given as time will fly. The only things that you will regret are the chances that you never took.</p>
 <p>Mrs R Grainger Subject Leader PE</p>	<p>One year down, two to go. Reflect on the last year, make the most of this year and hopefully at the end of year 10 you will have no regrets. Take the opportunities offered, try your best and I am sure you will be successful in your exams and school life.</p>	 <p>Mrs A Hubbard</p>	<p>Well done Year 10 for a promising start to your GCSEs. Remember it's not going to be easy, but it's going to be worth it. Success is not measured by ability but by effort and perseverance.</p>

Year 10 Form Tutors

 <p>Miss C Hunt</p>	<p>As you enter in to Year 10, you will see your challenges and triumphs get even greater. Many of you have achieved so much already in your first year at Redborne I look forward to doing what I can to help your progression through GCSE. You have all got something to be proud of this year; next year is a fresh start to focus, work hard and enjoy your time at Redborne all over again.</p>	 <p>Mr R Maddox</p>	<p>The next two years are some of the most important you will ever have, but they will also hopefully be exciting and inspiring. I will be there with you every step of the way and will support you any way I can. I am really looking forward to getting to know you all and watching you succeed in the next couple of years.</p>
 <p>Miss K Maley</p>	<p>I hope you are all looking forward to beginning your GCSE options. I know these two years can be challenging but make the most out of them and I will be there to support you every step of the way. I am looking forward to getting to know you all as my new form group and celebrating your successes throughout the year.</p>	 <p>Ms J Murdoch</p>	<p>I hope your year 9 experience has set you up for a great start to your final GCSE years. Along with being new to the school, I am looking forward to being your tutor and helping you along the way. This is such an important year so make the most of every minute.</p>
 <p>Miss A O'Keeffe</p>	<p>We told you year 9 would fly by! You will have enjoyed both highs and lows of year 9, but either way, now is the time to look forward to everything you can achieve in year 10. Having got through your first year at Redborne, you should be well aware of the expectations we have of you. Keep them in mind, work hard, and take every opportunity available to you to make a success of year 10!</p>	 <p>Mrs R Tattersall</p>	<p>It is hard to believe that you are no longer the new year 9s! The year has passed at such a rate that I wonder if I have missed some of it. Now that you know the 'Redborne Way' and are entering your first GCSE year, you need to show everyone just what you are capable of and be determined, enthusiastic and motivated in your learning. Lifelong memories are formed at school - make sure you have wonderful ones.</p>

Heads of Faculty

<p style="text-align: center;">ENGLISH</p>  <p style="text-align: center;">Ms K Startin</p>	<p>I am lucky enough to lead a motivated and creative team of English teachers who want the best for all of their students. In keeping with Redborne's ethos, we plan a curriculum that not only equips you with communication skills for later life, but hopefully broadens your horizons beyond the four walls of a classroom. We want you to be confident readers, writers and speakers so that life is more fulfilling and so that you are prepared for what you want to do in the future. Redborne is a fantastic place to be with so many opportunities – use them!</p>	<p style="text-align: center;">MATHEMATICS</p>  <p style="text-align: center;">Mr M Jones</p>	<p>I have been teaching at Redborne since 2010. From this experience, I can say with confidence that Redborne is a school that helps everyone to be successful. The maths department is friendly, supportive and willing to go the extra mile. You are at an excellent school, so make the most of this opportunity.</p>
<p style="text-align: center;">EXPRESSIVE & PERFORMING ARTS</p>  <p style="text-align: center;">Mrs H Birkett</p>	<p>I have been teaching at Redborne since 2003. Why have I stayed so long? I just love the whole ethos of the school and how together we work as a community to enable all students to achieve their potential within and outside of the curriculum. I am extremely proud to lead a creative and vibrant faculty which provides students with opportunities to develop their confidence and self esteem across the 'arts' with the support of committed and dedicated staff.</p>	<p style="text-align: center;">HUMANITIES</p>  <p style="text-align: center;">Mr V Parry</p>	<p>I have worked at Redborne since 2008. I like the wide variety of subjects we offer across the school which gives students the opportunity to play to their strengths. I also like the relationship between students and staff which is based upon mutual respect and a culture of achievement.</p>
<p style="text-align: center;">MODERN FOREIGN LANGUAGES</p>  <p style="text-align: center;">Mr D McGuigan SLT Link</p>	<p>As Senior Team Link for Modern Foreign Languages I have the privilege of supporting some exceptional teachers that strive tirelessly to ensure that our students achieve all they can in languages. It is a testament to the ethos of our school that we have maintained the breadth of our language curriculum for the benefit of students against a shrinking provision elsewhere. Redborne is a remarkable school because of its student centred approach, one where you will be provided with the opportunity to thrive.</p>	<p style="text-align: center;">SCIENCE</p>  <p style="text-align: center;">Mr S Dobson</p>	<p>As Head of Science I am delighted to lead a faculty of excellent teaching and support staff. The wealth of experience they offer across a wide range of courses, and their dedication to ensuring each student meets their potential, is something that I am very proud to be part of. With a school farm as well as traditional labs, practical as well as theory lessons, and positive relationships between staff and students, every single student is well placed to succeed at Redborne.</p>
<p style="text-align: center;">TECHNOLOGY</p> 	<p>I joined Redborne in 2008. I particularly enjoy that every subject is valued and appreciated and that we offer a broad curriculum to students. The range of subjects that we offer within the Technology faculty allows students to fully express themselves and make excellent progress. It is a great place to work.</p>		

Subject Leaders

<p>AGRICULTURE/ ENVIRONMENTAL STUDIES</p>  <p>Mr A Hodds</p>	<p>I have always believed that students learn best by actively doing. Studying down on the farm, being actively involved in caring and looking after the animals, has taught our students so much over the years - things that will hopefully stay with them for the rest of their lives.</p>	<p>ART & DESIGN</p>  <p>Mrs K Poxson</p>	<p>In the art department, we have created an environment where our students have the freedom to express themselves. Studying art nurtures a range of skills within young people; from problem solving to creativity, independence to teamwork. Many of our students have gone onto careers including architecture, game design, art history, photography and illustration.</p>
<p>BIOLOGY</p>  <p>Dr K Juty</p>	<p>Biology is flourishing, with more trips and competitions than ever this year. I am particularly proud of the Biology Club, who have even had some of their findings published.</p>	<p>BUSINESS STUDIES</p>  <p>Mrs S Wilson</p>	<p>The business studies department is very popular because students achieve good grades and what they have learnt is very useful when they start work and often leads to promotion.</p>
<p>CHEMISTRY</p>  <p>Mr P Ciampa</p>	<p>I have been at Redborne for over 10 years. I was hoping that as I grew older I would begin to look more like my hero in chemistry, Dmitri Mendeleev, the father of modern chemistry; however, alas, that will now never happen because my hair follicles have begun to give up on me.</p>	<p>CHILD DEVELOPMENT</p>  <p>Mrs L Hartley</p>	<p>Successful courses are offered in child development and health and social care. Many of our students progress to university to study midwifery, nursing, paediatric nursing, social work or primary teaching.</p>
<p>DANCE</p>  <p>Mrs E Gentle</p>	<p>Dance is a powerful and expressive subject which encourages all who participate in it to develop their creative physical, emotional and intellectual capacity. I am extremely honoured to teach and offer this subject at GCSE and A level for Redborne students. I am always proud of the efforts, hard work and achievements of my performing students.</p>	<p>DRAMA</p>  <p>Mrs T Francis</p>	<p>I am proud of Redborne's commitment to the arts and enjoy leading lessons in which students learn not only performance skills but are able to demonstrate the maturity, tolerance, resilience and concentration necessary to work as a team.</p>

Subject Leaders

<p style="text-align: center;">ENGLISH</p>  <p style="text-align: center;">Ms K Startin</p>	<p>I'm lucky enough to lead a creative English faculty and we plan our curriculum and lessons in a way that should make you feel enriched by literature. We want you to realise that the stories in literature can teach you many things about life. Yes, we want to help you achieve excellent GCSE grades and prepare you with practical communication skills, but we hope you learn far more from English; you should always be inquisitive and curious.</p>	<p style="text-align: center;">FOOD & CATERING</p>  <p style="text-align: center;">Mrs A Gristwood</p>	<p>Food, nutrition, catering and hospitality are all growing industries in today's ever changing world. We aim to keep our teaching current and relevant and learning through practical application creates a dynamic environment where students have the opportunity to excel and succeed. Our facilities are outstanding and we offer a range of extracurricular opportunities including after school clubs, trips and catering for school events.</p>
<p style="text-align: center;">FRENCH</p>   <p style="text-align: center;">Mrs N Crossley and Mrs P Shaw</p>	<p>At Redborne, all the French teachers strive to ensure that each of our students has an enriching and rewarding learning experience.</p>	<p style="text-align: center;">GERMAN</p>  <p style="text-align: center;">Mrs R Neale</p>	<p>German is very popular at Redborne and I hope that some of you will take part in our regular German exchange in the summer.</p>
<p style="text-align: center;">GEOGRAPHY</p>  <p style="text-align: center;">Mrs K Wheeler</p>	<p>Geography is a popular subject at Redborne and the highlights are being able to take students on field trips to places such as the Lake District, Dorset and the Yorkshire Dales and Iceland.</p>	<p style="text-align: center;">GRAPHICS</p>  <p style="text-align: center;">Mr C Forbes</p>	<p>Graphics is a popular subject and we have a wide and varied team teaching at all levels. I particularly enjoy the fact that so many staff and students work outside of lesson time in the subject area and this is key in the production of superb graphics work from all year groups.</p>
<p style="text-align: center;">HISTORY</p>  <p style="text-align: center;">Mr V Parry</p>	<p>We aim to foster a love of history and to develop an understanding of the present through a study of the past. We try to bring history alive in the classroom as well as running an array of out of school visits such as our residential trip to Berlin, and visits to places such as the World War I battlefields and Imperial War Museum.</p>	<p style="text-align: center;">ICT & COMPUTING</p>  <p style="text-align: center;">Mrs M Williams</p>	<p>ICT and computer science are evolving subjects and I am proud of the experiences our students receive. The IT sector is expanding and diverse. I am pleased that we can offer both of these subjects at Redborne.</p>
<p style="text-align: center;">LATIN</p>  <p style="text-align: center;">Mr S Dobson</p>	<p>I relish the opportunity to bring the perennially relevant themes, literature and linguistics of ancient Europe to life for students at Redborne and I strenuously deny the rumours that I am just in it for the school trips to Italy and Greece!</p>	<p style="text-align: center;">MATHS</p>  <p style="text-align: center;">Mr M Jones</p>	<p>We aim to improve every student's confidence with maths skills through a challenging and enriching curriculum. There are opportunities to explore the wider aspects of mathematics during puzzle days and the maths challenge. All students have access to a number of digital resources to support their independent learning.</p>

Subject Leaders

<p style="text-align: center;">MUSIC</p>  <p style="text-align: center;">Mr J Price</p>	<p>The music department is an inclusive area where all students are welcomed and encouraged, regardless of their musical background or interests. We have a busy timetable of extra-curricular groups and instrumental lessons, so music goes well-beyond timetabled lessons. We put on regular concerts (including a Battle of the Bands), musicals, trips and external concerts.</p>	<p style="text-align: center;">PHYSICAL EDUCATION</p>  <p style="text-align: center;">Mrs R Grainger</p>	<p>Our ethos as a department is to promote enjoyment and participation across the different sporting activities. We believe that every individual can achieve and recognise the importance of leading a healthy, active lifestyle through lifelong participation.</p>
<p style="text-align: center;">PHYSICS</p>  <p style="text-align: center;">Miss O Calloway</p>	<p>Studying physics is known to be tricky, but rewarding. The physics department at Redborne is very strong and I hope that we can inspire you in the realms of physics, as well as you enjoying it. Be prepared to put yourself forward in lessons - Albert Einstein once said "Anyone who has never made a mistake never tried anything new".</p>	<p style="text-align: center;">PRODUCT DESIGN</p>  <p style="text-align: center;">Mr K Brooks</p>	<p>My biggest positive about Redborne is the enthusiasm of the students and I have great pleasure in watching their skills grow. I run the Redbone Racing project which is an electric powered endurance racing car.</p>
<p style="text-align: center;">RELIGIOUS STUDIES</p>  <p style="text-align: center;">Ms C Clarke</p>	<p>All RS teachers at Redborne are passionate about high quality teaching of religion, philosophy and ethics.</p>	<p style="text-align: center;">SPANISH</p>  <p style="text-align: center;">Miss H Bennett</p>	<p>The department runs an immersion trip each year in March to Malaga. It's a great opportunity to put into practice your communication skills and students learn a lot about Spanish life. Hopefully we will see some of you on the trip next year.</p>
<p style="text-align: center;">TEXTILES</p>  <p style="text-align: center;">Mrs K Lang</p>	<p>In fashion we are constantly updating our projects to keep them current, relevant and on trend. Textile clubs are also offered to allow students to extend their knowledge and skills outside of the curriculum. The classrooms are always busy at lunchtimes and after school, with students of all years developing a wide range of fantastic products, which creates a really inspiring environment to work in. Redborne offers amazing facilities for textiles and fashion students, which really enhances the quality of the work that is produced.</p>		

Attendance and Punctuality

We recognise that attending school regularly and on time has a positive impact on learning and progress and, therefore, offers the best life chances for our students. Excellent attendance and punctuality are the foundation for our students' academic success and preparedness for the world of work. Developing good attendance and punctuality are key life skills and will help your son or daughter to develop a positive attitude towards school together with employable qualities.

Lack of punctuality affects learning and behaviour, not only of the student who is late, but it can also have an impact on all other learners as the teacher may need to recap on missed learning.

It is expected that, wherever possible, students attend every school day. Missing one day means 5 hours of work missed that needs to be caught up.

Each year there are 190 school days which leaves 175 days for holidays, birthday treats and non-urgent medical and dental appointments.

- Our school target for attendance is 95%, so our target to students is to see if they can beat this.
- If their attendance drops below 95%, we will work with students, parents and our attendance officer (if required) to support your son/daughter to achieving a higher attendance wherever possible.

If a student misses one school day, **they miss 5 hours of work** and it is expected that they will catch up on missed work. Please encourage your son or daughter to do the following:

- borrow a friend's book and copy up missed work
- e-mail their teacher and ask about missed work
- complete any homework that was set whilst they were absent

If students are absent from school, they are expected to catch up on missed work both in and out of lessons without being asked.

Students should aim to arrive in school by 8.30am. The warning bell rings at 8.35am and tutor time begins at 8.40am promptly. If students arrive after the bell at 8.40am, form tutors will mark them late and students will receive a lunchtime detention (on the same day). Students can easily avoid this by having a smooth morning routine and paying attention to timings. Students are to talk to their form tutor if they need support with this.

If students are travelling by car to school, drop off is available at south school bus bay. North school will not be accessible after 8.30am for student drop off.

Attendance and Punctuality

If your son or daughter is absent from school

Please contact the school by phone on 01525 404462 or e-mail Mrs C Campbell, the year 10 Pastoral Support Officer on caroline.campbell@redborne.com on the first morning of absence, indicating the reason for the absence.

Leaving premises during the day

Students should not leave the premises at any time during the school day without a written request from parents or carers which should be given to the form tutor. A medical appointment card is acceptable. Students should sign out at reception if they have permission to leave.

Unauthorised absence could result in referral to the Attendance Officer.

Redborne Attendance Procedure

The pastoral team and deputy headteacher (pastoral) meet on a fortnightly basis to discuss individual student attendance. Every student has a unique set of circumstances and we will always show compassion where a young person faces health problems. The Attendance Officer will be made aware of ongoing concerns.

We use several strategies to help students maximise their attendance at school. Common interventions are given below, to give you an idea of what to expect should your son or daughter's attendance become a concern.

Attendance interventions:

- form tutor speaks with student to establish any additional support needs which could help improve attendance
- Pastoral Support Officer (PSO) speaks with student and/or parents
- letter 1 – gentle reminder that your child's attendance is becoming a concern
- informal meeting between student, PSO and Attendance Officer to discuss any difficulties the student may be facing and which are impacting on attendance
- praise postcard for students who achieve sustained improvement in attendance following a deterioration
- letter 2 – requesting medical evidence for future absences
- formal meeting between PSO, Attendance Officer, parent and student. In this meeting, targets will be set for students to aim to reach
- formal referral to Attendance Officer
- home visit by Attendance Officer/school staff
- fixed penalty notice

Caring for our students

Safeguarding

The school recognises its responsibility to be vigilant in identifying cases of suspected child abuse. Where cases of abuse are suspected the school will follow the Bedfordshire Local Safeguarding Children Board procedures and refer cases to the appropriate agency. The designated teacher for safeguarding is Mrs J Williets, Deputy Headteacher.

A copy of the school's Safeguarding Policy is available on the school website or from the Headteacher.

Counselling: Personal guidance and support

Each year group has a dedicated Pastoral Support Officer (PSO) to offer students emotional support as appropriate. In addition, the school can provide individual support for those students who may be experiencing personal difficulties, e.g. bereavement. Referrals can also be made through the Early Help Assessment system to a range of services. Students can contact their **form tutor** or their Pastoral Support Officer in the first instance to discuss this.

Sex and relationships education

The governors believe that appropriate, responsible and sensitive sex and relationships education is an important element in the work of the school in preparing students for adult life. The purpose of the school's Sex and Relationships Programme is:

- to provide factual information on sexual matters
- to give understanding of sexual attitudes and behaviour in present day society
- to encourage students to make informed, reasoned and responsible decisions about their own attitudes to sexual matters, both whilst they are at school and as they approach adulthood

Sex and Relationships Education is provided in Years 10 and 11 in an objective and balanced manner. Students are encouraged to consider the importance of self-restraint, dignity and respect for themselves and others.

Parents have the right to withdraw their child from part of, or the entire, Sex and Relationships Education Programme outside the National Curriculum. If you wish to withdraw your child from the programme please write to the Headteacher, Mr Button, indicating the nature of your request. The school's Sex and Relationships Education Policy is regularly reviewed to be relevant to the students at Redborne.

Expected behaviour in school

We have high expectations of students at all times and expect parents/carers to support our ethos and standards. Students should follow our shared values policy and those who do not will receive clear sanctions. In summary, students should:

- arrive at each lesson ready to learn and work hard
- show good manners and respect to all adults and fellow students at school
- co-operate with all; work hard in lessons and do not disrupt the learning of others
- arrive on time for each lesson and tutor period
- be fully equipped for each day and wear the agreed school uniform correctly
- treat all school buildings and property with care and respect, as would be done at home
- abide by safety rules

Expected behaviour out of school

When a student is wearing the Redborne uniform, they are representing our school. We have close and strong links with our community and wish to uphold these.

If behaviour out of school is deemed to be inappropriate, sanctions will apply in exactly the same way as they would whilst the student is in school. We expect parents/carers to fully support us in enforcing these sanctions.

Getting to and from school

The school is situated near a busy roundabout. It is essential that all students crossing the roundabout do so by using the footbridge. Students from Ampthill, who need to cross the main road, should cross at the pelican crossing.

All school buses arrive and depart from the South School bus bay (at the front of South School). At the end of the day, students should wait for their bus at this bay in an orderly fashion and comply with instructions from staff on duty.

If taking a school bus, or any form of public transport, it is expected that behaviour will be safe and considerate at all times. Any incidents of bad behaviour or upsetting other passengers may result in a ban from the bus as well as sanctions applied in school. Bus companies always report bad behaviour back to us and have CCTV on their vehicles.

School detentions

These are set for varying reasons and range from 30 minutes to 90 minutes after school. They also may be set at lunch or break time. Notification of an afterschool detention is usually via e-mail to the student and parent/carer, with 24 hours' notice given. The exception to this is an after school punctuality detention. **It is the parent/carer's responsibility to collect their child on the day the detention is set, even if the child usually catches a school bus.**

Shared Values

The Redborne Way



What makes a *TERRIFIC* student?

Tolerance

Embrace the fact that people have different lifestyles, cultures and beliefs.

Empathy

Understand how your words and actions affect the feelings of others.

Respect

Be civil towards your teachers and fellow students during and between lessons.

Resilience

Learn from your mistakes and persevere when things get tough.

Independence

Plan for where you want to be and how you will reach your targets.

Focus

Take responsibility for your own work, behaviour and achievement.

Initiative

Ask questions and take new opportunities to grow and learn.

Co-operation

Appreciate the value of working with, and learning from, others.

Redborne Upper School

Our Effort Grades – used in class and in progress checks and reports

Grade	Descriptor
O = Outstanding	<ul style="list-style-type: none"> • Exceptional effort well beyond that normally expected of students, in terms of time or quantity or depth of work. • Work is completed extremely efficiently – often ahead of deadline. • Enthusiastic, well-motivated and self-disciplined in lessons – contributes well in discussions and is a good listener. • In group activities, student shows leadership skills in helping the team achieve a high standard.
V = Very Good	<ul style="list-style-type: none"> • A high level of effort, above the normal expectation (e.g. completion of optional tasks, high levels of organisation and presentation in written work). • Work is completed efficiently - at or ahead of deadline. • Keen contributor to discussions and behaves very well. • Takes a very active part in group or practical activities and co-operates fully and enthusiastically with the work of the group or activity leader.
G = Good	<ul style="list-style-type: none"> • The normal expectation for student effort. • Work completed on time to a good standard. • Behaves well in lessons and will contribute to discussions when asked. • Follows instructions in group or practical activities and takes an active part in the work.
N = Needs Improvement	<ul style="list-style-type: none"> • Work is only completed after an extension to the deadline, or is only partially completed. • May need reminding to participate or engage in the lesson or the need to stay on task and remain focused. • Reluctant to contribute to discussions, or may make irrelevant or distracting comments. • In activities, does nothing disruptive but is very passive, relying on others to do more of the work.
W = Warning	<ul style="list-style-type: none"> • Work is only completed after a first level sanction (e.g. break detention) or threat of a higher level sanction. • Lack of co-operation in activities with low-level disruption. • Behaviour leads to formal warning or sanctions (e.g. 'time out').
U = Unacceptable	<ul style="list-style-type: none"> • Work is incomplete or of such poor standard that it needs to be done again, even after reminders. • Detention after school or similar sanction issued for lack of work. • Behaviour during activities is poor and leads to sanctions being applied (e.g. being removed from activity, detention)

Regardless of a student's ability, we put a lot of emphasis on high effort at Redborne. The chart above shows how staff grade effort. The effort seen in classes will be reflected in the effort grade awarded in a progress check or report.

A **G grade** is the minimum acceptable standard, but many, many students achieve a lot higher than this in some subjects.

Students: lots to aim for here!



The Redborne Award

As by now you are all aware, The Redborne Award is designed to encourage those students that do not engage fully with school life to do so, but at the same time giving those that do work hard the recognition they deserve.

The Award is made up of four strands, with different thresholds for bronze, silver and gold respectively. Those four strands are:

- achievement points
- punctuality and attendance
- community work
- school contribution

The **achievement points** strand is there to give previously employed achievement and behaviour points more of a meaning, to make them more desirable for students to obtain. Students are required to get at least 180 achievement points to pass this strand. This will hopefully encourage better behaviour in lessons and around school.

The **punctuality and attendance** strand is there too and as the name may suggest, gives students a bit more inspiration when it comes to being punctual. There is a maximum number of times students can be late before the Bronze Award becomes unobtainable so make sure you get to lessons on time. Equally, there is an Attendance threshold you must stay above!

The **community strand** asks pupils to contribute in some way to their own community. This will not only build Redborne's reputation, but also helps students to become better, more rounded citizens.

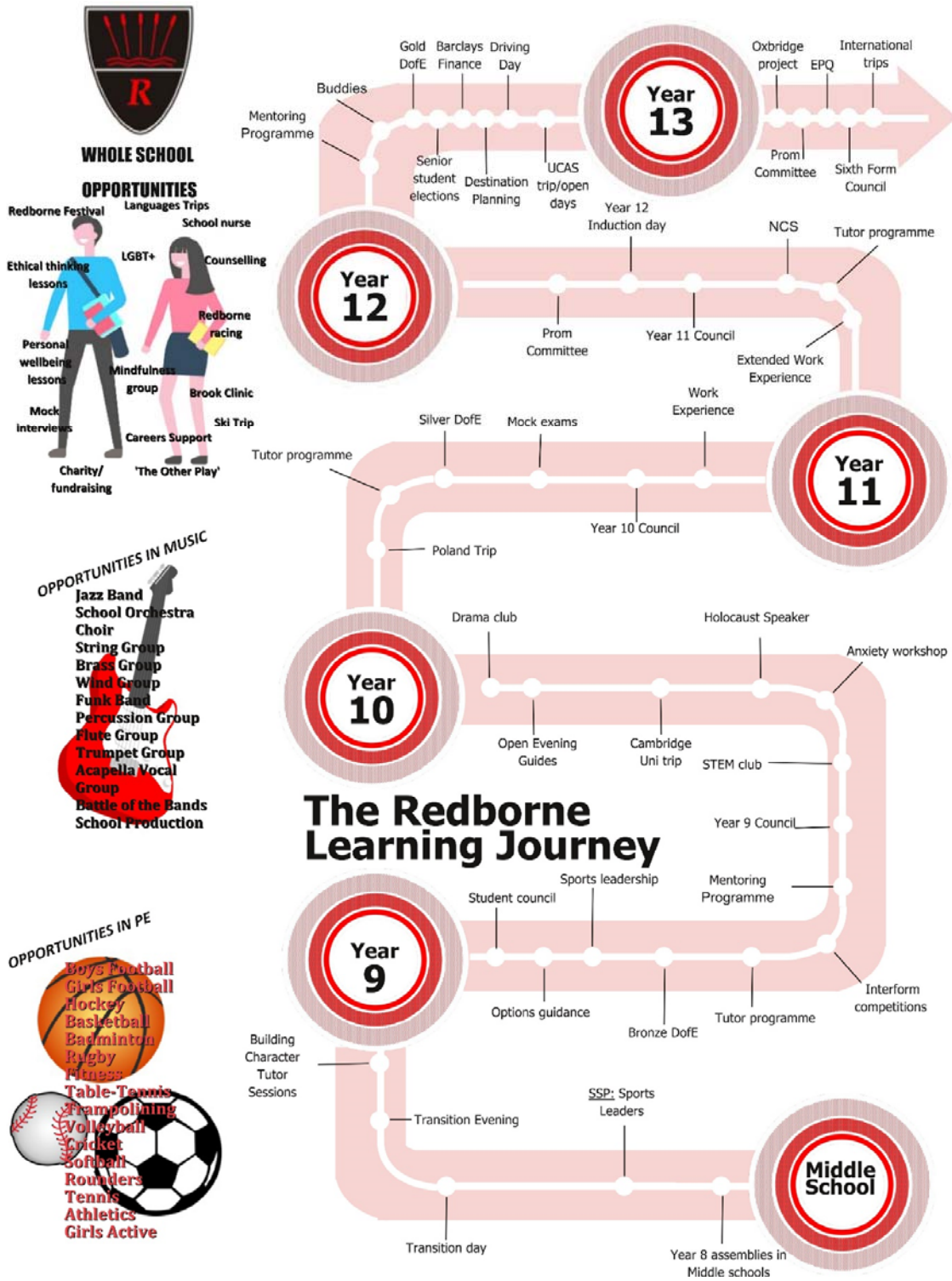
The **school contribution** strand involves pupils being a little more involved when it comes to the life of the school. For example: helping out at parents evening, joining a club or helping out on the farm.

Those of you who were successful in Bronze this year need to work towards your silver awards in Year 10 – which will ask for more from you in all of the strands. Those of you who didn't have hopefully gone some way to achieving Bronze and you can get over the line this year.

Remember: You get out what you put in!

Mr Trapp

The Redborne Learning Journey



Enrichment Activities

We offer lots of different clubs and activities here at Redborne. However, they will not benefit you at all, unless you try them!

You may be a bit shy, or even not interested. You may feel you lack the skills or knowledge to join a club. However, to develop as a person, sometimes you need to make yourself try something new. You get to meet new people. Remember, it helps to have friends for all occasions. Some friends you may socialise with out of school; some you spend time with in lessons and at break times; others you see in a club. All enhance your life in some way.

Attendance at a club also ticks off part of your Redborne award and can be attended to a reference or UCAS personal statement.

"The only things you will ever regret in life are the things you didn't do." Michael Curtiz, film director.

Ms N Brennan
Assistant Headteacher





Redborne School Sport Partnership

Redborne School Sport Partnership is a collaboration of 54 Lower, Middle and Upper Schools across Central Bedfordshire. The focus of our work is to increase the quality and quantity of PE and school sport through the School Games programme. During the academic year we deliver a vast and varied range of sporting events to thousands of young people, deliver leadership training to hundreds of pupils and provide support to teachers and staff to improve the physical activity, health and wellbeing of the children within the District.

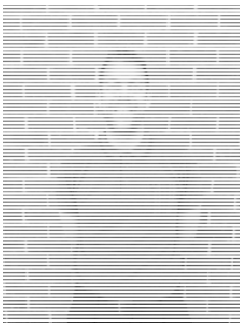
Schools invest in the programme on an annual basis and we also work closely with community clubs, national governing bodies of sport, charities and other national sporting organisations. At Redborne, our flagship programme is our Leadership Academy. Specifically for Year 9 students, we register around 30 students per year who help us in the delivery of events, hosted either at Redborne, another school or within the community. The students gain many lifelong attributes from being part of the Leadership Academy, such as leadership, communication skills and self confidence.

These students will be supported to access accredited courses to improve their employability and we encourage all Sports Leaders to take part in community volunteering. Through their journey we reward them at specific milestones in recognition of their hard work and commitment.

For more information please log on to <https://ssp.redborne.com/home>

Andy Cavill
Partnership Manager & SGO
Tel: 01525 842609
Mobile: 07974 438802
Twitter: @RedborneSSP

Alexa Goymer
School Games Activator
Tel: 01525 842609
Mobile: 07976 204675



The Duke of Edinburgh's Award Scheme

The Duke of Edinburgh's Award Scheme has been running successfully for many decades across the UK and the world.

At Redborne, D of E has been a highly popular and rewarding extra-curricular activity for many years. There are 3 levels to the award, Bronze, Silver and Gold, each bringing a higher level of time and commitment required in order to succeed. Each level has 4 sections - volunteering, skill, physical and the expedition. The Gold level also has a fifth section - the residential.

Level	Year	Staff
Bronze	9	Dr Howe
Silver	10	Mr Stevens
Gold	12	Mr Scutt

For more information please contact the relevant member of staff above.



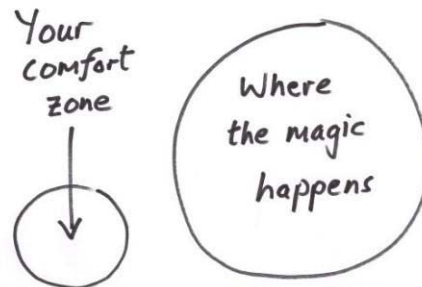
The Other Play | 2020

Each year, Redborne's Drama Department will offer Years 9 and 10 the opportunity to audition for a small-scale but fully directed ensemble production.

Auditions will take place as we approach the Christmas holidays, and roles and scripts will be issued to successful students before the break.

Rehearsals will be 3.15-4.45 on Mondays and Wednesdays and the process could contribute towards the 6 month skills section for bronze or silver D of E. Please bear in mind that you would need to be successful in audition and survive the whole process (students who have repeated rehearsal absences will leave the project) in order to use "The Other Play" as evidence for D of E.

Please do not audition if you cannot commit to the rehearsal or performance dates! For 2020, the production will be *Teachers* by John Godber, and the performance dates are 20th and 21st May at 7.30pm.



Extra-curricular Activities 2019-20

Day	Time	Location	For Whom
Monday			
LS Support Break Club	11.10-11.25	Learning Support	All students
Amnesty International	1.35-2.05	Room 57	All year groups
Art Club	1.35-2.05	Rooms 97-100	All art students
Child Development	1.35-2.05	Room 82	Year 10 & 11
Cyber Security Challenges	1.35-2.05	Room 104	All students
Advanced Strings	1.35-2.05	Music Department	All students
Spanish Skills Club	1.35-2.05	Room 25	Year 11
LS Support Lunch Club	1.35-2.05	Learning Support	All students
Afterschool Club	3.10-4.30	Library	Year 9, 10 & 11
Business Studies	3.10-4.30	Room 18	All students
Catering	3.10-5.00	Room 91	Year 9
Cooking Skills	3.10-5.00	Room 90	Year 10 & 11
Child Development	3.10-4.30	Room 82	Year 10 & 11
Crest	3.10-4.45	Room 64	Year 10 & 11
Dance Rehearsals	3.10-4.30	Dance Studio & Hall	All dance students
Dance Club	3.10-4.15	Dance Studio & Hall	All students
Drama	3.20-4.20	Drama Studio	Year 9
Jazz Band	3.10-4.30	Music Department	All students
STEM Club	3.10-4.45	Room 64	All students
Rock Climbing Club	3.10-4.45	Flitwick Leisure Centre	All students
Tuesday			
Flute Choir	Before school	Music Department	All students
LS Support Break Club	11.10-11.25	Learning Support	All students
Art Club	1.35-2.05	Rooms 97-100	All art students
Business Studies	1.35-2.05	Room 18	All students
Child Development	1.35-2.05	Room 82	Year 10 & 11
Cyber Security Challenges	1.35-2.05	Room 104	All students
Choir	1.35-2.05	Music Department	All students
LS Support Lunch Club	1.35-2.05	Learning Support	All students
Afterschool Club	3.10-4.30	Library	Year 9, 10 & 11
Art Club	3.10-4.10	Rooms 97-100	All students
Business Studies	3.10-4.30	Room 18	All students
Dance Rehearsals	3.10-4.30	Dance Studio & Hall	All dance students
ECO Committee	3.10-4.00	Room 55	All students
Fitness Club	3.20-4.15	Fitness Suite	All students
Orchestra	3.10-4.15	Music Department	All students
String Orchestra	4.15-4.50	Music Department	All students
Psychology Drop In	3.20-3.50 (Jan-June)	Room 51	Year 13
Redborne Dance Company	3.10-4.30 (Week A)	Dance Studio & Hall	A-Level & G&T GCSE
Redborne Racing	3.10-4.30 (Week A)	DT Block	Year 9, 10 & 11
Wednesday			
LS Support Break Club	11.10-11.25	Learning Support	All students
LS Support Lunch Club	1.35-2.05	Learning Support	All students
Art Club	1.35-2.05	Rooms 97-100	All art students
Business Studies	1.35-2.05	Room 18	All students
Child Development	1.35-2.05	Room 82	Year 10 & 11
Christian Union	1.35-2.05	Drama Mobile	All students
Folk Group	1.35-2.05	Music Department	All students

Girls' A cappella	1.35-2.05	Music Department	All students
Boys' A Cappella	1.35-2.05	Music Department	All students
Afterschool Club	3.10-4.30	Library	Year 9, 10 & 11
Art Club	3.10-4.10	Room 99	Year 9
Dance Rehearsals	3.10-4.30	Dance Studio & Hall	All dance students
English Power Hour	3.10-4.10	Room 10	Year 9, 10 & 11
Fitness Club	3.20-4.15	Fitness Suite	All students
Wind Band	3.10-3.45	Music Department	All students
RAW Brass Band	3.45-4.15	Music Department	All students
Spanish Skills Club	3.10-4.00	Room 20	Year 11
Thursday			
LS Support Break Club	11.10-11.25	Learning Support	All students
LS Support Lunch Club	1.35-2.05	Learning Support	All students
Art Club	1.35-2.05	Rooms 97-100	All art students
Business Studies	1.35-2.05	Room 18	All students
French Language Sessions (speaking)	1.35-2.05	Room 25 (Week A)	Year 11
French Language Sessions (listening)	1.35-2.05	Room 26 (Week B)	Year 11
Percussion Group	1.35-2.05	Music Department	All students
RU Coding Club	1.35-2.05	Room 102	Years 9, 10 & 11
Afterschool Club	3.10-4.30	Library	Year 9, 10 & 11
Business Studies	3.10-4.30	Room 18	All students
Dance Rehearsals	3.10-4.30	Dance Studio & Hall	All dance students
GCSE Recording Sessions	3.10-4.10	Music Department	All students
Psychology Drop In	3.20-3.50 (Jan-June)	Room 51	Year 12
Friday			
LS Support Break Club	11.10-11.25	Learning Support	All students
LS Support Lunch Club	1.35-2.05	Learning Support	All students
Art Club	1.35-2.05	Rooms 97-100	All art students
Economics Society	1.35-2.05	Room 36	Sixth Form
Pop/Funk Group	1.35-2.05	Music Department	All students
Dance Rehearsals	3.10-4.30	Dance Studio & Hall	All dance students

Sixth form activities with varying days and times:

- Students as Learning Support Assistants (SALSA) – LS Department
- Teachers for Tomorrow – (T4T) – Room 57 (lunchtime)
- Year 9 Buddying

*The following MFL clubs are taking place; please contact Mrs Neale strneale@redborne.com for confirmation of days and times:

- Y11 German Extension Session – Room 23
- Y12 & Y13 German Additional Speaking – Room 23
- Y11 Latin Extension Session

Physical Education Autumn Term Extra-curricular Activities 2019-20

	Monday	Tuesday	Wednesday	Thursday
Lunchtime (Sports Hall)	Recreation Badminton (HB/RG)	Basketball (RWM/AH)	Handball (GS/CM)	6 th form Recreational Badminton (HB/CM)
After School	Indoor Hockey (RG) Sports hall All years Dance (EJG) Dance studio *Book & Play Rec football, all years (Tim FDO) 3G	Badminton (AH/GS) Sports hall Girls Football (CM/HB) 3G Table tennis (WS) Hall Fitness Club (MLJ) Gym	Basketball, All years, mixed (RWM) Sports hall Year 9 Football (GS) 3G Recreation Netball – all welcome (LH/) MUGA Team Netball training (DD/KK) MUGA	Badminton (MLJ) 3:15- 4pm Year 11 Football (RWM) 3G Year 10 Football (DD) 3G Boys & Girls Rugby (AH/RG) Field

* 3 pitches available, min of 10 players, max 18 players needed to book 1/3 of pitch. Shin pads compulsory. Names must be submitted to the PE office by 3.10pm Mon. Bookings will open the Tuesday for the next Monday' bookings.

School Calendar 2019/2020

		September 2019					October 2019					November 2019					December 2019								
Mon		2	9	16	23	30	Mon		7	14	21	28	Mon		4	11	18	25	Mon		2	9	16	23	30
Tue		3	10	17	24	Tue	1	8	15	22	29	Tue		5	12	19	26	Tue		3	10	17	24	31	
Wed		4	11	18	25	Wed	2	9	16	23	30	Wed		6	13	20	27	Wed		4	11	18	25		
Thu		5	12	19	26	Thu	3	10	17	24	31	Thu		7	14	21	28	Thu		5	12	19	26		
Fri		6	13	20	27	Fri	4	11	18	25	Fri	1	8	15	22	29	Fri		6	13	20	27			
Sat		7	14	21	28	Sat	5	12	19	26	Sat	2	9	16	23	30	Sat		7	14	21	28			
Sun	1	8	15	22	29	Sun	6	13	20	27	Sun	3	10	17	24	Sun	1	8	15	22	29				

		January 2020					February 2020					March 2020					April 2020							
Mon		6	13	20	27	Mon		3	10	17	24	Mon		2	9	16	23	30	Mon		6	13	20	27
Tue		7	14	21	28	Tue		4	11	18	25	Tue		3	10	17	24	31	Tue		7	14	21	28
Wed	1	8	15	22	29	Wed		5	12	19	26	Wed		4	11	18	25	Wed	1	8	15	22	29	
Thu	2	9	16	23	30	Thu		6	13	20	27	Thu		5	12	19	26	Thu	2	9	16	23	30	
Fri	3	10	17	24	31	Fri		7	14	21	28	Fri		6	13	20	27	Fri	3	10	17	24		
Sat	4	11	18	25	Sat	1	8	15	22	29	Sat		7	14	21	28	Sat	4	11	18	25			
Sun	5	12	19	26	Sun	2	9	16	23	Sun	1	8	15	22	29	Sun	5	12	19	26				

		May 2020					June 2020					July 2020					August 2020								
Mon		4	11	18	25	Mon		1	8	15	22	29	Mon		6	13	20	27	Mon		3	10	17	24	31
Tue		5	12	19	26	Tue		2	9	16	23	30	Tue		7	14	21	28	Tue		4	11	18	25	
Wed		6	13	20	27	Wed		3	10	17	24	Wed	1	8	15	22	29	Wed		5	12	19	26		
Thu		7	14	21	28	Thu		4	11	18	25	Thu	2	9	16	23	30	Thu		6	13	20	27		
Fri	1	8	15	22	29	Fri		5	12	19	26	Fri	3	10	17	24	31	Fri		7	14	21	28		
Sat	2	9	16	23	30	Sat		6	13	20	27	Sat	4	11	18	25	Sat	1	8	15	22	29			
Sun	3	10	17	24	31	Sun		7	14	21	28	Sun	5	12	19	26	Sun	2	9	16	23	30			

School Holiday	Bank Holidays and Weekends	Pupil Day	Training Day
----------------	----------------------------	-----------	--------------

Week A and B



We work on a 2 week timetable: week A and B and lessons are different in each week.

Students need to know which week is A or B, to ensure they prepare and arrive for the correct lessons.

Autumn Term 2019

Wednesday 4 September	-	Friday 6 September	A
Monday 9 September	-	Friday 13 September	B
Monday 16 September	-	Friday 20 September	A
Monday 23 September	-	Friday 27 September	B
Monday 30 September	-	Friday 4 October	A
Monday 7 October	-	Friday 11 October	B
Monday 14 October	-	Friday 18 October	A

Half-Term

Tuesday 29 October	-	Friday 1 November	B
Monday 4 November	-	Friday 8 November	A
Monday 11 November	-	Friday 15 November	B
Monday 18 November	-	Friday 22 November	A
Monday 25 November	-	Friday 29 November	B
Monday 2 December	-	Friday 6 December	A
Monday 9 December	-	Friday 13 December	B
Monday 16 December	-	Friday 20 December	A

Spring Term 2020

Monday 6 January	-	Friday 10 January	B
Monday 13 January	-	Friday 17 January	A
Monday 20 January	-	Friday 24 January	B
Monday 27 January	-	Friday 31 January	A
Monday 3 February	-	Friday 7 February	B
Monday 10 February	-	Friday 14 February	A

Half-Term

Monday 24 February	-	Friday 28 February	B
Monday 2 March	-	Friday 6 March	A
Monday 9 March	-	Friday 13 March	B
Monday 16 March	-	Friday 20 March	A
Monday 23 March	-	Friday 27 March	B
Monday 30 March	-	Friday 3 April	A

Summer Term 2020

Tuesday 21 April	-	Friday 24 April	B
Monday 27 April	-	Friday 1 May	A
Tuesday 5 May	-	Friday 8 May	B
Monday 11 May	-	Friday 15 May	A
Monday 18 May	-	Friday 22 May	B

Half-Term

Monday 1 June	-	Friday 5 June	A
Monday 8 June	-	Friday 12 June	B
Monday 15 June	-	Friday 19 June	A
Monday 22 June	-	Friday 26 June	B
Monday 29 June	-	Friday 3 July	A
Monday 6 July	-	Friday 10 July	B
Monday 13 July	-	Friday 17 July	A

THE SCHOOL DAY

Registration starts at 8.40am

Lessons finish at 3.10pm

You must be on site by 8.35am

Morning Session - 8.35am - 1.35pm

Start	End	
8.35		Warning Bell - you should be outside your form class at this time
8.40	9.00	Registration
9.00	9.05	Movement time
9.05	10.05	Lesson 1
10.05	10.10	Movement time
10.10	11.10	Lesson 2
11.10	11.25	Break
11.25	11.30	Movement time
11.30	12.30	Lesson 3
12.30	12.35	Movement time
12.35	1.35	Lesson 4

Lunchtime – 1.35pm – 2.10pm

Afternoon Session – 2.10pm - 3.10pm

Start	End	
2.10	3.10	Lesson 5

NOTE

The school day changes during examination periods to a 3/2 split with 3 lessons in the morning and 2 lessons in the afternoon. The lunch period changes to 12.30pm-1.05pm during this time, with a warning bell at 1.00pm.

Important Dates 2019-2020 for Year 10 Students

AUTUMN TERM

Thursday 5 September	Parents' and Carers' Handbook issued to students
Friday 6 September	Photographs for students new to the school
Sunday 8 September	Redborne Racing visit to Thurleigh
Friday, 20 September	Enrichment Booklet issued
7-11 October	German exchange – German students visit Ampthill (prov)
Sunday 13 October	Boot Fair
13-17 October	French Immersion visit to Rouen
Thursday 17 October	Redborne Racing visit to Silverstone
Friday 18 October	Progress checks issued
Sunday 17 November	Boot Fair
Wednesday 20 November	Mathematics visit to Emmanuel Centre, London
20-22 November	7.00-9.00 pm School Production – Oliver – Connolly Hall
Wednesday 18 December	7.00 pm Christmas Concert – Connolly Hall
Friday 20 December	School finishes end of Period 4

SPRING TERM

w/b 27 January	Year 10 Charity Week
14-22 February	Skiing Trip to Italy
Thursday 27 February	4.30-7.30pm - Parents' Consultation Evening. Students are invited to attend
1-5 March	Spanish Immersion visit to Malaga
Sunday 1 March	Silver D of E training day
Thursday 5 March	Battle of the Bands – Connolly Hall
6-9 March	Latin visit to Italy
Sunday 15 March	Boot Fair
Thursday 19 March	7.00pm Community Concert – Connolly Hall

29 March – 1 April	RS visit to Krakow, Poland
<u>SUMMER TERM</u>	
Wednesday 29 April	Geography visit to Walton on the Naze (prov)
6 + 7 May	Geography visit to Walton on the Naze (prov)
Thursday 7 May	7.00pm – Jazz Café – Connolly Hall
15-18 May	Silver D of E Practice Camp B
20-21 May	7.30pm -The Other Play – Drama Studio
Friday 22 May	Reports issued
Monday 1 June	New Year 10 into Year 11 timetable starts
5-8 June	Silver D of E Practice Camp A
8-19 June	Exam Focus Fortnight
12-14 June	Geography visit to Swanage
12-15 June	Silver D of E Assessment Camp B
22 June – 3 July	Mock Examinations
3-8 July	PE visit to the Peak District
4-12 July	German Exchange visit to Germany
Thursday 9 July	7.00 pm Summer Concert – Connolly Hall
10-13 July	Silver D of E Assessment Camp A
Tuesday 14 July	Redborne Festival
Wednesday 15 July	Redborne Festival (reserve)
Friday 17 July	Progress Check and IEP's issued

Note: Dates and information correct at time of going to print and subject to change

Extended Learning

Our extended learning policy can be found on our school website. It explains how and when we set work for students out of lessons.

What is the best way to work, both in and out of lessons, in year 10?

My advice to year 10 students:

If you want good grades in your brown envelope at the end of year 11, now, in year 10, is the time to change. Don't leave it too late. You only get one chance at GCSEs.

Year 11 student

Study Club

Encourage your child to attend the study club, run from Monday to Thursday in the library. (Limited places available). It is staffed by paid and trained sixth form students. Thus we are able to offer individual support to students in a variety of subjects. For those students in receipt of pupil premium funding, if getting home is a barrier to attending, we may be able to provide taxi transport home. (See the information in the library section, page 37).

Expectations of all students in terms of independent learning

We expect all students to complete set work, but also to get into the routine of reviewing each lesson (see below). This forms the basis of upper school 'homework'. It is important both parents and student understand that there is always school work to be done. This is either independent learning or set work from a teacher.

Every fortnight, for each subject:

- Students should go back over work taught and check their notes are complete.
- Use a revision guide to look up topics that were not fully understood, or use BBC Bitesize or another site recommended by a subject teacher.
- **On a regular basis (at least once per month), make revision cards or mind maps of content covered and keep this in folders dedicated to each subject.**
- These folders can be kept at home or school. When it is time to prepare for exams, a set of revision cards will already have been made and these can be used to help with revision.

This forms the basis of all extended learning for our students and is a very effective way to learn. If additional reading or written work has been set, this should be completed by the deadline set. (This can be checked on the Edulink site. Both parents and students have received a personal login).

Extended Learning – how can I support as a parent/carer?

At school

- Ensure attendance at school and punctuality are 100% or as near as possible.
- Check the correct equipment is available for each day.
- Supply a bottle of water to drink. (Energy drinks are banned in school).
- Supply a snack and ensure lunch is eaten.
- Check the homework set by logging onto Edulink, and providing encouragement to complete work in good time.

At home

- Where possible, provide a quiet area to work, and discourage any use of social media whilst school work is being done.
- Students need to be able to concentrate without distraction and to self-regulate their mobile phone use. Encourage use of the Flora or Forest app. These apps switch off all notifications for a set period and allow students to keep a log of hours worked.
- If space to work is tight at home, encourage your child to attend the after school study club in the library.
- Encourage your child to look through class notes and highlight key facts. These key facts can be put onto revision cards. (Buy from Tesco, WH Smith or the school shop. Alternatively, make them by cutting up A4 card).
- Test your child on their revision cards; ask them to give 2 or 3 key facts learned each week and talk to them about these.
- Help your child to organise their class notes and keep their books and resources safe.

Extended Learning – how can I support as a parent/carer?

Knowing what homework is set

- Homework is given in most subjects, in addition to our expectations that students will continually review their learning. This set homework will be published on Edulink.
- The link for Edulink is on our homepage. Students and parents/carers will be issued with their unique login at the start of the September term. This allows you to see the homework set for your own child, including when it is due in.
- If you lose your username and password, please contact the helpdesk on helpdesk@redborne.com
- Please help your child to manage their time; complete their set homework by the agreed deadline and complete independent learning to the best of their ability.

What happens if my child does not understand a homework or has lost the task sheet?

- They should see their class teacher as soon as possible, but at least 2 days BEFORE the work is due in, either in their lesson, at lunchtime or after school.
- Your child can also e-mail the teacher with their query. The form tutor will always be able to offer help and advice too.
- Students **should not** just turn up to the lesson saying they could not do the homework or have lost the task sheet.

It is essential to work outside of lessons on an ongoing basis. Leaving all revision until the exams may prove too much for some students.

Extended Learning – how can I support as a parent/carer?

English Study Skills

Reading regularly is the key to success in English. We would ask you to encourage your child to read on a regular basis. Reading every day would be ideal; even if it was for a short time. Ten minutes a day would really make a difference. Fiction or non-fiction – it really doesn't matter. What matters is being able to think about what is being read.

To support with their studies, your child can access their set texts through the e-library as follows:

Username

The student e-mail address up to, but not including the '@' e.g. 16andrewsmith

Password

The prefix 'Eng' followed by your exam candidate number e.g. Eng1234 There is no space between the prefix and your candidate number.

Here your child can do the following to support their class work and revise:

- Read and annotate their own copy of their set text in the e-library. They can even share notes and annotations with friends.
- Become familiar with their collection of poems – there are 15 in total. They can also organise them into groups, research the context and add notes on them. Alternatively, they could make a revision card for each poem.
- Highlight words with which they are unfamiliar and find the definition.

In class we do a lot of discussion work; as a parent you could support your child in the following ways:

- Ask about the texts they are reading:
 - Can the key points in the text be summarised?
 - How has the writer structured the text to make it interesting to read?
 - What is interesting about the characters?
- These questions help your child to think more deeply about what they are reading.
- Word games such as **Boggle** and **Scrabble** help to develop a wider vocabulary.

Read news stories and discuss current affairs.

Impromptu spelling tests of key vocabulary. Anything that practises and develops new vocabulary is a bonus. **Websites that we recommend are as follows:**

www.bcbitesize use for poetry or language and www.sparknotes. "Mr Bruff" is a very popular site with our students for revising and learning English language.

Extended Learning

Maths Study Skills

If your child does some independent maths learning (on top of their set maths tasks) every week, (we recommend 20 minutes, 3 times per week), then over 40 weeks this adds up to an extra 40 hours of maths per year.

This will have a really positive effect on progress made in maths, regardless of your child's ability when they start. This is an easy win. Please support this as good habits are best formed early.

See the table below for a list of online revision resources. We recommend:

Pearson ActiveLearn – www.pearsonactivelearn.com This is an online textbook resource that includes a number of exercises and videos on the whole GCSE course.	Login: School e-mail address Password: ChangeMe639
MathsWatch VLE – https://vle.mathswatch.co.uk/vle This has videos, interactive questions and worksheets on every topic of the new GCSE.	Login: School e-mail address Password: ChangeMe639
MyMaths – www.mymaths.co.uk	Login: redborne Password: factorise
Corbett Maths – www.corbettmaths.com This site has worksheets and videos for each topic. There is no login required for the site.	www.corbettmaths.com
GCSE Bitesize – www.bbc.co.uk/education Make sure you select Maths (2015 onwards).	www.bbc.co.uk/education
Redborne Maths Website – www.redbornemaths.co.uk This has a number of practice papers that you can print off and complete. All the solutions are on the site so you can mark the work yourself. You do not need to sign up, just login to the website.	Login: redborne@maths.co.uk Password: factorise

My advice to year 10 students:

My dad made me do maths from MyMaths about twice per week from September. I hate to admit it, but it has made a real difference to my understanding. I am not telling him that though!

Year 11 student

Extended Learning – how can I support as a parent/carer?

Science Study Skills

Revision guides and websites

- An older revision guide (from a sibling or friend) will be great, but unfortunately the syllabus has changed, so there may be gaps. If you do buy a new guide, the latest edition is the best one to buy.
- Use the free science lessons videos www.freesciencelessons.com to revise a topic when extra help is needed. Here you will find a series of 3-5 minute videos on most topics in the syllabus. Watch a topic and make revision cards. Learn the card content and ask to be tested on this. You can also teach topics to a friend. This is one of the best ways of learning key facts.
- **At least once per month** - students should summarise their class notes by making revision cards, mind maps or similar.

Keep these revision resources in a safe place to use when preparing for any tests.

Top tip for year 10 students:

There was so much science to learn. I used to watch the videos from free science lessons www.freesciencelessons.com and just listen and make notes of what he said.

Year 11 male student

Uniform Regulations

Polo Shirt

White polo short sleeved shirt, with black striped ribbed collar.

Jumper

Black V-neck jumper with school badge.

Redborne Hoodie

This is a black branded hoodie which can be worn instead of or over the jumper. This is the only hoodie which may be worn as part of our uniform. Please do not confuse this with the red hoodie that is to be worn for PE.

Skirt or Trousers

Girls can choose between the skirt or trousers that our stockist supplies:

- Girls' knee length straight pencil skirt with back vent.
- Girls' black straight leg slim fit trouser.

Boys' trousers must be slim fit or regular fit that our stockist supplies:

- Boys' flat front, slim fit trousers
- Boys' single pleated, regular fit trousers

Boys' tailored shorts

- These must be shorts purchased from the school or Prestige and can be worn in the warmer months

Shoes

Plain black with flat or low heels. Please see additional notes below.

Socks / Tights

- Plain black or white socks
- Black or natural coloured tights.

Outerwear

Coats (front fastening) may be worn on top of the uniform. The only hoodie which may be worn is the black Redborne hoodie.

Please note the following:

- Skirts are to be worn on the knee
- Nail varnish, if worn, must be neutral in colour and nails must be short in length
- Inappropriate or excessive make-up is not permitted
- Extreme hair colour or styles are not permitted
- Body piercing is not permitted, e.g. nose studs. This includes clear studs
- Excessive jewellery, including earrings with hoops larger than a 5p piece, are not permitted
- Trainers, boots and backless shoes are not permitted. Some shops sell 'uniform' school shoes that are not allowed at Redborne – if in doubt, please check with us before buying
- Hoods must be worn down at all times and hats are not to be worn in the school buildings
- Caps are not permitted.

Uniform Regulations

PE Kit (*Compulsory items)

Polo Shirt*

Red and black unisex or girls' Redborne branded Encore Polo Shirt

Shorts/Leggings/Training Trousers*

Students must wear one of the following Redborne branded items:

- Black and red Redborne unisex Encore Shorts
- Black Encore Redborne Leggings
- Black Encore Redborne Training Trousers

Skort

During warmer weather and in some activities students may choose to wear

- Black and red Redborne Encore Skort

Extra layer

In cold weather students may choose to wear only the following items:

- Red Redborne unisex Encore PE Hoodie
- Red Redborne unisex Encore Training top
- Plain red or black long sleeved base layer underneath their Polo Shirt

Socks

- Red football socks
- White or black sport socks

Trainers/Astros*

These must have sufficient grip for indoor and outdoor use

Football boots

Metal studded boots and bladed studs are not permitted on the 3G football pitch

Shin pads*

For hockey and football

Gum shield

Recommended for hockey and rugby

Please note the following:

- All PE kit must be labelled with the student's name
- All jewellery must be removed for PE lessons
- Long hair should be tied back
- Nails should be short in length
- Hoods must be worn down during the participation of physical activity
- All students are expected to participate fully in PE lessons. If the student is unable to participate physically, a letter from a parent or carer should be provided to the class teacher. **Non-participants still need to bring and wear PE kit** as they will still be involved in the lesson either by coaching, umpiring or helping with equipment.
- At the start of each lesson, students should hand in their valuables to their class teacher as leaving them in the changing rooms or taking them out to the PE lesson could result in loss or damage.

What Equipment do I Need?

Uniform Stockist

- School Shop (Via North Reception) – Tel. 01525 842654, e-mail eva.hobson@redborne.com
Opening hours: 5 days a week during term time only between 10.00am and 3.30pm Monday to Thursday and between 10.00am and 3.00pm Fridays.
- The uniform price list can also be found on the school website – www.redborne.com and orders can be placed via Wisepay using the link on the website. You should already have received your login details in the new starter pack: please contact the finance office on accounts@redborne.com if you have lost your login details.
- School Stockist – Prestige Design & Workwear Ltd, 46-48 High Street, Flitwick, Beds, MK45 1DX, Tel. 01525 716558

Essential equipment

We cannot stress enough how important it is that students arrive to each and every lesson fully equipped. It wastes valuable learning time if students do not have the required equipment and we view this very seriously.

Whenever possible, please check your child's kit on a regular basis!

What essential equipment is needed for school every day?	
2 pens (black or blue)	Calculator – Casio fx-85GT or fx-83GT Or Aurora AX-595TV (sold in school shop)
2 pens (red or green)	
Pencil and rubber	A bag large enough to carry books and stationery
Pencil case (to avoid losing kit)	Water bottle (energy drinks are banned and will be confiscated)
Colouring pencils	
Ruler	Snacks and lunch or money to buy food
Set square	
Protractor	

All of the stationery above can be bought in the school shop.

If you prefer not to use the school shop, the maths equipment can be bought very cheaply as a set from most supermarkets. All of the above is essential. It is not possible to access all of the maths curriculum without a calculator, protractor and set square.

Financial assistance

We are able to consider any requests for financial support to purchase essential equipment, or to take part in activities or trips. These should be made in writing to the school office, or via e-mail to Mr J Trapp, Assistant Headteacher on stjtrapp@redborne.com. All requests will be treated in confidence.

Prohibited Items

The following items should not be brought to school	
Alcohol	Skateboards/scooters
Chewing gum	Screwdrivers and other tools
Illegal drugs	Weapons including knives and blades
Bluetooth speakers	Smoking materials including: matches, lighters, electronic, herbal and all other types of cigarettes
Laser pens	
Corrosive chemicals	

Mobile Phones

Students at Redborne are permitted to be in possession of and use mobile phones freely at school during break and at lunchtimes and before and after school. However, during and between lessons, tutor periods and other supervised sessions, mobile phone use is not allowed.

When mobile phones are used in lessons without permission, students can expect their mobile phone to be confiscated for the rest of the school day. Please do not text or call your child during lesson times and expect a reply at that time.

When a student has his/her mobile phone confiscated in a lesson the following will apply:

- **1st occasion**
Mobile phone confiscated for the day and entered in a log.
- **2nd occasion**
Mobile phone confiscated in the lesson, entered in a log and a letter sent home informing parents that a phone has been confiscated for a second time.
- **3rd and subsequent occasions**
Mobile phone confiscated in the lesson, entered in a log and a letter sent home informing parents/carers that a phone has been confiscated again and an instruction that the mobile phone will need to be submitted at reception on the morning of a given day. This length of time will increase with the number of subsequent confiscations.

We look forward to your support in this matter and therefore encouraging the younger generation to use their mobile phones responsibly.

The Library

The library has a new home in the atrium of the Connolly Hall, it remains a quiet, calm and relaxed area for the students to work independently during their break, lunchtimes and, for the sixth form, their study periods. The library is open before and after school. Food and drink is not permitted in the library during these times. However, there is a book club in the library, open to all year groups, on a Thursday lunchtime where students are permitted to eat their lunch during this time. Thus, the library is closed for general use on Thursday lunchtime.



Mobile phones and electronic listening devices are not permitted in the library.

General opening times:

Monday to Thursday 8am-4.30pm

Friday 8am-3.30pm

Study Club

The after school study club has been set up to provide opportunities for students to get extra support and tutoring with their school work, homework and revision.



We have appointed and trained a team of sixth formers who work as learning mentors, providing one to one tutoring or support to individuals and small groups as appropriate, supervised at all times by Mrs Randhawa. Students work on core subjects or other subjects that have been identified as a priority, using their own resources, textbooks or digital resources. They can also get advice on organisation and study skills.

The study club runs in the library after school (Monday to Thursday, 3.15pm to 4.30pm) and light refreshments are provided.

In situations of financial hardship, or for pupil premium students, we may be able to supply a taxi home for students who would otherwise not be able to attend. Please contact Mr J Trapp if you would like to discuss this. stjtrapp@redborne.com

For more information on all of the above, please contact Mrs Randhawa (stvrindhawa@redborne.com).

Careers Guidance

What is careers education information, advice and guidance?

Students need to be given information on a range of choices to help them make well-informed, realistic decisions about their future options in education, training and employment. This information should be independent, impartial and in the best interests of the student. Good careers education supports students choosing GCSE options, improves motivation, raises aspirations and encourages engagement in education.

At Redborne we have a structured careers programme for each year group to support student decision making and choices at different stages of their education.

In years 10 and 11, careers education is delivered through tutor times, independent learning lessons, personal wellbeing lessons and assemblies.

Students have the opportunity to have a careers meeting which parents are welcome to attend.

We arrange:

Alumni visits, career insight talks from employers, employer visits to lessons, support with employability skills, mock interviews, School trips including careers aspects with some wholly careers focussed, individual 'Fast Tomato' careers website licence to help 'match' students to potential 'good fit' careers, Access to Unifrog which includes regular live local apprenticeship opportunities (this is a one-stop-shop where students can explore their interests, then find and successfully apply for their best next step after school).

We encourage extra-curricular activities and volunteering so students make the most of the opportunities available to them. This also allows them to have relevant information to include on college/sixth form/apprenticeship and university applications.

What can you expect?

- The opportunity to think about where you are now, where you want to be and how you are going to get there.
- The use of interactive careers software to help you start exploring your future.
- Structured lessons and tutor-time input to support your thinking and understanding of the world of work.
- A variety of encounters with employers and further & higher education providers.
- Careers meetings to discuss options and choices.

All students have the opportunity to request an interview with an independent careers advisor to discuss options and choices. Students in years 9-11 can request an interview through their form tutor. Sixth Form students can request an interview either via their form tutor or by a direct email to Teresa Farrow, Careers Leader. At the end of the meeting every student is given an action plan. Any student who wishes to speak to the Careers Leader can drop-in to the Careers Office, room 1A or can email Mrs Farrow directly on Teresa.Farrow@redborne.com

Redborne School Council

Each year has a year team council with representatives from each form. These councils meet to discuss issues raised within the year group, organise social events and plan the charity week that is associated with that year. The year councils are supervised by a member of the year team, usually an assistant head of year.

Elections to the school council take place in the first half of the autumn term and the students vote for three senior students to represent them. Meetings take place weekly at lunchtimes on a day that suits the council best, and are chaired by the three senior students, with Ms Brennan in attendance to represent the staff.

This year the school council has been working on many projects. These include:

- Ensuring our school supports the emotional health of our students
- Refurbishing an old classroom, turning it into a student forum meeting area and a mindfulness area
- Hosting a fundraiser to further refurbish the hut

The school council is also looking into ways of making the north school canteen into a more comfortable and clean area, rather like the sixth form canteen. The menu is under review with the canteen manager, to make our food more inclusive, for example, by including vegan options.

There are several more fundraisers planned for next year to support the improvement of the school environment. We hope to introduce more recycling bins and increase the planting around the school.

There is so much to report on: watch this space!

Council members are often called upon to represent the school when meeting external visitors. The council representatives from Year 12 also serve as deputy senior students.



Ms N Brennan
Assistant Headteacher

Students who require additional stretch and challenge

At Redborne, we believe that all students are individuals with their own special needs and requirements. We recognise our responsibility to ensure that opportunities are made available for all students to realise their potential.

How do we support high attaining students?

- Subject leaders and the coordinator consult with middle school staff and share data relevant to high attaining students in year 8
- Subject staff regularly share information about the most able students in their classes and keep records of high attainment throughout the course
- Teaching is tailored to account for students of high attainment and ability
- We welcome information from parents, particularly regarding students with an excellence outside traditional subject areas



At Redborne, we are pleased to support students who require additional stretch and challenge by offering a number of provisions:

- Stretch and challenge, including 'thinking hard' strategies in their lessons
- To continue to offer a broad curriculum with a rich and stimulating subject choice at GCSE and A level
- A personalised careers interview
- The opportunity to attend any of the enrichment opportunities run by the school; such as masterclasses, visiting speakers and inspiring practitioners
- Recommendations for trips to universities
- Oxbridge interview evenings in year 13 and help with the higher education application process, auditions and interviews
- In exceptional cases, a personalised curriculum with the reduction or addition of courses where appropriate

Pupil Premium

Starting at Redborne

We have developed strong links with our middle school partners and, as a result, we have created a robust system for the handover of information about students. This means that before the end of Year 8 we have detailed information on all students who are planning to join us, including details of those who qualify for Pupil Premium.

Once the students start at Redborne it is our aim to provide Pupil Premium students with every opportunity to make good progress and fulfil their potential; we will do our best to facilitate this over the coming years.

How is Pupil Premium used?

The best way to ensure that students fulfil their potential is through high quality teaching provision. Interventions should ideally take place in the classroom although a range of strategies may be required for some students which are carefully targeted for maximum impact.

This means that each Pupil Premium eligible student at Redborne receives a unique provision; however, to give some idea of how we use the funding:

- English and maths have additional staffing to reduce class sizes for groups containing large numbers of pupil premium students
- Only highly qualified and specialist teachers are appointed to deliver lessons
- After school mentoring and study club is provided all year round
- Study skills days are arranged to boost performance in particular subjects
- Small group tuition is provided in English
- Up to 6 hours per week of 1-2-1 tuition in year 11 in preparation for exams
- Support from professional counsellors

There are many other means of support from equipment to revision materials available; it really does depend on the needs of the student.

Is your child eligible for Pupil Premium?

There are a number of indicators for Pupil Premium eligibility, these include those who:

- are eligible for free school meals or who have claimed them in the last 6 years;
- have been adopted from care in England;
- have left care under a Special Guardianship Order or under a Residential Order;
- have a parent currently serving in the armed forces.

In order to be eligible for free school meals the parent(s)/carer(s) of the pupil must receive one of a range of qualifying benefits. For more information on this please either visit the Central Bedfordshire website (<http://www.centralbedfordshire.gov.uk/benefits/free-school-meals/qualifying-benefits.aspx>) or contact the school office.

Finally...

Every student is unique and brings their own character, skills, abilities and needs to Redborne and, as a true comprehensive, we welcome you all. As Assistant Headteacher with responsibility for Pupil Premium I look forward to helping your son/daughter during their time at Redborne but in the meantime if you have any queries please do not hesitate to contact me, Mr Trapp, on stjtrapp@redborne.com.

Exam Access Arrangements

A Guide for Parents and Students

Access Arrangements is the name given to exam concessions and it covers all sorts of arrangements e.g. additional time, rest breaks, readers, scribes etc. These arrangements are designed to help students with genuine needs to access exams. The awarding of Access Arrangements is governed by strict regulations as set out by the JCQ (Joint Council for Qualifications, see <http://www.jcq.org.uk/examination-system/access-arrangementsand-special-consideration> for more information).

There are a number of arrangements we can apply for in order to help students with exams if they have additional needs and we can provide evidence of need. We also need to show that any arrangement used in an exam would be the student's normal way of working in lessons.

In Year 9, students complete screening assessments designed to highlight those with a need as early as we can, but further assessment may also take place in Year 10 or 11. All assessments used to apply for Access Arrangements must be completed by an assessor that is Level 7 qualified – in Redborne, this is Miss Ellis (SENCo). All assessments that form part of an official application for Access Arrangements must be supported by evidence of the student's 'normal way of working'. We will therefore ask classroom teachers for evidence of need in the classroom (copies of past papers, and other written work for example). If the access arrangement is for medical reasons (e.g. dyspraxia, visual impairment) a medical report specifying the need for access arrangements needs to be provided.

If there is evidence of need, and supporting evidence, one or more of the following arrangements may be granted in exams:

- Smaller Room
- Supervised Rest
- Extra Time of up to 25%
- Reader
- Computer/Pen Reader
- Word Processor
- Scribe
- Prompter
- Sign Language Interpreter

For all Access Arrangements we **must** provide evidence that the arrangement is their normal way of working.

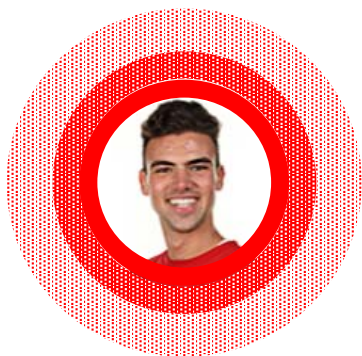
The deadline for all Access Arrangement applications is 25th October 2019 for winter exams and 24th January 2020 for summer exams.

If you have any further question please contact Mrs T Baskerville (Assistant Exams Officer) or Miss M Ellis (SENCo).

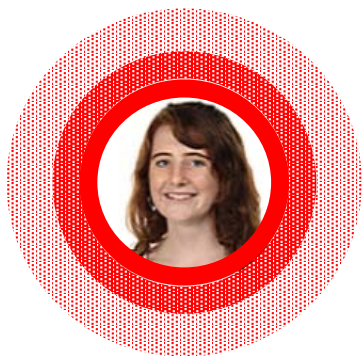
Senior Students

Each year Redborne holds elections to elect three Senior Students. They are seen as role models to all of our students and it is a role which carries great prestige and respect.

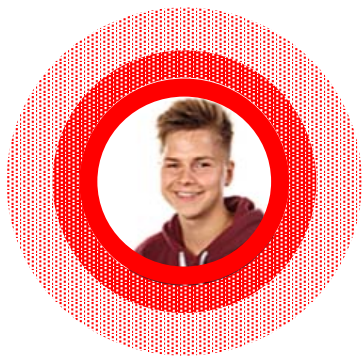
Our Senior Students for 2019-20 are Dan Clements, Rhianna-May Duffy and Joe Wilde.



When I first joined Redborne, I found the school very daunting as there were just so many people and so many classrooms. However, it didn't take long before I realised just how lucky I was to be part of this school. There are so many opportunities, in any of your interests, for you to take as soon as you join that will help you feel part of the school. There is also so much support from both students and staff to help you integrate into upper school life. I hope you have an amazing transition to Redborne, and I have every faith that you will enjoy your time here. I am really looking forward to working with you and hearing all of your ideas!



We're so excited that you're all coming to Redborne! The school is dynamic, mature and adaptive. Each of you have incredible strengths you can contribute to make a difference whilst you're here. Don't just go with the 'norm'; have courage and take full advantage of the opportunities Redborne has to offer. This really is a place where 'you get out, what you put in.' At the beginning of Year 9, I found Redborne a bit intimidating, with the quantity of buildings, people and classrooms. It was different. However, please don't feel lost! Support is constantly offered at Redborne, with knowledgeable teachers and an amazing pastoral team; someone is always there to help! All it takes is a question, conversation or email. We as Senior Students are always happy to point you in the right direction to a classroom, or discuss new initiatives! I'm looking forward to meeting you in September!



Coming up to Redborne can seem like a huge jump up from the middle school. I certainly remember feeling so nervous about meeting all the different people and getting lost on a whole new and enormous site. In reality, the transition is made easy by the lovely atmosphere around the school, because anyone is happy to help you out. It's easy to make friends with your new form class and get to know your teachers, which helps to settle you in quickly. Looking back, it's hard to see what I was worried about, because as soon as I got to Redborne I felt right at home, and I hope you will as well. The school has so much to offer in terms of experiences, facilities and extracurricular activities that everyone has the chance to enrich and tailor their studies to suit their own wants. I look forward to meeting as many of you as possible and helping to make your time at Redborne as enjoyable as it can be!



Redborne Teaching School Alliance, RTSA

We are fortunate to have been designated as a National Teaching School - there are around 600 in the UK. Teaching schools provide initial teacher training, continuous professional development for qualified teachers and school to school support. As a parent, you may wonder how this affects you and your child.

What are the benefits to Redborne of being a National Teaching School?

Teachers often want to work at a teaching school, meaning at Redborne, we are able to recruit and retain high quality staff. This is an incredible asset for us as there is a national shortage of qualified teachers.

As a teaching school, we are involved in research and keep up to date with the latest educational research to use in our lessons and to inform our policies and procedures.

Several of our staff are specialist leaders of education (SLEs), meaning they work to support teachers in other schools. They also plan and deliver high quality training to teachers both in and out of Redborne. This means our teachers are continually learning and developing new skills, which benefits students in their lessons.

We train teachers and often have trainees teaching classes for a period of time. This is essential for the development of the teaching profession; all trainees and their teaching are closely monitored by their mentor. Our trainees often stay with us once they are qualified, again ensuring all of our lessons are staffed by qualified subject specialists. This is not the case in all schools.

We often use the Teaching School training room for specialist interventions that we run for students in school. This allows us to give students a welcome taster of a professional working environment when they take part in targeted subject interventions.

Important Information

Medical arrangements

Mrs Jeffrey has overall responsibility for the administration of first aid in the school and is assisted by a number of qualified first aiders. She is based in North School and is in school throughout the day. In the case of illness, students should report to either North or South reception. **Students should refrain from contacting parents or carers;** staff will call should collection be required. As the school has a duty of care, students are only allowed home accompanied by an adult and authorised by a parent or carer.

In the case of serious illness or an accident, a first aider will arrange for the student to be transferred to hospital. Every attempt is made to contact parents or carers by telephone at home or via the emergency contact number. **If transfer to hospital is required parents or carers must accompany the student in the ambulance.**

Please ensure that your contact details are accurate and that the school is informed of any changes

Students may carry a maximum of two analgesic tablets, for example paracetamol or ibuprofen, and should not give these to anyone else. The school does not provide pain relieving medication. If your son or daughter is required to bring any other medication to school, or there are medical matters you wish the school to be aware of, please inform your child's tutor in writing.

Our School Nurse is Carol Robinson, based at Highlands Medical Centre Flitwick, telephone number 01525 631245.

Parents' rights to remove their child from religious studies

Section 389 of the Education Act 1996 gives parents the right to request that their child is removed, either wholly or partly from religious studies or collective worship or both. Please write to the Headteacher, Mr Button, indicating the nature of your request.

School Canteen



We have a canteen in both North and South school buildings. Breakfast is available in the North School canteen 8.15am to 8.35am. At break and lunchtimes we offer a selection of hot and cold food, fruit, biscuits and drinks in both canteens.

Sample Student Price List

Main course – student	£2.00	Sandwiches	
		Panini	£2.20
Sample Dishes		Sandwiches from	£1.50
Beef curry and rice	£2.00	Baguettes from	£1.80
Sweet chilli chicken and rice	£2.00	Cold pasta boxes	£2.40
Chicken wraps	£1.60	Fruit	
Bbq chicken legs	£1.60	Fresh fruit	£0.60
		Yogurt	£0.60
Pasta bake	£1.60	Biscuits	
Pasta King	£2.00	Triple choc shortbread	£0.90
Quiche	£1.60	Homemade shortbread	£0.70
Sweet and sour with rice	£2.00	Iced sponge	£0.80
Toad in the hole	£1.60	Pain aux chocolat	£0.80
		Flapjack	£0.80
Snacks		Plain croissant	£0.80
Bacon + cheese ciabatta roll	£1.70	Drinks	
Sausage roll	£1.00	Bottled water	£0.50
Chips	£1.20	Yazoo	£1.10
Small bacon roll	£0.80	Orange juice	£0.50
Plain pasta	£1.00	Milk	£0.50
Pizza in a box	£2.00	Omj cans	£0.70
Pizzini	£1.40	Volvic sugar free	£0.80
Chicken ciabatta	£1.70		
Pizza toasties	£1.00		
Salad bar			
Pot of salad	£1.60		

The school uses cashless catering – please top up your child’s account using Wisepay – login details were included in the new joiner pack sent to you in April. **We cannot accept cash in the canteens.** Information and prices correct at time of going to print and subject to change.

FAQ - everything you need to know but did not like to ask...

Question	Answer
Can I chew gum in school at break/lunchtime?	Chewing gum is banned in all places, at all times in school.
Can I bring valuables into school?	You should not bring anything into school that you do not wish to lose. You are responsible for your own valuables. During PE lessons all valuables, including money, MUST be handed in at the start of the lesson.
Can I have a locker?	Yes. There are some available for rent for 3 years. You need to pay a £5 fee and will be given a key. On its return, £3 will be refunded. Each spare key costs £3.
Can I bring a bike to school?	Yes. Bike racks are available for use in North and South school. Their location is on our map. You should wear a bike helmet and cycle responsibly to and from school and on the site.
Can I buy food at school?	Yes - breakfast from 8am; snacks at break and a variety of food at lunch.
Do I have to attend a detention if I can't get home?	Yes. Your parent/carer has to organise your transport home. It may be possible for you to reorganise with the teacher concerned, but it is at their discretion.
I was away. Do I need to complete the homework?	Yes. It is expected that you copy up all missed work; find out what the homework was and complete it. It is not up to the teacher to do this for you.

FAQ - everything you need to know but did not like to ask...

Question	Answer
Can I wear make-up?	Yes – but only if it is discreet and can't really be noticed.
Can I wear nail polish or have gel/shellac/false nails?	Yes, BUT, only if it is in neutral colours and nails are short in length. No bright red, orange etc. So, keep the coloured gel nail appointments for the long holidays.
Can I bring a phone to school?	Yes, but it can only be used at break or lunch. At other times, your phone must be out of sight and silent.
What do I do if I feel ill?	Inform the teacher you are with. At break and lunchtime, go to the school office and we can assess how you are. We encourage you to stay at school for minor ailments. Please don't call parents and ask them to collect you.

Useful Contact Numbers

For all subject related queries:

Faculty head: English	Ms K Startin	stkellystartin@redborne.com
Faculty head: maths	Mr M Jones	stmatthewjones@redborne.com
Faculty head: expressive arts	Mrs H Birkett	sthbirkett@redborne.com
Faculty head: humanities	Mr V Parry	stvparry@redborne.com
Faculty head: technology	Mr C Forbes	carlton.forbes@redborne.com
Faculty head: science	Mr S Dobson	stsdobson@redborne.com
Faculty head: MFL	Mr D McGuigan	stdanmcguigan@redborne.com
SENCo (learning support)	Ms M Ellis	stmellis@redborne.com

For all other queries:

Report a child's absence	Call 01525 404462 or email:	caroline.campbell@redborne.com
Reception/general enquiries	01525 404462	admin@redborne.com
Form tutors:	Mrs H Birkett	sthbirkett@redborne.com
	Miss L Borritt	stlborritt@redborne.com
	Mr M Brockway	mark.brockway@redborne.com
	Mr G Capello	joe.cappello@redborne.com
	Mr D Day	stdanielday@redborne.com
	Mrs R Grainger	strgrainger@redborne.com
	Mrs A Hubbard	stalexhubbard@redborne.com
	Miss C Hunt	stcatherinehunt@redborne.com
	Mr R Maddox	ross.maddox@redborne.com
	Miss K Maley	kirsty.maley@redborne.com
	Mrs S Cooper	susan.cooper@redborne.com
	Ms J Murdoch	jane.murdoch@redborne.com
	Mrs A O'Keefe	anneka.o'keefe@redborne.com
	Mrs R Tattersall	strachaeltattersall@redborne.com
Year 10 team direct line	01525 842680	
Year 10 pastoral officer	Mrs C Campbell	caroline.campbell@redborne.com
Acting Head of year 10	Mr K Brooks	stkbrooks@redborne.com
Acting Head of year 10	Mr W Scutt	stwscutt@redborne.com
Assistant head of year10	Miss S Bean	stsbean@redborne.com
School shop	Mrs E Hobson	eva.hobson@redborne.com
EduLink queries	Helpdesk	helpdesk@redborne.com
Wisepay queries	Finance team	accounts@redborne.com
Library	Mrs V Randhawa	stvrindhawa@redborne.com
Careers leader	Mrs T Farrow	teresa.farrow@redborne.com
School nurse	Ms C Robinson	01525 631245
Assistant headteacher: pupil premium students	Mr J Trapp	stjtrapp@redborne.com
Designated safeguarding lead	Mrs J Williets	stjwilliets@redborne.com