



**LongBENTON**  
HIGH SCHOOL

**Year 11**  
**Guide for Parents**  
**2018-19**

**...EVOLVE**  
**CREATE**  
**DISCOVER**  
**PERFORM**  
**ACHIEVE**

# Our Aims and Values

At Longbenton High School we value all of our students as individuals with different needs, talents, strengths and aspirations. In the time that your child spends at Longbenton High School we want to see them EVOLVE into a confident young people ready to take their place in society. We want them to take the many opportunities that are on offer here to help CREATE their future, DISCOVER new talents and interests, PERFORM to their best and ACHIEVE high standards in all that they do.

While at Longbenton High School we hope that students will settle into school, make lots of friends and be inspired to learn by excellent teachers in brand new, great facilities. We will look after your child pastorally and challenge them to be the best that they can be academically.

As a school, we want to achieve the best possible results for our students. To do this we consider that we must focus on the five most important areas that will affect this. These are our keys to success.

## The Five Keys:

1. **Teaching** – we strive deliver outstanding teaching to our students. Delivering stimulating lessons that students enjoy and are engaged in.
2. **Attitudes to learning** – we want to foster a positive attitude to learning and inspire our students to develop their understanding further.
3. **Curriculum** – we will offer an appropriate curriculum for all our students. This may also involve opportunities beyond the normal every day curriculum. We recognise that these opportunities will further enrich student's individual experiences.
4. **Assessment for learning** – we recognise that regular, timely and accurate assessment will support progress and improve outcomes for students. Student progress is closely monitored across all subjects and appropriate interventions applied, if necessary.
5. **Care, welfare and guidance** – we want to get to know our students well, understand them and be able to support them throughout their time with us. We will give them excellent guidance along the way, no matter what their chosen path may be. Student welfare is at the heart of the school and we constantly seek to ensure that students are happy, healthy, safe and well cared for.

## Introduction

The main school is organised into 5 year groups from Year 7 – 11. Each year group is led by a Year Leader, who has responsibility for the progress, behaviour and safety of the year group. They are supported by an Associate Pastoral Leader and Form Tutors. Students are allocated a tutor group in Year 7 and will normally stay with this Tutor throughout their time in school. Form Tutors play a vital role in helping students settle in, encouraging progress, identifying problems that may arise and in finding solutions to these. Form Tutors also have an oversight of their tutees progress. Tutors are, in most cases, the primary link between home and school. Should you require information on school matters please contact your child's Form Tutor in the first instance. If there is a change of circumstances, which could affect your child's, behaviour or work at school, please contact us so that we are aware of the issue and can deal sympathetically with your child.

**Please ensure that we are kept up to date with any changes of address or telephone numbers.**  
**It is crucial that we are able to make contact with a parents should the need arise.**

# Staff: Our Team

## Senior Leadership Team

<b>Headteacher</b>	<b>Mr P Quinn</b>
<b>Deputy Headteacher</b>	<b>Mrs K Holbrook</b>
<b>Assistant Headteachers</b>	<b>Miss S Callender</b>
	<b>Mrs V Short</b>
	<b>Mr I Williams</b>
<b>Director of support services</b>	<b>Mrs A Peach</b>
<b>Associate Senior Leadership</b>	<b>Ms A Westgarth</b>

## The Year 11 Team

<b>Year Leader</b>	<b>Mrs N McPherson</b>
<b>Form Tutors</b>	<b>Mrs D Baldwin</b>
	<b>Mr J Foley</b>
	<b>Mr G Hughes</b>
	<b>Ms L Hutchins</b>
	<b>Mr A Main</b>
	<b>Mrs A Maughan</b>
	<b>Ms L Robinson</b>
	<b>Mrs C Logan</b>

## Curriculum Leaders

<b>English</b>	<b>Ms A Westgarth</b>
<b>Mathematics</b>	<b>Mr E Hunter</b>
<b>Science</b>	<b>Mrs J Anderson</b>
<b>ICT/Business Studies</b>	<b>Ms A Teale</b>
<b>Modern Foreign Languages</b>	<b>Mrs D Baldwin</b>
<b>History</b>	<b>Mrs L Skinner</b>
<b>Geography</b>	<b>Mr J Foley</b>
<b>Religious Studies/PSD</b>	<b>Miss L Lowery</b>
<b>Create</b>	<b>Mr M Charlton/ Ms J Younger</b>
<b>Physical Education</b>	<b>Mr R Towler</b>
<b>Learning Support</b>	<b>Mr I Little</b>

# Useful contact information

## Longbenton High School

Hailsham Avenue

Longbenton

Newcastle upon Tyne

NE12 8ER

Tel: 0191 218 9500






Fax: 0191 270 6760

Website: [www.longbenton.org.uk](http://www.longbenton.org.uk)

Twitter: @longbentonhs

Mrs N McPherson Year Leader for Year 11	0191 218 9500 <a href="mailto:lhs@lblearning.com">lhs@lblearning.com</a>
Mr I Little SENCO	0191 218 9500 <a href="mailto:lhs@lblearning.com">lhs@lblearning.com</a>
Miss R Standish Clerk to the Governing Body	01912189500 <a href="mailto:lhs@lblearning.com">lhs@lblearning.com</a>
Mr S Houghton Chair of Governors	01912189500 <a href="mailto:lhs@lblearning.com">lhs@lblearning.com</a>
Admissions Access Team (North Tyneside)	0191 6438724 <a href="mailto:school.admissions@northtyneside.gov.uk">school.admissions@northtyneside.gov.uk</a>
Free School Meals	0191 643 2288 <a href="https://my.northtyneside.gov.uk/category/238/free-school-meals">https://my.northtyneside.gov.uk/category/238/free-school-meals</a>

## Travelling to school

	Many of our students live within a mile or two of Longbenton High School and use this to their advantage by taking the healthy option and walking to school. You can use Googlemaps to work out a walking route from your house; just enter 'Longbenton High School' as your destination and you will see it clearly on the map.
	A growing number of children cycle to school, taking advantage of the secure and well-covered bicycle shed at the front of school. We recommend that students bring their own bicycle lock to secure them inside the shed. We advise that students cycling to school should wear an appropriate helmet.
	Parents and carers may drop their children off at school by parking on Hailsham Avenue. Parents are advised not to enter the school gates and park in the marked bays in the main car park for the purpose of dropping children at school, as this can delay or prevent teachers and other staff from parking. Please note that it can get very busy at the end of the day.
	The No.18 Stagecoach public service bus travels from Walker to Benton and has a stop at the bottom of Hailsham Avenue right outside the school. See the timetable and route here: <a href="https://www.stagecoachbus.com/routes/north-east/18/walker-benton-estate/xmao018.i">https://www.stagecoachbus.com/routes/north-east/18/walker-benton-estate/xmao018.i</a> The No. 62 or 63 Arriva bus travels towards Longbenton from Killingworth. We are well-served by the bus network being so close to Four Lane Ends Interchange. See here for other bus routes: <a href="https://bustimes.org.uk/localities/E0031020">https://bustimes.org.uk/localities/E0031020</a>
	Many students travel to Benton or the Four Lane Ends Metro stations and walk from there to school. Metro trains run regularly every 15 minutes or so at peak times; the walk to the school is approximately 10 minutes. <a href="http://jplanner.travelinenortheast.info/nexus">http://jplanner.travelinenortheast.info/nexus</a>

# Communication with us

Parents are important to our school and we rely on your support with the education of our students. Where possible we will communicate with you electronically via School Comms. Parents will receive letters and information directly to their own personal email or by text to a mobile phone. If you have not already registered, details regarding how you can do this will be sent out to parents early in the Autumn Term. Copies of our correspondence are also displayed on our website.

Your help can aid in the smooth running of our school in the following ways:

- Check planners regularly, read and sign these each week
- Please talk to your child about what they are doing in the classroom and their general school life
- If you would like to come into school to discuss any issue please contact the school to arrange an appointment, if this is not possible and the situation is urgent please be aware that staff are busy or may be teaching
- Attend events specific to your child so that you are aware of their progress and opportunities available to them
- If at any point you are unhappy with how the school have dealt with an issue and need to speak to us about it, please do not let your feeling override normal courtesy.

In particular please speak calmly to Year Leaders and teachers or any other member of staff who deals with your concern. When you are patient, calm and polite it will make it easier for them to respond quickly and appropriately to the concern. It is important to remember that we all want the best for your child.

## School meals

The school is committed to promoting a healthy lifestyle and making sensible food choices. In school, we have an excellent catering provision, with a wide choice of food including soups, sandwiches, snacks and full meals. Currently the revised school meal price is £2.15, which will buy a substantial meal. Students can spend more or less than this amount depending on their own food choices. Students have the facility to pre book meals and collect them at the start of their lunchtime. In addition, students can bring in a packed lunch should they prefer to do this.

Students may be eligible for free school meals, if you think this may be the case and your child is not currently receiving them, please contact North Tyneside Council – see useful contact information.

We also have a number of water fountains available throughout the school building, students are encouraged to use these and to replenish their water bottles. To help students drink more water and make more sensible choices, energy drinks are banned. Students with these drinks in school will have them confiscated.

# Illness

In the event that your child is unwell or has an accident this must be reported to a member of staff as soon as possible. Usually students will be taken to the main school office where a trained first aider can take care of them. **Students should not initiate contact with home themselves and arrange for family or friends to collect them.** If students are too ill to remain in school, parents will be contacted and arrangements made for the student to leave the site. Until a parent arrives, students will be taken care of by staff in school.

# Medicines

Before school staff can administer medicines or students self-medicate, school must have written confirmation of this from a parent. There is no legal duty for staff to administer medication; however, those who do so cannot complete this without appropriate consent being completed.

# Medical Information

Should you child have a medical condition please ensure that a health care plan has been completed. This allows school to know how we should react if an issue connected to this were to arise in school. Please contact either Mrs Peach or your Child's Year Leader to discuss this further.

# Child Protection

We are committed to keeping our students safe and have a legal duty to safeguard you child's welfare. Our school policies around safeguarding are constructed in line with guidance given from North Tyneside Local Safeguarding Children's Board. If there is ever a concern that a child is at risk of serious harm, staff will notify the member of staff responsible for safeguarding matters in school. All referrals will be investigated and then a decision will be made, regarding referral of this to social services. In these situations, staff are following the law and must report concerns appropriately.

# Operation Encompass



This is a relatively new project that schools in North Tyneside are part of and is run in partnership with North Tyneside Council and Northumbria Police. The project, aims to support children who are affected by domestic abuse. Witnessing domestic abuse is really distressing for a child or young person, they may, see the abuse, hear it from another room, see a parent's injuries or witness distress afterwards or can be physically hurt trying to stop the abuse. As a result, following any domestic abuse incident being reported to the police, the Police will make contact with Children's Social Care Front Door service who will then communicate relevant and necessary information to nominated school staff. This will ensure that the school is made aware at the earliest possible opportunity and can subsequently provide support to children in a way that means they feel safe and listened to. This information is treated confidentially in school.

# The School Day

## MONDAY, WEDNESDAY, THURSDAY AND FRIDAY

<b>Period</b>	<b>Timing</b>	
	8.25am	Students arrive
Registration/Assembly	8.35 – 8.55	
Lesson 1	8.55 – 9.55	
Lesson 2	9.55-11.00	
<b>Break</b>	11.00-11.15	
Lesson 3	11.15 – 12.20	
<b>Lunch</b>	12.20 – 13.05	
Lesson 4	13.05 – 14.05	
Lesson 5	14.05 – 15.10	
	15.10	End of teaching day

## TUESDAYS

<b>Period</b>	<b>Timing</b>	
	8.25am	Students arrive
Registration/Assembly	8.35 – 8.55	
Lesson 1	8.55 – 9.55	
Lesson 2	9.55-11.00	
<b>Break</b>	11.00-11.15	
Lesson 3	11.15 – 12.20	
<b>Lunch</b>	12.20 – 13.05	
Lesson 4	13.05 – 14.05	
	14.05	End of teaching day

# The Home School Agreement

We want all of our students to be successful and achieve the very best that they can. Education at Longbenton High School is three way partnership between students, their parents and us the school. This involves commitment from all parties to do their best to follow our agreement.

## **The student will do their best to:**

- attend school regularly and on time
- arrive at lessons on time
- bring an appropriate school bag containing all the equipment needed every day (pen, pencil, ruler and planner)
- keep an up to date planner and show it to parents/guardians regularly for signing
- follow the school uniform policy, including general appearance, this includes wearing PE kit, in the appropriate manner
- follow school rules, work hard in class, do all homework set and hand it in on time
- be polite and helpful to others, creating a climate that does not accept any form of bullying behaviour
- try to make school a happy place for all who work in it
- respect the building and keep the school pleasant and tidy, free from litter and graffiti
- behave in a way which allows others to learn and follow the school's BfL code and expectations, including substance misuse and the no smoking policy
- follow the guidelines for the use of the computer network and the internet in school
- follow guidelines for the appropriate use of mobile phones and iPads in school
- inform their family about school by delivering newsletters, reports and other communications
- take pride in and celebrate their achievements and those of the school
- report any concerns they may have to their Form Tutor, Year Leader or teacher
- act responsibly in the community as a representative of the school
- where appropriate, follow all guidelines regarding examination board rules and regulations e.g. plagiarism

## **Parents/Guardians will do their best to:**

- ensure that my/our child attends school regularly, following the school uniform policy, is on time and with the correct equipment
- inform the school of any concerns or problems that may affect my/our child's work or behaviour
- not contact my/our child on their mobile phone during the school day
- support the school rules and policies, such as those relating to uniform, behaviour and homework and reinforce any punishment given by the school in terms of misbehaviour
- encourage my/our child to be polite and helpful to others, creating a climate that does not accept any form of bullying behaviour
- support my/our child in completing homework and other opportunities for learning
- read, check and sign my/our child's student planner
- attend Parents' Evenings, discussions and/or meetings about my/our child's progress
- be respectful in dealings with all school staff



- ensure that my child gets adequate sleep, is well fed and does not have access to drugs, alcohol or other substances
- get to know about my/our child's life at school, e.g. via Parents' Evenings and events
- encourage my/our child to take part in extra-curricular activities and the wider life of the school
- avoid term time holidays
- notify school promptly of any unavoidable absence of my/our child

**The School will do its best to:**

- promote a broad and balanced curriculum to meet the individual needs of all children
- care for your child's safety, happiness and welfare
- encourage students to be polite and helpful to others, creating a climate that does not accept any form of bullying behaviour
- ensure that your child achieves success as a valued member of the school community
- promote high standards of work and behaviour through promoting a partnership between home and school and developing a sense of responsibility
- keep you informed about school activities and achievements through regular newsletters, notices and other lines of communication
- send home regular reports and arrange Parents' Evenings during which your child's progress will be discussed
- set, mark and monitor homework and provide facilities for children to do homework in school
- let parents know about concerns or problems which could affect their child's work
- celebrate achievement and success through school reward systems and public acknowledgment
- be welcoming and offer you opportunities to become involved in the life of the school
- offer you opportunities to develop your own learning and to learn with your child
- ensure that you are fully aware of all school systems and procedures
- be respectful in communication with parents and students
- ensure equality for all

**Signature of Parent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Name: \_\_\_\_\_

**Signature of Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Name : \_\_\_\_\_

**Signature of Headteacher:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# School uniform and PE kit

All students must wear a white shirt, school tie, blazer as well as suitable trousers or a skirt. Trousers and skirts must be black, please note that leggings and jeans are not acceptable. Students must also wear black school shoes, not trainers or canvas equivalents.

School ties are available in four different colours and students should choose the colour they would prefer. On the school website there is also a brochure from Wynsors outlining acceptable footwear.

Emblematic Ltd.		Longbenton High School		LONGBENTON HIGH SCHOOL	
<b>POLO</b> - £13.00		11-12 Yrs <input type="checkbox"/> S 13-14 Yrs <input type="checkbox"/> M 2XS <input type="checkbox"/> L XS <input type="checkbox"/> XL 2XL <input type="checkbox"/>	<b>SHORTS</b> - £10.00		24" <input type="checkbox"/> 30" <input type="checkbox"/> 36" <input type="checkbox"/> 26" <input type="checkbox"/> 32" <input type="checkbox"/> 38" <input type="checkbox"/> 28" <input type="checkbox"/> 34" <input type="checkbox"/> 40" <input type="checkbox"/>
<b>SOCKS</b> £4.00		3-6.5 <input type="checkbox"/> 7-11 <input type="checkbox"/>	<b>HOODIE</b> - £20.00		11-12 Yrs <input type="checkbox"/> S 13-14 Yrs <input type="checkbox"/> M 2XS <input type="checkbox"/> L XS <input type="checkbox"/> XL 2XL <input type="checkbox"/>
<b>LEGGINGS</b> £15.00		9/11 <input type="checkbox"/> M(12) <input type="checkbox"/> 12/13 <input type="checkbox"/> L(14) <input type="checkbox"/> XS(8) <input type="checkbox"/> XL(16) <input type="checkbox"/> S(10) <input type="checkbox"/>	<b>TRACK PANTS</b> £16.00		28/30" (XS) <input type="checkbox"/> 36/38" (L) <input type="checkbox"/> 30/32" (S) <input type="checkbox"/> 40/42" (M) <input type="checkbox"/> 32/34" (M) <input type="checkbox"/> 44/46" (XXL) <input type="checkbox"/>
<b>SPLASH TOP</b> £22.00		11-12 Yrs <input type="checkbox"/> S 13-14 Yrs <input type="checkbox"/> M 2XS <input type="checkbox"/> L XS <input type="checkbox"/> XL 2XL <input type="checkbox"/>	<b>BASELAYER</b> £12.00		11-12 Yrs <input type="checkbox"/> S 13-14 Yrs <input type="checkbox"/> M 2XS <input type="checkbox"/> L XS <input type="checkbox"/> XL 2XL <input type="checkbox"/>
<b>POLO</b> £24.00		28" <input type="checkbox"/> 30" <input type="checkbox"/> 32" <input type="checkbox"/> 34" <input type="checkbox"/> 36" <input type="checkbox"/> 38" <input type="checkbox"/> 40" <input type="checkbox"/> 42" <input type="checkbox"/> 44" <input type="checkbox"/> 46" <input type="checkbox"/>	<b>GIRLS BLAZER</b> £24.00		28" <input type="checkbox"/> 30" <input type="checkbox"/> 32" <input type="checkbox"/> 34" <input type="checkbox"/> 36" <input type="checkbox"/> 38" <input type="checkbox"/> 40" <input type="checkbox"/> 42" <input type="checkbox"/> 44" <input type="checkbox"/> 46" <input type="checkbox"/>
<b>BOYS JUMPER</b> £12.00		XXS <input type="checkbox"/> L <input type="checkbox"/> XS <input type="checkbox"/> XL <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00		XXS <input type="checkbox"/> L <input type="checkbox"/> XS <input type="checkbox"/> XL <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/>
<b>TIE - CLIP ON</b> £4.00		BLUE <input type="checkbox"/> ORANGE <input type="checkbox"/> GREEN <input type="checkbox"/> PURPLE <input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00		XXS <input type="checkbox"/> L <input type="checkbox"/> XS <input type="checkbox"/> XL <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/>
<b>KIT A - BOYS</b> - £25.00	<input type="checkbox"/>	<b>TIE - CLIP ON</b> £4.00	<input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00	<input type="checkbox"/>
<b>POLO SHORTS &amp; SOCKS</b>	<input type="checkbox"/>	<b>TIE - CLIP ON</b> £4.00	<input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00	<input type="checkbox"/>
<b>KIT B - GIRLS</b> - £26.00	<input type="checkbox"/>	<b>TIE - CLIP ON</b> £4.00	<input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00	<input type="checkbox"/>
<b>POLO &amp; LEGGINGS or Trackpants</b>	<input type="checkbox"/>	<b>TIE - CLIP ON</b> £4.00	<input type="checkbox"/>	<b>GIRLS JUMPER</b> £12.00	<input type="checkbox"/>
*PLEASE FILL IN SIZES ABOVE IF KIT REQUIRED*					
Payment Method Card: <input type="checkbox"/> Cash <input type="checkbox"/> Cheque: <input type="checkbox"/> Delivery Method Royal Mail <input type="checkbox"/> First Class <input type="checkbox"/> (not for £1 each item) DPD Courier (€6): <input type="checkbox"/> Collection from Emblematic Shop: <input type="checkbox"/>					
SPECIAL KIT DEALS: KIT A - BOYS - £25.00 <input type="checkbox"/> POLO SHORTS & SOCKS <input type="checkbox"/> KIT B - GIRLS - £26.00 <input type="checkbox"/> POLO & LEGGINGS or Trackpants <input type="checkbox"/>					
Address: _____ Student's Name: _____ Form/Class: _____ Tel: _____ Payer's Name: _____ Payer's Address: _____ Payer's Postcode: _____ Payer's Phone: _____ Payer's Email: _____ Payer's Signature: _____ Payer's Date: _____ Payer's Title: _____ Payer's Occupation: _____ Payer's Company: _____ Payer's Address: _____ Payer's Postcode: _____ Payer's Phone: _____ Payer's Email: _____ Payer's Signature: _____ Payer's Date: _____ Payer's Title: _____ Payer's Occupation: _____ Payer's Company: _____					
ORDER TOTAL (£) <b>£</b> _____ Paying by cheque? Please make cheques payable to 'Emblematic Ltd.'					

Emblematic Ltd.  
 Unit 26, North Tyne Ind. Est.  
 Longbenton  
 Newcastle Upon Tyne  
 NE12 9SZ

Order Online @ Emblematic.co.uk







# Uniform that is not allowed:

- Black jeans or combat trousers
- Leggings
- Polo neck shirts, tee-shirts and shirts with a sports type collar (Shirts must be able to accept a tie)
- Any colour, other than white, for shirts
- Grey trousers
- Brown or any other coloured shoes
- Trainers
- Boots (higher than the normal shoe)
- Baseball caps
- Denim, corduroy, brushed cotton or other standard materials for skirts and trousers
- Jewellery, which includes more than one pair of stud earrings, finger rings, bracelets and necklaces, are not to be worn in Years 7, 8 and 9
- Any piercings other than one pair of stud earrings (including expanders)
- Students in year 7, 8 and 9 should not wear make up
- Long Acrylic painted nails (in the interest of safety and hygiene)
- Extreme hair styles – e.g. hair which is cut particularly short or dyed an unnatural colour.

## School equipment

Students are expected to have the following in school with them for lessons – Bag, Planner, Pen, Pencil and Ruler.

Additional items that are useful are - scientific calculator, protractor and compass.

Please support us by ensuring that your child has the correct uniform and equipment and that they are ready to learn and engage fully in lessons.

## Mobile phones

A real focus for us as a school is always to ensure the very best climate for learning, so that students are fully prepared for lessons and any distraction is eliminated.

- Mobile phones should be **'off and away'** at all times. Any phone seen or heard will be confiscated, regardless of the reason. Students may have their phone with them, but it must remain silent/turned off in their bag.
- Phones that are confiscated will be returned to students at the end of the day in the first instance, although should there be a second occurrence a call will be made home with the requirement for a parent / carer to collect the phone on their child's behalf.
- The restriction is in place at all times while students are on the school site. Phones should be away before students enter the school grounds and not accessed until they have left the site.
- Should students wish to use their phone at the end of the day to contact parents with any concerns or for collection following school based activities, they are asked to use the reception area of the school where phones may be used during this time.

# Assemblies

It is school policy that we have regular assemblies, both in Tutor groups and as a full year group. This is based on a particular theme of the week. Year group assemblies are held in the main hall, once a week. Tutor group assemblies are held in the tutor room and are also once a week.

## Form time activities

Each day we follow a format for registration. In a typical school week, students are involved in a range of the activities on allocated days:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
YEAR 7	Admin/planner check/ Attendance	Skills	Tutor Assembly in tutor room	News and topical issues	Year Group Assembly in Main Hall
YEAR 8	Admin/planner check/ Attendance	Tutor Assembly in tutor room	News and topical issues	Year Group Assembly in Main Hall	Skills
YEAR 9	Admin/planner check/ Attendance	News and topical issues	Year Group Assembly in Main Hall	Skills	Tutor Assembly in tutor room
YEAR 10	Admin/planner check/ Attendance	Year Group Assembly in Main Hall	Skills	News and topical issues	Tutor Assembly in tutor room
YEAR 11	Year Group Assembly in Main Hall	Admin/planner check/ Attendance	Skills	Tutor Assembly in tutor room	News and topical issues

## Attendance

Aim for your child to achieve 100% attendance and good punctuality to give them the very best chance in life. Poor attendance and punctuality can affect overall achievement. Establishing good habits from the start helps children to settle more quickly into new settings and routines.

### WHAT MUST I DO IF MY CHILD IS ABSENT?

- Parents/Carers must telephone on the day if their child is absent before 9am
- Keep school informed and let us know of the return date

Whenever possible, medical and dental appointments should be made outside of the school day. If this is unavoidable then it is expected that your child will be in school either before or after this appointment.

Amendments to the Education Regulations (Pupil Registration) which came into effect from September 2013; they state that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. Therefore, any leave of absence requested for holidays in term time will not be

granted as they seriously disrupt the continuity of your child’s learning. Letters requesting leave of absence should be sent into school outlining the exceptional circumstances that necessitate this absence. These should be marked for the attention of Mrs Short.

Any leave of absence taken without permission will be marked as unauthorised. Under government guidelines, any absence marked as unauthorised can lead to involvement from the Education Placement Service in cases of persistent poor attendance. Please consider that any absence or punctuality problem will seriously disrupt the continuity of learning for your child and will have an impact on their progress, achievement and relationships in school.

We monitor attendance and categorise students using the information below:

<b>ATTENDANCE CATEGORY</b>	<b>ATTENDANCE PERCENTAGE</b>	<b>COLOUR CODING</b>
<b>Excellent</b>	98-100%	
<b>Good</b>	95 - 97.9%	
<b>Cause for Concern</b>	90.5– 94.9%	
<b>Persistently Absent</b>	90% and below	

## **Punctuality**

Being punctual to school is vital. Lateness can have a huge effect on learning and progress. Students who are late to school will complete a lunchtime detention that day. This will last for 15 minutes. If further punctuality problems persist students may be placed onto report, or be involved in additional mentoring/interventions or require parents to attend school for a formal meeting, to bring about an improvement to the situation.

### **ARE YOU HEADING FOR THE DANGER ZONE?**

- 5 minutes late each day 3 days lost
- 10 minutes late each day 6.5 days lost
- 15 minutes late each day 10 days lost
- 20 minutes late each day 13 days lost
- 30 minutes late each day 19 days lost

# Behaviour For Learning

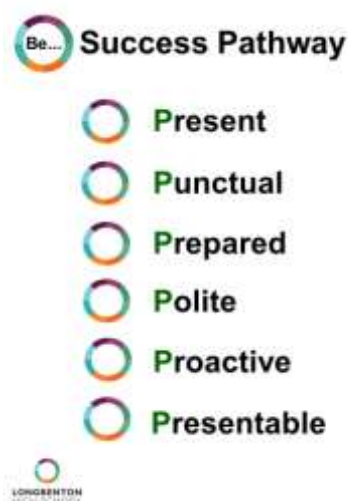
The staff of the School are committed to ensuring that their classrooms are places in which students want and are able to learn. Likewise, we expect students everywhere across the school to show respect to others and their environment. In order to achieve this we shall promote behaviour for learning. This involves praising and rewarding students for making a positive contribution to lessons and school life in general. It also involves students accepting the consequences of any wrong behaviour. Consequences will be set at a level appropriate to the misdemeanour committed by the students. Students will be aware of what is expected of them and how the system of praise and consequences will be administered.

At Longbenton High School we want to recognise and celebrate our student's hard work and achievement. Parents are integral to this process and we feel that they need to be involved in day-to-day successes as well as major achievements throughout the year involving their children. Regular praise and rewards are considered to be vital for effective motivation and success of individuals. This is at the core of our school ethos. The rewards system is centralised in order that all students are treated fairly and consistently.

**The full behaviour for learning Policy is available to view on the school website.**

Ultimately, we encourage our students

to follow our success pathway:



Students who consistently follow these guidelines

will be recognised and can expect to be considered

for various rewards:



All behaviour has a consequence, be that positive or negative.

While we want to focus on rewarding students,

unacceptable behaviour will not be tolerated in school.

In the instance of unacceptable behaviour in the classroom

students will follow the behaviour pathway.

## Behaviour Pathway

New lesson, New start



**Warning**



**Call Back**



**Remove**



**Detention**



**Isolation**



### **WARNING**

1<sup>st</sup> incident - verbal warning

2<sup>nd</sup> incident - written warning

### **CALL BACK**

3<sup>rd</sup> incident - CALL BACK to the teacher for a 10 minute CONVERSATION

### **REMOVE**

any further issues in a lesson result in the student being removed to another classroom

### **DETENTION**

Behaviour DETENTION for 30 minutes after school  
Homework DETENTION for 30 minutes after school  
Punctuality DETENTION for 15 minutes at lunchtime

### **ISOLATION**

situation that results in a day in ISOLATION

Should the situation not be resolved or there has been a serious breach of school rules then either an **INTERNAL** or **A FIXED TERM EXCLUSION** may be considered.

On occasions where students are either isolated or excluded, they will work in our Behaviour Support Unit. This involves keeping students in school, but isolating them from their peers. When in this situation, students will usually complete work set by their teachers that they would have normally completed during their lesson.

# Starting in Year 11

## Year 11 curriculum

Students will continue to follow the curriculum from Year 10 in Year 11. They will complete all curriculum content in time for the formal examinations in the summer. Mock exams will be held towards the end of each term in order to formally assess student progress.

All students will study the following core subjects:

- English
- Maths
- Science (most students complete dual award science with one Triple science class)

Students will also continue to study four of the following option subjects.

- Art and Design
- CACHE
- Drama
- French
- Food Studies
- Geography
- GCSE or BTEC PE
- History
- Music
- Drama
- Religious Studies
- Design Technology
- ICT
- Computer Studies
- GCSE or BTEC Business Studies

## Year 11 Assessment

Following changes by the government, all students in year 11 will be assessed using a new grading system in the majority of their subjects. This system is known as 9-1. 9 is the highest grade, 1 is the lowest. This is with the exception of CACHE which is graded A\*-D and BTEC subjects which are graded pass, merit, distinction and distinction plus.

Almost all subjects are assessed by exam at the end of Y11 although there are some qualifications where students will be expected to complete some form of non-examined assessment (NEA). If you would like a more detailed breakdown of how each of your child's GCSEs are assessed, please contact Mrs McPherson.

All year 11 students will be regularly assessed to monitor their progress. This will take the form of assessment in class, end of unit assessments and Y11 mock exams as well as their formal GCSE exams at the end of year 11 (see key dates below).



# Key dates for the year group

Thursday 11 October – Y11 parents' information evening

Tuesday 23 October – Maths mock, paper 1 (1)

Tuesday 6 November – English Language mock 1 (1)

Tuesday 13 November – English Language mock 2 (1)

Tuesday 20 November – Maths mock, paper 2 (1)

Thursday 22 November – Maths mock, paper 3 (1)

Friday 23 November – Science mock (1)

Fortnight beginning Monday 26 November – Y11 mock exams (1)

Thursday 24 January – Y11 parents' evening

Tuesday 29 January – Maths mock, paper 1 (2)

Thursday 31 January – Post 16 Open Evening

Tuesday 5 February – English Literature mock (2)

Tuesday 12 February – Maths mock, paper 2 (2)

Tuesday 26 February – English Language mock, paper 1 (2)

Tuesday 5 March – Maths mock, paper 3 (2)

Tuesday 12 March – English Language mock, paper 2 (2)

Tuesday 19 March – Science mock (2)

Tuesday 26 March – English Literature mock, paper 2 (2)

Monday 13 May – Wednesday 26 June – GCSE written exam period

Friday 5 July – Y11 leavers prom

Thursday 22 August – GCSE Results Day

# Homework Programme

Homework will be set regularly in all option subjects as well as English, maths and science. In some subjects, such as maths, this will take the form of regular tasks to consolidate work in lessons. Other departments may expect the students to complete project work over a longer time period. Students should also be incorporating revision into their homework schedule in preparation for their GCSEs.

## Extra Curricular Activities and Revision Sessions

MEMBER OF STAFF	CLUB/ACTIVITY	YEAR GROUP	DAY	WEEK	TIME (LUNCHTIME / AFTER SCHOOL)	LOCATION
JF / MM	GCSE Geography revision session	11	Monday	1 & 2	Lunchtime	EX02 / 04
JY	GCSE Art booster session	11	Monday	1 & 2	Lunchtime	CR05
LS / ALP	GCSE History revision session	11	Monday	1 & 2	After school	EX05 / 07
CW	iMedia booster session	11	Monday	1 & 2	After school	EV12
AMG	Drama Portfolio Drop In	10 & 11	Wed, Thurs, Fri (wk1) Mon (wk2)	1 & 2	Lunchtime	CM15
AMG	Drama Practical Rehearsal	11	Mon (wk1), Wed, Thurs (wk2)	1 & 2	After school	PF02
JL	Filmmaking Club	10 & 11	Monday and Friday	1 & 2	Lunchtime (Fri) and After school (Mon)	TBC
RCO	Girls' rugby	All	Monday	1	After school	Field
JFM/BJO/ JWY/GS	STEM Club	All	Monday	1 & 2	After school	Varies (CR08)
EH/NS	GCSE Maths Drop in	11	Tuesday	1 & 2	Lunchtime	EV15/16
GS	Chess Club (KS4)	KS4	Tuesday	1 & 2	Lunchtime	EV18
LL	Curious Debate Club	All	Tuesday	1 & 2	Lunchtime	EX00
RT/GBE	Table Tennis KS3	KS4	Tuesday	1 & 2	Lunchtime	Studio
LK/MJT	Homework Club	All	Tuesday	1 & 2	After school	CM14
Science staff	GCSE Science revision session	11	Wednesday	1 & 2	Lunchtime	Science

MCH / BJO / RNS	GCSE DT booster session	11	Wednesday	1 & 2	Lunchtime	CR01
PKE	Guitar Legends	All	Wednesday	1 & 2	Lunchtime	PF11
RT/GKM	Badminton	KS4	Wednesday	1 & 2	Lunchtime	Sports Hall
RT	Practical 'booster' GCSE PE	KS4	Wednesday	1 & 2	After school	Studio
CW	GCSE Computer Science booster session	11	Wednesday	1 & 2	After school	EV12
MH / PKE	GCSE Music booster session	11	Wednesday	1 & 2	After school	PF12
LL / CLE	GCSE RS revision session	11	Wednesday	1 & 2	After school	EX00 / 01
NS	Badminton	All	Wednesday	1 & 2	After school	Sports Hall
MH	Junior Choir	All	Thursday	1 & 2	Lunchtime	PF12
English staff	GCSE English revision session	11	Thursday	1 & 2	Lunchtime	English dept
LH	LGBTQ+ drop in	All	Thursday	2	Lunchtime	CM15
RCO/GBE	GCSE PE theory 'booster'	KS4	Thursday	1 & 2	Lunchtime	EX06
JDU	BTEC Sport 'booster'	KS4	Thursday	1 & 2	After school	LRC
RCO	Netball	KS4	Thursday	1 & 2	After school	MUGA/SH
VS / HK	CACHE booster session	11	Thursday	1 & 2	After school	DS15
MH / PKE	GCSE Music booster session	11	Thursday	1 & 2	After school	PF12
DB	GCSE French revision session	11	Thursday	1 & 2	After school	CM13
SN	GCSE Spanish revision session	11	Thursday	1 & 2	After school	CM12
AT	GCSE Business Studies booster session	11	Friday	1 & 2	Lunchtime	EV14
GB	BTEC Business Studies booster session	11	Friday	1 & 2	Lunchtime	EV11
RB/RCK	Creative Writing Club	All	Friday	2	Lunchtime	CM17
JDU	Basketball	KS4	Friday	1 & 2	Lunchtime	Sports Hall
NMC	GCSE Food booster session	11	Friday	1 & 2	After school	CR01
JDU	Volleyball	All	Friday	1 & 2	After school	Sports Hall
MH	Senior Choir	By invite	Friday	1 & 2	After school	PF12
NS	Surf club (only up until October half term and from Easter)	All	Friday	2	After school	EV16

# Acting lessons

In addition to the timetabled classroom drama lessons that some students have in year 11, we additionally offer private acting lessons with a visiting specialist LAMDA practitioner who teaches students on a one-to-one or paired basis. Students use these acting lessons to work towards LAMDA acting performance exams; these are recognised qualifications which not only help structure the tuition but also help to build confidence and self-esteem within a student. This is an excellent opportunity for students who are passionate about performing to gain additional tuition and develop their skills beyond the classroom.

As with the instrumental lessons, Miss Rea visits the school on a weekly basis and delivers 30 minute lessons which take place during the school day. Lessons are timetabled on a carousel system so that students do not miss the same classroom lesson each week. Places on the timetable are awarded on a first come first served basis; if we become over-subscribed we will operate a waiting list system.

The payment of lessons is managed directly between Miss Rea and parents/carers. Lessons are paid for in monthly or half termly blocks. Lesson costs are subject to review at the start of the new academic year; the current lesson prices are outlined below:

	<b>Individual weekly lesson cost</b>	<b>Paired weekly lesson cost (per student)</b>
Acting Lessons	£13.00	£7.00

# Instrumental lessons

All students have the opportunity to take instrumental lessons whilst at Longbenton High School.

We have a team of talented visiting instrumental teachers who offer weekly lessons on the following instruments:

Singing	Piano/Keyboard
Guitar/Ukulele/Bass Guitar	Upper Strings (Violin/Viola)
Drum Kit	Brass (Trumpet/Trombone/French Horn)
Woodwind (Flute/Clarinet/Saxophone)	

Students may have had instrumental lessons at primary school and wish to continue at high school or may see this as an opportunity to try something new. Taking instrumental lessons supports the learning that takes place in the classroom music lessons that all students have in year 7 and 8 but is also proven to have many additional benefits to learning in general including the improvement of coordination, mathematical skills (associated with rhythm and counting) and memory. Students also commonly find their confidence increases and they develop team work skills through performing with others.

Instrumental lessons take place during the school day; students come out of their classroom lessons to attend their instrumental lessons. Instrumental lessons are timetabled on a carousel system so that students do not miss the same lesson each week. Places on the timetable are awarded on a first come first served basis; if an instrument becomes over-subscribed we will operate a waiting list system.

Payment of instrumental lessons is managed directly between the visiting teacher and parents/carers. Students can either have individual weekly lessons or paired lessons with another student. We also try to accommodate small group lessons where possible. Lessons are paid for in monthly or half termly blocks. Lesson costs are subject to review at the start of the new academic year; the current teachers and lesson prices are outlined below:

<b>Instrument</b>	<b>Teacher Name</b>	<b>Individual weekly lesson cost</b>	<b>Paired weekly lesson cost (per student)</b>
Singing	Mrs Nikki Cunnigham	£13.00	£7.00
Guitars	Mr Joel Bryne-McCullough	£12.50	£7.00
Drum Kit	Mr David Lourie	£15.00	£7.50
Piano/Keyboard	Mrs Irina Gill	£15.95	£9.50
Upper Strings	Mrs Liz Clarke	£15.00	£7.50
Brass	Miss Abigail Brierley	£12.00	£6.00
Woodwind	Mrs Sue Belshaw	£15.95	£9.50

Please email Miss Houlton ([mh@lblearning.com](mailto:mh@lblearning.com)) if you require any additional information.

# Term dates 2018-19

## Autumn term

Tuesday 4 September – Friday 26 October

Monday 5 November – Friday 21 December

## Spring term

Monday 7 January – Friday 15 February

Monday 25 February – Thursday 5 April

## Summer term

Wednesday 24 April – Friday 24 May

Monday 3 June – Friday 19 July

## Staff training days

Monday 3 September

Friday 5 October

Monday 23 April

**...EVOLVE  
CREATE  
DISCOVER  
PERFORM  
ACHIEVE**

**Contact us...**

Hailsham Avenue, Longbenton, Newcastle upon Tyne, NE12 8ER

**Telephone** 0191 218 9500

**Fax** 0191 270 6760

**Email** [lhs@lblearning.com](mailto:lhs@lblearning.com)

**[www.longbenton.org.uk](http://www.longbenton.org.uk)**