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Exam Centre No.: 42231



SOLWAY COMMUNITY TECHNOLOGY COLLEGE

PLANNER 2015 - 2016

This planner belongs to

NAME

FORM

FORM TUTOR

HOUSE

Dalton	Franklin	Newton	Sharman

HEAD OF HOUSE

HEAD TEACHER Mrs J Schafer

MY EMAIL ADDRESS;

.....@pupil.solway.cumbria.sch.uk

Moodle password;

SCHOOL VALUES

These values are shared by the staff and governors and underpin the education we offer at Solway Community Technology College.

We believe in:

- every pupil's entitlement to learn, feel safe and be happy
- encouraging our pupils to have high expectations of themselves
- caring for others, particularly the feelings of others
- co-operating with one another and talking to solve problems
- respect for nature and the environment
- equal opportunities
- mutual respect between pupils and staff
- self-respect and self-discipline
- a sense of community

These values inform our work. We share these values with pupils through our day-to-day interactions, through our assemblies and through our curriculum.

Code of Conduct

Treat each other with respect

- so we can all feel safe
- so there is no bullying
- so we can learn and let others learn
- so we don't upset others

Treat other people's space and the environment with care

- so we can all feel safe
- so you do not injure others or yourself
- so we can create a calm and pleasant place to learn

Listen to the person who is meant to be talking

- so you can hear what they have to say
- so you will understand what you have to do
- so we all have a chance to contribute

Follow instructions

- so you know what to do
- so you stay safe
- so you achieve your potential

School Rules

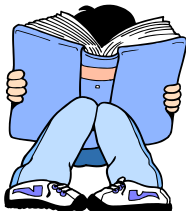
Pupils are expected to behave courteously at all times following the rules which include:

At all times

- follow staff instructions promptly
- wear correct uniform
- remove jackets or outside clothing inside the building
- show corridor courtesy; walk quietly, keep to the left, be considerate when using doors
- avoid going to your locker in between lessons
- line up outside classrooms in an orderly way
- eat only in the dining room
- put all litter in the bins provided
- do not chew gum/have sweets/fizzy drinks in school
- do not use offensive language
- stay on site unless going home to lunch or you have been given a signed permission slip by a member of staff
- go outside at break times when the weather is reasonable

In lessons

- sit in your designated seat
- have all your equipment (planner, books, pens, pencil, ruler, eraser, reading book etc)
- put your bag away safely
- be ready to start work promptly
- mobile phones are switched off in lessons and placed in your bag
- listen when someone else is speaking
- stay in your seat unless given permission to move
- leave the lesson when instructed and in an orderly manner



Smoking – Solway Community Technology College is smoke free in line with all the national regulations. Pupils in possession of cigarettes or smoking paraphernalia will be punished and be offered help and support.

Don't Forget Equipment

Necessary:

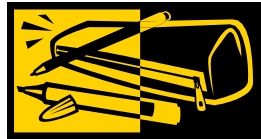
- Planner
- Black pen
- Green pen
- Pencil
- Ruler
- Eraser
- Sharpener
- Calculator
- Glue stick
- Earphones
- Reading book

Desirable/Useful

- Colouring pencils

Preparation Points for Pupils

- Be on time
- Bring all your equipment
- Be correctly dressed
- ...so valuable learning and teaching time is not lost
- ...so you can learn and let others learn.



Why not get a locker?

£10 for 5 years – £5 refundable on return of key

Valuables

You are advised not to bring expensive items or large amounts of money to school. If you need to, you should take them to the Reception where they will be stored safely until you need them. The school will not accept responsibility for any damage or loss to expensive goods. You are permitted to have a mobile phone in school but it is to be switched off during lessons. You should make sure that you comply with the acceptable use policy.

Communication with home

Communication between pupils and staff and parents is a two-way process. It is important that you should keep your Tutor informed of any change in your circumstances (change of address, contact telephone number, etc). You should also inform them of any achievements which would be relevant for them to use for your Record of Achievement or for a reference.

We use:

Newsletters

Careers Interviews

School Website

Assemblies and Form briefings

Notice Boards

School Council Meetings

In particular, a Newsletter is sent home regularly with you to give to your parents and it is also available on the website. You should pay particular attention to the activities of the School Council; it is one way by which you can make your views and feelings known. You should know who your form and house representatives are. The school website has copies of letters and newsletters in the download section organised by year group.

Uniform is Important to School

We appreciate the full support of parents over the continued wearing of school uniform.

- We do stress that coats and jackets should not be worn in school.
 - Trainers are also NOT allowed in school except in PE lessons.
 - The only jewellery allowed is a watch and 1 pair of stud earrings in the lobe.
 - **Makeup should be discreet and no nail varnish is allowed.**
- Uniform isn't meant to be a fashion statement.

Boys

White shirt
School tie
Sensible black shoes
School sweatshirt
Dark grey/black trousers

Girls

White shirt
School tie
Sensible black shoes
School sweatshirt
Black tailored school skirt
(Respectable length)
or Black tailored school trousers

This is an abbreviated list – if you need more information, ask your Form Tutor.

PE Kit

Girls

- School polo shirt
- School hockey socks
- Navy blue games skort
- Reversible blue football jersey
- Navy blue jogging bottoms for Autumn/Spring Terms
- Navy blue sweatshirt
- Trainers
- Hockey boots (or leather football type)
- Shin guards

Boys

- School polo shirt
- White pair and black pair sports shorts
- Navy blue jogging bottoms for Autumn/Spring Terms
- Reversible blue football jersey
- School football socks
- Football boots
- Trainers
- Shin guards

All pupils are required to have a pair of non-marking soled trainers for use in the Sports Hall. GCSE PE pupils and Junior Sports Leaders may purchase personalised polo shirts in Year 10 for PE lessons.

Presentation of Work in Books

Each piece of work should have an underlined title and a date. Use the whole page to complete work unless told to do otherwise. We do not want to see any graffiti on your books or folders. Use the Green Pen policy.

Homework timetable

Write in here which subject/teacher you should get homework from each day:

Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Sanctions for not doing homework: If you don't hand in your homework, it is incomplete or of poor quality, you will receive a C3 detention.

Levels and Motivation

We use a simple way to let you know how you are doing – we give you scores for Motivation and Levels of attainment regularly.

The motivation score shows your attitude in class and goes from 1 (poor) to 9 (fantastic).

We also link motivation scores to attendance and these are displayed every time for you to compare your achievements. **There is a direct link between high attendance and higher motivation!**

The attainment levels have a letter after them like this; 5a. The 'a' shows that you are at the top of the level but a 'c' means you are just achieving that level. You need to record these levels on the following sheet so you and you parents can track your progress. If there is a problem, your Tutor or subject teacher will help you to address it.



Levels and Motivations

Previous year's levels

English Reading	English Writing	English	Maths	Science

	1	2	3	4	5	6	END OF YEAR TARGET	END OF KS TARGET
Maths	/	/	/	/	/	/		
English	/	/	/	/	/	/		
Science	/	/	/	/	/	/		
Geography	/	/	/	/	/	/		
History	/	/	/	/	/	/		
Spanish	/	/	/	/	/	/		
French	/	/	/	/	/	/		
Art	/	/	/	/	/	/		
RMT	/	/	/	/	/	/		
Food	/	/	/	/	/	/		
Textiles Graphics	/	/	/	/	/	/		
Music	/	/	/	/	/	/		
PE/PE STUDS	/	/	/	/	/	/		
ICT/BACS	/	/	/	/	/	/		
Citizenship	/	/	/	/	/	/		
RE	/	/	/	/	/	/		
HSC	/	/	/	/	/	/		
Other	/	/	/	/	/	/		

Smart Marks

Remember – Smart Marks also contribute to your house total.

We have a system of praise to encourage you to behave in a positive way and all rooms have a Praise Board for use in lessons.

P2 Verbal praise in class

P3 SMART marks awarded for

- achievement
- attainment
- progress
- effort
- exemplary behaviour in and out of lessons

P4 Praise Postcard – worth 5 Smart Marks!

Discipline

We run a system called Discipline for Learning (DfL). Staff will use their own classroom management skills before warning you about the consequences of your continued behaviour. You get a warning at each level – C2 is not recorded unless it is a habitual behaviour. C3 is an after school detention and C4 results in isolation for a day and a detention. Detention usually takes place after school on Tuesdays and Thursdays. If you are given a C3 or C4, it will cost your house points – you will lose 6 points for a C3 and 12 for a C4 and 24 if you are excluded!

This system has had a very positive effect and we continue to review and develop it. It can incorporate lack of equipment, chewing, being late to lessons or any other highlighted area that affects teaching and learning.

PTA

We have an active PTA which meets and endeavours to plan one activity per term. All the money raised by these activities is spent on you – please ask your parents to contact Reception if they would like to know what is happening or would like to help in any capacity. It is all very friendly and informal and the meetings are kept short as we know everyone has lots of other commitments. The PTA provide an iPod touch, or equivalent, every year to the pupil with the most Smart Marks.



Punctuality

On time to all lessons with the right equipment and in the right frame of mind to enable you to learn

School begins with **Registration at 8.40 am**. Please make sure that you are there on time. Move quickly from one class to another, without wasting time.

If you arrive late for school, you must:

- Bring a note and
- Report to Reception and
- Explain to your class teacher why you are late.

You may be asked to make up for lost time after school or be given a C3.

Attendance

You must attend school every day and we monitor this very closely. If you do not attend school, it will affect your opportunities in the future. We have to mention attendance on ROAs and references for college or employment.

If you are ill, your parent or guardian must contact the school by 8.40 that morning please, to explain the reason. The school will contact you by phone or a member of staff may call round if we do not know where you are or the Police if you have not been seen for a while.

On your return to school after absence, you must bring a note to explain why you were not at school and give it to your Tutor.

We have different rewards for good attendance which you can earn both for yourself, your house and your form.

You must never leave the school premises without permission

Term Dates for School 2015 – 2016

<i>Inset Days</i>	<i>Thursday 4 September and Friday 5 September</i>
Autumn Term	Monday 7 September – Thursday 17 December
Half Term	Monday 26 October – Friday 30 October
Spring Term	Tuesday 5 January – Thursday 24 March
Half Term	Monday 15 February – Friday 19 February
Summer Term	Monday 11 April – Thursday 21 July
Bank Holiday	Monday 2 May
Half Term	Monday 30 May – Friday 3 June

Holidays, Appointments, Illness

Holidays

The Education (Pupil Registration) (England) Regulations 2006 were changed as from Sept 2013. These regulations are about a child's absence from school during term time. Headteachers **can no longer** approve term time absence, except in exceptional circumstances. The decision about an exceptional circumstance is up to the Headteacher but would include for example bereavement and legal matters. It would not normally be given for family holidays.

So, any request for a planned term time leave of absence must be submitted in writing to the Headteacher explaining the exceptional circumstance and why the leave of absence is required. If you have children in more than one school then each head teacher must receive a copy of the letter and you must tell us which school(s) each of your children attends.

Medical appointments

Parents are asked to make appointments for you with doctors, dentists, etc., outside school hours, whenever possible. When it is necessary to leave school during the day for such an appointment, you must bring a note and your appointment card to Reception or get your parents to write in your planner. Before leaving school, you must sign out at Reception and then sign back in when you return.

Illness in school

If you feel ill during the school day you should report to either Mrs Tallontire or Mrs Cooper. Both are trained in First Aid. If necessary, your family will be contacted by school to arrange for you to be collected and taken home, or to receive further treatment. **For this reason, it is vital that your emergency contact is known to the school – if it changes you must let us know.**

Do not use your mobile to contact home, or leave without permission.

We do not usually dispense any medications for bad heads etc. If you need to take medication during the school day your parent/guardian must complete a medication permission form which can be requested from Reception.



PEOPLE WHO CAN HELP ME:

Name of Person	Who they are / What they do
	Your Form Tutor
	Head of House
	Peer Mentor
	School Council Rep
	Inspira Careers Officer
	First Aider

SEAL – Social and Emotional Aspects of Learning

You will learn better if you are happy in school. During your time with us you will further develop the following skills, which will make it easier for you to get on with other people and be successful.

- **Self Awareness**
Knowing myself
Understanding my feelings
- **Managing my feelings**
Managing my expression of my emotions
Changing uncomfortable feelings
Increasing pleasant feelings
- **Motivation**
Working towards goals
Persistence, resilience and optimism
Evaluation and review
- **Empathy**
Understanding the thoughts and feelings of others
Valuing and supporting others
- **Social Skills**
Building and maintaining relationships
Belonging to groups
Solving problems, including interpersonal ones

Opening Minds

The four areas of learning we are focusing on are:

Behaviour for Learning - to have good B4L you will need:

- good listening skills
- the ability to make good contributions to discussion
- to be able to stay on task
- to communicate well with your class and teachers
- to accept other views/opinions even if they are different to yours
- to be able to express your feelings and be understanding of the feelings of others

Tools for Learning – to have the right T4L you will need:

- to be able to work well in a group/pair
- to be able to work well by yourself
- to know how you learn best
- to have good research skills
- to be able to work to targets/deadlines
- to think creatively

Skills for Learning - to have the right S4L you will need:

- to be able to use ICT well
- to show good literacy skills
- to show good numeracy skills
- to be able to transfer skills across the subjects/areas you work in

How to improve - to know H2I you will need:

- to know how to check work
- to know how to be a 'critical' friend
- to be able to peer assess
- to be able to self assess
- to talk with teachers about your work

Stop the Bullies

Bullying is wrong

Nobody has the right to hurt other people by hitting them, kicking them, calling them names, spreading rumours about them, sending abusive texts or emails or by doing anything else which is intended to upset or hurt them.

We do not tolerate bullying at all – if you feel you are being bullied:

- ✓ Speak to your Tutor
- ✓ Speak to a Peer Mentor
- ✓ Speak to a friend
- ✓ Talk to your parents
- ✓ Drop in on the School Nurse
- ✓ Talk to someone you can trust
- ✓ For cyberbullying - abuse by text or internet use this button



DO SOMETHING ABOUT IT

What not to do

- ✗ Don't try to deal with the problem on your own
- ✗ Don't hit back
- ✗ Always tell the truth about what has happened even if a bit of what you did was wrong
- ✗ Don't hide what is happening from the adults you trust. Keeping things secret is the bullies' biggest weapon against you. That is why they go to so much trouble to try to stop you telling!

We now have an email address for you to use if you have anything worrying you about school or friends. Mr Harris is the only member of staff who has access to this and he will get back in touch with you. Please remember that there are some things he cannot keep confidential!

staysafe@solway.cumbria.sch.uk

Please use it if you need help!



Dining Room

Breakfast - 8.00 – 8.30

Toast, bacon sandwiches, hot drinks

Break

Toast, homemade soup, bacon sandwiches, hot drinks

Lunch

see some of the selection offered below.

If you want something particular, ask Mrs Hoodless who will try and help you.

We pride ourselves on offering good quality and home made products. We believe you are what you eat. Because of this **we do not allow any sweets, gum, crisps, chocolate or any fizzy/high energy drinks in school.**

Chicken Tikka/Korma & Rice

Chicken Pie, Potatoes & Vegetables

Fish & Oven Chilli

Sweet 'n' Sour & Rice

Pizza

Shepherd's Pie & Vegetables

Moussaka & Vegetables

Chinese Beef and rice

Roast Dinner

Pasta with cauliflower, broccoli in cheese sauce

Soup and rolls

Quiche

Jacket Potatoes, cheese & beans

Salads - Cheese/Ham/Tuna

Sandwiches, Baguettes & Wraps

Paninis

Cakes

Rice Pudding/Semolina

Fruit

Yoghurt

Drinks including milk, juice, water

Cheese and biscuits



We use seasonal, local produce when available.

Useful Websites Log

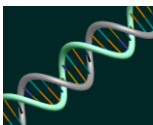
www.bbc.co.uk/schools/revision
www.solwayschool.co.uk – Moodle

Please add to your website log below – ask your teacher for help to make this list.

English	
Maths	www.emaths.co.uk www.mathsisfun.com www.topmarks.co.uk
Science	www.S-cool.co.uk www.DocBrown.info
Geography	
History	
Spanish/French	http://atantot-extra.co.uk www.espanol-extra.co.uk www.francais-extra.co.uk/
Art	
RMT	
Food	
Textiles	
Music	
PE	
ICT	
Citizenship	
RE	
PE Studies	
Other	
Other	

Our House System

We started our House system a few years ago and we decided that as we were then a technology college, we would choose inspirational people to name them after.



Rosalind Franklin

Scientist

Born: 25 July 1920
Died: 16 April 1958 (ovarian cancer)
Birthplace: London, England

Rosalind Franklin's X-ray studies of molecules played a crucial role in the 1953 discovery of the structure of DNA; the blue print of life.



John Dalton (6 September 1766 – 27 July 1844)



An English chemist, meteorologist and physicist. He is best known for his pioneering work in the development of modern atomic theory, and his research into colour blindness (sometimes referred to as Daltonism, in his honour).

Sir Isaac Newton (1642-1727)
mathematician and physicist

One of the foremost scientific intellects of all time, he entered Cambridge University in 1661; he was elected a Fellow of Trinity College in 1667, and Lucasian Professor of Mathematics in 1669. During two to three years of intense mental effort he prepared *Mathematical Principles of Natural Philosophy* commonly known as the *Principia*, although this was not published until 1687.



Helen Sharman

1991: Sharman becomes first Briton in space

Dr Sharman, aged 27, a former chemist for the Mars chocolate company, had won her place in space in 1989 after answering an advertisement she heard on the car radio - "Astronaut wanted. No experience necessary."

She was eventually selected from over 13,000 applicants to be the British member of the Russian scientific space mission Project Juno.



Each house has a Head of House and then Form Tutors – and we have a system of vertical tutor groups for years 7 – 10 where you will spend registration time with people in your house. Each tutor group will also have trained Peer Mentors who can help you at school with any issues you may have or answering any questions you want answered. Yr 11 are in their own registration groups.

We have inter-house competitions – some sporting, some academic and some creative. Sports Day and Olympic Week are also competed for in houses.

Every week the houses compete for the Smart Mark and Attendance cups – this is **really** competitive and relies on you **behaving well**, **working hard** and **being here every day** – just like you will have to do when you go to work.

Acceptable Use Policy

This is important and relates to the use of technology in school that belongs to school and that you bring into school.

- All users to act responsibly and show consideration to others
- All phones must be switched off during lessons
- The use of social networking sites is not allowed in school
- When using social networking sites out of school time we expect you to use it responsibly and not use foul language, name call or bully others as this is often brought into school and distracts us all from teaching and learning – all of the above are criminal offences!
- We take cyberbullying seriously, don't do it! Whatever you post can never be deleted. Use it responsibly
- All school equipment to be treated as intended and any faults to be reported to the class teacher
- Passwords to be kept secure and never shared
- The school email system to be used as intended; no swearing, no bullying, no name calling
- Staff are not to be approached on social networking sites

Home School Agreement

Staff

The quality of learning, teaching and behaviour in school are inseparable issues and are the responsibility of all staff.

Staff therefore, have the responsibility to

- set an example of respectful behaviour and encouraging good behaviour
- create a positive working environment
- plan interesting and stimulating lessons and learning activities to meet the needs of individual pupils.
- organise, structure and support pupils in the completion of homework tasks particularly at KS4
- encourage pupils' achievements for example by rewarding pupils fairly using verbal praise, the school system of smart marks, the praise board, praise postcards, class certificates, etc
- carry out regular assessments and monitor the work of pupils
- provide a written report of individual pupil progress once a year in addition to regular progress checks providing levels or grades and motivation scores
- involve parents with any concerns of attendance and use of inappropriate language or behaviour
- respond quickly and positively to parental and pupils' concerns
- meet with parents to discuss achievements and issues
- work with parents to resolve difficulties where they arise
- keep parents informed using the pupil planner, letters, newsletter, curriculum booklets, website and local press

Parents have the responsibility to

- support their child by ensuring that they have the proper equipment and uniform
- see that their child attends school each day on time and avoids any absences in the term including term time holidays
- support their child in the completion of homework and other opportunities for home learning
- let the school know about any concerns or problems that might affect their child's work or behaviour
- work with the school to devise and implement a plan to resolve difficulties
- be actively and positively involved in supporting their child's learning and individual needs e.g. by attending parents evenings etc
- support the school's agreed and published policies

Signed: _____ (Parent/Guardian) Date: _____

Pupils will:

- respect and support the learning of others
- be aware of the results of poor behaviour on their own learning and that of others
- consider the feelings of others
- respect other pupils' space and privacy outside the classroom
- ask for help if there are any problems
- complete class work and homework to the best of their ability and on time
- attend school regularly
- be on time for lessons and school
- bring the equipment needed every day
- wear the appropriate uniform and follow the school's dress code
- to be prepared for learning
- accept and support the school's Discipline 4 Learning and rewards system

Signed: _____ (Pupil's Name) Date: _____

Checked by Tutor

Signed _____ Date: _____

**THIS IS ALL ABOUT WORKING
TOGETHER**