

# Welcome to HaileyburyTurnford



## **An Information Guide for Parents and Students**

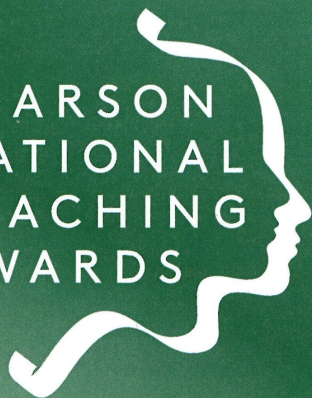
**Year 9**

Mill Lane  
Cheshunt  
Hertfordshire  
EN8 0JU  
01992 308333

AMBITION • PRIDE • SUCCESS



PEARSON  
NATIONAL  
TEACHING  
AWARDS



CONGRATULATIONS

NOMINEE  
CERTIFICATE

Celebrating  
excellence in  
education  
across the UK

Thank you  
for making  
a difference

**'The work of  
teachers has unique  
outcomes for the  
health, wealth and  
welfare of every  
single person in  
this country. As a  
nation, we should be  
fantastically proud  
of them'**

Lord David Puttnam CBE  
Founder  
The Teaching Awards Trust

Haileybury Turnford

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Haileybury Turnford

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The 2021 Award for Making a Difference -  
Secondary School of the Year

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Michael Morpurgo  
President

Sharon Haigh  
Chair of judging panel



## Welcome from the Principal



Dear Families

Welcome to Haileybury Turnford. Our vision is to be the best school we can be, developing every aspect of our students to ensure that they can thrive, flourish, enjoy school and feel success. We are delighted that your child will be joining our Haileybury Turnford community in September and hope they are excited about their time ahead at secondary school despite the current uncertainties associated with COVID-19 affecting us all.

We believe that excellent teaching, academic success, the best pastoral care and enriching co-curricular opportunities are the hallmarks of an excellent school. By drawing on Haileybury's 150 years of outstanding achievement, combined with Turnford's strong sense of community, we aim to create an exceptional school environment for our students. Since working with Haileybury, our students have benefited in very many ways and these opportunities will continue to increase.

- We use Haileybury's facilities, including climbing wall and swimming pool
- Some of our Year 7 students will continue to participate in masterclasses with Year 7 students from Haileybury
- Our annual carol service for Year 7 and Year 8 students is held at Haileybury's chapel
- Our Year 10 and Year 11 Cadets have weekly training with Haileybury Cadets
- Some of our Year 11 and sixth form scientists have sessions with Haileybury science staff to provide additional specialist teaching in biology, chemistry and physics
- Haileybury staff work with our Year 11 students to support their GCSE preparations
- Haileybury holds sessions for our Year 12 students to support them with applying to competitive universities
- Haileybury provides support for Year 13 students applying for medicine, dentistry or veterinary science including Cambridge and Oxford

At Haileybury Turnford we expect our students to show kindness and respect to each other and for this respect to extend to all adults in our school. We expect all members of our school community to do everything with pride and ambition. We recognise that our success is dependent on a good and strong partnership with the parents and carers of our students, and we therefore look forward to working with you to provide your children with the best possible preparation for their adult life.

If parents and carers have a query about any aspect of your child's education please contact us at the earliest opportunity. We are here to help.

With my best wishes

**Robin Newman**  
Principal



## Safeguarding at Haileybury Turnford

Haileybury Turnford is fully committed to safeguarding and promoting the welfare of all our students and young people and expect all staff, volunteers and visitors to share this commitment.

On occasion, a student may disclose information of a sensitive nature to a member of staff or an adult. When this happens, they must listen and explain clearly and calmly that information about their safety may mean other people have to be informed in order to support and safeguard them. They cannot promise to keep such information confidential.

When a member of staff, volunteer or visitor has any child protection or welfare concerns about a student, they have a duty to report these concerns to the designated teacher in the school.

If you have any concerns about a child's welfare, please contact a member of the Safeguarding Team.



Deputy Designated Safeguarding Lead  
Mr R Newman (Principal)



Designated Safeguarding Lead  
Mrs M Goodes (Vice Principal)



Deputy Designated Safeguarding Lead  
Mrs V Elliott (Child Protection Lead and Intervention Co-ordinator)



Deputy Designated Safeguarding Lead  
Miss D Newman (Assistant Principal)



Deputy Designated Safeguarding Lead  
Mr B Walsh (Assistant Principal)



Deputy Designated Safeguarding Lead  
Mrs N Shivalkar (Assistant Principal)



Nominated Governor for Child Protection  
Mr R Matcham (Chair of Governors)



Nominated Governor for Child Protection  
Dr L Pugsley (Member of Governing Body)





## Pastoral Care

### Tutor

In each year group, students are divided into mixed ability forms, who are looked after by a tutor. It is the role of the tutors to get to know individual members of their tutor group and to consult with other staff about their welfare as well as academic progress and behaviour. If you have any concerns or worries, the tutor should be the first point of contact. Contact details are available on the school website.

### Year Achievement Coordinator and Assistant Year Achievement Coordinator

The Year Achievement Coordinator will oversee your child's welfare and academic progress. Each year group has a designated Year Achievement Coordinator who is responsible for tracking and monitoring progress as well as behaviour. Parents' Evening will enable you to meet with your child's individual subject teachers. Appointments for Parents' Evening are made via the online parents booking system <https://haileyburyturnford.parentseveningsystem.co.uk/>

#### Year Achievement Coordinator



Mr Barrett

BarrettM@haileyburyturnford.com  
Ext. 309

#### Assistant Year Achievement Coordinator



Mrs Carter

CarterV@haileyburyturnford.com  
Ext. 352

#### Assistant Principal



Mr Walsh

WalshB@haileyburyturnford.com  
Ext. 203

### Communication and Contact

You are always welcome to make an appointment to see specific members of staff if required. Similarly, staff may wish to contact you about your child should they have a query or concern. As a school, we try to address issues as they arise; so please do not hesitate to contact the school should you have a concern. Staff contact details can be found via the following link <http://www.haileyburyturnford.com/contact-us/staff/>

Appointments can be made by telephone, email or letter. You are required to make an appointment with staff as teaching staff are not available to see parents for impromptu visits due to their teaching commitments.

As a school we aim to return your call or email within 24 hours (during term time only). However please respect the fact that staff may genuinely be absent from school or not available to return your call or email straight away, but will endeavour to return your call at their earliest convenience. We are keen to listen to your suggestions in order to continue to improve all aspects of communications with you.

### Contact details for Parents/Carers

Please can you ensure that we are made aware of any change of addresses or telephone numbers for students. It is vital that we are able to contact parents/carers should the matter arise. Please contact Mrs R Davey on 01992 3083333 ext. 236 if we need to be informed of any change to your contact details.

[DaveyR@haileyburyturnford.com](mailto:DaveyR@haileyburyturnford.com)



## Our School Values

At Haileybury Turnford we expect and enable our students to be **Ready, Respectful and Safe**.

| READY   | RESPECTFUL   | SAFE   |
|---|--|--|
| <ul style="list-style-type: none"><li>• Full school uniform, worn properly</li><li>• Attend on time with all equipment including Planner</li><li>• No gum, fluid or food other than water</li><li>• All headphones, phones and other electronic equipment out of sight and switched off</li></ul> | <ul style="list-style-type: none"><li>• Do as you are asked by all members of staff</li><li>• Listen to others, use appropriate language and a polite tone</li><li>• Look after each other, the building, displays and equipment</li></ul> | <ul style="list-style-type: none"><li>• Follow rules and routines for health and safety</li><li>• Keep hands, feet, objects and personal comments to yourself</li><li>• Be in the right place, in the right time and not in unsupervised areas</li></ul> |

The staff and governors of Haileybury Turnford believe that students are entitled to an education of the highest quality which is relevant and challenging; set in a safe, secure and nurturing environment.

We aim to promote positive behaviour and early intervention to support students in their learning. We believe a whole school positive behaviour management approach is essential for effective teaching and learning. At Haileybury Turnford our aim is to create a learning community where:

- we all have the right to learn and work in a safe environment and to be treated fairly with respect; we are all responsible for supporting the rights of others and ourselves;
- we should create a climate where everyone can learn and achieve;
- rewards and sanctions should be used to help us to take responsibility for our mistakes and support us to make the right choices in future;
- it is our collective responsibility to build confidence among children to show empathy and understanding;
- we have clear and agreed methods of reporting and responding to incidents of both positive and negative behaviour.

“The school’s work to promote pupils’ personal development and welfare is good”

(Ofsted, 2018)





# THE HT STUDENT

## Creative

Connect and apply their knowledge to create ideas

Think creatively to reframe and solve problems

## Adaptable

Connect and apply knowledge and information as needed

Show resilience

## Kind

Know right from wrong

Behave with integrity and honesty

Seek to help and support others

## Independent

Face and overcome challenges

Have the skills and knowledge to manage everyday life independently

## Healthy

Manage and support physical and mental health and wellbeing

Know how to keep safe and seek help

Take part in regular exercise

## Inclusive

Consider others and the impact of actions on them

Respect others and the diverse community we live in

## Ethical

Understand their responsibilities and rights

Consider the impact of actions when making choices

Consider their role in sustaining the environment and planet

## Team players

Lead and play different roles

Work together collaboratively

Give their energy and time to help others

## Ambitious

Set high standards and aspirations

Create strong visions and goals for their future

## Enterprising

Identify and grasp opportunities

Take measured risks

Plan, develop and finish projects

Express their ideas through different media

# The Learning Journey



# Haileybury Turnford Home-School Agreement

The aim of this Home-School Agreement is to establish a partnership between Haileybury Turnford, parents/carers and students so that we can work together to ensure students fulfil their academic aspirations and develop good character in accordance with the school's ethos, values and vision.

## Agreement for the Parent or Carer

I will make sure my child is ready for school by:

- Ensuring my child attends school regularly and at the required time and is wearing the correct school uniform.
- Support the school policies including the Rewards, Behaviour and Discipline Policy.
- Request time off in advance for my child if he/she needs to be absent from school.
- Inform the school by text, email or telephone on the first day of absence giving the reason for my child's absence.
- Making certain my child has a school bag including the following correct equipment (2 pens, a pencil, a ruler, a rubber, a sharpener, all maths equipment including a calculator, and a refillable water bottle and PE kit.
- Make certain my child brings a suitable reading book to school each day.
- Attend meetings with relevant members of staff to support my child.
- Encourage positive attitudes towards school, learning and homework.
- Keep up to date with information about how you can support your child, including using the Class Charts App.
- Support my child with completing set homework and promote additional reading at home.
- Talk to my child about the internet sites they use and report any concerns using the Child Exploitation Online Protection (CEOP) button on the HT website.
- Make early contact with the school on any matters affecting my child's progress, welfare or behaviour, including any medical conditions.
- Ensure that if my child rides a bicycle to school, he/she rides it safely, it is well maintained and that my child wears a cycle helmet.
- Keep the school informed about changes to my contact details.

Signed (Parent/Carer): \_\_\_\_\_





## Agreement for Students

- I will make sure I am on time to school each day and will be ready to learn in correct school uniform and have the correct equipment.
- Work to the best of my ability and be proud of my achievements.
- On the way to and from school I will not do anything to bring the school into disrepute and will be considerate and polite to members of the community.
- I will make sure I am polite, considerate and respectful to all staff, visitors and other students within the school.
- I will follow staff instructions at all times. I will follow all of the rules, guidance and expectations about health and safety.
- When in lessons I will be ready to learn, engage in all activities and try my best.
- I will not disrupt the lessons and if I do not understand an instruction or information, I will ask a teacher.
- Behave responsibly and appropriately when using social networking sites, the internet and websites, reporting any concerns via the CEOP button.
- Pay attention to road safety on my way to and from school, ensuring that if I ride a bicycle to school, I ride it safely and wear a cycle helmet.
- Ensure my mobile phone and other electronic devices are switched off and out of sight.
- I will look after the school environment and keep it litter free.

Signed (Student): \_\_\_\_\_

## Agreement for the School

Haileybury Turnford staff agree to:

- Be calm and consistent, treat your child fairly, care for and nurture them, promoting their well-being.
- Help your child to develop a sense of responsibility and be considerate of others.
- Encourage, reward and celebrate when students go above and beyond.
- Ensure your child is well taught and provided with clear feedback to secure good progress.
- Keep you well informed about:
  - Your child's academic progress and achievements,
  - Any concerns about your child's work, behaviour or relationships,
  - Take prompt action when we are concerned about attendance and/or unauthorised absence,
  - School events and general school matters.
- Provide appropriate guidance to enable your child to fulfil their potential and to make informed choices at each stage of their learning.
- Encourage and insist on high standards of behaviour, good manners and consideration for others.
- Provide a broad range of subjects and a variety of co-curricular activities.
- Take reasonable steps to ensure that all students are safe and secure.

Signed: (Principal): \_\_\_\_\_



# Safe behaviour for learning: Responsible Internet Use at Haileybury Turnford

## Rules for students

The school computer system provides Internet access to students and staff. This 'ICT User Agreement' will help protect students and the school by clearly stating what is acceptable and what is not.

- Access must only be made via the user's authorised account and password, which must not be given to any other person.
- School computer and Internet use must be appropriate to the student's education.
- Copyright and intellectual property rights must be respected.
- Users are responsible for email they send and for contacts made.
- Email should be written carefully and politely, as messages may be forwarded. Email is best regarded as public property.
- Anonymous messages and chain letters must not be sent.
- Use of public chat rooms and social media is not permitted.
- The school ICT systems may not be used for private purposes, unless the Principal has given prior consent for that purpose.
- Use for personal financial gain, gambling, political or advertising is forbidden.
- The security of the school ICT systems must not be compromised, whether owned by the school, or by other organisations or individuals.
- Irresponsible use may result in the loss of internet access.
- Cyber bullying will result in suspension of account and possible further action by the school.

The school may exercise its right by electronic means to monitor the use of the school's computer systems, including the monitoring of websites, the interception of emails and the deletion of inappropriate materials in circumstances where it believes unauthorised use of the school's computer system is or may not be taking place, or the systems is or may be being used for criminal purposes or for storing text or imagery which is unauthorised and unlawful.

Please ensure your child has read and understood the terms of conditions of Internet use at Haileybury Turnford. Within the induction pack you will find a form for your child to sign as acceptance of the above.





# Ready, Respectful and Safe

## Conduct Cards

All students are expected to be **Ready, Respectful and Safe**. This card is used to record any times when a student is not **Ready, Respectful or Safe** outside of lessons. This can include uniform infringements, such as having an untucked shirt, wearing jewellery or wearing trainers without a valid reason and permission. Out of lesson infringements can be recorded by any member of staff. Six infringements in any one term will result in a one hour payback. If your child were to reach 18 conduct points we will organise a school based meeting to discuss concerns and ask you to work with us to support your child in being **Ready** for School, **Respectful** to all staff and other students and in ensuring they are always acting in a **Safe** way – they should aim to have no conduct points at the end of the term. Students can also receive Achievement points for going above and beyond in showing they are **Ready, Respectful and Safe**. For example a student who is polite and courteous and cooperative with others can receive a Achievement Point.

## Achievement System

Your child will earn one Achievement Point for every time they exceed our minimum standards of being **Ready, Respectful and Safe**.

|            | Detail   |
|------------|--|
| Ready      | Consistently go <b>above</b> the expectations of members of staff, demonstrating the <b>Haileybury Turnford Habits</b> , during the lesson.                |
| Respectful | Demonstrate a <b>positive attitude</b> towards others, demonstrating strong <b>citizenship</b> qualities.  |
| Ready      | Attend a <b>co-curricular</b> activity for its duration.   |
| Respectful | <b>Represent</b> the school <b>positively</b> in an external event e.g. sporting fixture, art display, and charity event.                                  |
| Respectful | <b>Commit &amp; achieve</b> in any personal aspect outside of school.<br>For example taking part in a charity event or representing the school positively. |



## Behaviour and Discipline: Ready, Respectful and Safe

We have high expectations as a school and expect every student to follow and maintain these expectations to ensure every child is valued and is able to achieve their potential and learn in an orderly and secure environment.

### Behaviour Points System

The behaviour card system is used consistently across all subjects by staff. The purpose of the system is to ensure your child succeeds at Haileybury Turnford. Failure to meet these expectations could result in the following:

| Ready, Respectful and Safe         |   |
|------------------------------------|---|
| Ready<br>Respectful<br>and<br>Safe | <p>Our core expectations of all students:</p> <p><b>Ready:</b> I will make sure I am ready by:</p> <ul style="list-style-type: none"> <li>• Wearing the full school uniform properly</li> <li>• Attending on time with all equipment including planner</li> <li>• No gum chewing or having any other fluid, or food, other than water in lessons</li> <li>• Making sure all headphones, phones and other electronic equipment are out of sight and switched off</li> </ul> <p><b>Respectful:</b> I will make sure I am respectful by:</p> <ul style="list-style-type: none"> <li>• Doing as asked by all members of staff</li> <li>• Listening to others, using appropriate language with a polite tone</li> <li>• Looking after each other, the building, displays and equipment</li> </ul> <p><b>Safe:</b> I will make sure I am safe by:</p> <ul style="list-style-type: none"> <li>• Following rules and routines for health and safety</li> <li>• Keeping hands, feet, objects and personal comments to yourself</li> <li>• Being in the right place, in the right time and not in unsupervised areas</li> </ul> |
| 1 <sup>st</sup> Yellow Card        | <p>1st Yellow Card 1 Point</p> <p>This means that your teacher has already tried to encourage you to make the right choice after verbally reminding you to be <b>Ready, Respectful and Safe</b>. Your Teacher and Form Tutor will follow up this issue with you.</p>  |
| 2 <sup>nd</sup> Yellow Card        | <p>2nd Yellow Card 2 Points</p> <p>You are not following our expectations of being <b>Ready, Respectful or Safe</b> and as a result you will be sent to work in another classroom. You will receive a Payback at break or the end of the day to discuss an action plan and resolve the issue. Your Form Tutor will follow up this issue with you.</p> <p>Your Parent/Carer will be informed about your behaviour.<br/>If you continue to receive Yellow Cards you will receive a Faculty or Subject Leader Payback.</p>   |
| Red Card                           | <p>Red Card 6 Points</p> <p>You will be given a Red Card if there is a one off serious behaviour incident where you have not followed our expectations of being <b>Ready, Respectful or Safe</b>—for example fighting or making racist comments. You will be removed by a staff member and taken to the Isolation Room. You will work in silence until your Resolve meeting. A Resolve meeting will be held at the earliest opportunity. Your Parent/Carer will be informed.</p>  |



## Praise and Recognition: Going Above and Beyond

Our praise and recognition system is designed to celebrate the success of all our students. It is underpinned by the belief that continual praise of each student's personal best behaviour and attitude to work is fundamental to establishing and reinforcing appropriate behaviour and work patterns.

Verbal praise, telephone calls home and positive postcards are used routinely to create and reinforce positive relationships at all times. They are recorded by the teacher on Class Charts.

The number of Achievement Points received by students is monitored by the Form Tutor, Year Achievement Coordinator and Assistant Year Achievement Coordinator. Individual progress is reviewed weekly and used as a basis for discussion and further achievement.

Every term, students will attend academic, community and sports awards celebratory assemblies.

Specific student rewards include:

### Principal's Award

The Principal's Award is given each month to one student from each year who is nominated by their Year Achievement Coordinator for outstanding personal achievement or outstanding contribution to the school community.

### Principal's Book

Students are nominated by their subject teacher and invited to go along to the Principal's Office to show their excellent piece of work. The Principal then asks them to sign the Principal's Book and a mention is made in HT News, which is published twice each half-term.



### Haileybury Turnford Award – KS3

Every time a student is awarded an achievement point in school they are working towards the achievement of the HT Award. The HT Award is our opportunity to recognise a student's diligence, effort and commitment to our school and to their studies.

The HT Award has 4 categories of success linked to the total achievement points received in lesson as well as contributions made in our school and/or in our local community.

### How does the HT Award work?

The HT Award has 5 categories:

- Bronze badge (achieved when 250 points are reached)
- Silver badge (achieved when 450 points are reached)
- Gold badge (achieved when 850 points are reached as well as 1 recognised activity to the school e.g. representing the school in a sports fixture for example)
- Platinum Cup (achieved when 1,250 points are reached as well as 2 recognised services to the school acknowledged by the Assistant Principal and Year Achievement Co-ordinator as meriting outstanding contribution to the core values of our school: Ambition, Pride, Success)
- HT Character badge (achieved when 1,600 points are reached as well as 4 recognised services to the school acknowledged by the Principal as meriting outstanding contribution to the core values of the school. A student will need to apply for the HT Character badge once they have crossed the 1,600 point threshold outlining their services to the school in KS3 and why they should be awarded it. The student will also meet with the Principal to discuss their impact and contribution to the school.)



Once a student has achieved the necessary criteria they will be awarded with their respective badge and certificate in their assembly. Students will also receive a positive phone call home when the badges are awarded. Positive phone calls could come from their Form Tutor, Year Achievement Co-ordinator, Assistant Principal or





Vice Principal. The HT Character Badge will be awarded by the Principal and phone call made directly from him.

Students and parents will also receive notification via their Class Charts app once they have crossed the threshold for each award.

#### Is it possible to achieve these point totals?

The HT Award is a recognition system that students will work towards throughout KS3 (Year 7-9). This means students will carry their achievement points over from year to year. Every student has the ability to earn these achievement points over the three year period, and clearly the Gold badge, Platinum Cup and HT Character badge require a special level of commitment to our school and local community above and beyond receiving classroom based achievement points.



#### How often are the award badges given out?

HT badges will be given out every half-term when updated totals on achievement are calculated. Did you know that you can check your points total on Class Charts and that parents will be notified by the Class Charts app when thresholds are achieved?

#### Do negative behaviour points count?

No – any student's negative behaviour points will not impact on their receiving of the award. Only positive behaviour points are considered in the HT award i.e. negative behaviour points do not reduce achievement points.

#### Do students get any recognition for good attendance?

Yes – every half term those students with 96% attendance will receive an additional 25 achievement points. Those students with 100% attendance each term will receive a 100% attendance badge. This means a student each year could get 150 achievement points from good attendance alone.

#### Achievement Points

Students receive Achievement and House Points from staff for school learning, homework, community and co-curricular contributions. The total of House Points are calculated on a monthly basis and they feed in to the annual House Competition.

#### Students of the Week

One student will be nominated from each year House and congratulated in their Year Group assembly and HT News. Students are nominated for going above and beyond the normal expectations.

#### Phone calls home

Each week staff members will choose up to 5 students to positively recognise and praise. Staff will make a phone call home to parents.

#### Postcards Home

Students will have opportunities to receive a postcard home for over and above recognition and exceeding our minimum expectations of Ready, Respectful and Safe.

#### Hot Chocolate with the Principal

Students are nominated by their subject teacher and are sent an invitation to join the Principal for a Hot Chocolate and to discuss their outstanding achievement.

#### House points

All students are members of one of six Houses. The Houses are competing in the academic, sporting and co-curricular competitions to win the prestigious House Cup. All House Points awarded to students count towards this competition.

#### Awards Evening

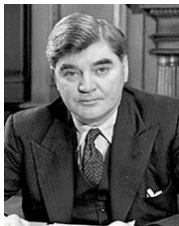


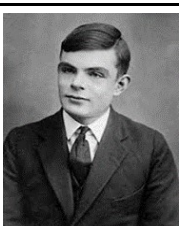


Every year in the Spring Term students from all years are nominated by their subject teachers for an award for outstanding work. Families are invited to join students and staff to celebrate their achievements at Awards Even-



## Haileybury Turnford House System

The Haileybury Turnford House system comprises of six houses; Bevan, Pankhurst, Shackleton, Turing, Austen and Bader. Each tutor group, including the Tutor, will all belong to the same house to encourage collaboration and a team ethos within the tutor group.

We encourage all students to participate in House competitions throughout the academic year. These will be run by individual faculties/departments or year teams. All academic achievements, achievement points and attendance will also feed into the House system.

|            |   |   |
|------------|---|---|
| Bevan      |    | <p><b>Aneurin Bevan</b></p> <p>was a Welsh Labour Party politician who was the Minister for Health in the UK from 1945 to 1951. Bevan was a lifelong champion of social justice, the rights of working people and democratic socialism.</p>                       |
| Pankhurst  |   | <p><b>Emmeline Pankhurst</b></p> <p>was a British political activist and organizer of the British suffragette movement who helped women win the right to vote.</p>  |
| Shackleton |  | <p><b>Sir Ernest Henry Shackleton CVO OBE FRGS</b></p> <p>was a British polar explorer who led three British expeditions to the Antarctic. He was one of the principal figures of the period known as the Heroic Age of Antarctic Exploration.</p>                |
| Turing     |  | <p><b>Alan Mathison Turing OBE FRS</b></p> <p>was a British mathematician, computer scientist, logician, cryptanalyst, philosopher and theoretical biologist.</p>   |
| Austen     |  | <p><b>Jane Austen</b></p> <p>was an English novelist known primarily for her six major novels, which interpret, critique and comment upon the British landed gentry at the end of the 18th century.</p>   |
| Bader      |  | <p><b>Lilian Bader</b></p> <p>was one of the first black women to join the British armed forces. She was born in Liverpool to Marcus Bailey, a merchant seaman from Barbados who served in the First World War, and a British-born mother of Irish parentage.</p> |

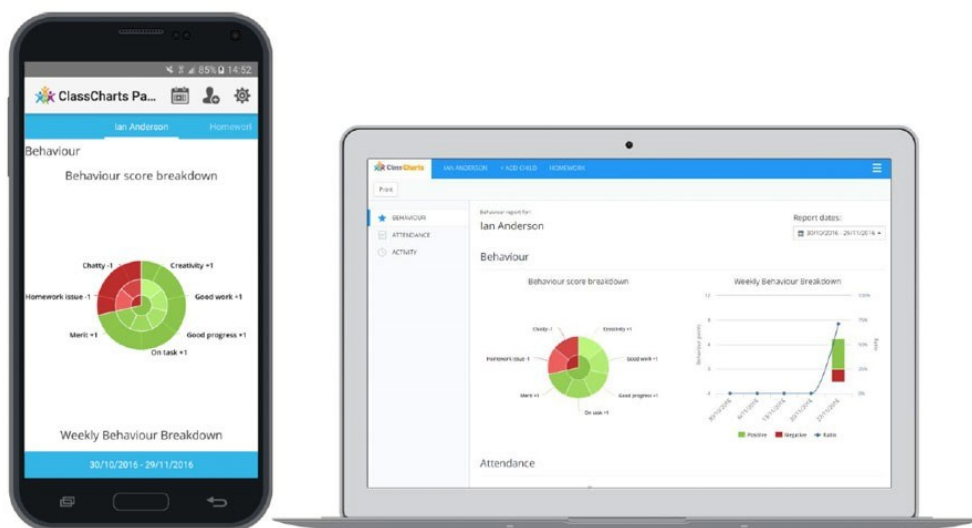




At Haileybury Turnford we use an online system known as Class Charts. You will be able to use Class Charts to keep track of your child's behaviour and access and view their assigned homework and online learning tasks and view announcements from the school.

If you have more than one child, you can access Class Charts information about your children from a single, centralised parent account.

Class Charts for parents can be accessed via the Class Charts website or through an iOS and Android App.



You will receive a Parent Code from the school. The code is used to set up your Class Charts parent account and you will receive instructions on how to access and set up your account. Once you have signed up to Class Charts, you can log back into your parent account at any time.





# Positive Relationships Policy

## Anti-Bullying Procedures

Bullying may be verbal, physical or indirect. In fact any action, which repeatedly makes a child feel uncomfortable, insecure or threatened, may be defined as bullying. The school disapproves of bullying in all its forms and considers it a most serious offence. Students should be aware that bullying is completely unacceptable at Haileybury Turnford and they will be treated sympathetically if they tell someone if it has happened to them. The Principal and senior staff take the lead in creating a climate in which students will be encouraged to report immediately any bullying incident in the expectation that it will be dealt with urgently and fairly. All staff are required to report incidents of bullying to the Tutor and Year Achievement Coordinator of both bullies and victims. Year Achievement Coordinators must then report the incident to senior staff. Please see our school website for our full Positive Relationships Policy <http://www.haileyburyturnford.com/information/policies/>

## Advice for your child

What helps?

Tell your child: "If you're being bullied it's not your fault";  
Let your child give their account in their own words if they can;  
Be clear, it is important that the bullying stops and that school will have to be involved;  
Find out which teacher your child would like you to talk to;  
Give lots of love and reassurance to your child;  
Contact school as soon as possible.

## Talking to the school

Be aware that teachers may have no idea your child is being bullied or may have another account of the incident;  
If you can – give names, places, times and dates;  
Give the school time to thoroughly follow up your concerns;  
Ask to be kept well informed.

The school is there to help you and your child, please try to work with the school at all times.

Bully Free Zone: [www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)

Childline: [www.childline.org.uk](http://www.childline.org.uk)

Childnet: [www.childnet.com](http://www.childnet.com)

[www.kooth.com](http://www.kooth.com)

## Useful websites and contacts:

## Medication in School

Students are not permitted to carry medication around with them in the school unless it is an Epipen, asthma pump or diabetic insulin kit.

The school does not have a supply of medication to be given to students with or without consent of a parent/ carer. Any medication required by a student must be supplied by parent/carers. It must be brought in, in its original packaging including instructions from the prescriber and handed to the Medical Office. A parent/carers Consent Form must also be completed and kept with the medication.

All medications are stored in a secure medical cabinet in the Medical Office. You will be notified at any time if the expiry date is due and will be required to bring in new medication.



## Being Ready for Learning: Attendance

Good attendance and punctuality is vital to ensure your child reaches their full potential.

It is anticipated and expected that every student will aim to achieve at least 96% attendance. We monitor attendance to every lesson on a daily basis.

### Family Holidays

May we remind all parents that holidays are not allowed in school term time. The expectation is that you take family holiday outside of term time. If you take your child on holiday in term time the school may request the Local Authority to issue a Fixed Penalty Notice. The Penalty is £60 per parent per student and if not paid within 21 days this will increase to £120. Failure to pay the full amount within 21 days will result in a summons to appear in the Magistrates Court on grounds that you have failed to ensure your child's regular attendance at school.

### Medical/Dental Appointments

Please make medical and dental appointments outside school hours whenever possible. We do understand that some appointments cannot be avoided and will fall during school time. We do ask that your child catches up with any work missed to ensure the continuity of their learning. It is the responsibility of your child to speak to the teachers concerned in order to ensure they have caught up on any missed work.

### Absence due to Illness and Medical Appointments

If your child is unwell and not fit to attend school, please ensure you ring the school's absence line on the first day. We then ask you to keep us informed of their progress and provide medical notes from a GP if your child requires more than 4 days away from the school due to illness. Our Attendance Officer will contact you if we have not received information about the absence of your child.

Call 01992 308333 Option 1 and leave a message on the absence line

Send a copy of the medical appointment letter/card on your child's return

Send an Email to: [attendance@haileyburyturnford.com](mailto:attendance@haileyburyturnford.com)

If your child is taken ill at the school, after visiting the Medical Office and if it is felt they need to go home we will require a parent to collect the student for health and safety reasons.

Repeated non-attendance or lateness to school will be treated very seriously and if your child is repeatedly absent or late to school without a valid reason parents will receive a letter, warning about the legal consequences of persistent absence. Persistent absence to school will result in parents/carers being warned and then issued with a Fixed Penalty Notice involving a fine.

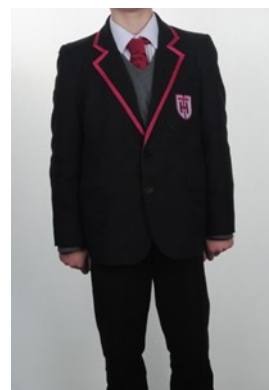


## Ready for Learning: School Uniform

We insist on school uniform at Haileybury Turnford for two reasons: it enhances our reputation in the community, and makes it easier for you to insist that your child is suitably dressed. Our uniform is designed to be smart, practical, easy to obtain and reasonably priced.

Uniform may be purchased from:

| Boys Uniform                           |  |
|--|--|
| Blazer                                 | Black with school badge and Magenta Piping   |
| School trousers                        | Black  |
| Shirt                                  | Plain white, long or short sleeved   |
| V-neck Jumper/Sleeveless V-neck Jumper | Grey with Magenta piping (optional)  |
| Coat                                   | Black Black or dark colour   |
| School tie (with shirt)                | Magenta striped tie  |
| Socks                                  | Dark grey, navy blue or black  |
| Shoes                                  | Black shoes which can be polished, with no coloured trimmings. Trainers, canvas shoes and boots above the ankle are not acceptable |
| Belt (if worn)                         | Plain black with a small discreet buckle only  |



### PE Kit List

#### Boys

PE Polo Shirt with Haileybury Turnford logo

PE Shorts

#### Girls

PE Polo Shirt with Haileybury Turnford logo

PE Shorts or Skort

| Girls Uniform                           |  |
|---|--|
| Blazer                                  | Black with school badge and Magenta Piping   |
| Skirt                                   | Specified Haileybury Turnford Black Pleated Skirt<br>Must be worn 2 inches below the knee  |
| Trousers                                | Tailored, black  |
| Blouse or Shirt                         | Plain white, long or short sleeved   |
| V-neck Jumper/ Sleeveless V-neck Jumper | Grey with Magenta piping (optional)  |
| Coat                                    | Black or dark colour   |
| School tie (with shirt)                 | Optional for girls   |
| Socks or Tights                         | Knee length black socks or black opaque tights<br>Black ankle socks can be worn from May half-term to the end of the school year   |
| Shoes                                   | Black shoes which can be polished, with no coloured trimmings. Trainers, canvas shoes and boots above the ankle are not acceptable |





## Ready for Learning: School Uniform

Please clearly label all items your child's uniform.

### Outdoor Clothing

Blazers should be worn to and from school but can be removed during lessons with the teacher's permission. Sweatshirts and fleeces (including "hoodies") are not permitted and will be confiscated if worn to school.

We ask that coats are black or dark coloured, and that additions; such as scarves and hats in winter are kept to a minimum as they are easy to misplace. Coats, scarves, hats and gloves should not be worn inside the school building.

### Jewellery

Earrings are permitted as long as only a small plain stud is worn in each ear lobe (lower lobe), no other piercings are allowed. The only other jewellery allowed is a wristwatch. If your child is wearing any other jewellery, they will be told to remove it. Should they be requested, it will be confiscated and kept safe for them to collect at the end of the day. Smart phone wristwatches are not permitted.

### Shoes

Black shoes which can be polished, with no coloured trimmings. Trainers, canvas shoes and boots above the ankle are not acceptable.



### Nail Polish

Nail polish, acrylic nails or gel nails are not permitted at any time. Students wearing nail polish will be asked to remove this or sent home to remove the acrylic/gel nails. Make-up if worn, must be subtle and natural in appearance.

### Hairstyles

Extreme hairstyles are not permitted. Hair colour must be natural in colour. Hair beads are not permitted. Shaved patterns into the hair are not permitted. Du-rags are permitted if worn appropriately and they must be plain black. Hijab and headcoverings for religious purposes must be plain black.



## Bicycles

Due to a number of cycling related incidents in Cheshunt and Turnford, the busy main road near to our school and our responsibility to safeguard and protect our students, we have introduced an expectation that every student riding a bike to school will need to wear a cycle helmet. Therefore, please make sure your child has a helmet that fits correctly and can be stored safely with the bike in the bike shed. (Most cycle locks can be threaded through the holes in the cycle helmet).

If your child does not wear the helmet, we will be locking their bike securely and asking for either you to collect their bike or bring in a cycle helmet, before the bike is released.

Please be aware if your child cycles to school they will need to ensure their bike lock is removed from the cycle shed as our site team will be cutting off and disposing of any remaining bike locks as we prepare and tidy the school site for the new academic year. Thank you for your cooperation in supporting our students to keep safe whilst travelling to and from school.

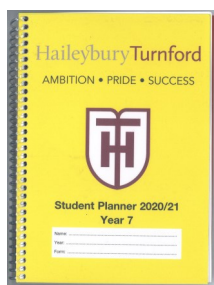
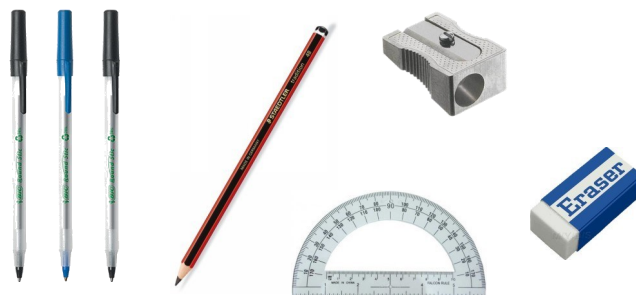
## Being Ready to Learn

Are you Prepared and Ready to Learn?

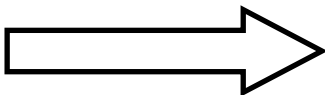
What essential equipment am I expected to have for every lesson?

All students must have the following equipment:

- Black/blue fountain or ball-point pen
- Ruler (with metric divisions)
- Pencil
- Eraser
- Protractor
- Planner
- Reading Book



School bag large enough for equipment



It is essential that your child brings the correct equipment to school everyday



## Cashless Catering

The school operates a cashless catering system. Each student is biometrically identified using an algorithm taken from an electronic finger imprint, allowing them to pay for meals. As each child pays the same way no one knows who has or does not have a Free School Meal (FSM) allowance which removes any associated potential stigma.

You can pay between daily, weekly or one year's dinner money onto your child's account. The school automatically sets an upper limit of £7 on the amount of money that can be spent in one day. If you would like this amount changed, please call the school to amend the amount either to increase or decrease their daily allowance.

For those students receiving Free School Meals (FSMs) the allowance is loaded onto the account daily. You are welcome to 'top up' the FSM allowance at any time, particularly if your child plans to use the Dining Hall at any other time apart from lunchtime.

As mentioned above, the only method of payment is through ParentPay. Payments made from ParentPay will be automatically credited to your child's balance. Please note: cash will not be accepted at the food counter till points.

For queries about Free School Meals please contact Hertfordshire County Council on 0300 1234 048.

### ParentPay®

We are pleased to inform you that Haileybury Turnford is able to accept payments online for school meals and other items such as school trips, music lessons, before and after school clubs etc. Using a secure website called ParentPay® <https://www.parentpay.com/> you can pay online using your credit or debit card.



Please note that ParentPay® is our only method of payment.





## Property

All property including articles of clothing must be clearly marked with the owner's name.

Articles of value such as an iPad, gold jewellery, expensive pens, and large sums of money should not be brought to school. We cannot accept responsibility if your son/daughter brings an object of value into the school and this gets damaged or goes missing.

Lost property is kept in the PE Faculty. Named items are returned to the owner. All unmarked items are kept until the end of term when they are disposed of. Should your child lose an item, please ensure they check with the PE Faculty before contacting your child's Tutor.

### Being Ready to learn: Mobile Phone Policy

At Haileybury Turnford we believe a mobile phone is a form of communication, however mobile phones must be switched off and out of sight during the school day and on the school premises at all times. If mobile phones, headphones, or earpieces are used during the school day a student will have them confiscated immediately. Students will be able to collect their phone from the Principal's Office at the end of the school day. If a student has their phone confiscated on more than one occasion during a half term, we will ask parents to collect their child's phone. Smart watches and headphones are treated in exactly the same way as mobile phones.



The simple rule is a mobile phone should be switched off and out of sight. Should your son or daughter need to make an urgent call home, they are encouraged to ask their Year Achievement Coordinator and usually they will be given permission to make a call from the Medical Office or Inclusion Office.

### PE Faculty

In order to support students in taking responsibility for valuable items such as mobile phones, the PE Faculty offer students the opportunity to place their valuable items in a secured valuables box. Please discuss with your child the importance of using this box to store their phone during their PE lesson.

Please note that the changing rooms are not always locked during lessons as other events are taking place - therefore students are urged to use the valuables box. The PE Faculty cannot be held responsible for valuable items that could go missing if students leave their possessions in the changing rooms. All valuables must be given in to the member of staff and kept secure in the valuables box during the PE lesson.

### Physical Education

PE is an integral part of the learning experience at Haileybury Turnford. All students are expected to bring the correct PE kit to all their lessons. If a student is injured they are encouraged to take on adopted roles in the lesson, such as coach or referee and they are still expected to be in full PE kit.



## Term Dates for 2021-22

### AUTUMN TERM – 2021

Thursday 2<sup>nd</sup> September to Tuesday 21<sup>st</sup> December 2021

First day for Year 7 and Year 12: Monday 6<sup>th</sup> September

All other year groups: from Tuesday 7<sup>th</sup> September

Half-term (2 weeks)

Monday 25<sup>th</sup> October to Friday 5<sup>th</sup> November 2021

### SPRING TERM – 2022

Wednesday 5<sup>th</sup> January to Friday 8<sup>th</sup> April 2022

Half-Term

Monday 14<sup>th</sup> February to Friday 18<sup>th</sup> February 2022

One week Easter break & Easter Monday on Monday 18<sup>th</sup> April 2022

### SUMMER TERM – 2022

Tuesday 19<sup>th</sup> April to Friday 22<sup>nd</sup> July 2022

Half-Term

Monday 30<sup>th</sup> May to Friday 3<sup>rd</sup> June 2022

### STAFF TRAINING DAYS 2021-22

Staff Training Day 1 – Thursday 2<sup>nd</sup> September 2021

Staff Training Day 2 – Friday 3<sup>rd</sup> September 2021

Staff Training Day 3 – Wednesday 22<sup>nd</sup> September 2021 (following Open Evening)

Staff Training Day 4 – Wednesday 5<sup>th</sup> January 2022

Staff Training Day 5 – Friday 1<sup>st</sup> July 2022



# Haileybury Turnford School Day

## The School Day/Week

The school day is from 8.30am to 3.00pm with co-curricular activities also after lesson 5.

## Before the start of the school day

Being punctual and arriving on time is important and it is expected that your child arrives promptly to school by 8.30am and we expect them to their tutor room by 8.35am. Any student that arrives late to school will be marked as 'late' and enter via the School Reception. If your child does not have a valid reason for arriving late they will be expected to serve a payback with their Year Achievement Coordinator. If they are late on more than one occasion in a week, your child will attend an additional after school payback and this could include a Saturday morning payback. *(Hot and cold food and drinks are available in the Dining Hall everyday from 8.00 – 8.25am).*

## Lunchtime Arrangements

All students are required to stay on the school site at lunchtime. If you send your child with a packed lunch please consider making the contents "healthy". For further guidance on what is considered a healthy packed lunch, please refer to [www.schoolfoodtrust.org.uk](http://www.schoolfoodtrust.org.uk)

## Promoting a healthy environment for your child

We are committed to promoting healthy food and drinks and therefore the following drinks and foods are banned from the school. Please help to support us in supporting your child in making the right choices by ensuring your child does not bring fizzy drinks, energy drinks, lucozade, etc. into the school as we are promoting a healthy environment for your child. We thank you for your support.



## We are promoting a Healthy Academy at Haileybury Turnford

**The following items are banned from the academy** – fizzy drinks, energy drinks, Lucozade and chewing gum

Please do not bring these items in to school as they will be confiscated and not returned to you.

Only carbonated drinks bought in the canteen are allowed.





# Special Educational Needs and Disabilities in The Flexible Learning Centre

Our Flexible Learning Centre team are here to support students who may need extra help, both in and out of the classroom. We have Link Workers and Learning Support Assistants to support in-class and offer clubs to targeted students.

## Flex Groups



**Flex Breakfast Club** – our breakfast club is 'by invitation' only.

This is an opportunity for students to relax, chat with other students and staff and get ready for your school day. 8.00 - 8.30am daily.

**Flex Lunch Club** – our lunch club is open to all students, this is a calm and safe place for those of you who do not wish to be out and about during lunch time. We have games, colouring, drawing, puzzles, knitting, binca sewing, films, books and more available.



Unfortunately, no eating or drinking is allowed as this is also a learning space throughout the rest of the day. In the Flex Centre daily, 1.15 - 2.00pm.



**3 O'Clock Club** – more than a homework club ... you can choose to do homework, study, revise, research, practice typing skills or ask for help with your learning. Open Monday - Thursday, 3.00 - 3.45pm, but no need to stay for the full 45 minutes!

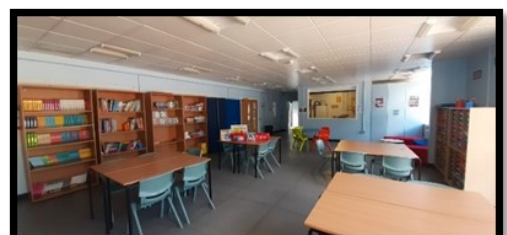
**Pen Portraits** - To aid our teaching staff to best support your child's learning and experience at Haileybury Turnford, we provide staff with a student profile detailing the strengths and needs of your child and outlines the best strategies to use in class. We use information from professionals, primary school, parents and the student themselves, to give a broad and brief illustration of the child. If you would like to discuss your child's special educational needs or disability please email Mrs Mitchell [MitchellJ@haileyburyturnford.com](mailto:MitchellJ@haileyburyturnford.com) with your contact details.

**Flex Staff** – our Flex team provide students with support in-class and with interventions in literacy, emotional well-being/regulation, social skills and more. Mrs Watkins will be the Link Worker for Year 7, she will be the main point of contact between student/parent/carers and staff regarding your child's special educational needs/disabilities. She will oversee the content of Pen Portraits and ensure teaching staff have the information they need to best support your child. Students can find Mrs Watkins in The Flex Centre before registration, at break time, lunch time or after school. Should Mrs Watkins not be available, your child can speak with *anyone* in the team, our details are on the next page.

Our SENCO is Mrs Goodes, she provides the strategic leadership for students with SEND at Haileybury Turnford. The Flex Centre is managed by the Flex/SEND Coordinator, Mrs Mitchell, should you have any queries about your child's special educational needs/disabilities please liaise in the first instance with Mrs Mitchell.

For more information on special educational needs and disabilities at Haileybury Turnford please see the SEN Information Report on our website. There is also a link to a padlet which provides you with links, information and advice on various aspects of special educational needs and disabilities.

<https://haileyburyturnford.com/curriculum/send/>





## The Flex Team



Mrs J Mitchell  
Flex/SEND Coordinator  
[MitchellJ@haileyburyturnford.com](mailto:MitchellJ@haileyburyturnford.com)  
Ext.231



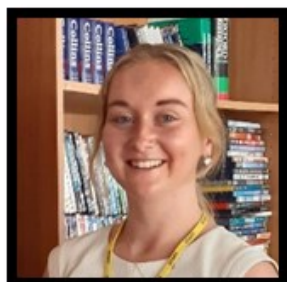
Mrs T Watkins  
Link Worker – Year 7  
[WatkinsT@haileyburyturnford.com](mailto:WatkinsT@haileyburyturnford.com)  
Ext.289



Mrs M Russell-Williams  
Flex/SEND Administrator  
[Russell-WilliamsM@haileyburyturnford.com](mailto:Russell-WilliamsM@haileyburyturnford.com)  
Ext.289



Miss N Hughes  
Learning Support Assistant – Years 7 - 11  
[HughesN@haileyburyturnford.com](mailto:HughesN@haileyburyturnford.com)



Miss L Willard  
Link Worker  
[WillardL@haileybryturnford.com](mailto:WillardL@haileybryturnford.com)



Miss J Moore  
Link Worker  
[MooreJ@haileyburyturnford.com](mailto:MooreJ@haileyburyturnford.com)



Mrs K Thompson  
Link Worker  
[ThompsonK@haileyburyturnford.com](mailto:ThompsonK@haileyburyturnford.com)



Mrs M Goodes  
Vice Principal  
DSL & SENCO  
[GoodesM@haileyburyturnford.com](mailto:GoodesM@haileyburyturnford.com)



## English as an Additional Language (EAL)

### What we offer

The EAL Centre works in our school to support, teach and monitor the progress and achievement of bilingual, refugee and newly immigrated students at Haileybury Turnford. These students are categorised as English as an Additional Language (EAL) and often have varying levels of either home language or English language fluency.

Haileybury Turnford believes that home languages are an important skill to support and develop. Opportunities are being developed for the next academic year which include the bilingual mentoring of new students by older students, home language GCSEs and community language events. Parents can be assured that the languages spoken at home are just as valued and valuable as learning good academic English. It is best if parents let the school know which languages are spoken.

### My child doesn't speak much English

Your child will be assessed for how much English they speak when they come to Haileybury Turnford. They will be put in contact with a peer mentor, hopefully one who speaks their language. They will also be carefully placed in a form where there are children who can help them by translating or with staff who can translate. Extra support will be provided.

We recommend that you download the Duolingo app on your child's phone to help them learn some basic English. Duolingo has English lessons for speakers of other languages. Just scroll down to the bottom of the list of languages to choose.

### Should I continue to read and write with my child in my language?

Haileybury Turnford encourages parents and carers to read and write in their home language with their child. Bilingual books are available from most local libraries and can be requested in over 50 languages. This will enable students to prepare themselves over time for an extra GCSE exam in their home language as well as improving their overall literacy skills.

### Home Language GCSEs and the English Baccalaureate

Supporting and encouraging bilingualism is a key part of the EAL Centre ethos. The EAL Centre will work with the Modern Foreign Languages Department to identify bi-literate students who can achieve home language GCSEs or other qualifications either as extra GCSEs or as part of the English Baccalaureate qualification. Students who could take such qualifications but may not have strong literacy in their home language are encouraged to study their own language with their families, where possible.

All bilingual students are encouraged to use any community language skills they have in a positive way to help fellow community-language peers in their classes or tutor groups where a new student's English proficiency is still developing.



## The School Curriculum

In Year 9 all students will study the following:

|           |                    |             |                                 |
|-----------|--------------------|-------------|---------------------------------|
| Art       | Drama              | Spanish     | Design & Technology             |
| English   | Food Technology    | Mathematics | Personal and Social Development |
| Geography | Physical Education | Science     | Music                           |
| History   | Dance              | Computing   | Religious Education             |
| Media     | Photography        | Enterprise  |                                 |

### Religious Education

In a typical KS3 lesson you can expect to find students learning about different faiths and exploring their own values and views about the big questions in life. Religious Education is not about persuading students to be religious or to hold a particular view; it is about encouraging diversity and recognising the number of different views people have about the meaning and value of life.

### Personal & Social Development (PSD)

PSD is an important area of the curriculum as this subject allows students to explore crucial questions about themselves, others and the world around them. PSD prepares students for the pluralistic society they are a part of and helps to develop and nurture important values such as respect, empathy and tolerance. PSD is an engaging and relevant subject for all students and provides a real chance for students to reflect about their views and responses developing and justifying their own values and belief system in order to equip them for life in the 21<sup>st</sup> century in modern Britain.

### Relationships and Sex Education

Topics focused on personal relationships, sexual and moral issues arise naturally in many parts of the curriculum; they are handled with sensitivity and tact, and are part of a preventative awareness education programme. Teaching about conception, birth, and some other specific aspects of sexuality also takes place either during science or PSD lessons or on other occasions. Parents will be notified when your child will be receiving Relationships and Sex Education.







## Library

### Suggested Reading List 2021

1. The Positively Last Performance / Geraldine McCaughrean
2. The Monster Calls / Patrick Ness
3. The Burning Maze / Rick Riordan
4. Call Me Drog / Sue Cowing
5. Titanic / Ellen Emerson White
6. One Dog & His Boy / Eva Ibbotson
7. War Horse / Michael Morpurgo
8. A Waste of Good Paper / Sean Taylor
9. Skills from Brazil / Dan Freedman
10. Twilight Robbery / Francis Hardinge
11. A Hat Full of Sky / Terry Pratchett
12. Dream Team / Alan Gibbons
13. Butterfly Summer / Anne-Marie Conway
14. Secret of the Shadows / Cathy MacPhail
15. The Boy Who Could Do What He Liked / David Baddiel
16. Trash / Andy Mulligan
17. A Dark Inheritance / Chris D'Lacey
18. Bad Dad / David Walliams
19. The Meltdown / Jeff Kinney
20. Skulduggery Pleasant / Derek Landy
21. Flamingo Boy / Michael Morpurgo
22. Born to Play / Dan Freedman
23. A Year Without Autumn / Liz Kessler
24. The Boy with the Biggest Head in the World / Lincoln Pierce
25. Gladiator / Simon Scarecrow
26. A Boy Called Hope / Lara Williamson
27. Bad Dreams / Anne Fine
28. The Creakers / Tom Fletcher
29. The Blurred Man / Anthony Horowitz
30. Framed / Frank Cottrell Boyce



## Instrumental Lessons

### Registration for instrumental lessons

Haileybury Turnford has a team of visiting instrumental teachers who between them can give tuition in guitar, piano/keyboard, drums and voice. If you wish your child to have instrumental lessons, please register your child for instrumental lessons online with Hertfordshire Music Service.

Visit [www.hertsmusicservice.org.uk/registeronline](http://www.hertsmusicservice.org.uk/registeronline) to register for lessons and follow the instructions.

Instrumental lessons will be able to start in school once you have registered your child.

If you have any questions or concerns, please do not hesitate to contact Mrs Nicholson, Subject Lead for Music, by email: [nicholsons@haileyburyturnford.com](mailto:nicholsons@haileyburyturnford.com)



## Design and Technology contributions

During year 7 your child will be participating in Design & Technology lessons as part of the KS3 curriculum. Within our subject area students will have the opportunity to engage in a range of projects in their Design and Technology lessons each week.

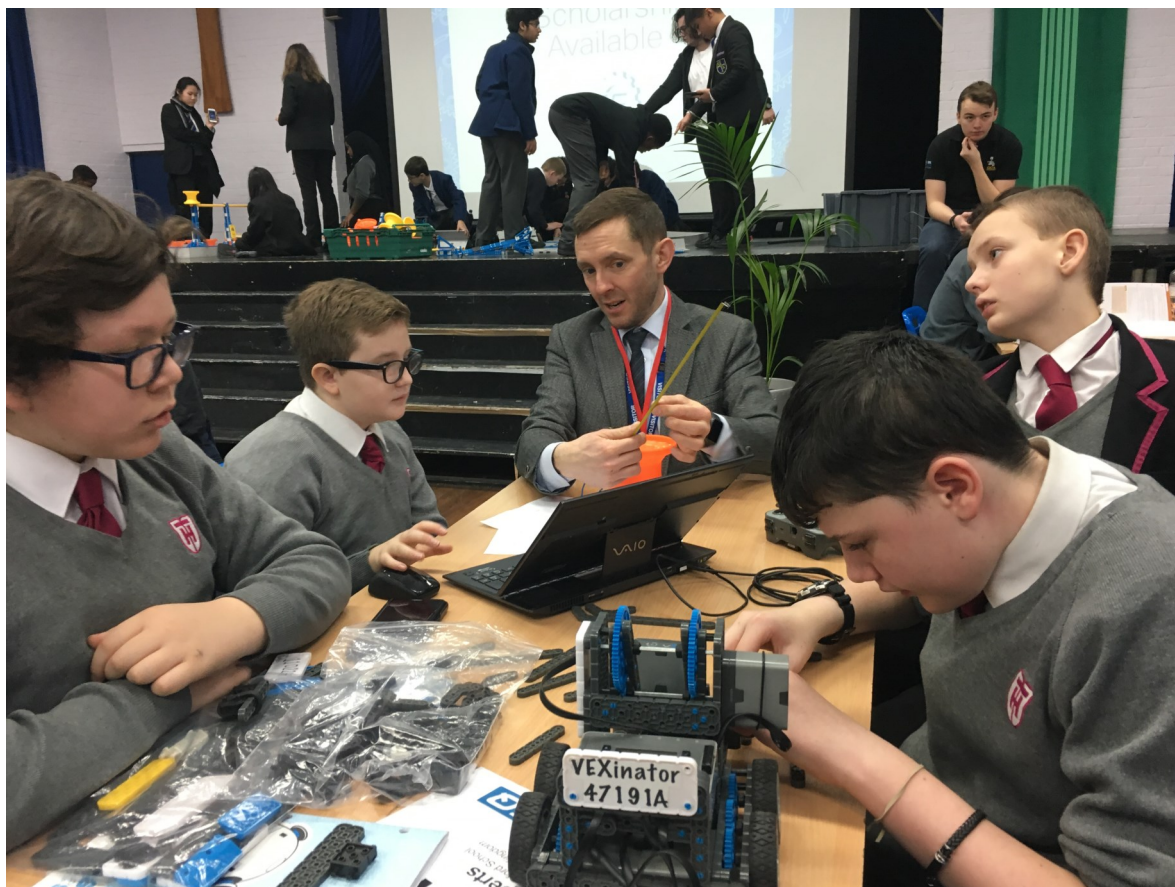
As a faculty we endeavor to provide an interesting, current and engaging curriculum which includes the designing and manufacturing of products that your child will get to keep and take home.

In KS3 we operate a carousel where students rotate around Food and Nutrition, Design and Technology and Engineering based projects where they make a wide range of working products and prepare a variety of dishes in food.

Our faculty budget is sufficient to cover the costs of the basic materials and dry store ingredients. However, in order to provide more stimulating outcomes and relevant recipes we ask for £10 from each family to cover the cost of the more complex materials, components and ingredients needed for some of the products and recipes that we will be making in their first year.

We have found that this has been most helpful to parents as it alleviates the stress of having to go out and buy ingredients every time their child cooks as well as working out much more cost effective as we can buy in bulk.

Contributions can be paid via Parent Pay which can be accessed via our school website once your account has been set up by the school. Unfortunately, we cannot accept contributions in the form of cash or cheque.





# GOT A PROBLEM? NEED ADVICE?

FEELING LOW

WWW.KOOTH.COM

Being  
abused

Self harm

RELATIONSHIPS

BULLYING

Sexuality; gay, lesbian  
or just confused

Eating disorder

Award-winning counselling services for young people

**KOOTH.COM is a FREE, ANONYMOUS, CONFIDENTIAL**  
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> Drop-in chats

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87% of our users prefer online counselling  
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FREE ONLINE SUPPORT FOR YOUNG PEOPLE





# Growing Up Online



## Cyber-resource Information for Parents and Carers

[www.internetmatters.org](http://www.internetmatters.org)

Parent Controls film and guide: <http://bit.ly/1wPchVv>

Julia's Cybersafety blog for parents and teachers:

<http://www.educationalappstore.com/blog/author/julia-bateson/>

Advice and guidance for parents:

<https://www.thinkuknow.co.uk/parents/>

<https://www.ceop.police.uk/safety-centre/>

To report a serious cyberbullying case:

<https://www.ceop.police.uk/Ceop-Report/>

Family guide to video games and ratings:

<http://www.askaboutgames.com/>

PEGI – checking game age ratings and content:

<http://www.pegi.info/en/index/>

Digiducks Big Decision:

<http://www.childnet.com/resources/digiducks-big-decision>

eSafety presentation for parents:

<http://www.childnet.com/resources/know-it-all-for-parents/kiafp-cd>



The eSafety app game for children on Google Play and iOS AppStore.



excite-ed cic



@joinexciteed



[admin@excite-ed.co.uk](mailto:admin@excite-ed.co.uk)

[www.excite-ed.co.uk](http://www.excite-ed.co.uk)

V1

Hertfordshire Community NHS Trust



# HEALTH<sub>F</sub>OR<sub>R</sub>TEENS

TEXT YOUR SCHOOL NURSE FOR

CONFIDENTIAL HEALTH ADVICE AND SUPPORT:

07480 635 050



GET HELP WITH ALL KINDS OF THINGS LIKE...

HEALTHY EATING | RELATIONSHIPS | SEX

EMOTIONAL HEALTH | BULLYING | SMOKING

SELF HARM | CONTRACEPTION | ALCOHOL & DRUGS

YOU CAN ALSO VISIT:

HEALTHFORTEENS.CO.UK

SEE VIDEOS, FIND HEALTH

INFORMATION, TAKE QUIZZES, JOIN

WEBCATS AND FIND OUT THE

TRUTH BEHIND THE RUMOURS.



TWITTER:

@HEALTHFORTEENS1

#HEALTHFORTEENS



Zero Tolerance to bullying



ChatHealth



We do not usually inform your parents, teachers or anyone else if you contact the school nurse. We might inform someone if we were concerned about your safety, but we would usually speak to you first. Your messages are stored and can be seen by other healthcare staff who follow the same confidentiality rules. We aim to reply to you within one working day and you should get an immediate bounce-back to confirm we received your text. If you are a young person aged 16 or over, you can contact the school nurse via text or email. If you are under 16, you can contact the school nurse via text or email. If you are under 16, you can also receive voice calls or MMS picture messages. Please respect your school's mobile phone policy. Messages are charged at your usual rate.

NHS



# Family Support Services

Offering advice and support to children, young people and their families.



**01992 303331** (opt 5)

[www.habsfamily.co.uk](http://www.habsfamily.co.uk)



We offer advice and support to children, young people and their families on a range of issues and concerns:

- Confidence/Self Esteem
- Child Exploitation/Internet Safety
- Parenting Groups
- Debt Management/Benefits
- Separation/Divorce
- Mediation
- ADHD/ASD
- Anger and Behaviour
- Transition
- Housing
- Domestic Abuse
- Mental Health
- Bereavement
- Young Carers
- Holiday Activities
- Healthy Eating
- Nurturing



**01992 303331**  
(opt 5)

[www.habsfamily.co.uk](http://www.habsfamily.co.uk)

We can also signpost to many local activities, support groups, parenting programmes and information clinics.

**Leigh Cole**

Partnership Manager

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Tel: 07951 497277

**Gabby Connell**

Senior Family Support Worker

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Tel: 07951 497278

**Layla Morley**

Family Support Worker

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Tel: 07983 483091

**Karen Lawrence**

Family Support Worker

[klawrence@wormley.herts.sch.uk](mailto:klawrence@wormley.herts.sch.uk)

Tel: 07419 350203

We also have specialist ASD Family Support Workers - funded by DSPL4

# HaileyburyTurnford

Our new building entrance—architect's view from the car park  
Opening September 2021



Please check our school website regularly for updates, newsletters, important notices, dates of up and coming events and parent newsletters.

Our website address is: <http://www.haileyburyturnford.com/>

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