



# The Winstanley School

Widening Horizons | Enabling Excellence

## Parents Information Guide 2017-2018



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## Useful Telephone Numbers, Email addresses and Websites

School Office: Email: Website:	0116 289 8688 <i>office@winstanleyschool.org.uk</i> <i>www.winstanleyschool.org.uk</i>	8.25am - 4.00pm Mon-Fri
Community Office:	0116 289 8688 /Option 3	9.00am - 2.00pm Mon-Fri 4.30pm - 8.30pm Tue/Wed/Thu
Allocations:	0116 3056684	
Free School Meals:	0116 305 6588	
Family Information Centre:	0116 305 6545 <u><a href="mailto:family@leics.gov.uk">family@leics.gov.uk</a></u>	

## Academic Year 2017 / 2018

### Autumn Term

School Opens	Tuesday 29th August 2017
Teacher Day (School closed to students)	Friday 13th October 2017
Mid-Term Break	Monday 16th to Friday 20th October 2017
Disaggregated Training Day (School closed to students)	Friday 24th November 2017
End of Term	Thursday Evening 21st December 2017

### Spring Term

School Opens	Monday 8th January 2018
Mid-Term Break	Monday 12th to Friday 16th February 2018
End of Term	Friday Evening 23rd March 2018

### Summer Term

School Opens	Monday 9th April 2018
May Day	Monday 7th May 2018
Mid-Term Break	Monday 28th May to Friday 1st June 2018
End of Term	Friday Evening 13th July 2018

## Key Events 2016-17

Year 7 Team Building	4 <sup>th</sup> Oct 2017
Year 7 Tutor Parents' Evening	11 <sup>th</sup> Oct 2017
Year 7 Subject Evening	19 <sup>th</sup> April 2018
Year 7 Test weeks	30 <sup>th</sup> April – 18 <sup>th</sup> May 2018
Year 8 Subject Evening	8 <sup>th</sup> Feb 2018
Year 8 Test weeks	30 <sup>th</sup> April – 18 <sup>th</sup> May 2018
Year 9 Subject Evening	30 <sup>th</sup> Nov 2017
Year 9 Options Evening	11 <sup>th</sup> Jan 2018
Year 9 Options Interviews	15 <sup>th</sup> Jan – 2 <sup>nd</sup> Feb 2018
Year 9 Options Forms Submission Deadline	9 <sup>th</sup> Feb 2018
Year 9 Test weeks	30 <sup>th</sup> April – 18 <sup>th</sup> May 2018
Year 10 Subject Evening	2 <sup>nd</sup> Nov 2017
Year 10 Work Experience	19 <sup>th</sup> – 23 <sup>rd</sup> Mar 2018
Year 10 Test Weeks	11 <sup>th</sup> – 29 <sup>th</sup> June 2018
Year 11 Intervention Parents Evening 1	27 <sup>th</sup> Sept 2017
Year 11 Mock Exams	4 <sup>th</sup> – 11 <sup>th</sup> Dec 2017
Year 11 Subject Evening	25 <sup>th</sup> Jan 2018
Year 11 Intervention Parents Evening 2	15 <sup>th</sup> Mar 2018
Year 11 Prom Night	t.b.c
Post 16 Careers Fair (2.30-5.30pm)	23 <sup>rd</sup> Oct 2017
KS4 Presentation Evening	8 <sup>th</sup> Nov 2017
Winter Sports Day (KS3)	22 <sup>nd</sup> Nov 2017
Christmas Concert	14 <sup>th</sup> Dec 2017
Winstanley's Got Talent	24 <sup>th</sup> May 2018
Area Sports Day	18 <sup>th</sup> May 2018
Summer Sports Day	t.b.c.
KS3 Curriculum Awards Evening	28 <sup>th</sup> June 2018
D of E Sponsored Walk & camp	t.b.c
D of E Practice Expedition	t.b.c
D of E Assessed Expedition	t.b.c
Intake Open Evening (6.00-7.30pm)	5 <sup>th</sup> Oct 2017
Skills Show (NEC – Yr9 & Yr11)	t.b.c.
HPV Vaccination Year 8 (girls)	11 <sup>th</sup> Sept 2017
Teenage Booster & Meningitis Vaccination Year 9 (girls & boys)	6 <sup>th</sup> Mar 2018
HPV Vaccination (2 <sup>nd</sup> ) year 8 (girls)	23 <sup>rd</sup> April 2018
Open Day	t.b.c.
New Year 7 Induction & Parents' Evening	4 <sup>th</sup> July 2018

## Winstanley Leadership and Teaching Staff

Executive Head	Chris Parkinson
Co-Head of School	Dave Bennett
Co-Head of School	Gareth Williams
Deputy Head of School	Fiona Le Cras
Assistant Head of School	Stephanie Fawcett
Assistant Head of School	Annabel Roberts
Assistant Head of School	Wesley Collins
Head of Year 7	Amy Turner
Head of Year 8	Elaine Tomblin
Head of Year 9	Kimberley Harris
Head of Year 10	Annabel Roberts
Head of Year 11	Claire Cooke
Head of Art	Cathy Hincks
ADT Teachers	Jake Berry
	Chenelle Costello
	Hansa Mistry
	Sarah Yates
ADT Technician	David Smith
Head of English	Carly Wilson
English Teachers	Stephanie Fawcett
	Jason Finn
	Kimberley Harris
	Rachel Hendra
	Kerry Mace
	Tobias Moore
Head of Humanities	Nick Rigby
History Teachers	Fiona Le Cras
	Annabel Roberts
Geography Teachers	Claire Cooke
	Michael Megginson
Religious Studies Teacher	Natasha Boyce
Head of Computer Science/Business Studies	Jaz Bola

Head of Maths	Sandra Stafford
Maths Teachers	Mark Aston Conor Evans Hansa Mistry Penny Rollason Karen Sharp
MFL Teachers	Helene Baudson Daniela Ling
Head of Music	Liz Olnier
Head of PE	Kevin Higgins
PE Teacher	Elaine Tomblin
Religious Studies Teacher	Natasha Boyce
RESPECT Co-ordinator	Stephanie Underwood
Head of Science	Pankaj Thacker
Science Teachers	Wesley Collins Jasmine Groves Fiona McGladrigan Shobhana Patel
Science Tutors	Nicola Davis Charlotte Jackson
Science Technician	Robert Chamberlain
Cover Supervisors	Kevin Howe Rachel Lawrence
<b>Learning Support Staff</b>	
SENCO (MAT)	Elaine Holloway
Additional Needs Manager	Julie Warner
Higher Level Teaching Assistants (HTLA)	Suzanne Thornton Diane Wright

Teaching Assistants

Sue Brown  
Jo Chambers  
Elaine Church  
Samantha Curson  
Michelle Maycock  
Ivor Messiah  
Jacqui Rainer  
Craig Stocker  
Julie Wright

**Other Staff**

Pastoral Support Manager  
Inclusion Intervention Co-ordinator

Sally King  
Eddie Dublin

Attendance Officer

Bali Rai

Librarian

Sue Bate

## The School Day

Period	Time
Lesson 1	08.40 – 09.40
Lesson 2	09.40 – 10.40
REGISTRATION	10.40 – 10.55
BREAK	10.55 – 11.15
Lesson 3	11.15 – 12.15
Lesson 4	12.15 – 13.15
LUNCH	13.15 – 14.00
Lesson 5	14.00 – 15.00

## The School Shop

(located in the Library)

If students do come to school without the correct equipment we have a school shop on site. A range of stationery can be purchased at competitive prices.

Rulers	10p	Sharpeners	10p
Rubbers	10p	Pencil Cases	50p
Pencils	10p	Personal Organisers	£2.00
Pens	10p		

## Music Lessons

The following music lessons are available each term either during or after school. Please contact Mrs Oler for further details.

**Guitar**      **Drums**  
**Steel Pans**    **Singing**  
**Piano**

## Lunch/After School Clubs

### Study Club - 3.00 - 4.00 pm every day

Study club offers students the chance to do homework tasks, projects and research immediately after school in a comfortable and friendly environment. Computers, books, paper and equipment are all available as well as help and advice from our college librarian, Mrs Bate. Squash and biscuits are also provided free of charge.



A selection of lunchtime and after school activities are run during the year. Please see below for a selection of clubs that may run but are subject to change.

	<b>LUNCH 1.20-1.55pm</b>	<b>AFTER SCHOOL 3.00-4.00pm</b>
<b><u>MONDAY</u></b>	Oasis Football (Astro) Sports Hall Activities GCSE Students only YR7 Maths Games Club M1 Computer Club x2 (both rooms)	Study Club – Library YR11 GCSE Maths Statistics M1 YR8 Maths Extension M2 GCSE Maths Higher Drop-in M5 GCSE Maths Target Group only M3 Netball 3.00-4.00pm Table Tennis Club 6pm GCSE PE Revision YR11
<b><u>TUESDAY</u></b>	Oasis KS3 Book Club Football (Astro) Sports Hall Activities Computer Club x2 (both rooms) Independent Music Makers	Study Club – Library Dance – 3.30-4.30pm Violin Lessons Steel Pans Rehearsals
<b><u>Wednesday</u></b>	Oasis Football (Astro) Sports Hall Activities Computer Club x2 (both rooms) Independent Music Makers	Study Club – Library YR10 Additional Maths Group M2 GCSE Maths Target Group only M3 GCSE Maths Foundation Drop-in M4 G&T GCSE Computer Class The Wednesday Band (More-able) Vocal/Musical Theatre Company Table Tennis Practice GCSE Students only
<b><u>THURSDAY</u></b>	Oasis Football (Astro) Sports Hall Activities Computer Club x2 (both rooms) Independent Music Makers	Study Club – Library GCSE French G&T GCSE Computer Class KS4 English Revision/Catch-up Basketball 3.00-4.15pm The Thursday Band (More-able) Steel Pan Band Lesson
<b><u>FRIDAY</u></b>	Oasis Football (Astro) Sports Hall Activities YR7 Maths Games Club M1	Study Club – Library YR9 Maths Extension Maths M1 G&T GCSE Computer Class Girls & Boys Rugby 3.00-4.15pm

Additional match fixtures are also arranged by the PE department.

## Safe Use of the Internet

As part of ensuring that students have every chance to make use of the learning opportunities available to them, Winstanley offers a range of ICT facilities. In school facilities are protected by filters but also rely on the vigilance of staff and students as things change.

The opportunities offered by ICT are exciting and can be really positive for students, but there are also some dangers. One of the risks is that of accidentally viewing unsuitable content such as pornography and racist material, as well as the harm that inaccurate information can cause to a student's education. Another risk involves the use of contact such as email, social media and instant chat, which can lead to cyberbullying. These risks can be minimalised by providing parental control to home internet access and teaching children to stay safe by keeping their personal details private. They must not give out over the internet their full name, age, where they live, the school they attend or share personal pictures. They should save any material they find offensive.

Additionally, students should be discouraged from adding 'random' contacts to MSN or to social networking 'friend' lists. They should also be discouraged from talking to anyone they do not know via webcam. Webcams should always be switched off or unplugged when not in use, since there are 'worm' programmes in existence that can enable the camera to be activated without the user's knowledge.

The proper use of all ICT facilities at Winstanley is based on a joint understanding between students, their parents/carers and Winstanley staff. Parents/carers are asked to sign an 'Internet Parent Permission Form' (p.12 of Student Organisers). This is then checked by staff and the details recorded for our files.

We also ask that students let staff know if they hear or see anything that causes them to feel upset or concerned. This can include the use of social networking sites such as Facebook (although not available from the Winstanley network) or any other form of technology. If the issue is in school, investigation will take place and next steps identified based on our behaviour policy.

If incidents occur outside of school, advice can be offered. In most cases, we will inform parents/carers as to the nature of any distressing content, the involvement of their child and the media used. We encourage parents/carers and students to remove any offending content (once copied as evidence) but we cannot do this from school due to the arduous nature of such a task. We cannot take responsibility for contacting social networking sites, phone network companies or any other organisations, but we are happy to give parents/carers web addresses that may prove useful to them, should they wish to do this. However, if there is a child safeguarding element, we will work with you to ensure your child is safe.

## Safe Use of the Internet (continued)

Parents/carers are advised to remind their children to contribute to Winstanley's internet safety by understanding the following:

- Always follow the teacher's instructions when using the internet.
- Keep passwords private.
- Be careful about what you send via email. Do not write or send anything that could upset and offend others.
- Do not put yourself in danger.
- Do not give personal information about yourself in an email or on a web site.
- Let your teacher or member of staff know if you receive anything you do not feel comfortable with. Do not respond to it yourself.
- Do not download anything that you think may upset others.
- Do not use your mobile phone to pass on information that might upset or offend others.

The internet is not a dangerous place for anyone to enter, so long as individuals understand the risks and the easy preventative measures that can be taken to ensure safety. It is our intention to arm our students with the knowledge to enjoy a safe social and academic life on the internet.

Further information to keep your child safe can be found on these sites:-

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

[www.ceop.gov.uk](http://www.ceop.gov.uk)

[www.kidsmart.org.uk](http://www.kidsmart.org.uk)

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

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

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

### **Electronic Devices**

Students are strongly advised not to bring electronic devices to school. Cases of loss, damage or theft will not be investigated. Should any electronic device, including earphones etc., be seen or heard in lesson time it will be confiscated and an appropriate sanction issued.

# Careers Education and Guidance

Careers education and guidance at Winstanley focuses on three main career skills.

## **Self-development**

In self-development sessions we help our students identify what they are good at doing and also help them to work within a team effectively, treat others fairly and with respect. We also show students the different roles people have in their lives and how they cope with the demands of these roles.

## **Career Exploration**

Career exploration involves finding out about the importance of work. Students learn to be able to recognise similarities and differences in types of job and also learn about the structural changes in the world of work and the skills and attributes employers will require of them in the future. We provide access to information about a range of jobs so that students can think realistically about the employment challenges which lie ahead. We help them to find out what entrance requirements jobs have, what skills and qualities employers are looking for and what financial rewards and career development are on offer.

## **Career Management**

Careers management skills will enable students to get what they want from their chosen career path. We provide impartial advice and guidance on how to set goals and targets, how to record achievements and how to maximise presentation skills. Individual careers advice interviews are available during the school day. These interviews take place with a member of the Connexions careers service and provide students with the opportunity to plan the next stage of their educational/careers journey.

All students at KS4 will have the opportunity to benefit from the expertise of the Connexions Careers Service within RESPECT lessons in addition to accessing individual interviews.

Early in Year 11 students will also be offered a practice interview with a careers professional as preparation for college/job interviews.

Students have the opportunity to attend careers fairs and participate in career experience opportunities such as 'Women in Construction'. Year 10 students are also encouraged to organise work experience opportunities during the summer term.

We also have close links to Universities and HE colleges in Leicester. Students attend courses and visits which both develop their skills and expand their career horizons.

## Parent / Carer Contact Guide

In order to ensure smooth communication between home and school, we have produced a guide about who to contact in various situations. Your child's tutor has a central role in their welfare and should be the first port of call for most contacts. If in doubt, contact the tutor. There are other instances when you might not be sure who to speak to, however, and some of these are listed below.

Nature of query	Who to contact
1. My child is ill and cannot attend, or is going to be late to school.	Main office: Tel. 0116 289 8688
2. I have a question about my child's academic progress, either with classwork or homework.	Child's tutor
3. My child is unhappy, either because of an issue with a teacher or with other students.	Child's tutor
4. I am experiencing financial hardship and am struggling with the cost of extra-curricular provision.	Vice Principal
5. I have a complaint to make.	Depending on the level of seriousness, see the child's tutor (not if the complaint is about a member of staff), or Head of Year, in the first instance, to see if the matter can be resolved informally. If the matter is not resolved, please follow the complaints policy that can be found on our website.

If you find that your query has not been answered to your satisfaction, always know that there is someone else to speak to. If the issue cannot be answered by the tutor, please speak to the head of year. If they are unable to resolve an issue, please ask to speak to the Vice Principal.

# Revision Information and Useful Websites

## Safeguarding Websites

Local Safeguarding Children Board: Leicestershire & Rutland - <http://lrsb.org.uk>

Child Exploitation and Online Protection Centre <http://ceop.police.uk>

## NSPCC - Help and advice for parents

<http://www.nspcc.org.uk/fighting-for-childhood/our-services/services-for-children-and-families>

## Exam boards

AQA – [www.aqa.org.uk](http://www.aqa.org.uk)

Edexcel – <https://qualifications.pearson.com>

OCR – [www.ocr.org.uk](http://www.ocr.org.uk)

WJEC – [www.wjec.co.uk](http://www.wjec.co.uk)

Joint Council for Qualifications – [www.jcq.org.uk](http://www.jcq.org.uk)

## Revision websites for all key subjects

[www.bbc.co.uk/bitesize](http://www.bbc.co.uk/bitesize)

## Maths

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

Students are issued with their own password and login to access homework, games, puzzles and revision papers.

## Science

Andy Darvill's Science Site – <http://www.darvill.clara.net/index.htm>

## Home Learning

<https://www.samlearning.com>

Students are issued with their own login and password to access home learning set by teachers and general revision lessons.

Department for Education <https://www.gov.uk/government/organisations/department-for-education>

## Ofsted

<http://www.ofsted.gov.uk/>

# Community Activities

Our Community Office runs several courses for students and adults alike. There are also over forty affiliated groups that run from the college.

## Community Office

Tel: 0116 289 8688 /Option 3

E-mail: [community@winstanley.leics.sch.uk](mailto:community@winstanley.leics.sch.uk) or [ijoyce@winstanley.leics.sch.uk](mailto:ijoyce@winstanley.leics.sch.uk)

Tues/Weds/Thurs 9.00am - 2.00pm and 6.30pm - 8.30pm

## Courses

Children's swimming lessons

Adult leisure swim

Cake decorating/Sugar Craft

## Summer Activities

Football & Sports – Multi-sport Holiday Club

Swimming crash courses

## Affiliated Groups

Kingsway Church

Little Cherubs Pre school

Leonna Knott Dance & Fitness

Matrix Martial Arts

The Foxes Archery

Netball

Braunstone Cricket Club

Enderby Junior Dodgeball Club

Leicester Falcons - Adult Dodgeball Club

Pantomime Alliance

Splash Babies

Winstanley Wizards Table Tennis

LCFC Kicks

Over 50 Adult Swimming Club

Tiny Treasures Parent & Toddler Group

LRCAA Jedis & Junior Archery

Ravenhurst Badminton Club

Braunstone Swimming Club

British Cactus Society

Amy Billington Dance Academy

Yoga with Julia

Braunstone Life

Slimming World

Winstanley Ladies Club

True Blue Dance Academy

## Junior Football Clubs

Studs Junior FC

Kingsway Rangers

Braunstone Juniors

## Facilities available for hire

Dance and Drama Studio with air-conditioning and mirrors

Community wing

School hall for discos, weddings, anniversaries, magicians, bouncy castles etc.,

Floodlit all-weather pitch

Sports Hall