



BEECHEN CLIFF

Information for New Parents

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BEECHEN CLIFF

Information Evening for New Parents

Monday 24th June 2019 6.30 - 8.00pm

1. Meeting in Sports Hall

Introduction from the Headmaster	-	Mr A Davies
Chair of Governors	-	Mr N Stevens
Games/PE	-	Mr G Hawkins
Music	-	Mr P Calvert
Performing Arts	-	Miss G Smith
Tir-y-Cwm visits	-	Mr G Hawkins
Introduction to School Nurse, Heads of House, SENDCO and PP Coordinator -		Mr K Mann

2. Meeting with the Head of House

Parents will be directed to another room to meet the Head of House.

3. Information Gathering in Main School Hall, Foyer and Library

- a. Uniform – a representative of Scholars (suppliers of our school uniform) is available to discuss your needs. Scholars will be open on **Sunday 14th July 2019** between 10.00am and 2.00pm for the exclusive use of Beechen Cliff School parents. You can make an appointment with Scholars this evening, or phone on 01225 462206.
- b. School meals
- c. Sale of nearly new sports kit
- d. Literacy and Reading (based in the Library)
- e. Numeracy and Mathematics
- f. The School Nurse – Mrs K Lothgren will be available
- g. SENDCo – Mrs J Blair will be available in Room 20 to discuss SEND issues

Tea and coffee will also be available in the Main Hall during this session.

Important Forthcoming Dates

Thursday 4th July 2019: Induction Day

Pupils report to Main Hall by 9.00am. The day is due to finish at 3.00pm.

Pupils wear junior school uniform and bring a pair of trainers for sporting activities.

Thursday 29th August 2019: INSET Day 1 (no school for pupils)

Friday 30th September 2019: INSET Day 2 (no school for pupils)

Monday 2nd September 2019: Start of term – Year 7 pupils report to Main Hall by 8.25am

Monday 2nd September 2019: Individual Photographs for Year 7 pupils

Tuesday 3rd September 2019: Opro Gum Shield fitting

Starting from Monday 9th September 2019: Teaching group visits to Tir-y-Cwm

Tuesday 17th September 2019: Prospective Parents' Evening from 6-8pm. The school will close early at 12.15pm*

Wednesday 18th September 2019: INSET Day 3 (no school for pupils)

Thursday 26th September 2019: Prospective Parents' Open Morning from 9am-12pm.

Thursday 26th September 2019: Year 7 Parents' Information Evening

October 4th 2019: Year 7 Welcome Service 2:30pm at St Luke's Church – all parents welcome

October 7th 2019: Whole School Photograph

Monday 28th October – Wednesday 6th November 2019: Autumn Half Term Holiday

Thursday 7th November 2019: First day of Christmas Term

Thursday 19th December 2019: Carol Service (Bath Abbey) **

Friday 20th December 2019: Last day of Christmas Term

* All Year 7 pupils will be expected to help out at Prospective Parents' Evening on Tuesday 19th September.

** All Year 7 pupils will be expected to attend the Carol Service on Thursday 20th December.



House Teams

If you have any concerns about your son, please do not hesitate to write or telephone to arrange an appointment with his Tutor or Head of House.

House	Head of House
Byron	Ms A Milland
Chaucer	Mrs S Westlake
Kipling	Mr C Hall
Milton	Mr D Jaggon
Shakespeare	Mr P Macdonald



Items needed for the start of term

Uniform List

Blazer *	Navy with crest
Shirt *	White with fine blue stripe No alternative is acceptable. No T-shirts to be worn underneath.
Tie *	Beechen Cliff House tie must be worn by all pupils
Jumper *	Navy V-neck with crest. No alternative is acceptable.
Trousers *	Mid grey from Scholars
Socks	Plain dark grey or black (not white)
Shoes	Black leather type. No trainers, canvas shoes or boots. (Trainers may only be worn at lunchtime)
Top Coat	Plain and standard school style (No hooded tops (“hoodies”), leather/denim jackets or similar)
Craft Apron*	With school crest

Games and PE Kit

PE shirt*	House colour with crest
PE shorts *	White with crest
PE socks	White socks
Supportive trainers	
School rugby jersey*	
Rugby shorts *	Royal blue with crest
Rugby socks *	Royal blue
Rugby/Football boots	Bladed boots are not permitted
Gum shield and shin pads	Compulsory
Shoulder pads and scrum cap	Optional
Towel	For both PE and Games lessons

If there are any problems with uniform, please contact the school before the start of term.

*** Only available from Scholars, 4 Terrace Walk, Bath (Telephone: 01225-462206)**

Stationery List

Every pupil is required to have a pencil case that contains the following items:

- Ink pen and cartridges or roller ball pen (blue or black)
- Biro pen (spare)
- Green Biro pen
- Pencils and coloured pencils
- Pencil sharpener and eraser
- Scissors
- Ruler (15cm/6in)
- Highlighters
- Glue stick
- Scientific Calculator (our recommendation is Casio FX-83GTPLUS or Casio FX-83GTX)
- Compass and protractor

We would also recommend the purchase of a roll of sticky back plastic for covering the exercise books they will be given in September.

Art Materials

Listed below are a number of materials included in an Art pack you are able to obtain from us. These materials are typical of the ones he will be using in lessons and homework throughout the year. You are of course welcome to obtain them from another source. If you wish to obtain the Art pack consisting of the materials listed below please pay £10 online through ParentPay by September 7th 2019. Art sets will be distributed in the first few weeks of the new term in September. Materials included in the pack are as follows:

- A4 Sketch book
- Watercolour Starter Set plus brush
- Oil pastel Set
- Drawing Pencil Set (pack of 5 pencils, 2B-6B)
- A4 Lightweight Portfolio

Gum Shields

Gum shields are a requirement for all boys playing rugby. There are many suppliers of gum shields and you are free to source your own from any of these. However, for your convenience we have an arrangement with one provider, OPRO, to have a dental professional visit the school to take impressions from all pupils who would like to purchase a custom-fit mouth guard from them.

Gum shields are ordered directly from OPRO and not through Beechen Cliff. OPRO will be visiting the school on **Tuesday 3rd September 2019** to take impressions. **OPRO would require an order to be placed at least one week prior to this.** An order is made by visiting www.opro.com. This website will also be able to provide more information about their mouth guards.

How the School Works

School Day Timings

8.25am	Registration/Tutor Time/Assembly
8.45am	Start of Period 1
9.45 – 10.00am	Break 1
10.00am	Start of Period 2
11.00 – 11.15am	Break 2
11.15am	Start of Period 3
12.15 - 12.20pm	Changeover

Lunchtime arrangements are different depending on year group:

<i>Sixth Form, Year 8 and Year 10</i>		<i>Year 7, Year 9 and Year 11</i>	
12.20pm – 1.05pm	Lunch	12.20pm	Start of Period 4
1.05pm	Start of Period 4	1.20pm – 2.05pm	Lunch

2.05pm	Changeover
2.10pm	Start of Period 5
3.10pm	Registration
3.20pm	End of school day

Attendance

There is a clear link between regular attendance/punctuality and success at school. Please ensure that your son is in school before 8.25am each day. In the event of absence please contact the Attendance Office (01225 485222) or e-mail attendance@beechencliff.org.uk on the first day of absence and subsequent days of any absence, and ensure that when your son returns to school he provides the Attendance Office with a letter explaining reasons for the absence.

As far as possible, please make medical appointments outside the school day. Also please do not book holidays during term time. Parents who believe that they have “exceptional circumstances” which justify taking a pupil out of school must contact the Headmaster **before any bookings are made.**

If attendance falls below 95% we will contact you and this may result in a meeting being held in school.

You can access the MNSP Attendance Policy via the Beechen Cliff School website.





Assessment and Banding Arrangements in Year 7

Baseline Testing: On entry to Beechen Cliff School all pupils have a baseline assessment. This is based on KS2 SAT scores, CATs data and KS2 teacher assessments. The aim of this assessment is to give us as clear a picture as possible of pupils' prior attainment and potential. This can ensure teaching is the most effective it can be. Where pupils have a particular learning need extra support can be provided.

Teaching Groups: In most subjects the groups are mixed ability. In Year 7 pupils normally remain in the same teaching group for the year as this aids the transition process. However, where appropriate, teaching group changes can be made. In English and Mathematics pupils are streamed in Year 7 broadly based on their baseline assessment scores. Following internal assessments teaching group changes can be made if appropriate.

Assessing Progress: At KS3 we assess pupils on the core content and skills they learn each year. Assessment grades given are in the form of a GCSE grade relevant to the pupil's year for example Year 7 B or Year 7 C.

Reporting to Parents: We report to parents three times each academic year. In addition to this there is one Parents' Evening for each year group per academic year.

Further information about how you can support your son at Beechen Cliff across a variety of areas, including details about accessing reports, will be provided in September.

ePortal – Keeping you connected

ePortal is our web based system that allows parents real time access to reports, attendance information, timetables, conduct "events" etc. Access details will be given to parents in September. ePortal also allows you to check that the contact details we have for you are up-to-date.

The Library, Prep and Study Support

The Library is open every day from 8.00am until 3.20pm and can be used for homework, study and reading. Prep runs every day from 3:30pm to 4:30pm and a member of staff is available to support any pupil carrying out independent study. The Library has a number of computers and printing is available at 5p per A4 sheet of black/white and 25p per colour sheet. The Library also has a stationery shop for pupils to buy an extensive range of stationery.

Food

We strongly recommend that pupils have a balanced meal at lunchtime. Beechen Cliff food is renowned for its high quality – nutritious, healthy and freshly prepared on a daily basis. The cost of a main meal is currently £2.50 per day (subject to change). No pupil is allowed to leave the school site at lunchtime without permission.

Cashless Catering: As you will be aware from a previous letter, we operate as a cashless school. For your convenience and to assist with the administration of the service, a method of online payment can be used. The ParentPay payment system can be accessed via the School website where you will be able to make payments for school meals, plus many other items. There is a minimum transaction of £10 for school meals, and a daily ‘spend limit’ of £6 programmed into the system for your son. This can be increased or decreased for an individual pupil by making a written request to the Finance Office. To avoid embarrassment your son’s school meals account must be kept in credit at all times. You will be issued with a letter containing a user name and password at the beginning of July. This will be given to pupils on Induction Day, **4th July 2019**, or posted home if they are unable to attend. If you do not have access to ParentPay, please ask for details to pay using PayPoint which is available locally at McColls and Co-operative stores.

Free School Meals: If your son is already receiving Free School Meals, or you feel you may be eligible to apply, please apply directly to BANES Council. BANES Council can be contacted by telephone on 01225 394317, via e mail freeschoolmeals@bathnes.gov.uk or via their website <http://www.bathnes.gov.uk/services/schools-colleges-and-learning/>.



Looking after personal belongings

Labelling all personal items: Please mark all personal items with your son's name.

Cash and electronic gadgets: We strongly recommend that pupils do not bring expensive property or large sums of money to school. Although we do not ban mobile phones and other electronic devices such as iPods, we recommend that they are not brought to school. If phones and other electronic equipment are brought to school, they must be switched off and not be seen between 8.25am and 3.20pm. Pupils who do not follow this rule will have their property confiscated for a period of two school days. The same rule applies to headphones – they should not be seen in school between 8.25am and 3.20pm and will be confiscated for 2 days if seen.

Valuables in changing rooms: When pupils are involved in any physical activity or leave their bags/blazers unattended, they are advised to hand money and valuable items to a member of staff. The School cannot accept liability for any items that are lost, damaged or stolen.

Lockers: Many pupils take advantage of the lockers we provide to store books and equipment. If you would like your son to have the use of a locker there will be a charge. Details will be available in September.

Representing the school

Beechen Cliff provides many sporting, musical, theatrical and outdoor opportunities for pupils. In many cases these will involve being part of a team that prepares for school representation in the evenings and at weekends. When pupils are chosen to represent the School there is an expectation that they do so with pride – over and above other outside commitments.

Data Collection Form and keeping us informed of changes

Data Collection Forms will be given to pupils on Induction Day, 4th July, or posted home if they are unable to attend. Please let the School Office know in writing of any changes eg house moves, phone numbers, e-mail addresses, updates to medical information etc. It is a parents' responsibility to ensure the information is up to date. Please note we require at least two emergency contacts.

Protection of Personal Data

Beechen Cliff School is fully committed to compliance with the requirements of the EU General Data Protection Regulations (GDPR). Our role and responsibilities are enshrined in the Data Protection Policy and associated policies. All MNSP policies are available via a link from the school website.



Beechen Cliff's traditions, ethos and high standards

Core Values

Core Values recognise the qualities that we expect pupils to adopt and develop during their time at Beechen Cliff. These values underpin all that we do and are considered to be an integral part of the experience at Beechen Cliff where a safe and secure learning environment, high standards of teaching and the provision of a wide and varied range of extra-curricular opportunities all combine to develop well rounded and independent thinkers. Beechen Cliff School welcomes diversity amongst its staff and students. The school encourages an environment where there is equality of opportunity and where prejudices are challenged. We are committed to ensuring that no person involved or associated with the school receives less favourable treatment on the grounds of race, colour, nationality, ethnic origin, gender, age, health status, disability, sexual orientation, gender identity, political or religious beliefs. The core values are:

Aspiration: Beechen Cliff supports all pupils, encourages them to achieve their potential and celebrates the full range of their achievements.

Balance: Beechen Cliff provides a wide range of opportunities for extra-curricular involvement and aims to develop pupils who will make a positive contribution to their community and society, i.e. develop a sense of "well roundedness".

Compassion: Beechen Cliff provides a safe environment and expects mutual politeness and respect to be observed by all members of the School community.

Independence: Beechen Cliff promotes independent thinking and encourages the development of individual responsibility and resilience.

During his time at Beechen Cliff School your son will produce a Pupil Journal as a record of his time with us. It would be helpful if you could, from time to time, provide sources that reflect his experiences such as photographs, certificates and newspaper articles which he can add to his Journal.

Maintaining a positive climate for learning

We pride ourselves at Beechen Cliff on having a well-ordered school community. The vast majority of pupils conduct themselves in a way that always supports a happy, relaxed and purposeful atmosphere. This is maintained through an expectation that all members of the school community have the right to be treated with respect and to work in a clean, calm and safe environment. All should be punctual and well prepared for their work so that everyone is able to make the most of their time at school and it is understood that we all have a wider responsibility towards the community in which we live and work.

The school has a set of rules which, by and large, are a statement of the obvious but they are set out on the next page to eliminate any doubt:

Around the school

- Walk around the school sensibly and quietly. Do not be a threat to the safety of yourself or others.
- Other than in the Refectory and the Main Hall during wet break and lunch times, pupils are not permitted to eat food indoors.
- Dangerous objects/illegal substances, including cigarettes (or similar) and alcohol, must not be brought into school, used or consumed. No medication should be brought into school without the School's knowledge and approval.
- Stay on site during the school day, only leave school with staff permission and sign out before going. In the interest of safety, do not play near cars, the cycle racks or on the banks around the site.
- Look after all property and respect other people's property. Gambling, or bringing articles onto the School site for the purpose of buying and selling, is not allowed.
- Pupil's hair must be in a style acceptable to the School. It must be sensibly cut (not cut below a Grade 2), clean and tidy. It must not be bleached, dyed or permed. No unusual patterns or designs are permitted, and it must not be longer than collar length.
- Jewellery must not be worn in school – this includes ear-rings/studs covered by plasters.
- Keep the school tidy - use the litter bins and recycling bins provided.

In the classroom

- The general aim is that pupils should always work to the best of their ability and allow others to do the same.
- Arrive on time for lessons with the correct equipment.
- When a teacher or pupil is talking to the class, give them your full attention.
- If a pupil has something to say or ask, they put up their hand and wait until the teacher is able to deal with you.
- Pupils stand when a visitor enters the classroom.
- Mobile phones must be switched off on entering the school and only switched on at the end of the school day. They must not be taken into an examination room. Failure to adhere to this will result in the item being confiscated for two days. Headphones must also be removed on entering the school site and not be seen until the end of the school day.

Note: Some departments have additional rules that apply specifically to that department.

In the Refectory

- Queue quietly and sensibly in a single file.
- Eat and drink at the table and keep it clean and tidy.
- Return trays with plates, cutlery and cups to the collection points.
- Packed lunches/snacks can be eaten in the Refectory, picnic sites or designated areas but nowhere else.

To and from School

- Remember we all have a responsibility towards the community (area) in which we live and work. Wear the school uniform with pride – ties pulled up and shirts tucked in. No jewellery is allowed at these times.
- We encourage pupils to ride cycles to school and use our excellent cycle storage facility that has room for 100 bicycles.
- Pupils must make sure that their bikes are locked properly and that they wear a helmet. Scooters and skateboards are not permitted. In the interest of safety, pupils should not cycle down the avenues or within the school grounds.
- The personal safety of pupils is very important. Pupils must take extra care when crossing roads or getting on or off buses and always make use of pedestrian crossings.
- Pupils must not act in a manner that could be considered offensive, dangerous or damaging to the reputation of Beechen Cliff.

Sanctions

Occasionally sanctions are used when boys do not meet the expectations we have of all pupils at Beechen Cliff. These sanctions include detentions at break time, lunchtime, after school or on Saturday morning. In exceptional circumstances, for example when a pupil causes low level disruption in lessons, he may be sent to the Work Room to work in isolation for a period of time under the direct supervision of a member of staff. In extreme cases he may receive an internal exclusion where he will spend a given number of days in isolation supervised by a member of staff. There is an expectation that all parents will fully support the work of the school in this area. If a pupil continues to cause a problem for the school, parents will be requested to meet the Head of House to discuss the issue. Parents will be given logins to access the School's Behaviour Management System "Sleuth" where all positives and negatives can be seen.

Rewards

The new rewards system was introduced in January 2019 based around the four school Core Values; Aspiration, Balance, Compassion and Independence. Pupils receive points for demonstrating the Core Values in lessons and around school. Individual points are part of the House competition which also includes Inter-House sport and department competitions and application scores, with the winning House receives privileges such as first into the Refectory. From September 2019, pupils will be able to cash in their points for prizes such as vouchers and lunch passes. Parents can keep track of their son's positives and points in Sleuth and cash in via the online shop.



Special Educational Needs and Disability

We are committed to supporting pupils academically and socially in the school community. Our aim is for all pupils with Special Educational Needs to achieve their potential.

Mrs Joanna Blair (SENDCo) is responsible for the day-to-day running of the SEND Department, providing specialist intervention, co-ordinating provision and monitoring the SEND Policy.

A team of Teaching Assistants support pupils through a range of provisions, including in-class support, group work and one-to-one tuition. Specialist teaching staff also work with the SEND Department delivering additional provision.

Assessment and monitoring: Information from local Primary Schools, including Teacher Assessments and SATs results, where available, inform us of pupils' prior attainment. We also administer CATs (Cognitive Ability Tests) which measure pupil potential and indicates their cognitive strengths and weaknesses. Sometimes we may ask outside services for further professional advice. This advice will help us plan specialist support which includes – In-class Support, Literacy, Numeracy, Organisational Skills, Social/Communication Skills and Specialist Tuition. The effectiveness of this Provision is assessed and reviewed on a regular basis.

Individual Student Support Plans and provision management: If your son has been identified as having SEN at Primary School, we shall act on the advice and strategies provided in his SEN records.

Most pupils with SEN will automatically be offered support as part of their provision plan. If you think that your son needs support and has not been offered any, please contact Mrs Joanna Blair.

Pupils with an Education, Health & Care Plan: Pupils who join Beechen Cliff with an Education, Health & Care Plan will have a negotiated Individual Student Support Plan, outlining their support needs and will receive a statutory Annual Review of their EHC Plan.

Keeping parents/carers informed: You will be contacted by letter during the first few weeks of term if your son has been offered additional support. There will be further opportunities during the academic year to discuss your son's support with the SENDCo, his Head of House or Tutor.

SEN Telephone: 01225 480466

Pupil Premium

We are committed to support pupils eligible for Pupil Premium funding. This takes the form of financial support, interventions and close tracking of pupil progress. Mr Jamie Forrest (Pupil Premium Co-ordinator) is responsible for the Pupil Premium strategy. For more information on the support provided and to provide us with information if you son is eligible for the Pupil Premium please see the return slip on page 39.



School Nurse and the Medical Room

Our Medical Room is open from 8.30am – 3.30pm Monday to Friday. We have approximately 25 First Aid trained members of staff.

- It is imperative we have up-to-date contact numbers in the event of an emergency. Please contact us if your home/work/mobile number changes. If you are travelling or away on business and are unable to collect your child, please provide the school with a contact number of a person who can collect your child in this instance.
- In the case of minor emergencies you will be contacted and asked to collect your child and take them to A&E.
- We are able to hold medication in a locked cabinet in the Medical Room. Please make sure you complete the medical form which can be found on the school website under the heading 'School - Administration of Medication Form', print a copy off and complete it, returning it to the Medical Room along with the medication. The medication must be in its original packaging and it must be clearly labelled.
- The Medical Room does not deal with injuries that have happened outside of school hours, it is purely for school incidents.

Anaphylaxis – We are able to hold a spare Epipen for your son and also Piriton in the event of an allergic reaction. They must be clearly labelled with your son's name. Please make sure you contact us and fill out a Care Plan, giving us clear instructions of how your son's symptoms present and the treatment we need to follow.

Asthma – Please ensure your son carries his inhaler at all times and has easy access to it during PE. It is possible for us to hold a spare for your son in the event that he leaves it at home; please label it clearly and it will be held in the Medical Room.

Contagious illnesses – Please keep your son away from school with any infectious illness until your GP advises it is safe to return. Diarrhoea and Vomiting (D&V) - the recommended period to be kept away from school is 48 hours from the last episode of D&V.

Diabetes – We are able to hold the Diabetic supplies for your son. Please make sure you bring a clear lunch box size container holding the spare snacks, insulin, needles, ketone strips, etc.

Head injuries – all pupils sustaining a head injury will remain in the Medical Room and be monitored closely. You will be contacted and a note will be sent home.

Paracetamol - We can give one dose of paracetamol for headaches with parent/carer permission (see attached medical form on the school website as above) – please check school policy for administering paracetamol. However, we **cannot** give paracetamol following a head injury. If the headaches continue, please seek advice from your GP.

Beechen Cliff offers a listening service and counselling support provided by 'Off the Record' three days a week for pupils who need a confidential session to discuss personal issues.

Virgin Care Public Health Nursing Service: We have a Virgin Care nurse who comes into school every Tuesday lunchtime from 12noon -2pm for a drop-in clinic for confidential advice.

We also have an Automated External Defibrillator (AED) which will be used by trained staff in the event of Cardiac Arrest. It is located in the Staff Room.

Please feel free to contact the Medical Room if you have any concerns or questions regarding your son.

School Nurse Tel: 01225 485236





Year 7 Visits

Year 7 Residential Visit to Tir-y-Cwm

As part of Beechen Cliff School's Induction, all new Year 7 pupils are invited to visit our School Cottage at Tir-y-Cwm in the Brecon Beacons. The visits will take place from Monday 9th September 2019 through to Wednesday 2nd October 2019. You will be advised of the exact date of your son's visit once groups have been finalised in September.

We believe that this is a valuable opportunity for new pupils to get to know each other and some of their teachers and Sixth Form students.

Tir-y-Cwm is situated in the centre of a large forest on the South Western edge of the Brecon Beacons at Ystradgynlais, just north of Swansea.

The visit will last three days and will include team building, forest walks during the day and night time, along with various adventure activities.

Although catering for all our needs, the accommodation is basic with no instant hot water, no central heating, no mains electricity, no cleaners or catering company. Pupils are therefore expected to take a full part in the upkeep of the cottage and help with the catering during their stay.

Bedding for the bunks is not supplied so your son will require a single mattress sheet, sleeping bag, pillow, warm nightclothes and slippers or plimsolls for inside the cottage.

During the autumn the weather can be mixed but generally it is starting to get cold. Your son will need warm clothes and waterproofs. Some of the activities may require him to get very dirty and therefore a set of robust clothes will also be necessary. A full kit list follows on the next page.

The cost of the trip is **£120.00**. In the event of personal cancellation, £30 is non-refundable. Please use the ParentPay online method of payment, accessed via the School's website. However, if you are not able to pay via ParentPay, please ask for details to pay using PayPoint which is available locally at McColls and Co-operative stores. Bursaries are available to support parents in meeting the cost of this trip (please contact your son's tutor for more information).

We hope all new pupils embark on this venture, as we are sure they will benefit greatly from the experience. **Please complete the enclosed form on page 35 and return it to the school office.**

Year 7 Tir-y-Cwm Kit List

- Clothing for travel: smart casual please
- Warm clothing. **No light colours or expensive gear!**
- Fleece pullover
- 2/3 x Tee shirts
- Tracksuit bottoms for activities
- Warm trousers for visits and spare
- Socks and underwear
- Waterproof top and bottoms
- Warm hat and gloves
- Good quality socks for boots
- Walking boots or wellies
- Trainers x 2 pairs (a pair for general use and a pair to get very wet and muddy)
- Flask or drinks container
- Sandwich box
- Hot water bottle for night time! (it does get cold)
- Sleeping bag
- Warm clothes to sleep in
- Slippers or plimsolls for inside the cottage (bare tiled floors)
- A pillow and an old single sheet
- Toiletries and towels
- Torch and spare batteries
- Small rucksack/Day Pack
- A reading book
- Some basic first aid (plasters etc) - please inform the school of any medication your son is taking (see page 35)
- A packed lunch and a drink for departure only
- Extra nibbles: a fruit cake is a good idea
- **Black bin liners for the return of very dirty and smelly clothes – your son will get very dirty.**

Please ensure all items are named.

Please do not send your son with electronic gadgets.

If mobile phones are taken, they will be the responsibility of the pupil whilst travelling to and from Tir-y-Cwm. On arrival at Tir-y-Cwm pupils are permitted to text home “arrived safely”. Following that all mobile phones will be collected from the pupils and safely locked away until departure. Shortly before departure all mobile phones will be handed back to the pupils to contact home with approximate arrival times to the Bear Flat.

French/History Trip to Normandy July 2020

The French and History Departments are very pleased to be able to offer your son a four day visit to the historic region of Normandy with the School. This trip will take place from **Tuesday 23rd to Friday 26th June 2020**. We will be staying in a modern centre on the Normandy coast which caters specifically for school groups. The centre is situated right on the beach with leisure and games areas and all rooms have private facilities.

The peaceful region of Normandy provides an exciting array of places to visit. In particular its significant role in the ending of World War II will ensure pupils gain an insight both into the culture and history of this fascinating region.

During the visit your son will have the opportunity to visit the D-Day landing beaches and 360° cinema which shows footage of the landings filmed on D-Day. We will also visit the ancient city of Bayeux where pupils will do a town trail and get a chance to see the unique Bayeux Tapestry. In the evenings we will undertake a variety of leisure activities including swimming, mini golf, table tennis, tennis, pool and beach games.

The aim of the trip is to provide your son with an exciting opportunity to expand his cultural and historical awareness of France and allow him to put some French language into practice.

The cost of the trip is £415 which includes:

- Return coach, travel and ferry crossing (Portsmouth-Normandy)
- 3 nights full board accommodation including packed lunches
- All excursions and visits
- Inclusion on a collective passport (therefore there is no need for your son to have his own passport for the trip)
- Comprehensive insurance

Places are limited to 70 and places will be allocated on a first come first served basis. More information about this trip, including how to book your son a place, will be provided in September.

Please note: If any pupil due to travel with us finds himself in trouble, either in school or out of school, he could have his place withdrawn and, if no replacement is found, forfeit any monies paid.

Instrumental Music Tuition

Instrumental Tuition

Music tuition is provided for most orchestral instruments, along with acoustic guitar, electric guitar, bass guitar, kit drum, piano and voice.

Lessons and Cost

Instrumental lessons are taught on a one-to-one basis by visiting professional tutors. The duration of each lesson is 30 minutes and will take place during normal school hours. Lesson times will rotate each week to minimise disruption to curriculum lessons and pupils/students are expected to catch up on any missed work. Parents of Year 7 pupils, and those further up the school who are beginners, have the option to commence with 20 minute lessons initially and teachers will advise parents if changes are necessary to the lesson duration. Year 7 pupils who have achieved Grade I or have been learning an instrument for at least one year are strongly encouraged to commence with 30 minute lessons from the outset. The cost of lessons for the academic year 2019/2020 will be £17.65 for 30 minute lessons and £13.00 for 20 minute lessons.

Applying for Music Lessons

If you wish your son/daughter to receive instrumental tuition, **please complete the Music Instrumental Lessons Application Form** on page 37 and send it to the Music Administrator either via music@beechencliff.org.uk or via post c/o the Finance Office.

Once the application form has been received you will be sent a Standing Order Form to forward to your Bank. Once the first payment is received your son will be notified when lessons are to commence.

In order for lessons to commence at the start of term, application forms must be returned no later than **Friday 5th July 2019**. Once the application form has been received you will be sent a Standing Order Form to forward to your Bank. Once the first payment is received your son will be notified when lessons are to commence.

The Music Tuition Contract

Payment

Throughout the academic year (approximately 38 weeks) 33 lessons will be provided as standard. Parents are asked to pay for these lessons by setting up a Standing Order over an 11 month period from September through to July ie: each payment will effectively equate to three lessons. The monthly cost for lessons will be £52.95 (30 minute lessons) or £39.00 (20 minute lessons) and this amount will be collected on the first day of each month (excluding August).

Please note: Standing order payments are spread over the academic year to cover a total of 33 lessons. In any given month, the number of lessons received may not equate to the number paid for (ie: pupils may receive two lessons one month and four or five in another month). Over the academic year however, this will balance out and a total number of 33 lessons will be received.

Parents can 'sign up' for lessons at any time during the academic year, but tuition will only commence once the first payment is received. Any changes to music fees in subsequent years will be made at the beginning of the academic year and parents will be notified in the previous Summer Term of any price increases.

Parents whose child receives free school meals, who wish to apply for assistance with music fees, should contact the Music Department (applications will be treated in the strictest confidence). The Music Department should be informed if circumstances change and pupils/students are no longer eligible for free lessons.

Lesson Attendance

Parents will be charged for all lessons throughout the academic year even when a pupil/student cannot make a lesson for a valid reason (school trip, illness, examinations, etc). However, if parents are aware of any clashes, they are asked to inform the Music Administrator at school (music@beechencliff.org.uk) with as much notice as possible. The School will then endeavour to rearrange lessons accordingly, so that parents are not paying for missed lessons. Please note it will not always be possible to rearrange lessons and on these occasions parents will be liable for the cost. If an instrumental teacher is absent for any reason, parents will **not** be liable for the cost and the lesson will be rescheduled.

Cancellation of Lessons

If parents wish to discontinue lessons at any point, **one calendar month's notice** will be required in writing. This should be sent to the Music Administrator either via music@beechencliff.org.uk or in writing c/o The Finance Office.

Timetables

Timetables for all instrumental lessons are displayed in the Music Centre entrance and can also be found on the School Website <http://www.beechencliff.org.uk/music.html>. It is the pupil's/student's responsibility to arrive at the correct time and parents are asked to ensure their son/daughter checks the timetable each week. Please note that times of lessons will change weekly and sometimes last minute changes are unavoidable (not displayed on the website).

Please retain this Parental Contract for future reference.





A Message from the Parent Teachers' Association (PTA)

The PTA extends a welcome to all prospective Year 7 parents/carers. Starting at secondary school is not just bewildering for a child but often a change of culture for parents. The main aim of the PTA is to support parents offering an informal opportunity to get to know the school, Headmaster, teachers and other parents.

The PTA is here for all parents at Beechen Cliff to have a voice. The PTA acts as an invaluable sounding board for the school - whether it is advice relating to day to day concerns, reporting and assessment. We work closely with the school; we all have a vested interest in the future of our school. I am sure that there will be times when you feel that you would like to ask a question, raise an issue, or find out information, but do not know who to ask and do not want to raise the issue formally. On many occasions many others will have the same queries and we are seeking to gather all of your views so that we know the opinion and needs of the whole school community. We are here to help you - by directing you to the appropriate staff, the governors, raising your questions (anonymously if you like) at regular PTA meetings or answering your question directly. Time is precious, we understand that you may not be able to attend our termly PTA meetings or help out at school events. This does not mean you cannot be actively involved. You can email items you would like raised (PTA@beechencliff.org.uk) and our minutes are available for you to view by request or you can find them on the Beechen Cliff website under the Parent Tab under the section titled PTA. The website has information on forthcoming events and up to date information.

Volunteering to help or attending one of our functions is a great way to get involved. We meet once a term, often with the Headmaster and members of staff, to discuss plans for the School, curriculum developments, school life and upcoming events. We have regular Quiz Nights, run a Second Hand uniform shop and serve coffees at Parents' Evenings. We are always looking for volunteers. Just one hour of your time in each school year would be fantastic - volunteer with a friend or make a new one. Times are flexible so there is always an opportunity.

The PTA runs a 50:50 Club a fund-raising lottery, licensed by BANES Council, with profits going to the PTA. Every month 50% of the money raised is awarded in prizes and 50% goes into the PTA fund. The money is then used to improve the school environment for all the pupils – for example, it has bought new lighting for the stage and equipment for school clubs. The 50:50 Club works by parents, staff and friends of the School paying anything from £1 to £10 a month by Standing Order. Each £1 is allocated a number and every month that number goes into a draw. It is like a raffle: your Standing Order automatically buys 'tickets' each month. Like a raffle, the more numbers you have, the more chance of winning! Three winning numbers are drawn each month at the PTA meeting. You can join and leave at any time; just cancel your Standing Order if you decide to stop. Beechen Cliff PTA is also registered with 'Give as You Live' which allows parents to raise funds for the PTA and enhance our children's school lives, while shopping on line at thousands of stores.

Give as You Live is free to join and costs parents no extra when shopping. See link for further details and how to register <https://www.giveasyoulive.com/join/beecheen-cliff-school-parent-teacher-association>. We decide how PTA funds are used and what social events take place. New ideas are always welcome - maybe you went to or helped run something at your son's Primary School that we could adopt.

When your son joins Beechen Cliff School you are becoming part of one of the most active and involved Secondary School PTA's in Bath.

The PTA Team





BEECHEN CLIFF YEAR 7 RESIDENTIAL VISIT TO TIR-Y-CWM

Parental Permission and Pupil Information Form

I would like my son to take part in the Year 7 Residential Visit to Tir-y-Cwm, Beechen Cliff's cottage in South Wales.

Pupil Name:		Pupil's Date of Birth:	
Parent/Carer Title:		First Name(s):	
Parent/Carer Surname:			
Address:			
Postcode:	Home Tel:	Mobile Tel:	
Other emergency contact names and telephone numbers:			

Signature: _____

Date: _____

Medical Information

Doctor's Name:
Doctor's Surgery Address:
Doctor's Surgery Postcode:
Doctor's Surgery Tel:
10 digit NHS Number:
Please add any information about your son that you think would be useful:

Please return this form to:

Mrs S Davies, Main School Office, Beechen Cliff School, Kipling Avenue, Bath BA2 4RE

Beechen Cliff School is fully committed to compliance with the requirements of the EU GDPR. Our Data Protection Policy and associated policies are available on the school website.



BEECHEN CLIFF MUSIC INSTRUMENTAL LESSONS

Please do not send any money at this point. We will contact you with a Standing Order Mandate for completion and return to your bank.

Pupil/Student Name:	
Beechen Cliff Tutor Group:	2019/20Year Group:
Instrument (one only):	<i>(if guitar, please state whether classical, electric or bass)</i>
Does the pupil/student have their own instrument?	Yes / No
Length of lessons required <i>(please tick)</i> :	<input type="checkbox"/> 30 minute <input type="checkbox"/> 20 minute <i>(Year 7 or beginners only)</i>
Approximate standard/Grade (eg Beginner, Grade 2 etc.):	

Parental/Carer Contract

Parent/Carer Title:	Parent/Carer First Name:
Parent/Carer Surname:	
Relationship to pupil:	
Email address:	

I would like my son/daughter to receive instrumental lessons. I have read the Parental Contract. and I will use this for future reference and agree to the terms and conditions stated.

Signature:

Date:

Please email music@beechencliff.org.uk for further information.

Please note that there may be a waiting list for some tuition, depending on the availability of staff.

Please return this form by Friday 5th July 2019 (for a September 2019 start) to:

Music Administrator, c/o Finance Office, Beechen Cliff School, Kipling Avenue, Bath BA2 4RE

Beechen Cliff School is fully committed to compliance with the requirements of the EU GDPR. Our Data Protection Policy and associated policies are available on the school website.



BEECHEN CLIFF PUPIL PREMIUM INFORMATION FORM

The Pupil Premium is additional funding for state funded schools in England designed to help 'disadvantaged' pupils of all abilities perform better, and narrow the gap between them and their peers.

Pupils eligible for Pupil Premium Funding

- Pupils currently in receipt of free schools meals (FSM).
- Pupils who have been in receipt of free school meals in the last six years.
- 'Looked After' pupils defined in the Children Act 1989 as one who is in the care of, or provided with accommodation by, an English local authority.
- Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, a child arrangements order or a residence order.
- Pupils recorded as 'service child' or in receipt of a child pension from the Ministry of Defence.

At Beechen Cliff we closely monitor these pupils to make sure their learning needs and pastoral care are met to the highest standard in an effort to ensure they have the best 'whole school experience' available to them. This involves implementing intervention strategies such as one to one peer mentoring, numeracy and literacy support, mentoring and coaching from external agencies, homework support, financial support for families in need and supplying all essential equipment required for school (eg. calculators, stationary and food ingredients for Food Technology lessons).

To help us plan for the up and coming academic year we would appreciate if you could make us aware if your son is currently eligible for Pupil Premium funding by completing the attached form and returning it to Mr Forrest via the Main School Office before the end of July 2019.

Return Slip

Pupil Name:

Pupil is currently in receipt of free schools meals (FSM)? (Y/N):

Pupil has been in receipt of free school meals at some in the last six years (ever 6 FSM)? (Y/N):

Pupil is 'Looked After' defined in the Children Act 1989? (Y/N):

Pupil has ceased to be looked after by a local authority because of adoption or other? (Y/N):

Pupil is recorded as 'service child' or in receipt of a child pension from the Ministry of Defence?(Y/N):

Parent Signature

Beechen Cliff School is fully committed to compliance with the requirements of the EU GDPR. Our Data Protection Policy and associated policies are available on the school website.

Please return this form to:

Mr J Forrest, Main School Office, Beechen Cliff School, Kipling Avenue, Bath BA2 4RE

Further Information

For more detailed information, including the school calendar and MNSP school policies, please see our website: www.beechencliff.org.uk.

We would ask parents, where possible, to be familiar with key policies and in particular with the Home School Agreement, available on the school website.







BEECHEN CLIFF

Kipling Avenue, Bath BA2 4RE
Tel: +44 (0)1225 480466 www.beechencliff.org.uk