

REDBORNE UPPER SCHOOL
& COMMUNITY COLLEGE



Handbook for Parents, Carers and Students

Year 9

2016 -17



Academic excellence Shared values Outstanding education



Some thoughts from our students

I don't know where to begin when describing how grateful I am to Redborne. I didn't start with everyone else. I came in October. I doubted that I would fit in here, but my whole year group were nothing but welcoming and friendly. Students and teachers were really helpful when I got a bit lost. I have joined several clubs and teams. Before I came here, I hardly spoke I was so shy. But being here, my confidence has grown massively. I am one of the chattiest in the form. It's really a bit of a dream school.

Year 9 student: 2015 entry



I think Redborne has so many opportunities and facilities. I made so many new friends this year and have achieved a lot. Most lessons are really fun and I like that we get to choose our own path in PE based upon how confident we are. There were so many options for GCSEs and honestly, it was hard to choose. I absolutely love Redborne and am excited to start GCSEs. I enjoy the charity events such as non-uniform and cake sales, and also the coin shape for epilepsy and autism. I also play cricket. I can't wait for next year!

Year 9 student: 2015 entry

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Our school - a message to new students from all staff

Welcome to you all as we plan to start a new academic year in September 2016.

Redborne Upper is a fully comprehensive school for students aged 13-18. We are a large site, which encompasses lots of green space and our own working farm, complete with prize winning livestock. Our facilities include 13 laboratories, many ICT rooms, classrooms, drama and dance studios. We also have a brand new art and technology block. We are fortunate to have a state of the art central building: the Connolly Hall. Here you will find our impressive theatre, ample study space for the sixth form, and additional classroom space. You will really enjoy exploring our school; making use of our wonderful facilities and learning in the company of other year 9 students. Hopefully, you will join at least one of our extra-curricular clubs: from recycling to debating, to the Duke of Edinburgh awards, there is something for everyone. We are a National Support School and were graded as outstanding in 2008 and this was endorsed by Ofsted in May 2015.

Both students and staff are a hard working team. We have high expectations of all, in every aspect of school life, not just in the classroom. There is so much on offer and we hope you will join us ready to work, fully equipped and willing to take a full part in the life of our school. See you in September!

A message from the School Principal Nigel Croft

I am delighted your child has gained a place at Redborne and we look forward to working with you.

Whilst Redborne is extremely successful in terms of academic results, we also want to ensure every student reaches their potential and we will work very closely with parents and carers to ensure this is the case. We offer a very extensive extra-curricular provision and we urge students to get involved as much as they can. This includes The Duke of Edinburgh Scheme, sports, drama, dance, music and a whole range of trips and visits. There are over 70 different clubs and societies so there is plenty of opportunity for every student to enjoy life at Redborne.



Once you join Redborne you get helpful feedback from teachers; this helps you to succeed even further in your work. You get supportive advice and recommendations in every lesson... I hope you love Redborne, just like I do!
Year 9 student, 2015 entry

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 email address: admin@redborne.beds.sch.uk
Teacher email address : stforenameinitialfullsurname@redborne.beds.sch.uk
eg John Smith stjsmith@redborne.beds.sch.uk

Website: www.redbornecommunitycollege.com

Telephone Number: 01525 404462

Year 9 Direct Line 01525 842617

Governors: Chairman: Dr R A'Court
Vice Chairman: Mrs A Brown

Office Staff: Principal's PA: Mrs L Ellis
Main Reception: Mrs S Lonsdale
Mrs L Jeffery
South School Reception: Mrs T Barnard

North School office is open:







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

Friday: 8.00-4.00pm

South School office is open:

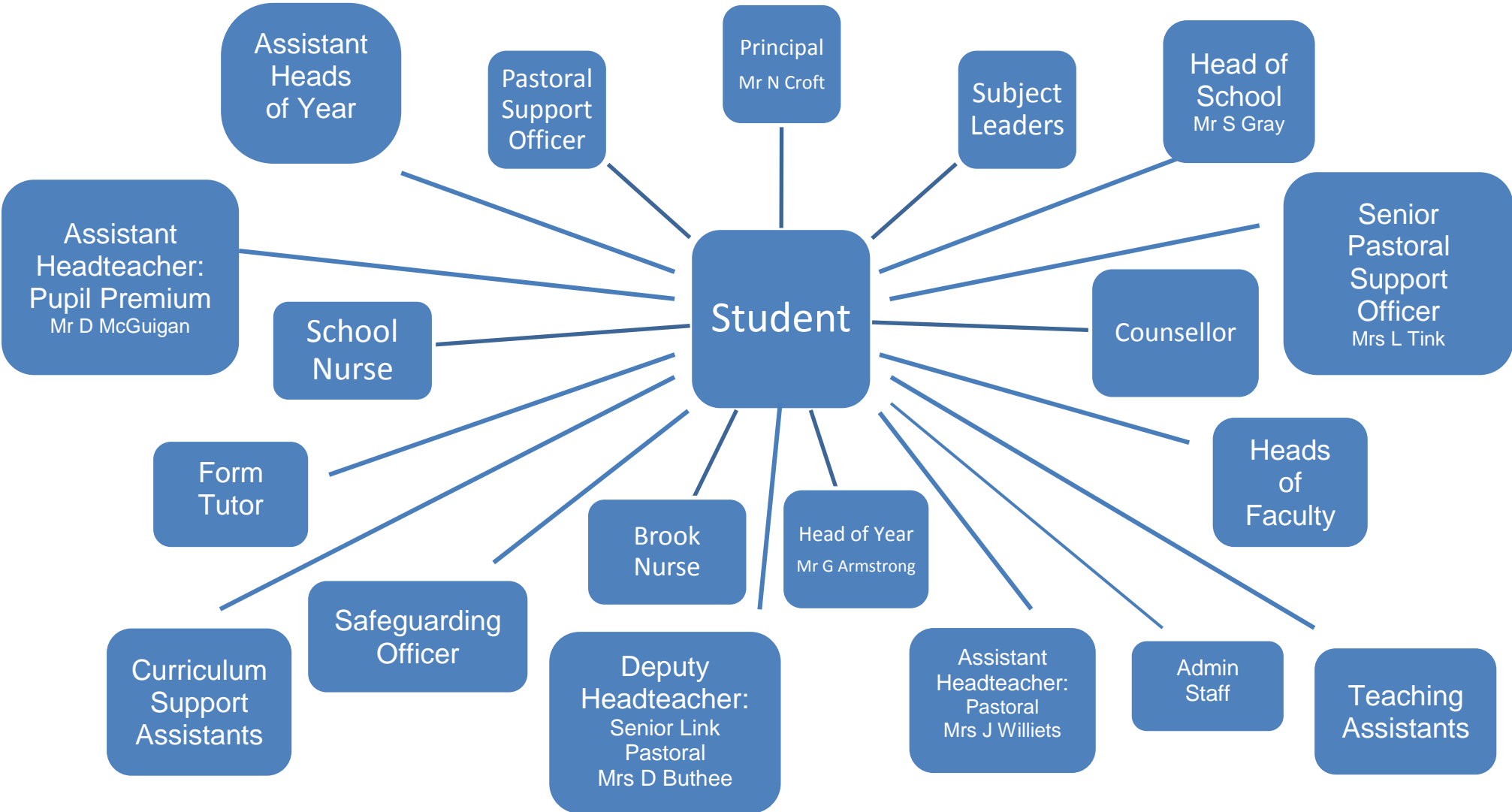
Monday to Friday: 8.00-4.00pm

Senior Leadership Team


<p style="text-align: center;">Head of School</p>  <p style="text-align: center;">Mr S Gray</p>	<p>I'd like to offer a warm welcome to all students who will be joining us in September. I'll be looking forward to meeting you and getting to know students who stand out for all the right reasons. I'm sure that you will be proud to become part of the Redborne family and that you will be great ambassadors for the school in the future.</p>	<p style="text-align: center;">Deputy Headteacher</p>  <p style="text-align: center;">Mrs D Buthee</p>	<p>I have worked at Redborne for quite some time now and believe that our school is simply the best. We offer a wide choice of subjects and encourage students to make the most of every lesson. Our pastoral system ensures that our students' welfare is of the utmost importance and we endeavour to work closely with our parents and carers.</p>
<p style="text-align: center;">Assistant Headteacher</p>  <p style="text-align: center;">Mr A French</p>	<p>I am one of the Assistant Headteachers in the school and my main role is as Head of Sixth Form. I might teach your son or daughter during Years 9, 10 or 11 as one of the science teachers at Redborne, but will more likely get to know him or her in the Sixth Form in a few years' time.</p>	<p style="text-align: center;">Assistant Headteacher</p>  <p style="text-align: center;">Mr A Day</p>	<p>"Academic Excellence, Shared Values, Outstanding Education". With a strapline like this we are all so lucky to be able to call Redborne our school, our place of work and our home from home. Redborne is a focal point for the community providing varied opportunities for so many young people. Welcome to Redborne and all that it offers.</p>
<p style="text-align: center;">Assistant Headteacher</p>  <p style="text-align: center;">Mrs J Williets</p>	<p>My first memory of Redborne stays with me to this day: friendly and kind young people, helpful staff who strive to get the best for their students and a lovely environment. We look forward very much to welcoming you to the Redborne family.</p>	<p style="text-align: center;">Assistant Headteacher</p>  <p style="text-align: center;">Ms N Brennan</p>	<p>Having been at Redborne now for 8 years, I can safely say you will really enjoy your time with us. I hope you will grab as many opportunities as you can to take part in and contribute to the life of our school, as well as working incredibly hard for yourself and your own success. Welcome to Redborne.</p>
<p style="text-align: center;">Assistant Headteacher</p>  <p style="text-align: center;">Mr D McGuigan</p>	<p>I will be joining the school in September 2016 and cannot wait to become part of the Redborne community. I am looking forward to coming to a school that takes so much care in nurturing students as individuals. The school feels like a team, one that I am proud to be joining.</p>		



Pastoral Care Team

If you have any general concerns that you wish to discuss, please contact your Form Tutor in the first instance.











Year 9 Pastoral Team

<p>Head of Year</p>  <p>Mr G Armstrong</p>	<p>Welcome to Redborne. I am sure a number of you are currently feeling a little nervous about September. My job, along with my tutors, is to ease your transition and I want to reassure you that you will settle very quickly into your new school and make many new friends. Redborne offers many fantastic opportunities, both within the curriculum and through its extra-curricular programme, and I urge you all to take advantage of these. School isn't just about passing exams, it is also about you developing as a person.</p> <p>What other advice could I give you at this stage? Remember: learning is not a spectator sport. It's going to require effort and it won't always be easy. Give it your best and then be proud of your achievements.</p>
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<p>Assistant Head of Year</p>  <p>Miss S Grove</p>	<p>I am one of the Assistant Heads of Year and have seen several year groups through; watching them grow from baby faced year 9 students to mature young adults in year 11. I am looking forward to seeing you all take the many opportunities given at Redborne and developing in the same way.</p>
<p>Assistant Head of Year</p>  <p>Mr M Schmidt</p>	<p>I am not as scary as my picture looks and my role as Assistant Head of Year among other things, is to help you settle into the school. If you need to find me, I am mostly located in the North School Art rooms but I also teach Design and Technology and some Creative iMedia. Some of my other hobbies include: ice hockey, volleyball, soccer and fishing. Yes I said soccer. Once you meet me you might gather I have a bit of a Canadian accent. All the best and I look forward to meeting you in September.</p>

<p>Pastoral Support Officer</p>	<p>To be confirmed.</p>
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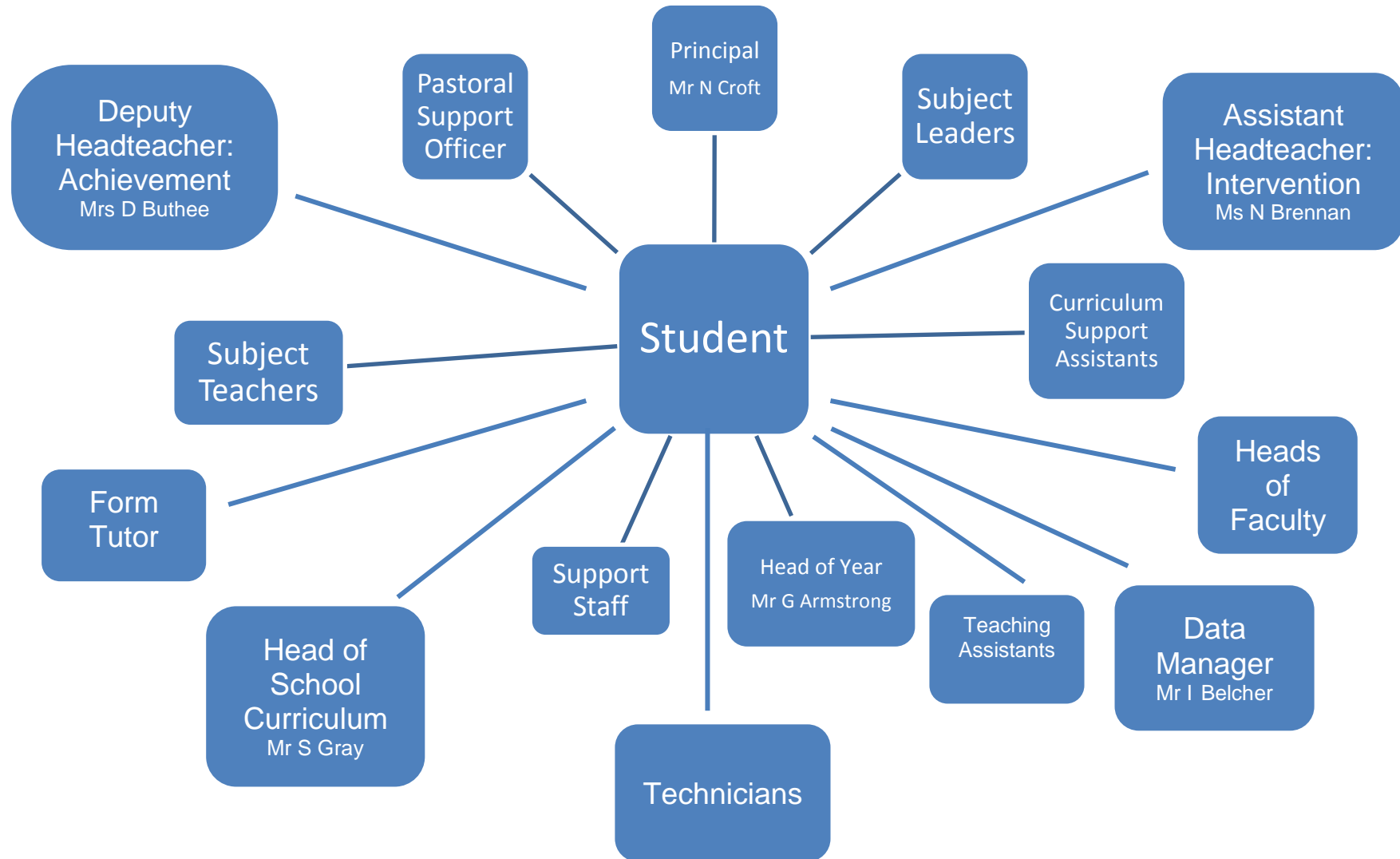
Year 9 Form Tutors

 <p>Mr D Brady</p>	<p>Someone once said 'you get out what you put in' and my role is to help you put in as much as possible.</p>	 <p>Mr M Butcher</p>	<p>Welcome to Redborne. I hope that between us we can make your time here a productive one. I am looking forward to meeting you and getting to know you all over the next three years.</p>	<p>9EJB is now 9AC</p> <p>Mrs A Carlton</p>	<p>I look forward to joining you all at Redborne and supporting you over the next three years.</p>
 <p>Mr P Ciampa Subject Leader Chemistry</p>	<p>I am a science teacher genuinely crazy about chemistry; I look forward to the next bang or flash or smell that I can create.</p>	 <p>Mrs S Coulson</p>	<p>I can be quite quite theatrical at times; I have been known to break out into a cappella at random. I enjoy catching up with current affairs - my favourite television programme is none other than the BBC's Question Time.</p>	 <p>Miss A King</p>	<p>Do not be afraid to be different and always strive for innovation and excellence.</p>
 <p>Miss L Malby</p>	<p>I am looking forward to working with you all at Redborne and hopefully starting a Clay Pigeon Shooting Club.</p>	 <p>Miss D Osborn</p>	<p>I am passionate about maths with a background in, and love for, engineering. I expect maximum effort and respect to be given in my classroom.</p>	 <p>Miss P Prasannan</p>	<p>With my creative, charismatic nature, I look forward to building a friendly and respectful classroom environment. You'll learn to love my enthusiasm for biology, I promise.</p>




Year 9 Form Tutors

 <p>Mr W Scutt</p>	<p>Welcome to Redborne and to the next stage in your educational endeavour. I ask that you read and follow my three simple steps to success whilst in my lessons:</p> <ol style="list-style-type: none"> 1. Be courteous. 2. Be hard working. 3. Be honest . 	<p>9MAS is now 9GJS</p>  <p>Mr G Stevens</p>	<p>I am looking forward to helping you all settle in and achieve highly at Redborne.</p>	 <p>Miss C Surtees</p>	<p>What if maths teachers are really pirates and they're just asking you to find x so they can have the buried treasure? Come on, let's do this together and I promise I'll share that treasure.</p>
 <p>Dr P Sutton</p>	<p>I am fascinated by all aspects of science, particularly the natural history of the world around us.</p>	 <p>Mrs K Wheeler Subject Leader Geography</p>	<p>I am looking forward to meeting you. Being a form tutor is one of the best parts of being a teacher because you really get to know the students over the three years.</p>		

Achievement Support Team






Heads of Faculty

<p style="text-align: center;">ENGLISH</p>  <p style="text-align: center;">Ms C Harvey</p>	<p>In September I will be starting my 10th year here at Redborne; why have I stayed here so long? Because I have the pleasure of working with a team of amazing and dedicated teachers, and fabulous students.</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 in particular, 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;">To be confirmed.</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 C Flynn</p>	<p>I have been at Redborne since September 2001. I enjoy the calm atmosphere at the school and being in the classroom. I like sports, cinema, antiques, languages, driving and travel.</p>	<p style="text-align: center;">SCIENCE</p>  <p style="text-align: center;">Mr C Graves</p>	<p>I've been here at Redborne for over 10 years now. I actually came here as a student, and enjoyed my time here so much that I wanted to work here. There's loads to get involved in; I'd recommend taking part in the Duke of Edinburgh's Award</p>
<p style="text-align: center;">TECHNOLOGY</p>  <p style="text-align: center;">Mr C Forbes</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. As Head of Faculty I don't get a great deal of time to run clubs but I help out with Redborne Racing and Studio 9.</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 S Blackwell</p>	<p>As Head of Art I have seen thousands of children achieve outstanding results with many students successfully going onto careers in the creative industries.</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</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 about 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>Miss E Benjamin</p>	<p>Dance has always been my passion and I feel hugely lucky to be able to develop and nurture dance at Redborne at both GCSE and A level. I belong to a Contemporary Dance Company and regularly assess students dance work in my role as a Dance Moderator and Examiner for AQA.</p>	<p>DRAMA</p>  <p>Mrs T Francis</p>	<p>I enjoy the countryside, box sets, classical literature, watching athletics, and working at Redborne. I am old enough to remember the Cold War, young enough to have not fully understood it.</p>	<p>ENGLISH</p>  <p>Ms C Harvey</p>	<p>We aim to give our students a broad experience within English; which not only focuses on achieving at GCSE and A level but also develops a wider appreciation of literature, including visits to the Theatre, entering national competitions and running extra-curricular clubs such as the school magazine.</p>

Subject Leaders

<p style="text-align: center;">FOOD & HOSPITALITY</p>  <p style="text-align: center;">Mrs F Croft</p>	<p>We have brilliant facilities and equipment, and frequently arrange interesting visits. These have included visits to the Good Food Show, Cake and Bake Exhibition and the Gu Desserts factory.</p>	<p style="text-align: center;">GEOGRAPHY</p>  <p style="text-align: center;">Mrs K Wheeler</p>	<p>I have worked at Redborne for 15 years as a geography teacher and the highlights are being able to take students on field trips to places such as the Lake District, Dorset, the Yorkshire Dales and Iceland.</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;">GRAPHICS</p>  <p style="text-align: center;">Mrs C Wakeling</p>	<p>I help run Studio Nine Design, an extra-curricular club for those interested in extending their knowledge in Design and Technology in year 9.</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</p>  <p style="text-align: center;">Mrs M Williams</p>	<p>I run a Robotics club which involves building and programming Lego Mindstorm and microbots.</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, while support is available to those who need it through interventions such as the Breakfast Club.</p>	<p style="text-align: center;">MUSIC</p>  <p style="text-align: center;">Mr B Bottone</p>	<p>I have worked here for 6 years. I enjoy putting on concerts, musicals and music trips. I run Orchestra and Jazz Band and Technical Club.</p>

Subject Leaders

<p style="text-align: center;">PHYSICAL EDUCATION</p>  <p style="text-align: center;">Mrs H Birkett</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>I really enjoy teaching here - especially when students enthuse about science, or rugby. I play women's rugby, and have done for ten years now.</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 K Eldridge</p>	<p>Students have visited Auschwitz in Poland for the last 9 years and get so much out of it, both educationally and emotionally.</p>	<p style="text-align: center;">SPANISH</p>  <p style="text-align: center;">Miss H Bennett</p>	<p>The department has run various exchange trips to Spain which have been very successful and some students have remained in contact with their partners and regularly visit them.</p>	<p style="text-align: center;">TEXTILES</p>  <p style="text-align: center;">Mrs A Dun</p>	<p>The fashion rooms are always busy after school and students from all years are very supportive of each other. There is a weekly Year 9 Textiles club. I love our regular trips to local businesses or to see exhibitions in London.</p>

Attendance and Punctuality

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

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

It is expected that, wherever possible, students attend every school day. Each year there are 190 school days which leaves 175 days for holidays, birthday treats and non-urgent medical and dental appointments.

On average, if a student has 7 days absence in the Autumn Term, then attendance drops to 90%.

The Government states that attendance below 90% is classed as persistent absence and our Educational Welfare Officer will want to know the reasons for such persistent absence.

Students are to arrive no later than 8.30am and it is expected that they are in their classrooms at the start of Period 1. **Therefore, arriving at the school entrance at 8.40am means that they are late.**

On arrival at the school site, students should make their way to the classroom for their Period 1 lesson.

If they are travelling by car, please include dropping off time in their travel allocation; it can take upwards of 5 minutes to get onto the school site at busy times. Please drop off at the site which is nearest to their Period 1 lesson.

If late, the student should sign in at either North or South Reception and go straight to their lesson.

Attendance over one school year

If your son or daughter has:

98% attendance = equivalent to 4 days absent from school.

95% attendance = equivalent to 10 days absent from school.

90% attendance = equivalent to 19 days absent from school.

85% attendance = equivalent to 28.5 days absent from school.

80% attendance = equivalent to 38 days absent from school.

Remember: 90% or below is classed as persistence absence.

Attendance and Punctuality

We regularly monitor and review the attendance of our students. If a student nears 90% attendance we are required to discuss the reasons for absence with the Educational Welfare Officer.

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.
- Email their teacher and ask about missed work.
- Complete any homework that was set whilst they were absent.

If your son or daughter is absent from school

Please contact the school by phone or email the Pastoral Support Officer the first morning of absence indicating the reason for 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 who will issue an exeat form. A medical appointment card is acceptable.

Unauthorised absence could result in referral to the Educational Welfare Officer.



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, Assistant Headteacher.

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

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, eg bereavement. Referrals can 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 in adulthood.

Sex and Relationships Education is provided in Years 10 and 11 in an objective and balanced manner; the teaching and learning being within the context of the school's statement of aims. 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 Head of School, Mr Gray, 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 must follow our shared values policy and those who do not will receive clear sanctions. In summary, students should:

- Always be punctual
- Show good manners and respect to all adults in school and fellow pupils
- Co-operate with all; work hard in lessons and 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.
- Obey all 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, firm sanctions will apply in exactly the same way as they would whilst the student is in school. We would expect parents/carers to fully support us in these sanctions.

Getting to and from school

The school is sited just near a busy roundabout. It is essential that all students crossing the roundabout do so by using the footbridge.

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 or public bus, 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 2 hours after school. On rare occasions, they are given at lunch time. Notification of a detention is usually via email to the student and parent/carer, with 24 hours notice given. 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

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!



School Calendar 2016/2017

September 2016						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24		
Sun	4	11	18	25		

October 2016						
Mon		3	10	17	24	31
Tue		4	11	18	25	
Wed		5	12	19	26	
Thu		6	13	20	27	
Fri		7	14	21	28	
Sat	1	8	15	22	29	
Sun	2	9	16	23	30	

November 2016						
Mon		7	14	21	28	
Tue	1	8	15	22	29	
Wed	2	9	16	23	30	
Thu	3	10	17	24		
Fri	4	11	18	25		
Sat	5	12	19	26		
Sun	6	13	20	27		

December 2016						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24	31	
Sun	4	11	18	25		

January 2017						
Mon		2	9	16	23	30
Tue		3	10	17	24	31
Wed		4	11	18	25	
Thu		5	12	19	26	
Fri		6	13	20	27	
Sat		7	14	21	28	
Sun	1	8	15	22	29	

February 2017						
Mon		6	13	20	27	
Tue		7	14	21	28	
Wed	1	8	15	22		
Thu	2	9	16	23		
Fri	3	10	17	24		
Sat	4	11	18	25		
Sun	5	12	19	26		

March 2017						
Mon		6	13	20	27	
Tue		7	14	21	28	
Wed	1	8	15	22	29	
Thu	2	9	16	23	30	
Fri	3	10	17	24	31	
Sat	4	11	18	25		
Sun	5	12	19	26		

April 2017						
Mon		3	10	17	24	
Tue		4	11	18	25	
Wed		5	12	19	26	
Thu		6	13	20	27	
Fri		7	14	21	28	
Sat	1	8	15	22	29	
Sun	2	9	16	23	30	

May 2017						
Mon	1	8	15	22	29	
Tue	2	9	16	23	30	
Wed	3	10	17	24	31	
Thu	4	11	18	25		
Fri	5	12	19	26		
Sat	6	13	20	27		
Sun	7	14	21	28		

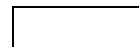
June 2017						
Mon		5	12	19	26	
Tue		6	13	20	27	
Wed		7	14	21	28	
Thu	1	8	15	22	29	
Fri	2	9	16	23	30	
Sat	3	10	17	24		
Sun	4	11	18	25		

July 2017						
Mon		3	10	17	24	31
Tue		4	11	18	25	
Wed		5	12	19	26	
Thu		6	13	20	27	
Fri		7	14	21	28	
Sat	1	8	15	22	29	
Sun	2	9	16	23	30	

August 2017						
Mon		7	14	21	28	
Tue	1	8	15	22	29	
Wed	2	9	16	23	30	
Thu	3	10	17	24	31	
Fri	4	11	18	25		
Sat	5	12	19	26		
Sun	6	13	20	27		



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, 2016

Monday 5 September	-	Friday 9 September	A
Monday 12 September	-	Friday 16 September	B
Monday 19 September	-	Friday 23 September	A
Monday 26 September	-	Friday 30 September	B
Monday 3 October	-	Friday 7 October	A
Monday 10 October	-	Friday 14 October	B
Monday 17 October	-	Friday 21 October	A

Half Term

Tuesday 1 November	-	Friday 4 November	B
Monday 7 November	-	Friday 11 November	A
Monday 14 November	-	Friday 18 November	B
Monday 21 November	-	Friday 25 November	A
Monday 28 November	-	Friday 2 December	B
Monday 5 December	-	Friday 9 December	A
Monday 12 December	-	Friday 16 December	B

Spring Term, 2017

Tuesday 3 January	-	Friday 6 January	A
Monday 9 January	-	Friday 13 January	B
Monday 16 January	-	Friday 20 January	A
Monday 23 January	-	Friday 27 January	B
Monday 30 January	-	Friday 3 February	A
Monday 6 February	-	Friday 10 February	B

Half Term

Monday 20 February	-	Friday 24 February	A
Monday 27 February	-	Friday 3 March	B
Monday 6 March	-	Friday 10 March	A
Monday 13 March	-	Friday 17 March	B
Monday 20 March	-	Friday 24 March	A
Monday 27 March	-	Friday 31 March	B

Summer Term, 2017

Wednesday 19 April	-	Friday 21 April	A
Monday 24 April	-	Friday 28 April	B
Tuesday 2 May	-	Friday 5 May	A
Monday 8 May	-	Friday 12 May	B
Monday 15 May	-	Friday 19 May	A
Monday 22 May	-	Friday 26 May	B

Half Term

Monday 5 June	-	Friday 9 June	A
Monday 12 June	-	Friday 16 June	B
Monday 19 June	-	Friday 23 June	A
Monday 26 June	-	Friday 30 June	B
Monday 3 July	-	Friday 7 July	A
Monday 10 July	-	Friday 14 July	B
Monday 17 July	-	Friday 21 July	A

THE SCHOOL DAY

Lessons start at 8.40

Lessons finish at 3.10

Morning Session - 8.35 - 1.10

Start	End	
8.35		Warning Bell
8.40	9.40	Lesson 1
9.40	9.45	Movement time
9.45	10.45	Lesson 2
10.45	11.00	BREAK
11.00	11.05	Movement time
11.05	12.05	Lesson 3
12.05	1.10	Lesson 4

Lunchtime – 1.10 - 1.45

Afternoon Session – 1.45 - 3.10

Start	End	
1.45		Warning Bell
1.50	2.10	Afternoon Registration: Form Period/Assembly
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 12.05-12.40 during this time, with a warning bell at 12.40 pm.

Important Dates 2016-2017 for Year 9 Students

AUTUMN TERM

Friday, 9 September	Year 9 Course Description Booklet issued
Sunday, 11 September	Redborne Racing - Bedford Heat
Friday, 23 September	Enrichment Booklet issued
Thursday, 29 September	School photographs
Friday, 7 October	3.45 pm Tea Concert
Sunday, 16 October	Redborne Racing – Rockingham
Sunday, 16 October	Indoor Boot Fair
17-22 October	German Exchange – German students in UK
Tuesday, 15 November	Parents Evening
Friday, 18 November	Progress Checks issued to students
23-25 November	7.00-9.00 pm School Production
Sunday, 27 November	Indoor Boot Fair
Friday, 2 December	3.45 pm Tea Concert
Thursday, 15 December	7.00 pm Christmas Concert – Connolly Hall
Friday, 16 December	School closes 1.10 pm

SPRING TERM

Friday, 13 January	Curriculum Booklets describing courses available in Years 10 and 11 issued to students
Friday, 27 January	3.45 pm Tea Concert
Friday, 27 January	Educational Visit Geography, Scott Polar Research, Cambridge
Friday, 3 February	Subject excellence information issued to parents and carers
Friday, 3 February	Educational Visit History, Ypres, Belgium
Friday, 3 February	Reports, IEP's and option blocks proforma issued to students
Thursday, 9 February	5.00-8.00 pm Options Evening. Students are expected to attend

Important Dates 2016-2017 for Year 9 Students

SPRING TERM

Monday, 20 February	Last day to return Option Forms
Sunday, 26 February	Indoor Boot Fair
Thursday, 2 March	Battle of the Bands – Connolly Hall
5-9 March	Spanish Immersion visit to Malaga
Thursday, 23 March	7.00 pm Community Music Concert – Connolly Hall
Sunday, 26 March	Indoor Boot Fair

SUMMER TERM

22-23 April	Duke of Edinburgh Bronze Training (Group A) (provisional)
6-7 May	Duke of Edinburgh Bronze Training (Group B) (provisional)
w/c 8 May	Year 9 Charity Week
Wednesday, 10 May	7.00 pm Jazz Café – Connolly Hall
Sunday, 14 May	Outdoor Boot Fair
Friday, 19 May	Progress Checks and IEPs issued to students
Monday, 5 June	New Year 9 into 10 timetable begins
19-20 June	Duke of Edinburgh Bronze Assessment (Group A) (provisional)
21-22 June	Duke of Edinburgh Bronze Assessment (Group B) (provisional)
Sunday, 25 June	Outdoor Boot Fair
Wednesday, 28 June	Redborne Racing – Rockingham Heat
Thursday, 6 July	Summer Concert – Connolly Hall
Sunday, 9 July	Redborne Racing – Dunsfold Essex Heat
9-16 July	Educational Visit Languages German Exchange Bavaria
Friday, 14 July	Progress Checks issued to students

Extended Learning

Preparing for lessons

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

From year 9, certain subjects will begin teaching the GCSE syllabus. This means students will be examined in year 11 on content learned in year 9. Thus, for these subjects, it is essential students keep their exercise books from year 9 until the end of year 11. They will be required for revision and exam preparation.

How is 'homework' different at Redborne compared to the middle school?

We expect all students to complete set work, but it is equally important to get into the routine of reviewing each lesson (see below). This forms the basis of upper school 'homework'.

Expectations of all students

Before lessons:

- Check equipment is packed, including any necessary text books, exercise books and work to be brought in.

After each lesson:

- 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 cue 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 Show My Homework site).

Just like any sport or other activity, if you really want to be good at it, you must practise whenever you can.

Extended Learning

How parents can best support their son or daughter

- 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 Show My Homework, and providing encouragement to complete work in good time.
- Where possible, provide a quiet area to work, and discourage any use of social media whilst school work is being done.
- If space to work is tight at home, encourage your child to attend the after school study club in the library.

How can you monitor what additional homework is set?

Homework is given in most subjects, in addition to our expectations of students reviewing their learning. This will be published on the Show My Homework (SMHW) site.

The link for SMHW is on our homepage. Students and parents/carers will be issued with their unique log in at the start of term. This allows you to see the homework set for your own child, including when it is due in.

If you lose the log in, you can still access the site and search the homework set by any one teacher. You only need to know the name of the class your child is in, and this is shown on their timetable.

Please help your child to manage their time and complete their homework on time to the best of their ability.

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

- If your child does not understand a task set, 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. They could also e mail staff with their query. The child's 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.

I found it hard to get used to looking over the notes I made in class. But, my science teacher showed me how to make revision cards to use for revision. I do that all the time now as there's too much to learn for science all in one go at the end of the year.

Year 9 student, 2015 entry

Extended Learning

How parents and carers can support the core subjects

Maths

Encourage your child to do maths, little and often. We recommend 20 minutes, 3 times per week, **in addition** to all tasks set by the teacher.



Online resources are:

Mymaths is available for all students. Google 'mymaths' and then log in details are:

Login: redborne

Password: factorise

Students should select a topic that they are working on, have completed, or wish to revise. Work through the lesson material and then try the accompanying homework.

There are also booster packs for students to try.

They should not be using the mymaths games.

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 9 boy, 2015 entry

Improving English skills

- Encourage your child to read regularly: every day if they can.
- When they find words where the meaning is unknown, encourage them to look it up and add it to a wordlist that is stuck on the fridge. Test them on this list; little and often is best.
- Ask your child to talk to you about what they are reading or ask them to produce a re-write of what they have read in their own words. Can they summarise the main points for you? This makes them think about what they are reading.
- Play word games when you can: try Scrabble, Boggle, Hangman.
- Anything that practises and develops new vocabulary is a bonus.



Extended Learning

How parents and carers can support the core subjects

Science and other subjects

Encourage your child to look through class notes and highlight key facts. These key facts can be put onto cue cards.

Test your child on their cue 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.

Please remember, the content and exams in the 3 core subjects (maths, English and science) have now been made much more challenging.

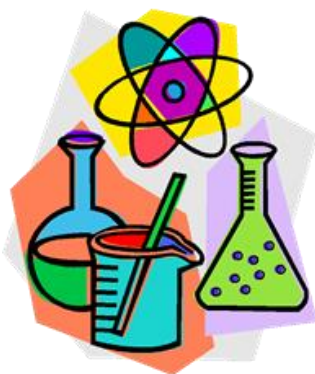
Instilling good habits in year 9 will help a lot in years 10 and 11.

Students - this one is for you:

Turn off all social media and text alerts when you work. Turn off the computer if it is not needed for your homework. It wastes lots of time!



SAM Learning



Encourage your child to use SAM learning, as an additional support to their lessons.

The link is to be found on our homepage

Centre ID: MK4RU

Password and username are both the same and unique to your child. They find this out from their tutor.

Uniform Regulations

All students in years 9-11 must wear our school uniform which comprises the items detailed below.

Jumper

Black V-neck jumper with school badge

Polo Shirt

White polo short sleeved shirt, with black striped ribbed collar

Skirt or Trousers

Girls can choose between the skirt or trousers supplied by our stockist:

- Girls' knee length straight pencil skirt with black vent (*failure to wear the skirt on the knee could result in a skirt ban*).
- Girls' black straight leg slim fit trouser.

Boys trousers must be slim fit or regular fit supplied by our stockist:

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

Shoes

Plain black with flat or low heels (leather/leather look)

Socks / Tights

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

Outerwear

Coats or fleece jackets in plain dark colours

Bag

Big enough to accommodate basic equipment, e.g. exercise and text books

Please note the following:

- Trousers and skirts must be bought from our stockist (we have a selection of second hand uniform in our school shop)
- Skirts are to be worn on the knee
- Nail varnish is not permitted
- Inappropriate or excessive make-up is not permitted
- Extreme hair colour or styles are not permitted

Uniform Regulations

- Body piercing is not permitted, e.g. nose studs. This includes clear studs and retainers
- Excessive jewellery, including earrings with hoops larger than a 5p piece, are not permitted
- Cardigans are not permitted
- Black jeans or trousers with studs are not permitted
- Trainers or trainer style, boots, backless shoes, ballet shoes, canvas footwear are not permitted. Some shops sell 'uniform' school shoes that are not allowed at Redborne
- Outer garments cannot be worn on top of the polo shirt without wearing the school jumper
- Outer garments must have a central fastening, e.g. zip
- Hoods must be worn down at all times and hats are not to be worn in the school buildings
- Caps are not permitted

Stockist

School Shop (Via North Reception) – Tel. 01525 842654, email stewood@redborne.com
Opening hours: 5 days a week during term time 9.00am-2.30pm. The uniform order form can also be found on the school website – www.redborne.com.

School Stockist (excluding PE kit) – Prestige Design & Workwear Ltd, 46-48 High Street, Flitwick, Beds, MK45 1DX, Tel. 01525 716558

Physical Education Kit (to be used for all PE lessons)

Girls' Kit

Red Redborne Venus polo shirt*
Black Redborne fleece
Plain black hoodie
Black shorts **and/or** Black tracksuit bottoms
and/or leggings
Football socks
White sports socks
Shin pads (for football/hockey)*
Suitable trainers/Astros
Gum shield (recommended for hockey)
* Compulsory items

Boys' Kit

Red Redborne Mercury polo shirt*
Red rugby shirt
Black shorts **and/or** Black tracksuit bottoms
Red football socks
Football boots
White sports socks
Black Redborne fleece/Plain black hoodie
Suitable trainers/Astros
Shin pads (for football/hockey)*
Gum shield (recommended for rugby)

All jewellery should be removed for PE

What essential equipment is needed for school every day?

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. **Whatever their age, please check your child's kit on a regular basis.**

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

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.

We provide a student planner which students can use if they wish. However, some students prefer to record their timetable, diary and homework on their phones. Either method is acceptable, but phones, headphones or i pods are not allowed in lessons **for general use at all and will be confiscated if this rule is flouted.**



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 email to Mr D McGuigan, Assistant Headteacher on stdanmcguigan@redborne.com. All requests will be treated in confidence. This starts from September 2016.

Prohibited Items

The following items should not be brought to school			
Alcohol	Laser pens	Screwdrivers	Weapons including knives and blades
Chewing gum	Aerosol cans	Other tools	
Illegal drugs			
Smoking materials including matches, lighters, electronic, herbal and all other types of cigarettes			

The Library

The library is 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. However, if occasion arises, they may be used if permission has been given.

General opening times:

Monday to Thursday 8am-4pm

Friday 8am-3.30pm

Breakfast Club (for selected students only)

We run a breakfast club in the library for selected year 9 students to support them with their literacy and numeracy. Students are invited based upon the data we receive from middle schools. The club runs from 8.10am to 8.35am every morning, with breakfast bars and a drink, and hot chocolate and croissants on a Friday! It is staffed by trained sixth form students who are employed by the school to support in this club. If your child has been selected for this club, **you will receive a letter from us at school** inviting you to meet the staff and see the format of the club.

I really enjoyed the breakfast club. Working with the sixth formers was quite fantastic.

Year 9 student, 2015 entry

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 1-1 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 SAM Learning. They can also get advice on organisation and study skills. The club runs in the library after school (Mon-Thu, 3.15 to 4.30pm), and light refreshments are provided. In situations of financial hardship, or for pupil premium students, we can offer a taxi home for students who would otherwise not be able to attend.

For more information on all of the above, please contact Mrs Randhawa (stvrindhawa@redborne.beds.sch.uk) or visit the library (we are based in South School).



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 one boy and one girl to represent them. Meetings take place weekly at lunchtimes on a day that suits the council best, and are chaired by the head boy and head girl, with Mr Gray and Ms Brennan in attendance to represent the staff.

This year, the council have designed and produced a whole school map that is now available throughout the grounds. This was in direct response to concerns raised by year 9 students who were unable to find the right classrooms. The council have also introduced additional seating; had significant input into the effort grading system and most recently brought in a rewards system based upon food-always a hot favourite with students!

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

The School Council Team



Mr S Gray
Head of School



Ms N Brennan
Assistant Head teacher



Students who have special educational needs (SEN)

The SEND Code of Practice 2014 outlines the ways in which the school, parents and other agencies must work collaboratively to ensure the appropriate provision of all students with SEND.

How do we identify both the students and their needs?

A student has a special educational need when they have a greater difficulty in any aspect of learning than the majority of students of the same age. The Redborne Learning Support staff meet their colleagues at middle schools to identify such students and to discuss how their individual needs might continue to be met. On a day to day basis, teaching staff, parents or students themselves may raise concerns about any additional needs and bring these concerns to the **SENCo, Miss M Ellis**.



How do we help?

We operate a whole school approach with regard to the Code of Practice. All members of staff have a responsibility for students with SEN. The overall co-ordination is the responsibility of Miss Ellis but several members of staff will contribute to the provision we make.

Students with significant needs

If it is felt that a student's needs cannot be met within the school's existing resources we can ask the local authority for help. In such cases the student may be issued with an Education, Health and Care (EHC) plan. Usually, extra resources are then provided by the local authority to help the school with the needs of that particular student. However the statutory assessment process can be a lengthy one.

Teaching Assistants

A team of Teaching Assistants work with identified students across many curriculum subjects to support them in accessing the lesson, developing their abilities and working towards meeting their needs. The Learning Support team has a broad range of qualifications, training and experience and collectively are able to provide both effective support to the students, and practical guidance to staff and parents.

Students who have special educational needs (SEN)

The SEND Code of Practice 2014 outlines the ways in which the school, parents and other agencies must work collaboratively to ensure the appropriate provision of all students with SEND.

What can parents and carers do?

The student with SEN is probably at their most vulnerable on entry to upper school. Suddenly they are faced with a bigger building, more teachers, a more complicated timetable and probably more reading and writing than ever before. The confidence of the student can suffer at this time. Parents and carers should try to compensate for this by helping with the organising of homework, checking that the student has the correct equipment for the day and, of course, informing the school of any problems as they arise.

A copy of the school's Special Educational Needs Policy is available on the school website.



I found LS an inspiration for me because I learnt interesting things. It has helped my understanding and use of phonic sounds which has helped me to improve dramatically throughout year 9. You can do the work you need help on the most and you can make sure your homework is done. One of the best things about LS is getting new and better friends and you can spend your break and lunch there with friends too.

Year 9 student: 2015 entry

Students who are Able, Gifted and Talented

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 identify students who are able, gifted and talented? (A, G&T)

- Middle school liaison and the collection of data.
- Staff nominations: Subject staff nominate students in December of Year 9 for **Subject Excellence**.
- Years 10-13 students are nominated for our Able, Gifted and Talented register.
- Parental nomination, particularly regarding students with an excellence outside traditional subject areas.



At Redborne, we are pleased to support our Able, Gifted and Talented students by offering a number of provisions:

- An individual student profile.
- A careers interview.
- The opportunity to attend any of the enrichment opportunities run by the school; such as masterclasses, visiting speakers, inspiring practitioners, trips to universities and Oxbridge interview evenings.
- Subject target setting and review: for students in Years 10-13, subject staff will negotiate specific targets and strategies with students, according to their individual needs. These will be reviewed in a scheduled session.
- A personalised curriculum with the reduction or addition of courses where appropriate and necessary.

Pupil Premium

What is Pupil Premium?

Pupil Premium is funding from the government which is allocated to every school in addition to their main school funding. Schools are awarded funding for every student on their roll who is currently eligible for free school meals or has claimed free school meals in the last 6 years. Funding is also available to schools for any student currently in Local Authority Care or:

- who was adopted from care in England;
- who left care under a Special Guardianship Order;
- who left care under a Residential Order.

In addition, schools receive a £300 Service Premium for each student who has a parent currently serving in the armed forces.

How may the Pupil Premium be used?

Schools are free to spend the Pupil Premium as they see fit. There is no requirement for the Pupil Premium to be spent on individual students simply because they fall into this category. However, it is expected that the funding will be used to support eligible students, to enable them to make the same progress as their peers and participate fully in school life.

How do I know if my child is eligible for free school meals?

The qualifying benefits to receive free school meals are:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part IV of the Immigration and Asylum Act 1999
- the Guarantee element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit, and your annual gross income does not exceed £16,190 as assessed by Her Majesty's Revenue and Customs)
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Universal Credit (during the initial roll-out of this benefit)

If you think you meet the free school meals eligibility criteria, please call Central Bedfordshire council on **0300 300 8306**. When you call to apply for free school meals, please have the following information ready:

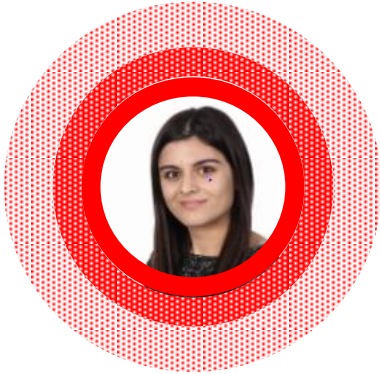
- National Insurance numbers and dates of birth for you and your partner
- Dates of birth for your children
- If you receive support from the National Asylum Support Service, your NASS number

For more information please contact Mr McGuigan (Assistant Headteacher with responsibility for Pupil Premium) at the school on stdanmcguigan@redborne.beds.sch.uk

Head Boy and Girl

Each year Redborne hold elections to elect a Head Boy and Head Girl. They are seen as role models to all of our students and it is a role which carries great prestige and respect.

Our Head Girl 2016-17 is Saffron Dhillon and our Head Boy is Kiran Aatkar.



Upon joining Redborne, I felt unsure and overwhelmed by such a big transition from middle school. Having now studied here for 4 years, I can assure you it is the place you want to be! From a diverse range of subjects to a wide variety of extra-curricular activities, Redborne is full of opportunities to improve your knowledge and also to develop your social skills. I believe Redborne is a unique school and will tailor every student's education on a personal level to ensure that their weaknesses are improved and strengths are recognised. For me, throughout my GCSE courses, I was consistently encouraged and pushed to do the best I possibly could. Now doing my A Levels, further support has been provided to guarantee the best grades for everyone – making it one of the best schools in the country. I feel that all aspects of Redborne are faultless; the teachers' constant efforts, the students' motivation and the facilities, all of which allow the students to learn and grow as people. In my opinion, it is hard to replicate a school like Redborne: I am certain that after experiencing life here, you will reach the same conclusion.



From English to German, maths to drama and physics to geography: Redborne Upper School truly caters to everyone's strengths. Having studied here for 4 years I can tell you that wherever your strengths lie, Redborne will help to develop them further. Here you can improve upon your weaker areas and investigate a variety of career paths that may suit you. I take maths, further maths, physics and chemistry at A level. Redborne truly helps push me harder to get the results I want, whilst still going the extra mile to help me learn things I don't understand. I also do boxing and play rugby because I believe that you need to develop yourself in all areas of life, not just intellectually. The huge variety of courses on offer here, as well as our extra-curricular activities are what makes Redborne unique and so special.

Important Information

Medical arrangements

Mrs L 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 the North School reception and is in school throughout the day. In the case of illness, Mrs Jeffrey will contact parents to arrange for a student to be sent home. Students will not be sent home without parental permission.

In the case of serious illness or an accident, Mrs Jeffrey, or a first aider, will arrange for the student to be referred to a local hospital. Every attempt is made to contact parents by telephone at home or via the emergency contact number.

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 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 Ms Jo Mallams, jo.mallams@sept.nhs.uk

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 Head of School, Mr Gray, 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 8.15 to 8.35 am. At lunchtimes we offer a selection of hot and cold food, fruit, biscuits and drinks in both canteens.

Sample Menu

Meal of the Day

Main course + dessert - adult	£3.00
Main course + dessert - student	£2.60
Main course – adult	£2.40
Main course – student	£1.90

Other Dishes

Pasta Pot	£2.00
Chicken Wraps	£1.60
Chicken Kebabs	£1.60
Pasta Bake	£1.50
Beef Curry	£1.50
Quiche	£1.50
Toad in the Hole	£1.50
Lemon Chicken	£1.50
Sweet and Sour	£1.50
Fajitas	£1.50
Baked Potato + filling	£1.50
Humous. Carrot + Cucumber Dip	£1.30

Snacks

Baked Beans	£0.50
Vegetables	£0.50
Rice	£0.90
Pasta	£1.00
Chips	£1.20
Pizza from	£1.50
Cold Pasta Salad Box	from £2.00
Salad Box (various)	from £1.00
Bacon + Cheese Roll	£1.60
Toasties	£0.80

Sandwiches

Panini	£2.20
Sandwiches from	£1.30
Cheese, Ham, Tuna, Salad	
Luxury Sandwiches from	£1.80
Chicken Tikka, Chicken Mayo	
Luxury Baguettes from	£2.20
Chicken Tikka, Chicken Mayo	

Fruit

Fresh fruit pots (large)	£1.30
Fresh fruit	£0.60
Yogurt	£0.60

Biscuits

Shortbread	£0.60
Iced Sponge	£0.70
Pain aux Choc	£0.70
Flapjacks	£0.70
Cookies	£0.70

Drinks

Fresh Juice	£0.50
Milk	£0.50
Flavoured Milk	£0.50
Bottled Water	£0.50
Appletizer	£1.00
Min Maid	£1.00

The school operates using cash payment. Termly payment for a set meal is available.

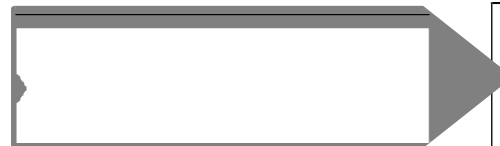
FAQ - everything you need to know but did not like to ask...



Chewing gum is banned in all places, at all times in school.



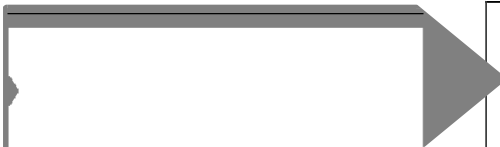
You should not bring into school, anything you do not wish to lose. You are responsible for your own valuables. During PE lessons, all valuables, including money **MUST** be handed in at the start of the lesson.



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.



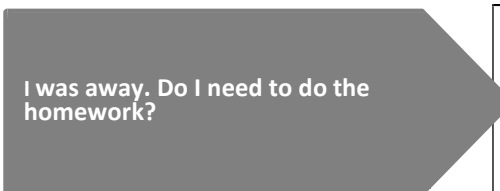
Yes. Bike racks are available for use in North and South school. Their location is on our map. You should wear a bike helmet.



Yes-breakfast from 8am; snacks at break and a variety of food at lunch.



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 do 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...



Yes-but only if it is discreet and can't really be noticed.



No, and you will be asked to remove it when it is seen using nail varnish remover we keep at school.
So, keep the gel nail appointments for the long holidays.



Yes, but it cannot be used in lessons, unless to record homework as agreed by the class teacher. All sounds should be switched off.
Parents-please don't call or text your child during lessons.
Any unauthorized use or checking of a phone in lessons will lead to confiscation until the end of the day.



If it is a prohibited item, then a parent must call into school to collect it from the office.
Otherwise, this is usually collected at the end of the day from the school office as directed by the staff member who confiscated it.



Inform the teacher you are with. At break and lunch time, go to the school office and we can assess how you are. We encourage you to stay at school for minor ailments.



Yes, if you want to ask something specific, BUT, at Upper School, the teacher will ask you to answer questions even if your hand is not up! So, be ready and listening at all times!

