



Highfields School Year

HIGHFIELDS SCHOOL : SCHOOL YEAR

Highfields School

A Centre for the Performing Arts





Highfields School Year

2008 - 2009

Dear Parent/Carer

As the academic year moves to its end, I am writing to give you information about some of our achievements this year and some housekeeping details for September.

1. Achievements 2008-2009

- The award of 'High Performing School' for the second year running by the Specialist Schools and Academies Trust because of our % 5+ A*-Cs (including English and Maths) at GCSE in 2008.
- Gaining International School Award (Intermediate level) from the British Council for promoting the international dimension of our curriculum.
- Developing the new Diploma in our 14-19 curriculum; we offer the Creative & Media Diploma in September 2009 and Retail Business the following year.
- Building improvements at both Lumsdale and Starkholmes as part of a five year plan to bring about major refurbishment of the school.
- Launching a new policy on Assessment, Recording and Reporting then being awarded Leading School Status for Assessing Pupil Progress by the Local Authority.
- Many successes in sport at individual and team level, the continued success of Sportsleadership and the resurrection of the Duke of Edinburgh Award Scheme at Highfields.
- A huge number of visits as part of our commitment to out-of-school learning.
- Being awarded 'good' for 16 out of the 23 judgements made by Ofsted in their February 2009 Inspection of the School
- Unauthorised absence for terms 1-5 this year halved, when compared to the corresponding period in 2007-2008.

These are just some of the many achievements of the school this year. Well done to all students and staff!

2. Performing Arts Activity 2008-2009

Major initiatives:

- Redesignation as a Specialist school with a new three year plan (available on the school website) and new partnerships with All Saints, Darley Dale and Lea Primary Schools.
- A Creative Partnership Project in July 2009 to launch Highfields TV to produce regular footage for the internal television screens, celebrating aspects of school life and helping students to develop their media skills.
- A new Level 2 Creative and Media Diploma course has been planned with Peak 11 schools to be delivered from September 2009.
- Planning has taken place to introduce Arts Award qualifications for students in 2009/10 focusing on work in all three specialist disciplines – Dance, Drama and Music.

Community Work:

- Continuing collaboration with First Taste on inter-generational work in local care homes.
- Drama project at Castle View Primary School.



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- Dance and Drama support work at Castle View, Tansley, Churchtown and South Darley Primary Schools.

Outside Arts Groups:

- New Perspectives – ‘Sir Gawain and the Green Knight’ and ‘Wasteland’
- Shifting Sands – ‘The Devil’s Doctor’
- Tangere Arts – ‘I’m No Hero’
- Matlock Music Society – series of concerts and some master classes available to students

Curriculum Enrichment:

- Dance, Drama and Music workshops by arts professionals to develop students’ skills.
- The A’Up holiday project in collaboration with Fleet Arts.
- Lunch time and after school clubs for students on both sites for Dance, Drama and Music.
- Work with students by Matlock Storytellers leading to entries for the Young Storyteller of the Year Competition.
- Many trips to live arts events throughout the year.
- Residential opportunities for Drama students.

Performance Opportunities:

- Evening of Dance.
- Lower School Showcases in February and June.
- Year 12 Theatre Studies production of ‘Our Country’s Good’ – three nights.
- Christmas Concerts over two nights with varying programmes.
- Easter Concert.
- AS and A2 Theatre Studies practical examination performances.
- GCSE Y10 and Y11 Performing Arts Showcase examination performances.
- GCSE Y10 Drama practical coursework performances over three nights.
- Summer Extravaganza featuring music and dance work from a wide range of students.
- ‘Return to the Forbidden Planet’ Musical – three nights.
- Primary Music and Dance tours.
- Y11 Theatre in Education performances to Lower School students.

Dance Events:

- Oct 2008 - Visit to see Hofesh Shechter perform at Sheffield Lyceum
- Nov 2008 - Primary Dance day with support from dance leaders
- Dec 2008 - Evening of Dance
- Dec 2008 - Masterclass with Matthew Bourne Company dancers
- Feb 2009 - Performance at Buxton opera House as part of the Peak 11 KS4 Dance Festival
- May 2009 - Chosen to perform at the County Youth Dance Platform at The Assembly Rooms Derby
- July 2009 - Masterclass with professional dancer Sarah Hedge
- July 2009 - Primary Dance Tour

3. School Refurbishment

We have achieved much this year, including:

Starkholmes (Lower School) Site

- Removal of three dilapidated terrapins
- Resurfacing to the lower part of the driveway



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- New computer benching and work surfaces for teaching staff
- New roller blinds in many of the classrooms
- Upgraded stage lighting and sound system
- Replacement of fencing along main driveway
- Installation of new kitchen equipment
- Installation of new interlocking kitchen ventilation system
- Total refurbishment of the Art room, to incorporate Textiles as well as Art

Lumsdale (Upper School) Site

- Refurbishment of the Coffee Bar
- Installation of air conditioning into rooms L4 and IT1
- Upgrade of stage lighting in the Drama Studio
- Replacement of all of the remaining steel doors with aluminium doors
- Conversion of the Caretakers' rest room into a new seclusion unit
- New floor coverings in several Languages classrooms and in the Textiles room

Both Sites

- Replacement of roller blinds in offices and teaching areas
- Replacement of light fittings in classrooms
- Replacement of carpets in classrooms and offices
- Painting and decorating of several areas, including admin offices, classrooms and toilets
- Continuation of the programme to replace locks, using the new suited master system
- Extended the Intruder and the Fire detection and alarm system
- Replacement of all shower thermostatic mixing valves

4. Staff who are Leaving

Several staff leave us at the end of the year:

- | | |
|---|--|
| • Ann Armistead (Finance Manager) | • Chantal Kelly (Geography Teacher – Supply) |
| • Mark Chapple (Music Teacher) | • Paul May (Maths Teacher – Supply) |
| • Simon Cookdale (Maths Teacher) | • Simon Rowe (Science Teacher) |
| • Dave Dudek (English Teacher) | • Jane Spencer (SENCO) |
| • Dave Furness (Economics/Business Studies Teacher) | • Rob Steadman (Music Teacher – Supply) |
| | • Maureen Wilson (Head of Year 11) |

We thank all for their service to the school and wish them well as they begin the next phase of their lives.

5. Early Finish on Friday 24 July 2009

The Governors have given permission for us to **close the school at lunchtime (1.00pm) on Friday 24 July** in order for staff to say goodbye to staff who are leaving, so there will be no afternoon session on that day.

Students will attend normal lessons until 12.40pm. **A register will be taken at 12.40pm and then students will be free to leave school for the start of the Summer holiday.**

The contract buses will depart school at 12.50pm:

- G&J Holmes - 46, 453 462 and 470



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- Slacks - 163, 169, 440, 463 and 472
- Andrews - 254 and 471

The following buses are **not able** to collect students at lunchtime (12.50pm). Therefore students who usually catch service buses will have to make their own arrangements:

- Hulleys - 64 (Clay Cross) leaves Matlock Bus Station at 1.15pm (Highfields at 1.20pm)
- Hulleys - 172 (Winsters) leaves Matlock Bus Station at 1.15pm
- Doyles - 140, 141
- TM Travel - 162 and 214

Students who are entitled to a free meal should see Mrs Green (Starkholmes) or Mrs Hutchings (Lumsdale) to arrange for a packed lunch if they want one to be provided.

6. Records Update

We wish to update our records in order to hold accurate information for the start of the new academic year. Enclosed within this communication is the confidential data sheet held on your child. **Could you please check, and amend if necessary, and return to school, even if your details remain unchanged, no later than Thursday 23 July 2009.**

For examination purposes, it is very important that the student name corresponds to the name given on the birth certificate, as Universities and major employers will verify results issued by the examination boards against the name given on a birth certificate.

7. Parental Consent Forms (Medicines/Paracetamol)

Health and Safety regulations state that: **"prescribed medication should wherever possible be administered by parents during out of school hours"**. In most cases, medicines can be taken at times when a student is not at school. However, if you agree to the school administering Paracetamol to your child then please complete Parental Consent Form (Paracetamol) and return it to school. This needs to be renewed each school year. Should it become necessary for your child to take other medication at any time during the year, please complete a **new** Parental Consent Form (Medicines), copies of which can be obtained from either school office. Please note that the school cannot administer **any** medication to a student without a parental consent form.

8. Assessment Profiles

Students in Years 7-10 were issued with their end of year assessment profile on Friday 17 July. Please remember to complete the reply slip and return it to the school office by **Wednesday 22 July**.

9. Parentmail

You should all have received a letter regarding the Parentmail service we have signed up to which is used by over 2,000 schools across the UK to communicate with home by email and text message.



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If you have not yet returned your completed forms to the main school office, please can you do so by the end of term (Friday 24 July) in order for all details to be registered for the start of September.

10. Swine Flu Outbreaks

A letter and leaflet about swine flu are on our website for your attention. Highfields is planning to operate as normal. I would like to make you aware of the measures we are taking:

1. Ensuring parents'/carers' contact details are up to date – if you have changed any of these details recently or are intending to before September please inform us of the change.
2. Reviewing our infection control procedures – hand washing facilities/cleaning hard surfaces like door handles frequently.
3. Preparing to keep our students' learning going as long as possible if we have to close for a period – we are working on this.

The School Holidays:

School holiday activities for children and young people should continue as normal this summer, but parents and the organisers of activities should be alert. Any child presenting flu-like symptoms should return home as soon as possible, and their parents should contact the swine flu information hotline (0800 1513513), NHS Direct (0845 4647) or the NHS website for further information, then your GP for advice, if appropriate.

Reopening School after the holidays:

The health authorities will be monitoring the spread of infection closely over the Summer. Highfields assumes that we will reopen as usual at the start of the Autumn term. There may be circumstances where local health authorities advise a later reopening date, for example if there is a high rate of infection in the area. Please view our website for updates.

11. Return to School in September

Can I remind you that students in **Years 7, 9, 12 and 13 only** return to school on **Monday 7 September** and **all** students return to school on **Tuesday 8 September** at 8.40am.

12. School Day

The start and end of the school day will remain unchanged. However, lunchtime will be reduced by five minutes. To achieve this, I am adding those five minutes on to morning break to allow a little more time for students to relax and staff to commute between sites. The new form of the school day, from September 2009, will be as follows:

- | | |
|--------|---------------------------|
| 8.40am | - Registration / Assembly |
| 9.00am | - Period 1 |



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9.50am	- Period 2
10.40am	- Break
11.05am	- Period 3
11.55am	- Period 4
12.40pm	- Lunch
1.50pm	- Period 5
2.40pm	- Period 6
3.30pm	- End of School

13. School Uniform

All items of school uniform should be clearly marked with your child's name. When purchasing uniform could you please support the school by ensuring that **all** items comply with the school uniform policy and uniform is worn properly and I look for your support in this.

- Footwear:** Strong black footwear with no other colours.
Laces should also be plain black and socks should be plain black or white.
- Shirts:** Long sleeved white shirt which buttons to the neck and must be worn with a school tie (fitted blouses are not acceptable)
Or
White polo shirt with school logo.
- Jumpers:** Official black school jumpers with school logo which are only available from school or Lady Fair.
It is not acceptable to buy a jumper from another source and sew a logo onto it.
- Trousers/skirts:** Plain black trousers, **or**
Plain black **knee length** skirt.
- Jewellery:** A single sleeper/stud in each ear and a wristwatch.
No rings, pendants, necklaces, non-school badges or other body jewellery are allowed. If students arrive at school with facial jewellery they will be sent home immediately. No festival, charity or ordinary wrist bands are allowed.
- Outdoor wear:** Plain black coats without logos.
'Hoodies', including plain black 'hoodies', will not be accepted as outdoor wear and parents may be asked to come into school to collect them when confiscated (they are not waterproof, and school jumpers should be worn for warmth). Plain black cardigans **will not be** accepted as outdoor wear.
OUTDOOR CLOTHING MUST NOT BE WORN IN CLASSROOMS OR DURING LESSONS.
- Hairstyles:** Inappropriate hairstyles and colour are not acceptable and students will be informed individually if we think any changes should be made.
Hair bands should be plain black.



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Belts: Plain black (without studs) to be worn to hold up trousers and not for decoration.

Scarves: **PLAIN BLACK** and worn only during Winter months.
They should never be worn in classrooms or during lessons.

Make-up: Students will be issued with appropriate 'wipes' in order to remove make-up or nail varnish.

Bags: These should be of a suitable size to accommodate A4 sized books, folders and other equipment.

Sixth Form:

School is a workplace and students in the Sixth Form should dress for a working environment, that is, with modesty, smartness and appropriateness. That does not mean dressed for partying, the beach or the catwalk; neither does it mean dressing to make a statement.

Insignia and slogans are unacceptable, whether they be political, crude, amusing or in support of sports teams etc.

Jewellery and make-up principles apply as to the rest of the school, in that they are governed by health and safety principles and those of inclusion, that is, the desire to fit in and not stand out.

The ultimate arbiter of acceptability in dress is the Headteacher.

A Sixth Form Working Group recently reviewed dress in the Sixth Form and agreed the following list of acceptable wear.

Sixth Form Dress Code:

Sixth Form students must adhere to a dress code that reflects the responsibilities that Sixth Form students have as role models for younger students and as senior representatives of Highfields School. The dress code is defined as 'smart, office wear' and the following guidelines will help clarify what is appropriate:

- All items of clothing must be clean and in good repair.
- Tracksuit bottoms / jogging bottoms can only be worn by students participating in school sports on that day.
- Heavy combat / camouflage trousers and tops cannot be worn in school.
- Skirts that fall above the knee must be worn with tights.
- Shorts (of any length) are not allowed for boys or girls.
- Trousers for boys and girls should be ankle length and not rolled-up.
- Hats, including baseball caps, are not allowed in school.



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- Sixth Form students are allowed one small nose stud and one ear stud – no other facial piercing is allowed.
- Maximum height of heels is two inches (safety concerns).
- Heavy boots (including Doc Martens) are not allowed.
- All tops must have a sleeve – no strappy tops, low cut tops or vests and all tops must be long enough to avoid bare midriffs.
- T-shirts should be plain, without offensive images or language and long enough to avoid bare midriffs.
- Hair should be well groomed – recreational colouring and gelled / spiked hairstyles are not allowed in school.

All Sixth Form students are urged to consider carefully the appropriateness of current fashion trends when choosing what to wear in school.

14. Mobile Phones/iPods/other electronic gadgets

Mobile phones should only be brought to school for use in an emergency. They must be kept switched off at all times during the school day. If a student is found using a mobile phone or any other electronic equipment in school it will be taken off them and parents will receive a letter asking them to come into school to collect the confiscated item. iPods may only be used at lunchtime. The school can accept no responsibility whatsoever for phones or other electronic devices that are lost, damaged or stolen.

15. Planners

In September each child will be given a new planner. These will cost £2 to replace if lost.

The planner is used to record homework tasks and provides an opportunity for parents and school to exchange information. We would draw your attention to the need for these to be signed by you, the parent, on a weekly basis. You will also find in the planners a copy of your child's homework timetable, current targets and detailed information regarding administration, academic and pastoral issues, including:

- Contact with school
- Home School Partnership
- Emergency closure procedures
- School uniform
- Our Behaviour Code
- Our Homework Policy
- Media/Electronic Release
- Use of the Library

We strongly recommend that you read these documents, which can be found in the green pages section of the student planner. If you have any concerns regarding any of them, please write to me at the school.



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16. Parents' Consultation Evenings

Parents Consultation Evenings will take place during the year for each year group. All meetings will be held in the David Marshall Sports Hall at the Lumsdale (Upper School Site) from 4.00pm until 7.00pm.

Finally, may I take this opportunity to thank you all for your continued support this year. I have really appreciated it.

Have a good holiday.

Yours sincerely

Ramsey Tetlow
Headteacher



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2009 – 2010 Academic Year

Term Dates:

Term 1: 4 September 2009 to 23 October 2009
Term 2: 2 November 2009 to 21 December 2009
Term 3: 4 January 2010 to 12 February 2010
Term 4: 22 February 2010 to 1 April 2010
Term 5: 19 April 2010 to 28 May 2010
Term 6: 7 June 2010 to 23 July 2010

CPD Days – students not in school:

4 September 2009
23 October 2009
21 December 2009
29 January 2010
19 April 2010

Bank Holidays:

25 and 28 December 2009
1 January 2010
2 April 2010 (Good Friday)
5 April 2010 (Easter Monday)
3 May 2010
31 May 2010
30 August 2010

2010 – 2011 Academic Year

Provisional term dates:

Term 1: 6 September 2010 to 22 October 2010
Term 2: 1 November 2010 to 21 December 2010
Term 3: 4 January 2011 to 18 February 2011
Term 4: 28 February 2011 to 15 April 2011
Term 5: 3 May 2011 to 27 May 2011
Term 6: 6 June 2011 to 22 July 2011

Bank Holidays:

27 and 28 December 2010
3 January 2011
22 April 2011 (Good Friday)
25 April 2011 (Easter Monday)
2 May 2011
30 May 2011
29 August 2011



Highfields School Year 2009 – 2010 Key Dates

AUTUMN TERM 2009

SEPTEMBER:

- Friday 4 September 2009
- Monday 7 September 2009
- Monday 7 September 2009
- Tuesday 8 September 2009
- Tuesday 8 September 2009
- Wednesday 23 September 2009
- Thursday 24 September 2009

OCTOBER:

- Thursday 1 October – Wednesday 7 October 2009
- Tuesday 20 October 2009
- Friday 23 October 2009
- Tuesday 27 October- Friday 30 October 2009

NOVEMBER:

- Monday 2 November 2009
- Wednesday 4 November 2009
- Monday 30 November 2009

DECEMBER:

- Tuesday 1 December – Friday 11 December 2009
- Thursday 3 December 2009
- Thursday 10 December 2009
- Tuesday 15 December – Wednesday 16 December 2009
- Monday 21 December 2009

CPD DAY- students not in school

First day of term for Students in Years 7, 9, 12 and 13

Year 9 and Year 12 Photographs

All Students in school

Year 7 Photographs

H S A Annual General Meeting (6.30pm)

Year 11 of 2008/9 Presentation Evening (7.00-9.00pm)

Year 7 Induction Experience at Cromford

Year 13 Parents' Evening (4.00-7.00pm)
(Sports Hall, Lumsdale)

CPD DAY– students not in school

School closes

Year 12-13 Spanish Trip (Madrid)- tbc

School opens

Year 11 Parents Evening (4.00-7.00pm)
(Sports Hall, Lumsdale)

Y11 Exams

Year 11 Exams

Years 7-13 Evening of Dance

(Starkholmes) 7.30pm - tbc

Years 7/8 Disco (Starkholmes)

Christmas Concert (7.30pm)

CPD DAY – students not in school

School closes



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SPRING TERM 2010

JANUARY:

- Monday 4 January 2010
- Monday 11 January – Friday 29 January 2010
- Thursday 14 January 2010
- Monday 18 January 2010
- Wednesday 20 January 2010
- Thursday 21 January 2010
- Friday 29 January 2010

FEBRUARY:

- Tuesday 9 February 2010
- Thursday 11 February 2010
- Friday 12 February 2010
- Friday 12 February – Saturday 20 February 2010
- Monday 22 February 2010

MARCH:

- Tuesday 2 March 2010
- Monday 8 March 2010
- Thursday 18 March 2010
- Monday 22 March - Wednesday 31 March 2010
- Monday 22 March – Friday 26 March 2010
- Wednesday 31 March 2010

APRIL:

- Thursday 1 April 2010
- Wednesday 7 April – Sunday 11 April 2010
- Saturday 10 April – Saturday 17 April 2010

School opens

AS & A2 Module Exams
Year 11 Science (Biology) Exam
Year 11 Science (Chemistry) Exam
Year 11 Science (Physics) Exam
Year 10 Maths Exam / Y11 Resits - tbc

CPD DAY – students not in school

Year 9 Options Afternoon and
Year 9 Parents' / Diploma Evening
(Sports Hall, Lumsdale)
Lower School Performing Arts Showcase
(Bowler Hall, Starkholmes) (7.30pm)

School closes

Ski Trip - tbc

School opens

Year 11 Parents Evening (4-7.00pm)
(Sports Hall, Lumsdale)
Year 11 Maths Module - tbc
Y12 Parents Evening (4-7.00pm)
(Sports Hall, Lumsdale)
Modern Foreign Language Orals
Year 12 Geography Fieldwork in Dorset
Easter Showcase - tbc

School closes

Year 9-13 Vienna Trip (Austria) - tbc
Year 8-11 Spanish Trip – tbc



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SUMMER TERM 2010

APRIL:

- Monday 19 April 2010
- Tuesday 20 April 2010
- Wednesday 21 April 2010

MAY:

- Monday 3 May 2010
- Tuesday 4 May - Friday 7 May 2010
- Wednesday 5 May – Thursday 6 May 2010
- Friday 14 May 2010
- Monday 17 May, Tuesday 18 May and Thursday 20 May 2010
- Tuesday 18 May – Wednesday 30 June 2010
- Friday 21 May 2010
- Friday 21 May 2010
- Monday 24 May – Friday 28 May 2010
- Wednesday 26 May 2010
- Friday 28 May 2010
- Friday 28 May 2010
- Saturday 31 May 2010 – Friday 4 June 2010

JUNE:

- Monday 7 June 2010
- Wednesday 9 June 2010
- Thursday 10 June 2010
- Wednesday 16 June 2010
- Monday 21 June 2010
- Thursday 24 June 2010
- Monday 28 June – Friday 2 July 2010
- Monday 28 June 2010
- Monday 28 June – Wednesday 30 June 2010
- Monday 28 June 2010 – Friday 2 July 2010
- Tuesday 29 June 2010

JULY:

- Monday 5 July – Friday 9 July 2010
- Wednesday 7 July 2010
- Saturday 10 July 2010
- Wednesday 14 July - Friday 16 July 2010
- Friday 23 July 2010

AUGUST:

- Thursday 19 August 2010
- Tuesday 24 August 2010

CPD DAY – students not in school School opens

Year 7 Parents Evening (4.00-7.00pm)
(Sports Hall, Lumsdale)

Bank Holiday – School Closed

Year 10 Exams
Year 9 Exams
Y12 Study Leave (3.30pm)
Year 10 Fieldwork, Castleton

AS & A2 Exams
Y11 Study Leave (3.30pm)
Y11 Science (Biology GCSE Exam) - tbc
Y11 Timetabled Exam Revision Classes
Y11 Science (Chemistry GCSE Exam) - tbc
Y11 Science (Physics GCSE Exam) - tbc

School closes

Y8-10 Rhine Trip (Germany) - tbc

School opens

Year 10 Science (Biology) GCSE Exam - tbc
Lower School Performing Arts Showcase
(Bowler Hall, Starkholmes) (7.30pm)
Year 10 Science (Chemistry) GCSE Exam - tbc
Year 10 Maths GCSE Exam - tbc
Year 10 Science (Physics) Exam - tbc
Year 10 Work Experience (Week 1)
Year 10 Single Science Exam - tbc
Year 12 A Level Biology Fieldcourse
(Malham Tarn) - tbc
Year 12 Geology Residential Fieldcourse,
Pembrokeshire - tbc
Year 8 Parents Evening (4.00-7.00pm)
(Sports Hall, Lumsdale)

Year 10 Work Experience (Week 2)
Year 7 Students Sponsored Walk
Year 8 Students visit Lumsdale
Highfields Extravaganza (Lumsdale) - tbc
School Musical (7.30pm)

School closes

A Level Exam Results published
GCSE Exam Results published

Dates are correct at time of publishing (please note some dates remain provisional at this stage).