



Broughton Hall Catholic High School Prospectus

Message from the Head Teacher

Ms Clarke



Broughton Hall Catholic High School, was founded in 1928 under the trusteeship of the Sisters of Mercy. We provide the very best education for our pupils which is based on the Gospel values of mutual respect and care. Our school motto "Cor Unum et Anima Una" - One Heart and One Mind reflects the strong community amongst staff, pupils, parents and Governors. Our aim is to offer opportunities which enable each girl to develop her God-given talents to grow in confidence and self-esteem and fulfil her potential.

As a Catholic school we strive to demonstrate that we respect and value every member of our school community. We have high expectations of our pupils in every aspect of their life at our school.

We are aware of the need to prepare our pupils to achieve the necessary qualifications and skills for their adult lives. We are committed to developing the best possible practice in learning and teaching. Our work in these areas has gained national and international recognition in recent years.

Our new "state of the art" building is now complete, our facilities are designed to meet the needs of all our pupils and we can offer one of the best learning environments in the country. A full range of extra-curricular activities are provided to further the aesthetic, sporting and academic talents of each pupil. Through our community courses and family of schools, we have extended educational opportunities to all ages, locally, nationally and internationally.

Our pupils achieve outstanding results and develop as well rounded individuals with skills for life in the 21st century founded on the values of our Trustees, the Sisters of Mercy.

With God's help our pupils will develop into caring adults, showing concern for others and contributing much to society.

S A Clarke B.Ed(Hons) M.Ed NPQH

"This is a good school"

"Students' spiritual, moral, social and cultural development is promoted outstandingly well"

Ofsted Inspection Report 2013



MISSION STATEMENT

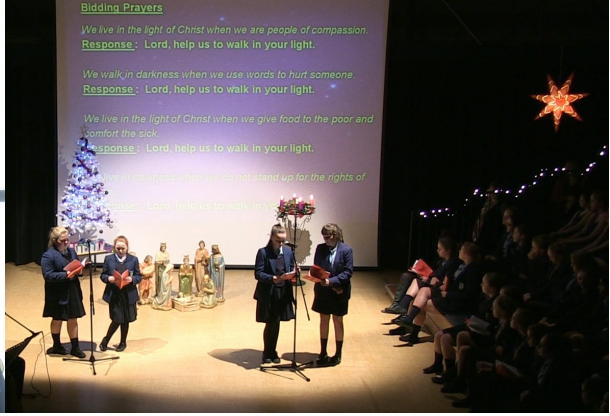
Founded by the Sisters of Mercy, Broughton Hall is committed to the Catholic Education of girls through Gospel values which permeate the life of the school.

AIMS

- To recognise, nurture and celebrate the unique gifts, dignity and potential of each individual.
- To develop a caring, joyful and friendly community in which all work hard and are happy.
- To achieve excellence through an education which:
 - is concerned with the whole person;
 - enables each person to develop spiritually, aesthetically, vocationally, physically and academically.
- To foster a strong sense of community by:
 - generosity of spirit;
 - sensitivity and tolerance;
 - forgiveness and compassion
- That prayer and worship underpin the daily life of the school.

OBJECTIVES

- To ensure that all school policies and documents are rooted in these aims.
- To ensure that each pupil leaves with a positive self-image.
- To provide a curriculum and teaching strategies which acknowledge and respond to the needs of all.
- To create a welcoming, safe, attractive environment.
- To promote an awareness of equal opportunities, social justice, peace and global issues.
- To strengthen the partnership of staff and pupils with parents, governors, parishes and local community, united in a common purpose.



THE RELIGIOUS LIFE OF THE SCHOOL AND COLLECTIVE WORSHIP

The religious education provided conforms to the doctrines of the Catholic Church. In accordance with the school Mission Statement, Broughton Hall endeavours to interpret human knowledge in the light of the Gospel, **with the school community contributing to the spiritual and moral formation of the pupils** as well as to their intellectual and physical development. At KS3 all students follow the Curriculum Directory.

All pupils are offered the opportunity to follow a GCSE course.

At post-16, all pupils participate in a certificate of General Religious Education course approved by the Archdiocese or an A-Level Module course studying Ethics and the Philosophy of Religion. There is opportunity for a deeper study of the teaching of the Church in relation to aspects of personal and social life, and Christian and non-Christian responses to contemporary moral issues to prepare students for moral decisions and the responsibilities of citizenship.

In all these courses, pupils are encouraged to come to firm, informed conclusions of their moral stance in the light of the Gospel message.

Religious assemblies are held with all years on a regular basis. Prayer underpins the spiritual dimension and daily prayer in form time is considered of vital importance. Staff reflection is encouraged through a weekly 'Thought' in the bulletin and prayer begins the briefing sessions and other significant meetings.

Our school is fortunate in having a beautiful chapel which offers the opportunity for personal reflection and the liturgical life of the school is promoted through special and voluntary eucharist's and services, meditation and Services of Reconciliation. The School Chaplain publishes a calendar of liturgical opportunities and offers support to staff. As part of the RE curriculum the school chaplain arranges and leads retreats for all Year 7 and Year 9 pupils.

The pupils are encouraged to support national, Archdiocesan and local charities throughout the year, and especially during Lent. In such ways, pupils become more aware of the needs of the wider community and by their generous responses are able to show Christian care.

Practical responses are encouraged through Cafod and Nugent Care and cross-curricular links such as Homelessness, Prejudice and Discrimination in all its forms. Plasma screens and notice boards highlight current events, tragedies, celebrations and achievements.

CURRICULUM POLICY



In accordance with the school's aims to promote the spiritual, moral, cultural, intellectual and physical development of each individual and to prepare each pupil for the opportunities, responsibilities and experiences of adult life, each pupil is entitled to a curriculum which is broad, balanced, relevant and differentiated.

- *A broad curriculum will provide opportunity to experience a wide range of concepts, knowledge, skills and attitudes.*
- *A balanced curriculum will ensure that each area of learning and experience will be given sufficient time.*
- *A relevant curriculum will relate to previous learning and experience.*

A differentiated curriculum involves matching what is taught and how it is taught to the pupils' abilities and aptitudes; it implies a need for variation in teaching approaches and classroom organisation.



KEY STAGE 3

In year 7 all pupils will access all subject areas taught by subject specialists. Pupils will be setted according to ability in most subjects by October half term. A number of more able students will follow the CLIL programme, this programme supports the delivery of Humanities through the medium of Spanish. The programme is financed and supported by the school and the Spanish Government. Broughton Hall is the only school in Liverpool offering this programme. CLIL students will also be able to take a second language (French).

Year 8 classes are taught discreetly by specialist staff. Pupils are expected to take up an extra curricular activity, whether in or outside of school, as part of the Year 8 programme. The CLIL programme continues in Year 8.

Year 9 Classes are taught by specialist staff working within a common assessment framework. Pupils are expected to undertake community service as part of the programme of study. Pupils will graduate from key stage 3 onto one of three key stage 4 learning pathways.

KEY STAGE 4

All pupils study Religious Education, English Language, English Literature, Mathematics, double award Science or separate Sciences for the most able. In addition, three subjects are chosen from Art and Design, Business Studies, Dance, Drama, Geography, History, Information and Communication Technology, Modern Foreign Language , Music, Physical Education ,Technology and Media.

Vocational courses are also offered in order to reflect the personalised learning needs of all students.

Other themes which are taught across the curriculum include Health Education, environmental issues, industrial and economic awareness, Citizenship and Careers Education.

There is a comprehensive tutorial programme which includes careers education and guidance.

KEY STAGE 5



Broughton Hall's Sixth Form provides a stimulating learning environment which allows students to develop both socially and academically. In particular, Broughton Hall offers individually tailored timetables, agreed from a wide range of subjects. Sixth form students enjoy the "state of the art" cafe and a quiet study area. Visits, activities and other events connected with academic studies and personal development are organised. In addition, the opportunity to take on responsibilities is offered both within and beyond the school community to enable the Broughton Hall student to mature into a responsible young adult.



A support programme provides advice and discussion on life and study skills together with regular consultations on progress with a Personal Tutor. Strong careers advice on UCAS and employment are available and help is provided in completion of personal statements and CVs.



Above all, staff are always ready to encourage, explain and at all times support the girls throughout their time as a Post-16 student.





ASSESSMENT AND REPORTING

Assessment at Broughton Hall is extremely important and takes many forms. Students will receive written and verbal feedback from teaching staff regularly. They will be assessed through question and answer, written work and examinations as well as specialist techniques in subjects such as PE, Music, Art and Modern Foreign Languages. Staff will award levels to all students at Key Stage 3, this will take place on three occasions during the year.

Year 10 and 11 students will be measured against GCSE grades throughout their journey towards their important GCSE results.

Reporting to parents is a key part of our partnership with parents. Two reports will be sent home throughout the year, with a greater number sent home during the key year of Year 11. The reports will focus on progress and achievements of the children. Parents will be invited to a consultation evening each year to discuss progress with their daughter's teachers. During the five years at Broughton Hall a number of meetings will take place that discuss the curriculum your daughter will follow.

HOMEWORK CLUB

Homework is seen to be part of the pupils' development in independent learning. Experience teaches us that good academic standards are achieved when homework is done regularly and systematically. Homework each evening should increase gradually from approximately one hour in Year 7 to three hours in Years 10 and 11 when examination requirements dictate the amount set. All pupils are provided with planners to record homework set and parents are asked to check these each week. There is also an additional resource called Show My Homework on the school website. This allows both students and parents to check what has been set each day. There is a homework club in the McAuley Centre for all after school until 5.15 Tues-Thurs.

EDUCATION FOR PERSONAL RELATIONS

Sex Education is an integral part of the Personal, Social and Health Education Programme, which strives to help pupils understand human relationships and associated moral teaching through several areas of the curriculum. The school encourages pupils to recognise the values expressed in the teaching of the church in all aspects of relationships. It is the role of the R.E. Department to bring these elements together, in the context of Catholic teaching and the love of God and of neighbour, and on the sanctity of marriage. Further information can be obtained from the school. Parents are informed of the topics which are being covered, and are encouraged to discuss the issues with their children. Sex Education is seen as a partnership between school and home.



EXTRA CURRICULAR ACTIVITIES

Many staff and pupils are involved in a variety of clubs and activities which are offered after school. There have been many outstanding drama productions, concerts and sporting achievements, which are well supported by parents.

Recent extra-curricular activities have included: art, athletics, banking services, choir, drama, football, hockey, information technology, library, literacy, music (brass, woodwind, strings, drums, keyboards, guitar), netball, theatre visits, rounders, athletics and badminton.

Revision sessions for examinations take place during holidays.

ADDITIONAL EDUCATIONAL NEEDS

One of the main aims of Broughton Hall is that an entitlement to a broad, balanced and relevant education should be a right for all pupils in our school and that each pupil should have an opportunity to access everything that the school offers. We strive to ensure that all students' needs are met by incorporating the appropriate level of challenge and rigour in learning for them to realise their true potential in life.

The McAuley Centre, is a quiet, sensitive and secure environment where small group work and one to one tuition may take place. There is a successful paired reading programme in Years 7 and Year 8, with the help of our Year 12 students and opportunities for after school tuition. The Lexia programme also supports Literacy skills. Some students require specialist outreach support for their needs, and this is fully accommodated in negotiation with parents and sometimes the Educational Psychologist with whom we work closely. We want to develop students into young women with a positive self-image and encourage them to take advantage of the resources and opportunities that are available to them at Broughton Hall. We see parents as partners in the learning process for their children and will always be happy to discuss students learning difficulties in school, by appointment.

For disability, equality and access information *please refer to the school website.*



Games and sports are an integral part of our social life which occupy a large part of the leisure interests of young people. The presentation of the subject is on a broad basis in the hope that each pupil will find an aspect of the work which appeals to her and which she may then continue to pursue outside lessons. With the current emphasis on health, it is essential that we offer all pupils the opportunity to experience a wide range of interests which will enable them to use their time in a beneficial and healthy manner.

Lesson allocation for Physical Education:

Years 7, 8 and 9	2 hours games/physical education
Years 10 and 11	1 hour games/physical education

Clubs and practices are held during lunch times and after school catering for all levels of ability and interest. Clubs offered include netball, hockey, tennis, football, cross-country, dance, athletics, gymnastics, cheerleading, badminton and rounders. Teams are produced in many of these areas and compete regularly in fixtures throughout the year

The school has strong links with various sporting clubs and encourages pupils to maximise their potential by becoming involved with clubs which cater for their sporting interests.





CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE

Careers Education, Information, Advice and Guidance is concerned with the preparation of the students at Broughton Hall for adult life by developing their critical awareness, their ability to make decisions, their growing independence and by increasing their knowledge of the world of work, its expectations and its needs. These aims are achieved through a variety of experiences: group and individual classroom work, discussion, listening to outside speakers, going on educational and industrial visits, careers interviews with officers from Career Connect, Festival of Skills and Work Experience. One important aspect of the Career Education, Information, Advice and Guidance Programme is the recording of achievement and action planning for the future and educational and vocational guidance at appropriate times during their school life.

At Broughton Hall, the students are entitled to Careers Education, Information, Advice and Guidance which is:

- Independent and impartial
- Structured and integrated within their overall education to provide help at key decision points and to meet continuing needs
- Provided by the Personal Advisors with relevant specialist training and expertise
- Based on partnership with the students and their parents/guardians
- Confidential and respects personal information disclosed by the individual
- Easily accessible and free at the point of delivery
- Based on the principles of the school's Mission Statement and Equal Opportunities

The components of the students' entitlement to Careers Education, Information, Advice and Guidance are:

- Co-ordinated provision, planned activities and courses of careers education to enable self development, career exploration and career management.
- Continuity of careers guidance with additional specialist support at career decision points and periods of transition.
- Personal career planning processes which incorporate self-assessment, action planning and recording of achievement.
- Access to dedicated careers portal giving information on over 1800 careers, videos, and 40 higher education leaflets.
- Access to Kudos which is a computer aided career interest guide.
- Comprehensive, reliable and up-to-date careers information.



PASTORAL CARE

Our pastoral system aims to provide a stable community where the pupils are happy and secure and make good progress in their studies.

It is based on a year system with Progress Managers leading a team of Progress Tutors. Pupils are placed in mixed ability groups of approximately 28 pupils. The tutor is their closest link with the adult community and sees them on a daily basis. In this way, the policies of the school, discipline and learning are promoted.

The Progress Manager is the first point of contact with parents where there is concern about the progress or welfare of pupils. All parents are welcome to come to school, by appointment, to discuss their daughter's progress or matters of concern.

DISCIPLINE

Broughton Hall Catholic High School prides itself on high standards and achievements. The school expects every pupil to behave well, study hard, achieve and make a positive contribution to our school community. It is important that this positive behaviour is valued, recognised and rewarded and so students who display this behaviour are awarded points thus creating a positive reward system.

The use of SIMS provides a structured system in which achievement can be recognised and different degrees of inappropriate behaviour can be dealt with at a variety of levels within school. Sanctions include detention, being placed on subject report and isolation.

All pupils are expected to respect each other and their environment. They have a responsibility to do their best and to build good relationships with other members of our school community.

We place great value on our relationship with parents and carers and home - school communication at an early stage when problems arise is vital.

SCHOOL UNIFORM

The wearing of school uniform contributes to the pupils' sense of identity. Conforming to regulations regarding uniform helps the principle of self-discipline. Parents are asked to make every effort to ensure that the correct uniform is always worn. If your daughter comes to Broughton Hall, you will be given a full list of items in good time for the start of term. We expect every pupil during her time in Broughton Hall to comply with all the uniform requirements.

The only jewellery allowed is one pair of gold or silver stud earrings worn in the ear lobes and a watch. These are worn at the owner's risk. No other jewellery is permitted.

Further details of discipline, code of conduct and uniform are to be found in the Student Handbook issued to each pupil coming to Broughton Hall in September.



PERSONAL BELONGINGS

Pupils are given a locker and they are asked to take care of their property. All items and clothing must be clearly marked. The appropriate year colour ribbon must be sewn across the top of the blazer pocket.

The school cannot accept responsibility for articles/property lost at school.

Mobile phones, ipods or any similar devices should not be brought to school.

PARENT TEACHER ASSOCIATION

There is a flourishing P.T.A. in the school which raises money for school by organising bingo, plant sales and other functions.

Parents give generously of their time in supporting school activities. The P.T.A. is an important channel for parental involvement and underlines the partnership with parents.

COMPLAINTS PROCEDURE

In accordance with the requirements of the Education Reform Act 1988 (section 23), provision for the consideration of complaints is made with respect to the curriculum and collective worship.

Anyone who has a complaint should contact the Head Teacher for advice.

HOME-SCHOOL AGREEMENT

The school will aim to:

- Provide a safe, happy and caring environment which reflects the Catholic ethos of the school.
- Value each student as a member of the school community.
- Develop the full potential of all students spiritually, morally, culturally and socially.
- Provide a curriculum that not only meets the statutory requirements, but also considers the individual needs of the student.
- Expect and maintain high standards for both teaching and learning.
- Build effective relationships which promote good behaviour and a sense of responsibility across the school community.
- Inform parents regularly of their daughter's progress and attainment.
- Let parents know of any concerns or problems that affect their daughter's work or behaviour.
- Set, mark and monitor homework and provide facilities for students to study outside of school hours.
- Offer opportunities for parents/guardians to become involved in the daily life of the school.

The parents/guardians I/We will try to:

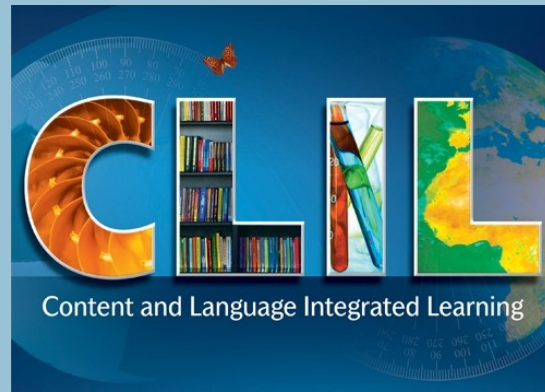
- Ensure that my daughter attends school regularly, arrives before 8:40 am and has the necessary books and equipment with her.
- Check planner at least once a week.
- Inform the school of any concerns which may affect my daughter's work or behaviour.
- Support the school's policies and guidelines for behaviour and uniform.
- Encourage and support my daughter in her home study.
- Attend parent's meetings and any discussions about the progress of my daughter.
- Encourage my daughter to get involved in the wider life of the school.

The pupil I shall try to:

- Attend school regularly, arrive before 8:40 am and bring the necessary equipment with me.
- Conduct myself in a way that will command the respect of others in my school community.
- Wear the correct school uniform and observe rules concerning make-up and jewellery.
- Complete my class work and homework to the best of my ability.
- Contribute to the wider life of the school and uphold its values - use my talents to the full.
- Take pride in and protect the school environment.

Student Name (please print name) _____

Signed _____
Parent Student School



CLIL is a Spanish government funded programme whereby a qualified native Spanish teacher delivers Geography and History through the medium of Spanish . This is a very challenging programme offered to our most able pupils.

Broughton Hall is very proud to be the only secondary school in Liverpool to participate in this initiative.





SAFEGUARDING

Broughton Hall Catholic High School is committed to safeguarding and promoting the welfare of young people; we expect all pupils, staff, volunteers and visitors to share this commitment.

Broughton Hall Catholic High School believes it is always unacceptable for a child or young person to experience abuse of any kind and is committed to practice which protects all of our students.

We recognise that all children have the right to be safeguarded from all types of harm and abuse, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity and political or immigration status.

Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

Copies of the school safeguarding policy are available from the school upon request

ATTENDANCE

For a pupil to reach their full educational achievement, a high level of school attendance is essential. We will consistently work towards a goal of 100% attendance for all pupils. Every opportunity will be used to convey to pupils and their parents or carers the importance of regular and punctual attendance.

Parents (including non-related adult carers in the child's household) have a legal duty to ensure that those of compulsory school age regularly attend school (*Section 2 of Education Act 1996*).

Pupils who do not attend school regularly do not achieve their full potential and research shows that on average, students with less than 95% attendance drop by at least one grade in their GCSEs. Pupils with an attendance between 90% and 94% may miss between 4 and 6 hours of English and Maths lessons per week.

We would appreciate your full support in ensuring your daughter attends school every day. We encourage and reward good attendance and your daughter's full attendance is vital if she is to be supported in making good progress.



ANTI BULLYING POLICY

Founded by the Sisters of Mercy, Broughton Hall is committed to the Catholic Education of girls through Gospel values and respect for one another, which permeates the life of the school.

Broughton Hall is committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere.

Working in partnership with pupils and parents, we aim to create a community in which every member is respected and valued as an individual. We believe that all our pupils have the right to feel safe and secure in the school environment.

Broughton Hall has a rigorous and robust procedure for dealing effectively with allegations of bullying. It is the responsibility of all members of the school community to act if bullying is apparent and to promote a culture within the school which helps pupils develop positive relationships. The school will treat seriously all incidents which are brought to the attention of the staff. The victim will be listened to.

Prevention strategies are implemented throughout the school community underpinned by the Gospel Values of the school and the moral values framework as outlined in our anti bullying policy which is available on the school website.

“Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally.” (DfE 2014)

Cyber-bullying can occur in or outside of school and “is a different form of bullying and can happen at all times of the day, with a potentially bigger audience, and more accessories as people forward on content at a click.” (DfE 2014)

Our definition of bullying does not include conflict and/or friendship problems between children of similar age and size which does not have imbalance of power or intimation. These problems will still be taken seriously and dealt with immediately to prevent them developing into bullying behaviour.

EQUAL OPPORTUNITIES

This school is committed to working towards equal opportunities in all aspects of school life, irrespective of ethnic origin, cultural differences, gender, disability or sexuality issues. We will ensure that pupils are listened to and that their concerns are appropriately addressed.



MOBILE PHONES

The staff and Governors of Broughton Hall Catholic High School recognise that many students and their families own a mobile phone. We also recognise that some parents/guardians request that their child brings a mobile phone to school for safety and security reasons on the way to and from school.

Our core business of teaching and learning needs to be conducted in an environment free from unnecessary distractions or disruptions, therefore the school strongly discourages the bringing of mobile phones to school by students. The school is prepared to allow mobile phones on the premises but only within the parameters stated in our mobile phone policy.

Pupils are advised that if in exceptional circumstances they bring a mobile phone onto the school grounds during the school day, the phone should be handed in to their Student Support Manager before registration where it will be safely locked away. The phone can be collected at the end of the day. The phone is stored at the owners risk and school will accept no responsibility for replacing lost, stolen or damaged phones.

Pupils are not required to have a mobile phone and we support parents who make the decision that this is not necessary by ensuring that pupils are able to use the school landlines to contact parents in an emergency. Parents can, of course, contact school via the landline. Any pupil who brings a mobile phone into school does so at their own risk and school will not be held responsible for any loss or damage.

If at any point a student uses a mobile phone on school premises, the phone will be confiscated and safely stored until an appointment has been made with parents at a mutually agreed time for the phone to be collected.



