

# Broughton Hall High School Technology College



Student Handbook 2012

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# **Broughton Hall High School**

**This is a Safeguarding School**

**We are committed to safeguarding and promoting the welfare of young people and we expect all pupils, staff, volunteers and visitors to share this commitment.**

## **The Named Safeguarding Officers are**

**Mrs D Lodge Director of Learning Years 12 & 13 Lead Officer**

**Ms S Reid Student Support Manager Second Lead Officer**

**Mrs A Greenhouse Welfare and Attendance Officer**

**Mrs K Barnes Student Support Manager**

**Mrs A Rock Student Support Manager**

**Mrs P Tyrer Student Support Manager**

**Mrs C Dowling Student Support Manager**

## **The Nominated Governor for Safeguarding is**

**Mrs M Buckley**

*Copies of the school safeguarding policy can be obtained from the school on request*



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# WELCOME



Welcome to Broughton Hall High School. Technology College.  
I know you will make the most of the many opportunities we will provide for you and that you will work hard to ensure you achieve the very best you can.

Our new building is now complete and we have excellent facilities, all of which will help you learn and enjoy your time at school.

You will have lots of opportunities to develop your special gifts and talents, it is up to you to make the best of the chances you are given.

We hope you are looking forward to being a Broughton Hall pupil, we are certainly looking forward to working with you.

Ms S Clarke  
Head Teacher

## Year 7 Team

Mrs S O'Driscoll      Director of Year 7 Learning  
and Year 6 Transition.

Mrs L Cullen          Progress Manager

Mrs P Tyrer          Student Support Manager

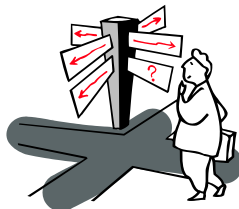
Welcome to Broughton Hall. Most of you will already have been here for a visit before today, perhaps you recognise people and places. We know you will all be excited and looking forward to joining in September.

You will meet some of the people today who will be very important to you in September!

Enjoy your visit, and ask if you are unsure about anything. We hope you are beginning to feel an important part of our school.

# INTRODUCTION

This booklet is for all girls coming to Broughton Hall Technology College in September. We hope it will answer many of the questions you have about the school and help you to find your way around.



New teachers, new lessons, new buildings, new friends, all these things will seem a little confusing to begin with. We are here to help, but you'll be amazed at how quickly you'll find your way around.



You may find that we do things differently at Broughton Hall. We are doing lots of work on how the brain works and different ways of learning. Some of the ideas might be new or even seem strange! Don't worry you'll soon find that learning can be fun and school is an exciting place to be.

## Safeguarding

*However you feel, someone is here for you.*

Do you need to talk?

Are you fed up, lonely, worried, sad, angry, hurt, stressed, upset

If you can describe how you feel like any of these there are plenty of people to share your troubles with.

You can speak to Mrs O'Driscoll, Mrs Cullen, Mrs Tyrer, or your Progress Tutor.

## What Pupils said about Broughton Hall

**"The School is brand new and very clean"**

**"Don't worry about coming to Broughton Hall because there are a lot of teachers to help and support you if you need help and there are lots of clubs too."**

**"The teachers are really kind and helpful. They help you with your work, if you get stuck and explain what you do. It's really good!"**

**"The walls move and the boards are cool!"**

**"You will make loads of new friends and have lots of fun."**

## What parents think of Opening Minds

**"My daughter is thoroughly enjoying 12 lessons of Opening Minds a week."**

**"OM has helped my daughter settle in quickly"**

**"She is confident and happy here."**

**"OM is my daughter's favourite lesson."**



**"I'm impressed with the focus on pupils"**

**"OM has had a very positive impression on Transition."**

# ORGANISATION

This year we will have over 200 new pupils in year 7. Your Progress Manager, Mrs Cullen, and your Student Support Manager, Mrs Tyrer, will look after you, with the help of a team of Year 7 Progress Tutors.

You will be placed in one of 9 mixed ability form classes. The forms are grouped into 2 bands for organisational purposes. One band is called "B" band for Broughton and the other "H" band for Hall. There is no higher or lower band, they are both equal. Don't worry if you are not with your close friend, everyone soon makes new friends and you'll see each other at break and lunchtime.



Year 7 'Celebration' ceremony

# WHAT TO DO ON YOUR FIRST DAY

- You should arrive in school on Tuesday 4th September at 9.00 am via the green gates off the cinder path on Monastery Lane.
- You need to make your way to the Year 7 Learning Hub-green area (ask if you can't remember where it is)
- Your new form details will be listed on the notice boards in the glass corridor. Find your name and please go to either B or H hub.
- You will meet your Progress Tutor who will take you to your form room.
- You will be given your timetable telling you which lessons you have, when you have them, where they are and the name of your teacher for each lesson.
- During the day your Progress Tutor will take you on a tour of the school and you will be shown where to line up for the fire drill.
- You will be shown where to go for lunch and how to work the cashless catering system or to buy from the glass corridor trolley.
- This first day will end at 2pm and if your parents are meeting you. You will be dismissed via the green gates off the cinder path on Monastery Lane.

# WHAT TO BRING ON YOUR FIRST DAY

(You could use this as a checklist the night before you start school)

- Full Uniform embroidered with your name in green. Green ribbon will be given out on the First Day (Tuesday 4<sup>th</sup> September). Please sew it on the pocket for the second day in school.
- Your PLAIN, DARK school bag for carrying your books and equipment to and from school.
- Pens, pencils, coloured pencils, felt pens, ruler and rubber ~ soft pencil cases are best because tins can break if you drop them, remember to put your name in your pencil case.
- Dinner money or packed lunch ~ Free dinner arrangements will be made for those girls entitled to them. Make sure you have a money belt to carry money in (this is also the only thing PE staff will look after during your lesson).
- A small padlock and key or a good combination lock for your locker.(Keep the spare key at home)
- A Smile! Be prepared to make the most of the many opportunities offered at BH.



## THE SCHOOL DAY

Your school day will look something like this

Ass/Reg 8.45-8.55	Period 1 8.55	Period 2 9.55		Period 3 11.10		Period 4 1.00	Period 5 2.00	
Monday			<b>Break 10.50 – 11.10</b>		<b>Lunch 12.10 – 1.00</b>			<b>Reg. 3.00</b>
Tuesday								
Wednesday	OM	OM		Art		PE	French	
Thursday								
Friday								

### 2009 - 2010:

<b>SCHOOL STARTS</b>	8.40am
<b>REGISTRATION</b>	8.45am
<b>PERIOD 1</b>	8.55am ~ 9.55am
<b>PERIOD 2</b>	9.55am ~ 10.50am
<b>BREAK</b>	10.50am
<b>PERIOD 3</b>	11.10am ~ 12.10pm
<b>LUNCH</b>	12.10pm
<b>PERIOD 4</b>	1.00pm ~ 2.00pm
<b>PERIOD 5</b>	2.00pm ~ 3.00pm
<b>REGISTRATION</b>	3.00pm

## **YOUR TEACHERS**

**There are lots of teachers at Broughton Hall. We don't expect you to remember them all on your first day but here are some names to get you started.**

**The Head Teacher of our school is Ms Clarke.**

**The Deputy Head Teachers are called Mrs Grant & Mr Preston.**

**The Assistant Head Teacher is Mrs Hayward.**

**It is the job of your Progress Manager, to look after your year group in school. Your Progress Tutor is the person who you will see every day for registration and form-time.**

**You will get to know your subject teachers in lessons.**

**All the teachers are looking forward to meeting you and hope you will be happy and successful here. We are sure you will be polite to all adults who you will be working with. Why not smile and say "Hello" even if you don't know their name yet, and don't be afraid to ask for help.**

## MY SUBJECT TEACHERS

You can fill this table in once you know the names of your subject teachers.

Subject	Teacher
OPENING MINDS	
Maths	
Science	
Music	
Spanish	
P.E.	
Art	

# USEFUL INFORMATION

## UNIFORM

- Remember to label your uniform, your blazer must have your name embroidered on it in green.
- You must wear your blazer at all times.
- Outdoor coats should be plain navy or black without writing or logos (please do not bring leather/denim coats to school).
- Navy blue socks only. (no bows attached)
- You are allowed to wear a watch and 1 pair of gold or silver stud earrings in the earlobes only.
- If your hair is long, tie it back with plain navy or black bobbles or ribbons. This is for safety reasons but it also helps you to look smart. You are only allowed soft stretchy navy or black headbands. Hair should not be an inappropriate colour, coloured streaks are not allowed.
- You must carry money in a money belt.
- Shoes should be flat, plain and black (not brown!) boots, (covering ankles) trainers or sandals are not allowed. Kickers shoes must have blue laces.

**You will be challenged by staff if you fail to observe uniform rules and code of appearance.**



## **EQUIPMENT**

You need to bring your own pens, pencils etc to school each day and a hockey stick for P.E, which must be labelled.

Do not bring personal stereos/computer games, iPods, MP3 players or mobile phones to school as they will distract you and others from your work. They are also expensive to replace if you lose them.

If you bring any of these items into school they will be taken from you and your parents will have to collect them. Jewellery will be taken off you and only returned at the end of the school year in July.

## **EMERGENCIES**

1. Lost? - Ask anyone passing for help.
2. Ill? - Tell your teacher or find Ms Kirkham, Mrs Greenhouse or Mrs Rock.

## **IF YOU ARE TOO ILL TO COME TO SCHOOL**

Please ask your parent or carer to phone school before 9.00am. The number is **0151 235 1500**. If your parent or carer hasn't phoned, school will contact them. When you return to school you must bring a letter giving the dates and your reason for absence.

## **ASSEMBLIES**

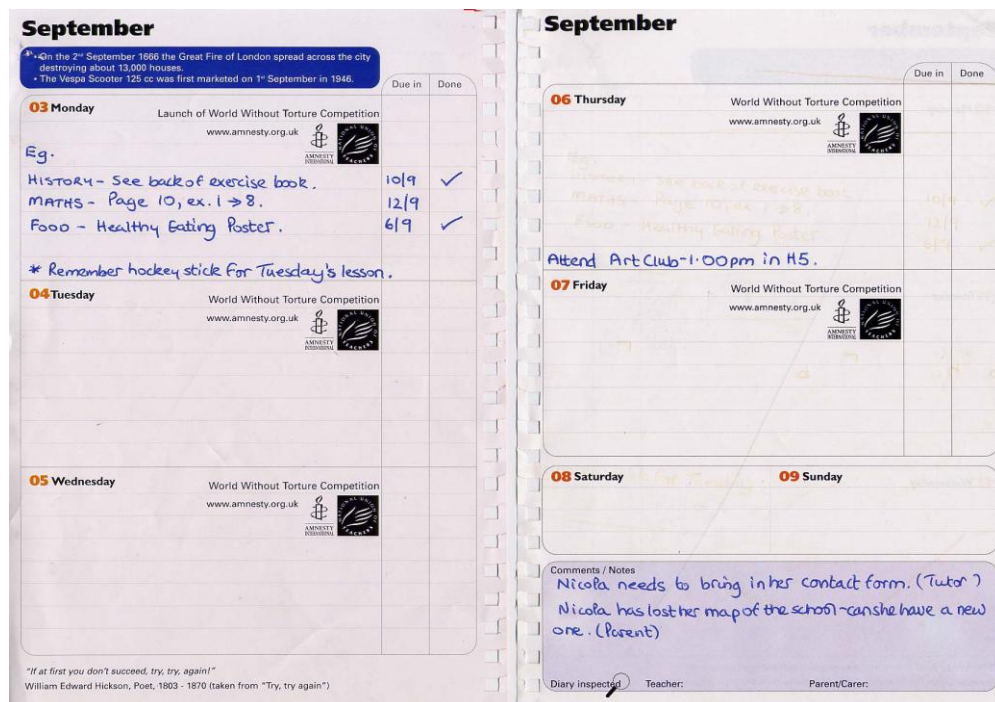
You will have an assembly every week with either Ms Kirkham or a senior member of staff. Your Progress Tutor will tell you on which day and where it will take place.

## **ATTENDANCE AND PUNCTUALITY**

You should aim for 100% attendance and punctuality every term. There are certificates and prizes for those who achieve this target. You will find it easier to cope with secondary school and make progress if you are here everyday.

# HOMESTUDY AND PLANNERS.

You will get homestudy everyday. It will be from different subjects and may include a variety of activities. To help you organize your work you will be given a planner. Planning pages will look like this.



- You have a space for each day and boxes for different subjects.
- You have a space to write down when the work should be handed in.
- Every week you should ask your parents to sign it. They might wish to put a comment in the blank section.
- Your Progress Tutor will also sign it.
- Your planner will help you to be organised.
- You need your planner to get into lunch and to leave class either to go to the toilet or if you are sent on a message.

# CODE OF CONDUCT

Treat others in the way you would like to be treated

## Yes

- ✓ Always be polite.
- ✓ Always be on time for school and lessons.
- ✓ Always be prepared by bringing the right equipment for lessons.
- ✓ Always do your homework to the best of your ability.
- ✓ Help to keep your classrooms clean and tidy. Put all rubbish in the bin.
- ✓ Walk on the Right
- ✓ Always walk.
- ✓ Be helpful to visitors.
- ✓ Always wear your uniform and look smart.
- ✓ Look after your property and all school property.
- ✓ Always use correct entrance & exit.(Green gate on cinder path(Monastery Lane)
- ✓ Always carry your laptop in your school bag - no other bags are allowed.

## No

- ✓ Never interrupt an adult.
- ✓ Never be out of class unless you have permission and a signed planner.
- ✓ Never eat chewing gum in school.
- ✓ Never deface or destroy school property.
- ✓ Never drop litter.
- ✓ Never wear jewellery.
- ✓ Never bring valuables to school.
- ✓ Never run.
- ✓ Never put yourself or anyone else in danger.
- ✓ Never damage or destroy other people's property.
- ✓ No make-up, false tan, false eyelashes, false nails or hair extensions.
- ✓ Never come in or leave by the main gate - it's dangerous.

IF YOU HAVE A PROBLEM TALK TO YOUR PROGRESS TUTOR  
OR Mrs Cullen OR Mrs Tyrer.

# WHICH SUBJECTS WILL I STUDY? OPENING MINDS CURRICULUM



## INTEGRATED CROSS CURRICULAR

<b>ENGLISH</b>	<b>HISTORY</b>	<b>GEOGRAPHY</b>
<b>RE</b>	<b>INFORMATION TECHNOLOGY</b>	<b>DESIGN &amp; TECHNOLOGY</b>

## AND

<b>MATHEMATICS</b>	<b>SCIENCE</b>	<b>ART (form)</b>
<b>MUSIC (form)</b>	<b>PE (form)</b>	<b>SPANISH</b>

The subjects in the green box will be taught as one cross curricular subject. You will have a small team of teachers for these 12 'Opening Minds' lessons and you will study a total of 6 modules throughout the year. They are:

<b>1. I am Unique</b>	<b>2. Going Global</b>	<b>3. The Plays the Thing</b>
<b>4. Faith Hope and Charity</b>	<b>5. Now and Then</b>	<b>6. Much Wenlock</b>

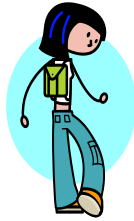
- Are any of these subjects new?
- Perhaps you could find out what they are.

# WORDS OF WISDOM

You might feel nervous or worried about coming here in September. It is understandable but don't worry, here are some people who felt the same last year.

*The 3 best things about Broughton Hall are that the teachers are nice, we are always made welcome and we have good lessons*

*Year 7 Pupil*



*"We go on fun trips"*

*St Oswalds.*

*"There are lots of activities to take part in - this year I won the U13s National Football Premier League Trophy!"*

*St Paul's*



**"The best things about Broughton Hall is meeting new people, getting laptops, Opening minds because it allows you to be creative and the teachers"**

*Year 7 Pupil*



**"You will make friends easily!"**

*St Margaret Mary's*

*"The celebrations in Year 7 will build up your confidence"*

*St Aloysius*

**"You will settle in very quickly because there are lots of people to help you"**

*St Paul's*

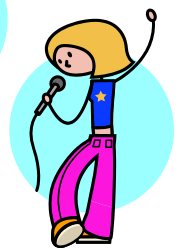


**"There are lots of after school clubs to join - you will enjoy!"**

*St Aloysius*

**"You will find friends and friendship forever"**

*St Cuthbert's*



**"Teachers are kind and helpful - you will have loads of fun in Opening Minds!"**

*Emmaus*



**"I've had a brilliant time in Year 7"**  
**Blackmoor Park**

## The School Day ~ September 2012

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<b>PERIOD 5</b>	2.00pm ~ 3.00pm
<b>REGISTRATION</b>	3.00pm

## TERM DATES

### Autumn Term

Monday 3rd September 2012	Term Starts
<b>(Year 7s start on Tuesday 4th September 9.00am)</b>	
Monday 22 - Friday 26 October	Half Term Holiday
Thursday 20 December 2012	Last day of term
Friday 21 Dec-Friday 4 Jan	Christmas Holiday

### Spring Term

Monday 7 January 2013	Term Starts
Monday 18 - Friday 22 February	Half Term Holiday
Thursday 28 March	Last day of term
Monday 29 March-Friday 12 <sup>th</sup> April	Spring Holidays

### Summer Term

Monday 15 April 2013	Term Starts
Monday 6 May	Bank Holiday
Monday 27 May - Friday 31 May	Half Term Holiday
Wednesday 24 <sup>th</sup> July	Last day of term.

### Proposed Training Days

Monday 3 September 2012	Monday 15 April 2013
Thursday 18 October 2012	Wednesday 24 July 2013
Friday 19 October 2012	

## **BHHS Concert Band Summer 2009**



## **BHHS Choir Summer Concert 2012**





# Broughton Hall Music



**We aim to help you...**

*Perform on stage*

**Gain confidence**

*Be a better singer*

*Learn an instrument*

Be a part of a **GREAT TEAM!!**

**We invite ALL of YOU to join something!!**

**Group activities are free. Our group activities for Year 7 are...**

**BH BAND BH CHOIR GUITAR CLUB**

**Students pay for instrument lessons or singing lessons but NOT for extra curricular activities. These are run by your teachers for free!**

If you have instrument or singing lessons in Broughton Hall, you **have** to attend extra curricular groups as part of your contract.

## **Instruments you can learn...**

<b>Strings</b>	Violin / Cello
<b>Brass</b>	Trumpet / Cornet
<b>Woodwind</b>	Flute / Clarinet / Oboe / Saxophone
<b>Percussion</b>	Drum Kit
<b>Guitar</b>	Classical / Electric / Bass
<b>Piano</b>	
<b>Voice</b>	In a range of styles

*If you play something that's not named here, please ask Miss Hayes or Miss Ellison about lessons on your instrument.*

## **Want to get involved?**

### **See your Music teachers!**

### **Miss Hayes in MU2 or Miss Ellison in MU1.**