BROOK GREEN

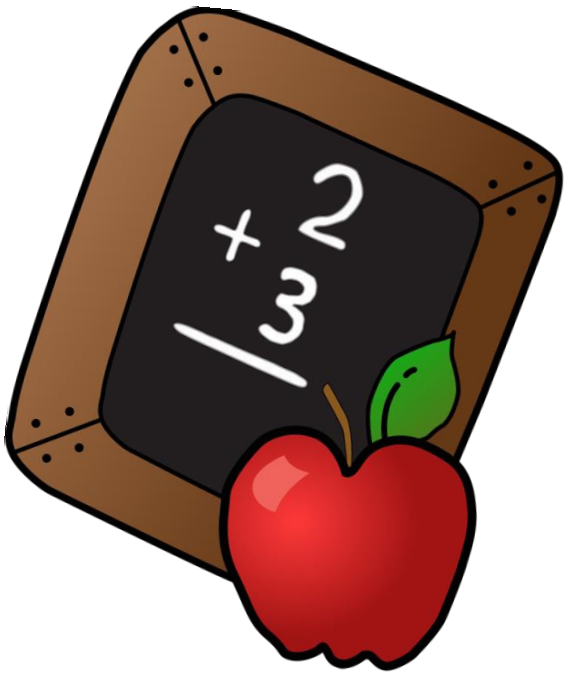
All the important bits you need to know

2018 - 2019

The School Day

Our school day starts at 8.45 am and finishes at 3.00pm

8.45am – 9.00am	Breakfast and Tutor time
9.00am – 9.45am	Lesson one
9.45am – 10.30am	Lesson two
10.30am – 11.15am	Lesson three
11.15am – 11.30am	Breaktime
11.30am – 12.15pm	Lesson four
12.15am – 1.00pm	Lesson five
1.00pm – 1.30pm	Lunchtime
1.30pm – 2.15pm	Lesson six
2.15pm – 2.55pm	Lesson seven
2.55pm – 3.00pm	Getting ready for transport



The Curriculum

We cover the following core curriculum subjects that are delivered in mainstream settings at Key Stage Three:

Maths (Ma)

English (En)

Science (Sc)

Humanities (Hu)

Music (Mu)

Art (At)

Drama (Dr)

Food Technology (Tf)

Technology (Te)

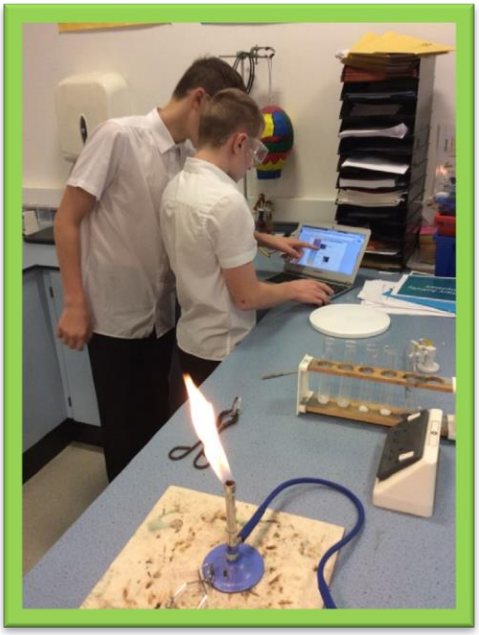
French (Mf)

Citizenship (Ps)

PE and Games (PE / Ga)

Computing (It)

Building Blocks (BB)



(The letters in brackets are the ones we use on timetables.)

Rewards

For Friday afternoon activities we use Sleuth, which is a Behaviour Management tracking system. At the end of each lesson traffic lights are used as part of the plenary covering the following areas:

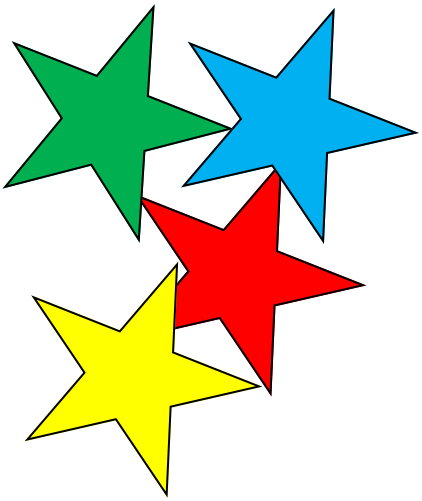
Behaviour	On task	Learning	Respect	Listening
Unacceptable and / or inappropriate behaviours	Off task and limited / no work completed	Disruption to learning of self and others	Disrespectful to adults and students	Answering back and not listening
Modelling appropriate behaviour and getting it right	Being on task, doing as asked and showing independence	Allowing everyone to learn and learning yourself	Being respectful to everyone	Listening to adults and listening to each other
Ignoring unacceptable behaviour around you and being a role model to others	Exceeding normal contributions	Completing all work, contributing to the learning and being ready for more	Being respectful to everyone and helping others	Listening to adults, each other and valuing others contributions

The total number of reds, ambers and greens are calculated and students are allowed to choose from a range of staff led activities on a Friday afternoon depending on their score for the week.
There is also reflection for those students who need some time to look at how their behaviour has been during the week and how we can support them with this and yourselves if you would like us to.

Celebrating our

Achievements

It is also really important for us the celebrate the achievements of our whole school community and every term we have a Rewards assembly which awards certificates and prizes for Attendance, being a Literacy Legend, School Ambassador or getting a Governor's Award and lots of other achievements.



House Points

Earth

Wind

Each student belongs to a House: Wind, Earth, Fire or Water. The students gain House points for a range of positive achievements such as when they improve their social skills, being respectful, 100% attendance, values…

They can also gain House points during Intra-Sport tournaments that take place at the end of every term.

The House points are recorded on an individual and team level. Students can choose to spend their House Points on small prizes or save them for bigger ones.

The winning House is awarded a House Trophy termly with their House colour; it has pride of place on display for all to see.

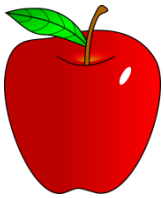
Water

Fire

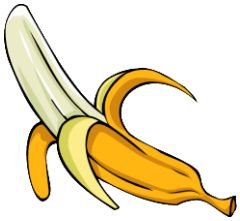
Students can earn more House Points from their teachers and peers with these values.

P.E

We further encourage our students to regularly take part in physical activity by running extra-curricular clubs on Thursdays and opening the sports hall at lunchtimes, providing more supervised activity sessions. Alongside this we engage in a healthy Inter School programme which involves regular Football tournaments at Goals and other sporting activities such as tennis, basketball and swimming.



Healthy Eating



AT BGCfL our aim is to ensure food and healthy eating is covered through a whole school approach, engaging students, parents, teachers and governors to develop a shared responsibility for food in schools. We actively encourage the students to eat healthy snacks at break times and to drink plenty of water during the school day. In Food Technology Mrs Wenmoth teaches students about healthy well balanced diets and how to prepare a wide variety of meals from scratch using fresh ingredients rather than ready-made sauces.

We also grow our own fruit and vegetables the Life Skills group in KS4 carry out most of the work but all the students help with this. Mrs Wenmoth and Mrs Taylor then use the produce to cook with students or Mrs Wenmoth makes a variety of jams, pickles and chutneys to sell at various events throughout the academic year.

Building Blocks

For four lessons a week students are with their Tutors for Building Blocks and follow the ASDAN Stepping Stones or Key Skills programme.

These are PSHE / Citizenship-based programmes with an accredited outcome. Students develop their skills through a series of challenges and have to produce an evidence portfolio. Stepping Stones and Key Skills are linked to: the PSHE and Citizenship curriculum; Social and Emotional Aspects of Learning; Enrichment and Personal skill development. It also supports our delivery of Literacy and Numeracy.

Students also have one lesson with their Tutor (Tu) on Monday morning and there are two lessons of Activities (Ac) on Friday afternoon.

Attendance

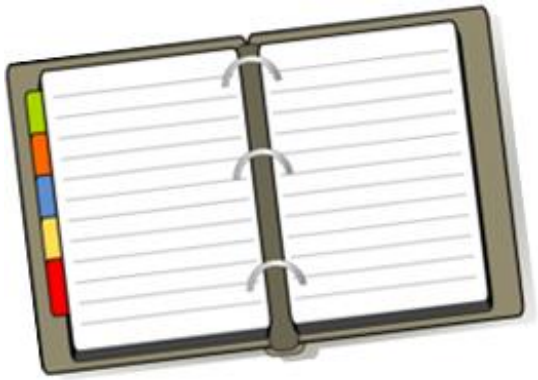
At Brook Green we believe that good school attendance gives young people the opportunity of success and helps develop skills for life. We believe it is vital that all children attend school every day unless there is an unavoidable cause like illness.

Routine is the key to success.

Here is a simple 5 point plan to try with the family

- Going to school unprepared can be a major worry for children - help them by checking school bags the night before, packing P.E. bags and keeping an eye on their homework
- Tired children aren't punctual and find it hard to learn, so ensure your child has a sensible bed time
- Help them get into a regular routine and set an alarm at the same time every morning
- Make time for breakfast or send them in for breakfast at Tutor time there will be no stop off at the shops where they can get side tracked on the way to school and they won't become tired during the mornings lessons
- Children can become unsettled if they have to go into school late and without their friends- getting them to school on time to meet friends prevents this.

Tools for School

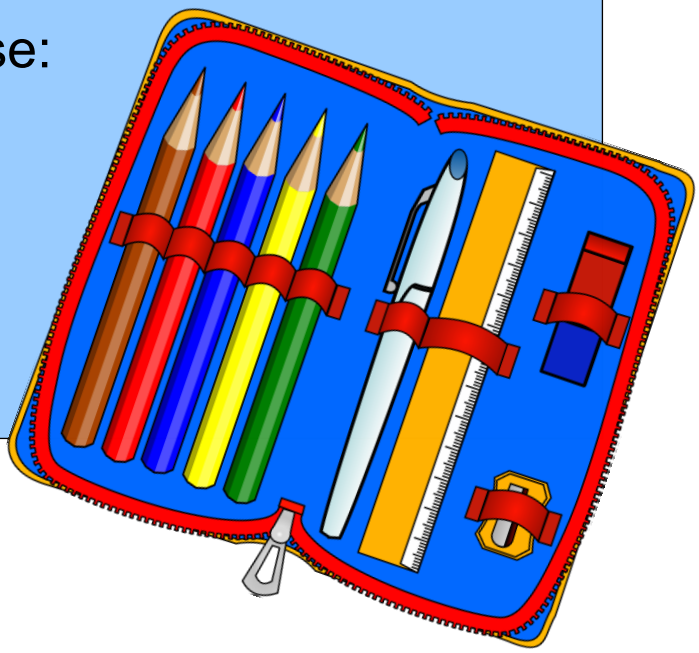


School Planner

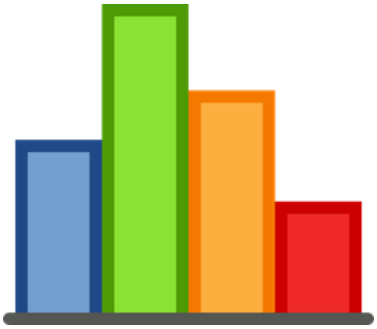
Every student is provided with a school planner which has lots of useful information in it and has space for recording homework and any comments or notes from you or us.

We provide every student with a pencil case when they start with us. This is for them to use on a daily basis and if lost or broken, it needs to be replaced by parents or carers.
Students are also provided with a PE bag and a drink bottle which they are expected to use.

Basic guide for a pencil case:
- a pencil
- a rubber
- a black pen
- a small ruler
- colouring pencils



Assessment



We have a baseline assessment week at the start of each year, which allows us to look at progress across the curriculum and three data collection rounds in November, February and June. We then set targets from this information.

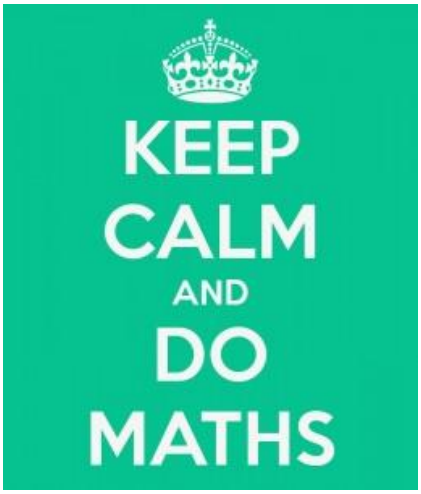
There are a number of parents' evenings across the year when you can come in and meet your son / daughters subject teachers. Reports are written at different times depending on which year your child is in.

We will always write and let you know, but if you want any information in between please let us know.

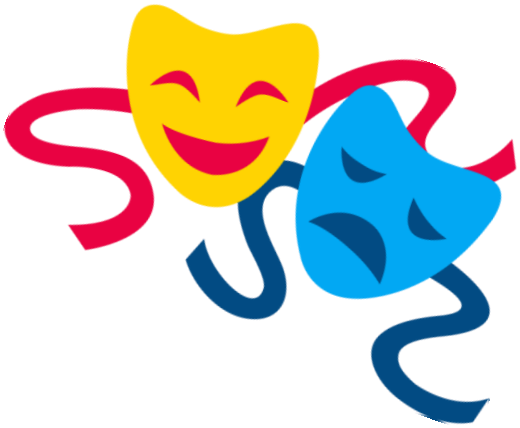
Homework

Homework / own work at Key Stage Three is based on embedding Literacy and Numeracy skills which are the building blocks of our curriculum and also a Life Skills programme which we ask you to support us with at home.

Please follow the link on our school website for further information.
(http://brookgreen.org.uk/learning/)



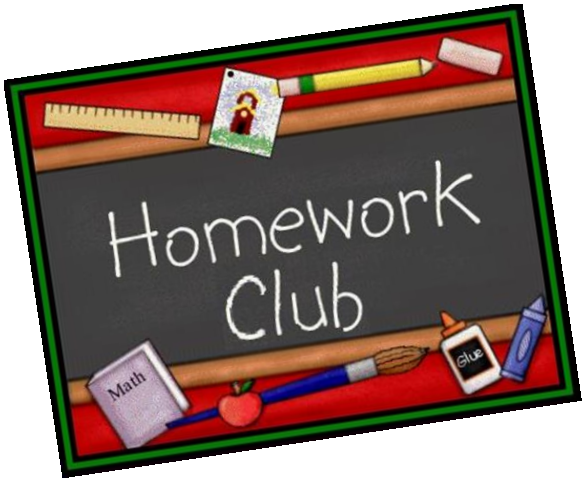
After school activities



Thursday night is after school activities night and they normally run from 3.15pm until 4.15pm.

You will receive letters home when activities are due to start or a new activity is being run.

Unfortunately transport isn't provided for after school activities.



We also run a homework club on Wednesdays from 3.00pm - 4.00pm

Support for parents

At Brook Green Centre for Learning, we pride ourselves for our communication in supporting not only your child but also parents and carers.
You can contact us at any point for information, advice or organising meetings by emailing:
brook.green.school@plymouth.gov.uk
or phoning on 01752 773875

Mrs Sara Jordan: Headteacher and Safeguarding Lead

Mrs Holt: Deputy Headteacher

Mrs Marchand-Smith: KS3 Lead

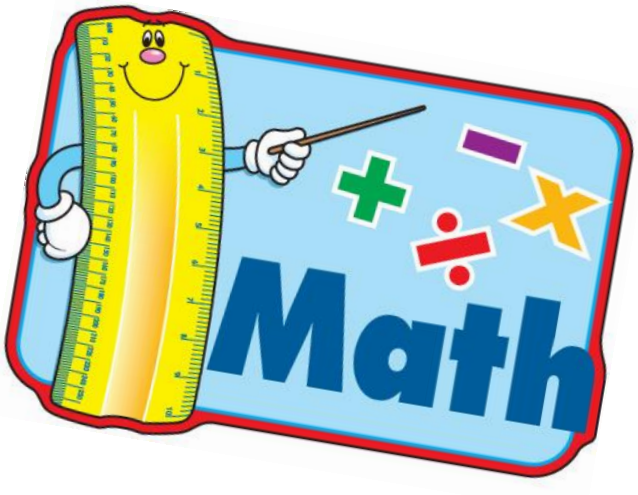
Mrs Krac: Behaviour Manager and Safeguarding Team

Mrs Newcombe: Student Health and Wellbeing Lead and Safeguarding Team

Support for parents at Brook Green Centre for Learning

There are also different groups for parents and carers. Please check the time and day for each by giving the Hub a call.

We have a parent/carer craft run group and ASD parent / carer group.



Contacting us – the Tutor Team are:

7MW	Mr Walters	7HE	Mrs Eglinton
8PEA	Mrs Eastel	8SB	Mrs Boothman
9BM	Mr Marshall	9AB	Mrs Black

If you would like further information about anything covered in this leaflet please contact Mrs Marchand - Smith at school on 01752 773875 or e-mail us.

We update our website regularly with what's going on at BGCfL – so check it out!