

# Broughton Hall High School Technology College



## Student Handbook 2009



Y7s working in the Resource area



Y7 Welcome Mass-Sept 2008



Y7 Dance group- Dance showcase



Y7s Opening Minds Celebration



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# WELCOME

Welcome to Broughton Hall High School, Technology College.

I hope you will enjoy your time with us and that you will work hard to make the most of the many opportunities that we will provide for you.



You join us at a most exciting time in our development as we continue to implement new methods of teaching and learning in order to further raise the high levels of achievement reached by our pupils and also have begun the new buildings to provide exciting new learning areas.

Remember whatever your talent ~ Art, Music, Sport, English, Maths, Science ~ or any other subject ~ you will have the opportunity to develop your special abilities and learn new skills. Now it is up to you to make the most of the chances you are given.

Mr G Murphy  
Head Teacher

## Year 7 Team

Mrs S. O'Driscoll	Director of Year 7 Learning and Year 6 Transition.
Ms K. Parks	Progress Manager
Mrs C. Dowling	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, Miss Park, Carolyn Dowling or your Progress Tutor.

## What Pupils said about Broughton Hall, June 2009

"I really enjoy school, I really like all my lessons."

"All my lessons are different and I like Opening Minds the best because it lets me learn the best way I can. There are lots of ways to do your work and every module is different. I'm glad I came here."

"I've made lots of new friends though I still see girls from my junior school. I've joined lots of clubs and it's brilliant!"

## 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 just over 200 new pupils in year 7. Your Progress Manager, Ms Parks, and your Student Support Manager, Mrs Dowling, 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 Wednesday 2nd September before 8.40 am via the cinder path on Monastery Lane.
- You need to make your way to the hall (ask if you can't remember where it is)
- Your new form details will be listed on the wall, find your name and please sit on the chairs allocated for you form group.
- 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.
- At the end of the day you will return to the hall before going home.

# WHAT TO BRING ON YOUR FIRST DAY

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

- Full Uniform (including blazer with blue ribbon attached to breast pocket & money belt) embroidered with your name in blue. Blue ribbon will be given out on the first day. 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, rule 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.
- 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	Break 10.50 – 11.10	Period 3 11.10	Lunch 12.10 – 1.00	Period 4 1.00	Period 5 2.00	Reg. 3.00		
Monday										
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 **Mr Murphy**.

The Deputy Head Teachers are called **Ms Clark, Mrs Grant & Mr Preston**

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

It is the job of Ms Parks, 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	

Your First Half Term at Broughton Hall dates to remember	
Wednesday 2 <sup>nd</sup> September	Start Broughton Hall
Thursday 3 <sup>rd</sup> September	Big Picture 'I Am Unique'
Friday 25 <sup>th</sup> September	Mass of Welcome
Monday 28 <sup>th</sup> September	Year 7 photo
Tuesday 20 <sup>th</sup> October	Parents' informal meeting with Progress Tutors
Wednesday 21 <sup>st</sup> October	Year 7 Celebration
Thursday 22 <sup>nd</sup> October	Break up for half term

# USEFUL INFORMATION

## UNIFORM

- Remember to label your uniform, your blazer must have your name embroidered on it in blue.
- 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).
- 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. No pupil is allowed to wear her hair up and backcombed like Ms Winehouse. 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.

**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 Mrs Dowling or Ms Parks.

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

Please ask your parent or carer to phone school before 9.00am. The number is **228-3622**. 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**

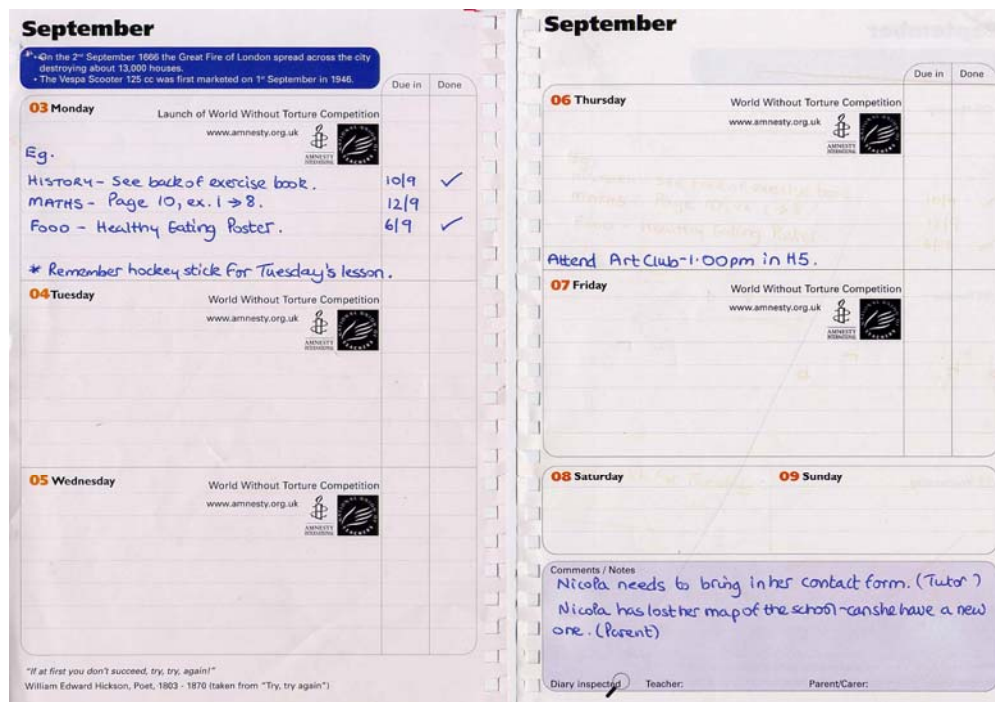
You will have an assembly every week with either Ms Parks or a senior member of staff. Your Progress Tutor will tell you on which day and where it will take place.

## **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.
- ✓ Follow the one way system.
- ✓ 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.
- ✓ 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.
- ✓ Never use the cinder path on your own.

IF YOU HAVE A PROBLEM TALK TO YOUR PROGRESS TUTOR  
OR MRS DOWLING/MS PARKS

# WHICH SUBJECTS WILL I STUDY?

## OPENING MINDS CURRICULUM

### INTEGRATED CROSS CURRICULAR

ENGLISH	HISTORY	GEOGRAPHY
RE	INFORMATION TECHNOLOGY	DESIGN & TECHNOLOGY

AND

MATHEMATICS	SCIENCE	ART (form)
MUSIC (form)	PE (form)	SPANISH

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

They are:

I am Unique  
Going Global  
Have I Got News for You  
Faith, Hope & Charity  
Then & Now  
The Play's the Thing.

- 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.

"Everyone makes you feel welcome"

Roxanne Twomey, St Paul's



"You will go on lots of trips out of school which are great!"

Jessica Tinsley, St Paul's.

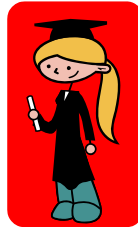


"There are lots of activities to take part in - this year I won the U13s National Football Premier League Trophy!"

Sarah Jackson, St Paul's

"Opening Minds is a new way of learning"

Eva Rodrigo, St Sebastian's



"You will make friends easily!"

Anju Varghese,  
St Margaret Mary's



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

Nikky Paul, St Aloysius



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

Lauren Ditchfield, St Paul's



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

Hannah Lockett, St Aloysius

"You will find friends and friendship forever"

Tayla Rice, St Cuthbert's



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

Olivia Hopkins, Emmaus



"I've had a brilliant time in Year 7"

Megan Malone, Blackmoor Park

# The School Day ~ September 2009

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

## TERM DATES

### Autumn Term

Tuesday 1 <sup>st</sup> September 2009	Term Starts
<b>(Year 7s start on Wednesday 2nd September)</b>	
Monday 26 <sup>th</sup> - Friday 30 <sup>th</sup> October	Half Term Holiday
Friday 18 <sup>th</sup> December 2009	Last day of Term
Mon 21 <sup>st</sup> Dec-Fri 1st Jan	Christmas Holiday

### Spring Term

Monday 4 <sup>th</sup> January 2010	Term Starts
Monday 15 <sup>th</sup> - Friday 19 <sup>th</sup> February	Half Term Holiday
Thursday 1 <sup>st</sup> April	Last day of term for Pupils
Friday 2 <sup>nd</sup> April	Good Friday
Monday 5 <sup>th</sup> April-Friday 16 <sup>th</sup> April	Easter Holiday

### Summer Term

Monday 19 <sup>th</sup> April 2010	Term Starts
Monday 3rd May	Bank Holiday
Monday 31 <sup>st</sup> - Friday 4 <sup>th</sup> June	Half Term Holiday
Wednesday 21 <sup>st</sup> July	End of term.

### Proposed Training Days

Tuesday 1 <sup>st</sup> September 2009
Friday 23rd October 2009
Monday 22nd February 2010
Monday 19 <sup>th</sup> April 2010
Wednesday 21 <sup>st</sup> July 2010