

WELCOME FROM THE HEADTEACHER

Dear Parents and Carers

I would like to take this opportunity to welcome you to Southborough High School.

Our vision is one of excellence for every student and we can achieve this by aiming high and working together as teachers, support staff, parents/carers and students. When we work together as a genuine partnership there is no limit to what we can achieve.

Our school has improved significantly in recent years in terms of learning ethos, academic achievement and reputation. We are proud of these improvements and are determined to extend and, indeed, accelerate them.

In this booklet, you will find a range of information and guidance intended to ensure that our partnership is both effective and efficient.

We are always seeking ways to improve our partnership with parents and carers and, as such, would welcome any feedback you may give us on this handbook or on any aspect of our work with you throughout the academic year.

Moreover, please do not hesitate to contact the school should you require any further information or clarification on this booklet or any other aspect of life at Southborough High School.

We look forward to a productive, fulfilling and successful school career together.

Yours sincerely



NIALL SMITH

Headteacher

Email: nsmith@southborough.kingston.sch.uk

Tutor Teams 2017-18

9 RBG	Mr Bagley
9 JLK	Miss King
9 CPA	Miss Parsons
9 RWH	Dr White
9 BTH	Mr Thomas

Head of Year

Mr Swinchin-Rew

Pastoral Support Officer

Mrs Clements

Learning Facilitator

Mr Noble

SLT

Mr Neal

The Curriculum

Year 9

The core subjects are English, Mathematics and Science and the compulsory subjects are religious education, sex education, and personal, social, health and citizenship education (PSHCE).

The foundation subjects are art, computing, design and technology, drama, geography, history, a modern foreign language, music, PE and Latin.

The curriculum is more than just exams. It is vital to ensure that each student receives a rounded personal and social education.

The essential issues taught through cross-curricular studies and the general life of the school is:

- environmental education
- health education
- economic and industrial understanding
- citizenship
- work-related learning
- careers education and guidance
- community education, religious education
- Equal opportunities.

The whole curriculum is designed to provide a broad, balanced, coherent and relevant education. It is important that each student ensures we understand his needs and that he understands the courses available.

Student Grouping

It is our commitment that all boys, whatever their ability, are stretched and allowed to achieve their maximum potential. To help achieve this, when your son joins Southborough High his results from various tests, including the Key Stage 2 National Curriculum tests, will be used as a baseline to set targets for him and to allocate him to a mixed ability teaching group and/or an ability-based teaching group where appropriate. Further test data, target setting and our Aspiration Days, help us to refine the student grouping, and where changes are warranted, students will be moved between groups. Parents will be informed of such movements in advance. In Year 9, students will normally be set by ability in Mathematics.

HOMEWORK & STUDENT E-PLANNERS (SHOW MY HOMEWORK)

Homework is an essential part of school work. It helps students develop the self-discipline needed to work independently, allows consolidation and assimilation of work studied in the classroom and helps teachers to know what students can do on their own and what they have not understood. Students will be given feedback on their homework.

The homework timetable is available on line in the first two weeks of September. Parents are requested to monitor that their son is completing his homework by checking on Honeycomb. Homework in Year 8 may consist of one or more extended projects as well as more traditional homework tasks. If you have any concerns about homework, please contact your son's Tutor or Head of Year.

Students are expected to spend the following amount of time per day on their homework:

Year 9 1 to 2 hours

This is reviewed regularly by senior teachers and reported to the School's Governing Body.

Parents are encouraged to make arrangements for their son to use the Homework Club, a supervised session available to students every night after school to ensure that they have support with their homework. It is held in the school's Library from 3.15pm to 4.15pm.

Student ePlanners (Show My Homework)

Southborough High School has an innovative, easy-to-use electronic planner system for the whole school.

The Show My Homework ePlanners make it easy for students and parents to keep track of their personal timetable, homework, school events and notifications. Parents have the facility to log on to Show My Homework and view their son's homework, when it was set and due and which teacher gave the homework. The calendar is personalised to each individual student's timetable for the school year. This innovative new system has many benefits to the student such as:

- Receive homework, assignments, tests, notes and other communications from teachers directly into the eplanner
- A range of ingenious built-in features to help the student manage and organise their school work
- Access their timetable, add a diary item or see what's overdue on their desktop, iPad/iPhone or Android
- ***A user guide for pupils can be found on our website under Portal Login***
- ***A user guide for parents can be found on our website under Portal Login***

HOMEWORK TIMETABLE

YEAR 9

9RBG

Monday	Tuesday	Wednesday	Thursday	Friday
MAT	Computing	Maths	MAT	Geography
RS	PE	English	Drama	Spanish
History	Science		Latin	

9JLK

Monday	Tuesday	Wednesday	Thursday	Friday
MAT	RS	Maths	MAT	Computing
DRAMA	English	Geography	History	PE
Latin	Science		Spanish	

9CPA

Monday	Tuesday	Wednesday	Thursday	Friday
MAT	PE	Maths	MAT	Latin
RS	Geography	Drama	Computing	Science
Spanish	History	English		

9RWH

Monday	Tuesday	Wednesday	Thursday	Friday
MAT	Computing	Maths	MAT	RS
Drama	Geography	History	Latin	PE
Science		French	English	

9BTH

Monday	Tuesday	Wednesday	Thursday	Friday
MAT	PE	Maths	MAT	Drama
Computing	Geography	Latin	RS	French
History	English	Science		

REWARDS, CODE OF CONDUCT AND SANCTIONS

At Southborough High School we have high expectations of our boys and endeavor to encourage them by means of a reward structure.

In Year 8 the rewards are centered on the merit system. Merits can be given by any member of staff. The focus is to reward and praise students linked towards Southborough High School's 'ACE' vision: Aspiration, Commitment & Excellence.

Other Rewards

Form Captain/Vice Captain
Rewards Trip
Merit & End of year trips
'ACE' awards

Student of the Term
Letter/email Home
Prize Giving Evening
Effort Ladder Certificate

Code of Conduct

We have a code of conduct which makes clear how we should behave in our community. It has the following aims:

- to allow all pupils to learn in safety and security;
- to support teaching and learning in the classroom;
- to foster respect for others, for property and the environment;
- to encourage honesty, trust, fairness, tolerance and compassion;
- to encourage and develop self-discipline and self-respect.

If pupils follow our Code they will be helping to create a positive and supportive learning environment in which everyone can be successful and have their achievements recognised and rewarded.

If pupils break our Code they should be prepared to accept the consequences.

USE OF ICT FACILITIES

As a student at Southborough High School, you will agree to the following when using the ICT facilities:

- I will handle all computer equipment carefully.
- I will only use the computers for schoolwork or homework if given permission by a member of staff.
- I will not use any USBs or disks in school equipment unless given permission.
- I will not use USBs, CDs, disks or DVDs from outside school unless given permission to do so.
- I will not try to access any unsuitable material on the Internet and will tell a member of staff if I see something on the Internet, or receive an e-mail that upsets or worries me.
- I will only send or reply to e-mail messages if given permission.
- I will report any misuse of computers to a member of staff.
- I understand that the school may check my files and will monitor the Internet sites I visit.
- I will only use digital devices in non-ICT lessons, as and when directed by the teacher.
- I will only log in on to my own account and will not try to gain access to other people's accounts.
- I will not do anything to work around or break network security or internet filtering when in school.

Advice for users of e-mail:

- Never give out your name and address or your school details to people you have only met on the Internet.
- Never agree to meet people who you know only through the Internet.
- Never send photographs of yourself or friends to strangers.
- Tell an adult if someone or something you find on the Internet makes you feel uncomfortable.

USE OF PHOTOGRAPHS & BIOMETRIC PROCEDURES

Dear Parents/Carers

Photographs

Throughout the academic year and your child's school life, photographs may be taken of your son.

These photographs may be used in a range of contexts:

- School publications, for example the prospectus
- Local newspapers as part of the media coverage of a school event
- School website

Personal details of the children will **not** appear in any school publication or the website. However, individual students' names may appear in the local newspaper, if appropriate to the article.

Biometric Procedures

In order to administer the biometric procedures for the canteen cashless system and, in due course, other administrative matters, we will require a thumb-print from each pupil.

If you do not want your son to appear in any photographs or be involved in the biometric system, please contact the Headteacher as soon as possible at nsmith@southborough.kingston.sch.uk.