

Working in Partnership



We are delighted that your child is joining our school. This "Welcome" booklet is designed to provide information which you may find helpful as your child makes the transition from primary to secondary school.

As part of our induction programme for new students this year, the following opportunities have been provided:

Year 6 Open Evening for parents and students, October 2008

Visit to the North Lodge site for students June 2009






Planned Induction activities over 5 days at the start of term in September 2009

Coffee mornings and drop-in sessions for parents

Effective learning is based upon a partnership between students, teachers, and parents. School and parents need to work together to reinforce expectations and to support students in achieving their potential. Good communication supports this.

Making Contact with the School

Parents can contact school in a variety of ways:

-  by writing a note for the tutor (or teacher) in your child's Student Learning Organiser
-  by telephoning the school directly. General queries or issues of concern relating to Year 7 students should be directed to the Year 7 Learning Co-ordinator (Mr Robison) in the first instance who will try to respond as quickly as possible.
-  by writing a letter to your child's tutor or to the Year 7 Learning Co-ordinator.
-  by appointment. Parents are welcome in school at any time but as staff have teaching commitments, it is important to make an appointment first.
-  by e.mail: parkview@durhamlearning.net (identify the member of staff)

Our door is always open - feel free to contact us.

Student Learning Organiser



Each student is issued with this at the beginning of the year. These have proved successful with students, teachers and parents as an effective aid to learning.

The Organiser becomes a record of achievement and is used in a variety of ways:

- as an information guide
- as a homework diary
- as a reading log
- as a record of achievement and merit awards
- as a home-school contact book






Home-school contact

The Organiser is used by parents and staff as a means of communication between the school and home. The tutor and teachers will comment if appropriate in the Organiser and will respond to your observations to us.

-  We hope that you will check the Organiser on a daily basis and write comments for the tutor as necessary.
-  Please sign the Organiser on a weekly basis – this indicates to us that you have seen the Organiser.
- **Encourage your child to keep the Organiser graffiti free and in good condition. The Organiser should NOT be decorated or drawn on; it is a school book and should be looked after in the same way as other school books.** The Organiser is NOT the personal property of a student. Replacement Organisers can only be purchased to replace lost Organisers at the discretion of the Assistant Headteacher / Year Co-ordinator. Students are required to bring their organiser to school **EVERY DAY** as it will be used in every lesson.


Homework

Homework is a vital part of learning. It develops student understanding of work covered in class and develops the skills needed for success in coursework and examinations.


-  all students are expected to do homework.
-  students are given homework in up to three subjects per day.
-  students in Year 7 should spend **around 1 hour each evening** completing homework or independent study (about 20 minutes for each subject)
-  students record details of homework set in their homework diary and the deadline for completing homework.
-  homework can take many forms, it is not always written.
- please help your child in completing homework by:
 - establishing times at night when it will be done.
 - by providing somewhere quiet to do work each evening.
 - by praising efforts
 - by checking the Organiser on a daily basis.
- contact school if your child is not regularly recording homework or claiming that none has been set!

If you have any concerns about homework, please do not hesitate to contact the school.

Study Facilities

 At lunchtime and after school we have study facilities and support available for all students. At North Lodge this includes Homework and other Clubs, and the use of the library (Learning Resource Centre) and ICT facilities. Further details will be given to students in September and throughout the year.

Attendance

 Success in school is closely related to attendance. We would encourage all parents to keep a close eye on their son/daughter's attendance (see Learning Organiser) and to avoid taking holidays during term time.

☒ Please note that parents do not have a right to take children on holiday in term time. **Leave of absence must be requested in advance to the school.** Please ask at reception for a holiday request form.

☎ If your child is unwell and cannot attend school, please inform us. We welcome a telephone call on the first day of absence. **A written note of explanation** addressed to your child's tutor is required on the first day back after any illness. This can be written in your child's Organiser or in a letter.

- ☒ Children will not be allowed to leave the premises during school hours for essential appointments unless permission has been requested in writing or a doctor's /dentist's card presented beforehand.
- ☒ Parents/carers must at all times then report to the school office and collect their child from the reception area. **Students will not be allowed to leave the premises unless accompanied by a parent/carer.**

◆ *Valuables*

Please ensure that no valuable items are brought to school, for example walkman stereos, Ipods, mobile phones, pagers, jewellery or large sums of money.

Valuable items will be confiscated, including mobile phones which are seen or heard, and parents/carers will be asked to collect them from school.

£ Other than for school meals at lunch time, if your child does need to bring money to school, please place it in a sealed envelope with your child's name and tutor group clearly written on the front together with the reason for the money

eg Sam Smith 7.5 School visit to Paris. £25 deposit.

Equipment

Books and most other equipment are supplied. However, **all students are expected to bring to school every day the equipment essential for school work:**

- ✓pens (blue or black ink)
- ✓HB pencil
- ✓coloured crayons / pencils
- ✓ruler
- ✓rubber (NOTE: 'Tipp-Ex' is **NOT** allowed in school)

Please help your child to get the most from school by ensuring they have these items .

For **Maths**, students require:

A transparent ruler (graduated in cm, mm and inches); a sharp pencil (HB), a pencil sharpener; a pair of compasses; colour pencils; a protractor; blue or black biro or pen (no felt-tips for writing); a rubber; a Scientific Calculator (you will be given guidance on this; there is no need to buy one before you start at Park View if you have not got one already) and Set squares (30,60,90 degrees and 45,90 degrees).

Please note that a **sturdy bag** is essential! Students will need to carry all equipment with them during the day.

NOTE: At the end of periods 2 and 3, students may leave bags in the classrooms which they will use for their next lessons.

Enrichment Activities

At Park View, we promote the social and personal development of students as well as their intellectual development. Our vast range of enrichment activities supports this.

- Extra-curricular activities take place at lunchtimes and after school.
- In May, there is International Week for all students at North Lodge when lessons have an International focus.
- As a Language College, we are able to provide increasing opportunities for visits abroad. At the beginning of Year 8 your child will be offered the first opportunity to take part in a study visit to France or Germany or Spain.

For visits and outdoor activities away from school, we do not ask parents to pay for tuition but we do ask for contributions towards the cost of transport and accommodation where required.

? Any queries about these costs should be directed to Mrs Cowie, Deputy Head teacher.

Rewards and Sanctions

🏆 We value success of all kinds at Park View. Students gain **Merit Awards** in a number of categories, including effort, quality of work, attendance, and contributions to the school and community.

Student success is often celebrated in school via award ceremonies.

Park View students are frequently commended for their high standards of achievement and behaviour.

The **Park View Code**:

- Follow staff instructions immediately.
- Settle to every task quickly without disturbing others.
- Bring all necessary equipment and arrive on time, correctly dressed.
- Be polite to adults and other students.
- Chewing, bad language, and litter are not acceptable.

Makes clear our expectations. At times, our young people do need to be reminded of the correct way to behave and to perform. Your child may be asked to do extra work at home or at school to make up for time wasted or work not done during a lesson.

Detention: Parents are reminded that the school can detain students after school but you will be given at least 24 hours notice.

You will be given notice of this in the Student Learning Organiser by the teacher. You may also be informed by the Year Co-ordinator, Guidance Manager or other members of staff.

Note: students who are absent on the day of a detention will complete the detention on the first day they return to school. Failure to complete a detention satisfactorily at the time stated will lead to further sanctions.

If a student becomes a persistent offender or has difficulty settling into school routines, then they may be placed 'On Report' so that they can be continuously monitored and supported in their learning.

It is our expectation that the behaviour of all students will bring credit to themselves, their parents and the school.

Year 7 Curriculum

Organisation of classes

Tutor Groups

On entry to Park View, your child will be assigned to one of eight tutor groups. We will be making use of the results of SAT's administered in the primary schools, as well as general information, to ensure that, as far as possible, the eight tutor groups are of similar ability. The eight groups will be further divided for curriculum purposes. Each tutor group will be assigned a named tutor who will support and monitor your child's educational and social development.

In Year 7, students will be taught in these mixed ability tutor groups for classes in subjects such as Physical Education, Humanities (History, Geography, Religious Education), Performing Arts (Music and Drama), Design and Technology (Art and Technology). Socially, this is helpful and creates a good working atmosphere for students who come from different primary backgrounds and who need time to integrate and adjust.

Inspiring Minds

We have a skills approach to the following subjects:

- ❖ Humanities (Explore): History, Geography, RE
- ❖ Performing Arts (Perform); Drama and Music
- ❖ Design and Technology (Design): Art and technology

While maintaining the integrity of the subjects, Explore, Perform and Design will be delivered through four key skill areas:

- ❖ Resilience: Being ready and willing to lock on to learning
- ❖ Resourcefulness: Being ready, willing and able to learn in difference ways
- ❖ Reflectiveness: Being ready, willing and able to become more strategic about learning, to plan and review effectively
- ❖ Relationships: Being ready, willing and able to learn alone or with others

This approach is about teachers helping students become better learners both in school and out. It is about creating a climate or a culture in the classroom and in the school more widely – that systematically cultivates habits and attitudes that enable our students to face difficulty and uncertainty calmly, confidently and creatively. Students who are more confident of their own learning learn faster and learn better. They concentrate more, think harder and find learning more enjoyable. They do better in their tests and external examinations.

This approach will also prepare our students better for an uncertain future. Today's schools are educating not just for exam results but for lifelong learning so enabling students to take their place in society as happy and positive citizens.

Other subjects are taught in ability groupings or sets.

Maths and Science

Setting in Maths and Science is based on KS2 test scores and assessment results.

Groups are set 1 to 5.

English, Languages, and ICT

Classes are organised in groups based on literacy skills as shown in KS2 SAT results and other assessment tests. Groups are set 1 to 5.

- All setting arrangements are reviewed regularly and there may be some movement of students between sets so that students can achieve their potential.

Student progress

Student progress in all subjects is carefully monitored throughout Key Stage 3, our aim being to build on achievements made in Key Stage 2 in primary school.

EXPECTATIONS

Pupils are set targets in each subject. Targets represent the minimum expected to be achieved by the end of each year during Key Stage 3 and are based on Key Stage 2 SAT test scores in English, maths, and science together with Year 7 national tests taken in the first term. Pupils record their targets in their Organisers.

- Please note that by the end of Key Stage 3 (Year 8), an average child is expected to have reached Level 6 in most subjects, and at least Level 5.

TEACHER ASSESSMENT

- ◆ At regular intervals throughout the year, students complete assessment tasks in all subjects. These take a variety of forms: some are tests completed in school, others are completed at home and may involve extended writing or research. The task may test attainment in one or more skills for that subject.
- ◆ All common assessment tasks are completed by the whole year group and marked against common criteria based on the National Curriculum.
- ◆ Each student's completed common assessment task is assigned a National Curriculum level. eg Level 5.b

Each level is sub-divided as follows:

Next level

NC level .a	Understands most ideas in this level and ready to move to the next
NC level .b	Working well in this level
NC level .c	Starting to work in this particular level

- ◆ Students are told what they are doing well and how they can improve their work.
- ◆ Students should record their assessment results in their Organisers during the year. Progress is reviewed with tutors and subject teachers.
- ◆ If your child is performing exceptionally well, or if there are causes for concern, then we will contact parents during the year.
- ◆ If parents have queries about assessment or progress, they should contact the Year 7 Co-ordinator in the first instance.

REPORTS

- ◆ The common assessment levels are used to inform the **teacher assessment level** which is recorded on the annual report to parents.

Year 7 Curriculum outlines

English

The course is broken down into three key areas of the National Curriculum: reading, writing and speaking & listening. Aspects of the National Literacy Framework are delivered in all three of these areas.

Students will be given opportunities to develop their skills in speaking and listening through role-play and improvisation, as well as small group and whole class discussions. They will read a range of fiction and non-fiction texts and write about their distinctive features. Students will also be given the opportunity to study media texts and use ICT facilities. All students will spend thirty minutes each week on individual reading in class, with this reading being recorded in their Organisers. In addition to writing pieces centred on literary texts, students will also be equipped with the skills necessary for their own creative writing.

All aspects of speaking & listening, reading and writing will be supported by basic skills teaching in line with the requirements of the National Literacy Framework.

Homework will be set regularly and will be of a varied nature. It will range from individual research and private reading to the drafting and re-drafting of written pieces.

Mathematics

The year is characterised by the gradual development of mathematical reasoning and more formal procedures building on the understanding of patterns, structures and relationships gained at earlier stages. In particular, students will have the opportunity to develop:

- (a) their skills of reasoning so as to use and apply mathematics with increasing confidence to solve real life problems.
- (b) a greater understanding of number
- (c) a competence with formal algebra and the use of a range of formulas
- (d) a greater understanding of two and three dimensional shapes and the use of measures
- (e) their understanding of data handling and analysis.

Teaching follows the National Numeracy Strategy.

Homework is set on a regular basis and is essential for reinforcing concepts and for the development of understanding whilst also providing students with the opportunity to develop their own study skills. The amount set and its nature may vary but all students should spend at least 40 minutes per week on independent study

Science

Year 7 are following a new programme of study leading to SAT Tests in Year 8. Cells, Energy, Forces, Particles 1, Interdependence and Particles 2, are the topics covered in Year 7.

Class work and homework tasks involve a range of learning activities including research, presentation, practical work, numerical work and written work. Students will work as individuals, in pairs and in larger groups. During lessons, Exploring Science Texts are available for students to use. To help with homework tasks all students are given their own copy of the KS3 Science Review Guide.

Modern Languages

In Year 7, all students will study French.

The course is designed to develop language and communication skills and build on the experience students have had in Primary French. Pupils will study a variety of topics such as daily routine, the environment and leisure, at the same time as learning grammatical structures through the application of language. They will also have the opportunity to gain an insight into the culture of France through their studies and through working with one of our foreign language assistants.

Students will be engaged in a range of activities such as language games, pair and group work, presentations, research activities, thinking skills and role plays. A variety of homework tasks will be set once a week and will reinforce work undertaken in the classroom.

The Language Club runs once a week and provides pupils with an opportunity to learn different languages, gain an insight into different cultures and encourages pupils to apply their language skills by entering regional and national competitions.

Information Communications Technology

All students follow a course based on the National Strategy for ICT Capability. They will be given the opportunity both to develop new skills and to build on those they have acquired at Key Stage 2, using generic applications such as presentation using powerpoint, word-processing, spreadsheet, desk-top publishing and data bases.

All students will undertake the Park View Computer Driving Licence (internally certified qualification) in the first term to introduce them to ICT communication methods that they will use throughout their time at Park View Community School.

Physical Education

In Year 7 all classes in physical education are of mixed ability and some are of mixed gender, gaining access to two, one hour lessons per week. In games, students will participate in basketball and rugby football or netball. They will also have the opportunity to improve their hitting, throwing and catching skills in a course designed to lead on to cricket, tennis, rounders and softball. All students participate in dance and gymnastics to help their aesthetic and creative development. The final area of activity that the students experience is athletics.

Homework will not be set on any regular basis, though at present we do offer a wide range of extra-curricular activities, ranging from clubs to inter-class competition and then on to higher levels of participation.

With all groups in each year we do try to increase their understanding of the activity, as well as their practical ability. However, an important aspect of the work is to try to raise students' self-esteem through allowing them different ways of "Succeeding".

Continuous assessments are made for each area of activity with regard to the student's practical ability. The students keep a record of their progress and set their own targets for further improvement.

We must stress that the only way a student may miss a physical Education lesson is with a note written in the student organiser explaining the reason. Without this note, your child may well be asked to take part in the lesson. If a student is injured or ill they must still bring their PE kit and take part in the lesson in a different way.

PSHE Programme

Year 7 students follow a programme which includes strategies for settling into a new school, learning to live with others, how to deal with bullying and skills for learning and health related topics. They are also involved in a citizenship education programme and environmental projects. In addition to this, during the 15 minute morning tutorial the students are encouraged to reflect on current events or use the opportunity for wider reading.

How Our School Tackles the Issue of Bullying

Bullying is a complex aspect of human behaviour that is not always easy to understand or deal with. It takes many forms and occurs in all walks of life and all schools.

Any bullying, whether physical, verbal or psychological, causes distress and in some cases long lasting harm and we therefore take all reasonable steps to eliminate it in school. We are only relieved that, in Park View, it is not the significant problem it is in many other schools. Nevertheless you should be aware that we have a clear school policy on its prevention: a policy in which parents, as well as teachers and students, have a part to play.

Please do not hesitate to contact Mr Robison (Year 7 Learning Co-ordinator) if you have any concerns in this area.