



THE  
HOLLYFIELD  
SCHOOL

Prospectus  
*Grow, flourish, fly*



grow, flourish, fly...



## **Our Vision**

We are Hollyfield. A comprehensive secondary school in Surbiton where every young person will grow, flourish and fly. A place where everyone is welcome, where anyone can become whatever they dream of being.

Hollyfield is unique. A proud part of our community, we create a nurturing environment that fosters independence, kindness and respect. We believe in our fabulous young people and have high standards for achievement, behaviour and teamwork, so we can inspire every one of them to do brilliant things.





## Welcome to Hollyfield school

Hollyfield is a happy, creative and ambitious school where everyone is valued. We are at the heart of our community and benefit hugely from the support of all of those in our locality.

The Hollyfield School is a member of the Every Child, Every Day Academy Trust. We have high expectations and aspirations for all of our students and create a learning environment in which they can thrive. We believe that every student should be equipped with the knowledge and skills to enable them to reach their full potential. We recognise that every student and member of staff is unique and we strive to understand their individual skills and differences so we know how best to support them. Working in partnership with parents and carers is fundamental in ensuring the best for every student.

We offer our students many opportunities within and beyond our curriculum. As you explore our prospectus you will see examples of these and how varied and rich they are. We are proud to have been judged by Ofsted to be a good school but we are not complacent and continue to improve.

Finally, if you are a parent, carer or future student then please come and visit us, our Hollyfield Ambassadors will show you around our school and answer any questions you might have. Just call or email us, you will always be made to feel welcome.

*Amy Jackson*

Amy Jackson  
Head Teacher



## About our school

Our site provides ideal learning environments for students, with a range of specialist teaching facilities. We have state of the art computer suites and wireless Internet across the school.

The sports hall and gym facilities are complemented by extensive grounds enabling students to engage in a wide range of physical education and sporting activities.

The Phoenix Provision provides a quiet and purposeful learning environment for students who benefit from additional support and Hollywood provides a wonderful space for students to study. The school has its own theatre company and drama studios, Science labs and IT suites.

“Hollyfield school provides fantastic advice to both parents and students”

OFSTED



## **Our students**

Every student is treated as an individual and is encouraged to develop as a confident independent learner. Students' potential will be stretched through innovative curriculum provision, high quality teaching, rigorous tracking and setting of aspirational expectations.

Our School Council, run by the student body, is closely involved in the school's development, including our future planning.

## **Our community**

All students and members of staff contribute to a thriving and caring community within and beyond the school. We are a busy school offering a wide range of extra-curricular activities and opportunities before, during and after school, as well as in the holidays. Many of these are linked to our locality, where we work in partnership with primary schools, sports clubs and community groups. Accountability to each other is important and all are expected to participate. Our diversity makes us interesting - we commit to developing students' potential as healthy, well-balanced, informed citizens who respect one another. We are part of the "Every Child, Every Day" Academy Trust and benefit from all the opportunities this brings.



## **Our parents**

We encourage partnership between home and school so that every student feels supported both academically and in their passage towards adulthood. Parents are closely involved in the school's development through our active Parents' Teacher Association and Parent Evenings. We value the contribution that parents and carers make to the life of the school and welcome opportunities to develop this further.



## **The wider world**

In this rapidly changing world, we aim to equip our students with the skills necessary to adapt and develop as individuals: social, flexible, creative and co-operative. We seek to develop links across the world, including Asia, Europe and Africa. At Hollyfield School we maximise opportunities that are on offer to students and the community as a whole.

## **Embracing the individual**

At The Hollyfield School we invest in each student's talents and ensure we are meeting their individual needs. Our curriculum has been devised to meet the needs of all our diverse learners. This will be developed and refined throughout your child's school life.

Our Progress and Well-being Day allows for a thorough review of how students are progressing in their learning and targets are set in conjunction with the student and their parents and carers. These targets are then reviewed on a termly basis. This process of review enables the achievement of realistic goals that will motivate your son or daughter to strive to achieve his or her best.

## Teaching and the Curriculum

Our curriculum ensures that students keep as many options open as possible for further study and employment. During their first year at the school, students are taught in both mixed attainment and setted groups, depending on the subject. We concentrate on developing competency skills, alongside encouraging social groupings within the tutor group. At the start of Year 8 the setting by attainment and target grade is refined, and continued into year 9. At the end of year 9, students choose their option subjects from a wide and varied offer, thereby enabling them to follow a personalised curriculum aimed at meeting their learning and academic needs and developing their interests.

“The curriculum is rich and well balanced and offers a diverse range of subjects and courses which match students’ interests and aspirations.”

OFSTED

## Key Stage 3

Years 7, 8 and 9 In Year 7 all our students study:

Art, Computing, Design & Technology, Drama, English, French or Spanish, Mathematics, Music, Physical Education, Science, Geography, History, Personal Development & Wellbeing, Religious Studies. As part of the English provision, year 7s follow the accelerated reader programme.

In Years 8 and 9 all students study:

Art, Computing, Design & Technology, Drama, English, French or Spanish, Geography, History, Mathematics, Music, Religious Studies, Physical Education, Personal Development & Wellbeing and Science. The accelerated reader programme is continued.



## Key Stage 4

In Year 10 and 11 all students cover a core curriculum of: English, Mathematics, Science, Physical Education, Philosophy and Ethics (RS), Computing (short course) and PDW. RS, Computing and Games are non-examined.

In addition to the core subjects, we emphasise the importance of a balanced curriculum and the expectation is that the large majority of students will take a Modern Foreign language and a Humanities, alongside option subjects.

The current options offer choices include:

Art, Photography, Computing, Business, Business and Economics, Statistics, Drama, ICT, Food Technology, French, Spanish, Geography, History, Health and Social Care, Media Studies, Music, 3D Design, Physical Education and Textiles.

The school is committed to continuing to offer a range of choice at Key Stage 4, including accredited, applied and vocational courses.

## Key stage 5

Years 12 and 13

Please refer to the Post 16 section of the prospectus.

“Pupils’ attitudes to learning are positive. They enjoy lessons, come prepared to learn and take pride in their work”

OFSTED

## Home Learning

Home learning is set throughout the school. A home learning timetable is issued to all students at the start of each academic year. Parents can help their children by providing support in the completion of home learning. The school also uses ClassCharts as an on-line tool which both students and parents can access to monitor the home learning set by each subject area.

## Sex education

The governing body has agreed a policy for sex education that concerns human relationships and sexual activity. We have a comprehensive programme of study, covered in Personal Development & Wellbeing and Science lessons that embrace values, attitudes and behaviour, as well as knowledge. This includes an emphasis on relationships and responsibilities, families and parenthood, as well as an understanding of the anatomy and physiology of reproduction, growth and development, contraception and sexually transmitted diseases, including HIV.

## Religious Studies and collective reflection

The school policy is that Religious Studies and collective reflection includes all students and promotes respect for different cultures and beliefs. If parents or carers wish to exercise their right to withdraw their child, they should contact the Headteacher.

## Physical Education

The aims of our Physical Education curriculum are to include all students and to promote healthy active lifestyles to enthuse students to partake in sport both inside and outside of school and post 16. Our core sports are football, rugby, netball, basketball and athletics but we also offer a wide ranging curriculum to include as big a variety of sporting opportunities as possible.

The department is dedicated to offering students the chance to compete in fixtures and local competitions, with numerous teams for both boys and girls across a range of sports. There are numerous club activities before school, at lunch and after school which offer different sports such as tennis, hockey, cricket, table tennis, badminton, volleyball, basketball, martial arts and dance/gymnastics. The school has forged links with local clubs to allow students the opportunity to use high quality facilities off site.

The department also runs residential trips for students across different key stages to further their experience of physical activity. Hollyfield's sporting achievements are recognised annually at our sports personality of the year awards, where students' successes are celebrated and acknowledged. Our annual sports day is held at Kingsmeadow athletics track and the school supplies 90 students each year to be the ball crew at the ATP Surbiton Trophy international tennis tournament each summer. To further develop our elite sports students a top performers group has been created to provide opportunities for students to be educated further in their sporting development. This includes students working with physiotherapists, nutritionists and performance analysts to aid and further inspire them.

## Student Support

At The Hollyfield School we provide a strong network of pastoral care with the core purpose of ensuring that students feel happy, safe and able to achieve. The fostering of respectful relationships between students, their peers and staff allows everyone to feel a sense of pride in their school community and how it develops.

Student support begins with the tutors who provide the all-important daily contact with the students. They monitor attendance, punctuality and behaviour and generally ensure students are happy and progressing. They are the first point of contact for parents. The student support officers (SSOs) provide the next layer of student support and are available at every key stage. They are highly experienced at dealing with more complex matters of student health, safety, behaviour and wellbeing. They work closely with teachers, students, parents and multi-agency teams.

The Head of Year provides another layer of student support. They oversee each of the key stages and work closely with the tutors and SSOs. A Head of Year will focus on ensuring individual academic attainment through rigorous tracking of student behaviour, attendance and progress and the implementation of individualised study support programmes.

The Learning Support Department and our Re-Start Centre caters for students with special educational needs and those who require additional support with their learning. This might include small group work, literacy and numeracy support, counselling and support from a learning mentor in order to remove barriers to learning.

The entire pastoral team also supports students who are struggling with their mental health through a variety of programmes and interventions. The challenges for students vary and each case is different. The support team are highly trained and experienced individuals and by working together, they are able to ensure the highest quality of care.

“The Head of Year helped our son by making his future options so much clearer. We feel confident that he is on the right pathway now.”

PARENT



## Partnership with parents

Your son or daughter is about to embark on a major journey change in their educational life, and so will the rest of your family. At our school we know that your involvement is crucial and therefore it is vital that we form strong links between home and school.

## Form tutors

Your child's learning is our most important goal and its success will depend on the three-way partnership of yourself, your child and their form tutor. Students normally remain with their form tutor throughout their school career.

## Reports

Parents receive assessments about their child's progress each term, either in the form of a grade sheet or a formal report written by their tutor. These reports comment on attainment and progress. There is also, in addition to our Progress and Well-being Day with tutors, a Parents' Consultation Evening each year, when parents/carers can discuss their child's progress with individual subject teachers. These meetings give parents the opportunity to monitor and review individual targets set.

## Parents' Association

As parents, you have automatic membership to our successful Parent and Teachers' Association. The Association's main purpose is to support the education of all our students and this is primarily achieved by organising fun, social activities which raise funds for the school and encourage interaction between parents. Your involvement, however big or small, is crucial to the ongoing success of our Parents' Association. Our PTA is a very proactive body who support the school in many key events throughout the academic year.



## **Complaints**

At The Hollyfield School we aim to provide an environment and relationship between home and school that meets each young person's needs. We are open and clear about what the school offers, how it operates and the expectations of all of us involved in providing education. However, we also understand that sometimes things can go wrong. If they do, we need to know so that we can put them right and learn from them. We aim to be positive about complaints. A complaint is a simple way for you to voice your concerns and it gives us valuable feedback.

## **Student planner**

You can monitor your child's daily progress through the student planner. This is an important publication where your child will record their homework, achievements and house points. Messages are also regularly passed between teacher and parent. We ask parents to view and sign the student planner weekly and record any of their own comments.

## **E-Bulletin**

We keep in contact with parents through our weekly e-bulletin. This is available electronically and in paper form. We know how easy it is for information sheets to go missing in your child's school bag and, for those parents who want to receive regular e-bulletins, we will ask for email addresses so you do not miss any news. The e-bulletin is available on our website every Friday.



## Beyond the curriculum

### Starting Secondary School

The transition from primary to secondary school is a key event in children and parents' lives and at Hollyfield we recognise the importance of getting our new cohorts Hollyfield-ready!

We regularly visit the local primary schools, and invite the children and teachers in to participate in workshops with the Hollyfield staff. These experiences have included, but are not exhaustive of: explosive Science experiments; creating wooden flower gardens in Art and making keyrings and mobile phone holders in DT and Textiles. We have found that familiarising the children with our staff and facilities allows them to feel at home with the school, the site and our staff before they even become one of our students.



In the summer term of Y6 the primary children and their parents are again invited into school where they meet members of the Senior Leadership Team, and the Year 7 Team, to have a chat about their hobbies, favourite subjects and to ask any questions they may have.

Also in this term we visit the Y6 students at their primary schools to introduce them to the Head of Year and our dedicated Y7 Student Support Officer.. The SENcO also makes visits to all our feeder schools to discuss the individual needs of the children coming to Hollyfield.

On the Borough Transition Day, all the Year 6s come to Hollyfield for a day of lessons and activities. This provides them with another ideal opportunity to get to know the environment and get an insight into life at a secondary school. The same evening we hold an event for their parents where they too get a chance to meet the Headteacher, members of SLT and the Year 7 team. We plan and deliver a range of sessions designed to help them understand the systems and processes at Hollyfield School.

The Autumn term sees a staggered start and the new cohort of Year 7 students get some time to get to know the school even better without the older students. The Induction programme includes activities which are organised to enable the new students to get to know each other and our school even better.



## Study support

One of the school's main objectives in offering a study support programme is to drive forward a rich and diverse curriculum for the 21st Century. This programme encourages independent study across the curriculum and is offered in a variety of ways; home learning clubs, extra support during lunchtimes, before and after school, and during school holidays, access to ICT facilities, visits by specialists, bespoke workshops and training in post16 education centres.

## Careers advice and work experience

Hollyfield recognises the importance of career education, individual advice and guidance. Students throughout the school receive careers education and guidance through Personal Development & Wellbeing and citizenship. In addition there are a number of networking events, workshops and visits which are organised during the year using employers, colleges and universities to help provide independent and impartial advice to all the students.

The school also has a careers coordinator and careers adviser with whom students can arrange individual appointments. Work related and enterprise learning is an important part of the school's curriculum. In Year 12 all students take part in an employability week which involves them participating in work experience.

## Trips and visits

The Hollyfield School is proud of its tradition of offering students a full programme of educational visits and trips and there are many opportunities for school trips throughout the year. We have two designated Culture, activities and Skills Days which take place in November and February. Students can select from a wide variety of trips available including trips to France, London Zoo, Science and Natural History Museums, theatre trips and many more. At the end of the academic year all students participate in Activity Days where we plan trips that link the curriculum students are learning. Within a year group, all students go on the same trip. These have included visits to Southsea to help clean up the beach, outdoor pursuits, Hever Castle, team building and problem solving and university experiences.

During the year there are also subject based trips that take place and many other opportunities for students to take part in activities and visits outside the school. In summary there is a trip or activity to suit all our students and we are constantly seeking input and reflecting on our offer.



## **Clubs and out of school activities**

At Hollyfield, we know that developing well-rounded, happy students is a very important (and enjoyable) part of our work. Every student who joins our community is welcome to take part in a host of extra-curricular activities. Many of these happen at lunch times and after school, while others take place before school or even at the weekends.

The PE department has a club to suit every student. These range from football, netball and basketball to martial arts, boxing, dance and athletics. Our students compete with their peers at Hollyfield and within the borough, and one of our former students won an Olympic Gold Medal for rowing in Rio in 2016!

We also have a very successful Duke of Edinburgh's Award programme at Hollyfield, which involves a huge number of students completing a range of challenges, which include charitable work and expeditions. Hollyfield also offers specialist groups for all sorts of budding enthusiasts. We have clubs themed on Doctor Who, Harry Potter and The Simpsons, as well as clubs for those interested in coding, journalism and film.

Our Learning Resource Centre is also a hive of activity. Our student librarians help the staff to make sure it runs smoothly, and all students are welcome to use the books and computers for research and study until 4:30pm each day.

In addition to the weekly Drama Club, which is open to all, Hollyfield has its own theatre company: Ilex (which is Latin for holly). Every year, Ilex shares at least one major school production, the most recent being 'What Would Alice Do?' and an exclusive performance of a production called 'Flesh' at the school's biennial music and arts festival 'Hollyfest'!

In 2016, our theatre company was chosen from 500 youth groups to perform at The National Theatre as part of their Connections Festival. In September 2017 we launched our Performing Arts Scholarship programme, which is awarded to students who demonstrate particular talent and interest in the Performing Arts, including dance, drama, singing and playing (or being prepared to learn) musical instruments.

Your son or daughter is about to embark on a major change in their educational life, and so will the rest of your family. At our school we know that your involvement is crucial and therefore it is vital that we form strong links between home and school.

These students will have additional Music and Drama lessons each week, as well as daily singing lessons and the opportunity to take part in bespoke workshops. The opportunities outlined above should give you a flavour of the extra-curricular menu at Hollyfield, but rest assured that whatever your talents, needs or interests, Hollyfield will encourage, inspire and support you every step of the way.

## Music Department

The Department has a brand new state-of-the-art building that offers three bespoke classrooms and practice rooms with new equipment and instruments. Each classroom has new iMac computers, new keyboards and Logic X. There are also four new practice rooms with drum kits, guitars and pianos for Rock School rehearsals and individual peripatetic lessons. There is a separate studio with recording space with a range of recording equipment and resources used by Music Technology students at GCSE and A-Level.

The department offers Music and Music Technology at both GCSE and A-Level and consistently gets results way above national average.



Hollyfield offers a wider range of extra curricular instrumental activities including: Orchestra, Swing Band and Rock School (for all year groups). There are three choirs: Hollyfield Singers, Senior Choir and Chamber Choir. There are several large-scale concerts every year including the Christmas Concert and Carol Service and Spring Concert or 'Hollyfest' our biannual summer music festival. Hundreds of students across all year groups will have the opportunity to perform in these.



## Student behaviour code

At The Hollyfield School we believe that having clear expectations and rewarding achievement is the best way to reinforce success. A system of rewards focuses on good behaviour. Students earn achievement points and certificates. We send letters home when students have achieved something particularly remarkable and run special events for groups of students who deserve praise for continued effort and achievement. Students are encouraged to share their successes through assemblies and we award prizes for competitions and other whole school activities.

We expect students to behave well. This is crucial so that everyone can learn successfully without interruption. We have a

straightforward behaviour management system, which is easily understood. We have simple rules, which enable us to run the school in an orderly fashion. These are displayed in classrooms as a reminder.

Students are expected to stick to the rules. We have straightforward sanctions if the rules are broken. In most instances class teachers will deal with infringements with a minimum of fuss, but there is always senior staff support if the student involved may disrupt others' learning.

The school maintains close contact with parents and assumes their co-operation in matters of behaviour.





“The provision for pupils’ personal development is outstanding. Carefully devised programmes enable pupils to develop their leadership skills and take responsibility for their behaviour.”

OFSTED

### **Restorative approaches**

We are a restorative school. This means we aim to resolve all conflict between members of our community by the use of restorative approaches. This is a dialogue between two or more people who sit together with a facilitator to discuss the five key restorative questions so that they can move forward in a positive way and prevent future conflict.

Students and their parents are often worried about bullying when they join secondary school. We are aware of this and take these concerns very seriously indeed. We educate students about bullying and find restorative approaches offer a successful solution in most cases.

### **Looking ahead**

At TheHollyfield School we are working for the future of your child. Whilst retaining traditional values as the foundation for success, we are ensuring that we develop opportunities for innovative and creative approaches to learning. On leaving, our students are fully equipped to join our Sixth Form and other Sixth Form providers or to start apprenticeships, beginning their journey into the world of work. In partnership with you we will achieve the best for your child.

## Our sixth form

Hollyfield has superb subject specialists and this is why we have been one of the best performing sixth forms in Kingston over the last few years. Many of our subjects consistently achieve results that are ranked in the top 10% of all schools in the country.

Every year students get into the top universities from Oxford and Cambridge to Imperial and Kings and around 40% of our students go to Russell Group universities. Our students become medics, dentists and vets and we offer tailored support such as statement writing workshops and interview practice to help students get into the top destinations.

A photograph of two young people, a male and a female, sitting at a desk in a computer lab. They are both wearing large headphones and smiling at the camera. The male is on the left, wearing a light-colored hoodie, and the female is on the right, wearing a black t-shirt. They are surrounded by multiple computer monitors displaying various software interfaces. A yellow circular callout box is overlaid on the right side of the image.

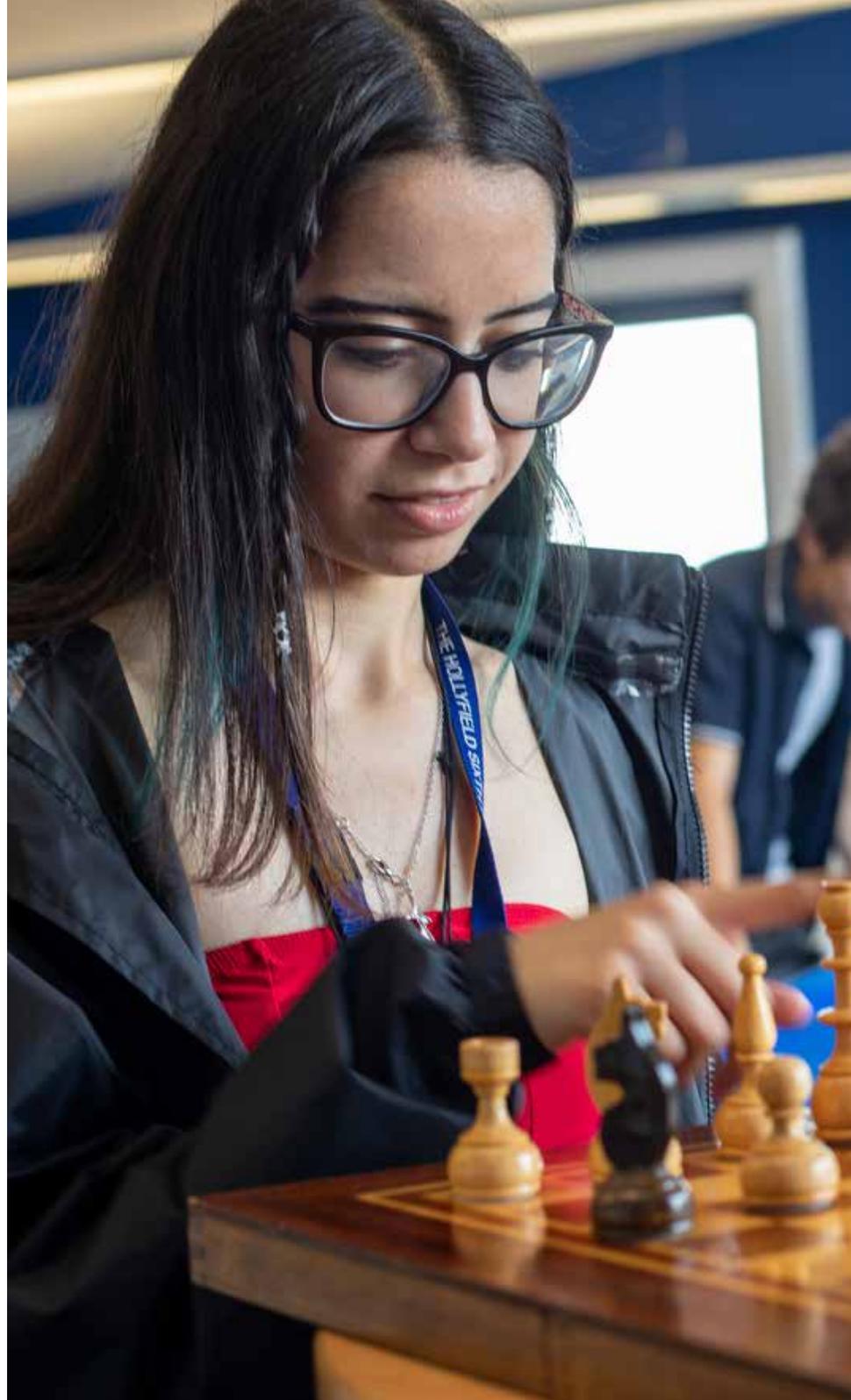
For the last two years students at Hollyfield made more progress than any other non-selective school or Sixth Form college in the whole of Kingston.

We have an extensive curriculum and students can choose from a wide variety of A Level and BTEC courses. It is also possible for students to do mixed pathways where they combine A Levels and BTEC courses.

We have a real sense of community at Hollyfield Sixth Form and this is fostered by our induction programmes and enrichment programmes. In the first few weeks of the year, to help students settle in, we run trips to Go Ape, paintballing, university fairs and have a welcome BBQ for all students. We run trips to New York and Washington, Paris, ski trips and a science trip to Cerne. There is enrichment every Wednesday afternoon where we have a range of guest speakers, debates, political hustings, competitions, sports including football, rugby and netball clubs.

The subjects students can choose from include:  
**Applied Science BTEC, Art, Biology, 3D Design, Business Studies, Chemistry, Computing, Core Maths, Drama & Theatre Studies, Enterprise BTEC, Economics, English Language, English Literature, French, Further Mathematics, Government & Politics, Geography, Health and Social Care, History, ICT, Mathematics, Media Studies, Music, Music Technology, PE, PE BTEC, Product Design, Philosophy, Photography, Physics, Psychology, Sociology, Spanish.**

Every year we have more and more students who join us from local comprehensive and private schools and they settle in quickly and are impressed with the quality of teaching and pastoral support and care that they receive. Every student will get pastoral support from a Head of Year, a form tutor, a Student Support Office and the school counsellor if required. Our pastoral support and the positive relationships between staff and students is what really makes our Sixth Form.



## Hollyfest

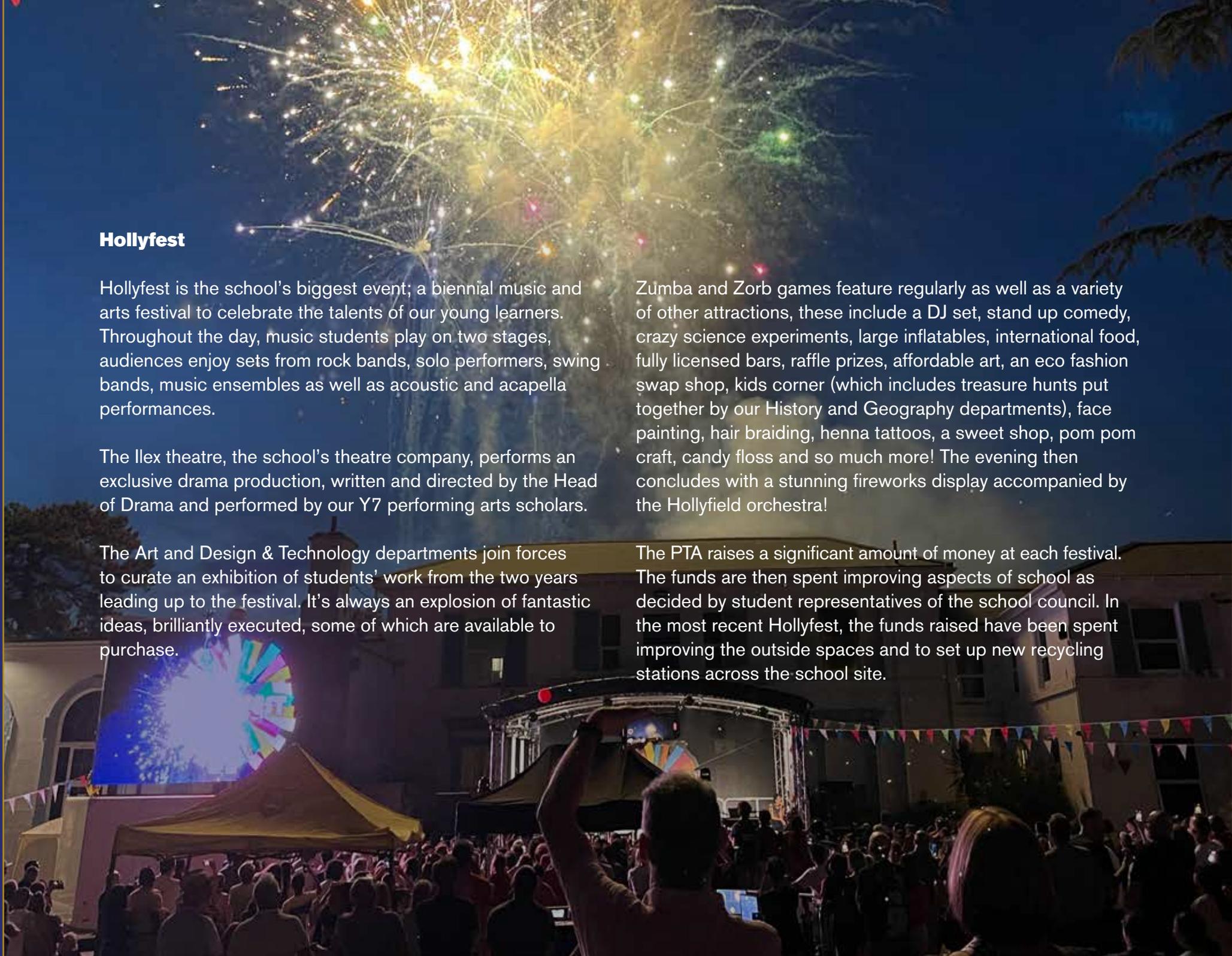
Hollyfest is the school's biggest event; a biennial music and arts festival to celebrate the talents of our young learners. Throughout the day, music students play on two stages, audiences enjoy sets from rock bands, solo performers, swing bands, music ensembles as well as acoustic and acapella performances.

The Ilex theatre, the school's theatre company, performs an exclusive drama production, written and directed by the Head of Drama and performed by our Y7 performing arts scholars.

The Art and Design & Technology departments join forces to curate an exhibition of students' work from the two years leading up to the festival. It's always an explosion of fantastic ideas, brilliantly executed, some of which are available to purchase.

Zumba and Zorb games feature regularly as well as a variety of other attractions, these include a DJ set, stand up comedy, crazy science experiments, large inflatables, international food, fully licensed bars, raffle prizes, affordable art, an eco fashion swap shop, kids corner (which includes treasure hunts put together by our History and Geography departments), face painting, hair braiding, henna tattoos, a sweet shop, pom pom craft, candy floss and so much more! The evening then concludes with a stunning fireworks display accompanied by the Hollyfield orchestra!

The PTA raises a significant amount of money at each festival. The funds are then spent improving aspects of school as decided by student representatives of the school council. In the most recent Hollyfest, the funds raised have been spent improving the outside spaces and to set up new recycling stations across the school site.



## expect...

> more

Strong leadership

> “Leaders at all levels have secured clear improvements” OFSTED

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Excellent exam results

> Results are significantly above the national average.

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High Expectations

> There is a “consistently applied system of lesson planning, rigorous marking and effective training” OFSTED

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Fantastic facilities

> High Tech IT facilities, extensive sports facilities, our own theatre company and Drama studio, our SEN Department and our Re-Centre for students who benefit from additional support/ intervention and our outdoor Hollywood Space created by our allotment club

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Motivated students

> “Students enjoy school and take pride in their work” OFSTED

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Wide Range of Subjects

> We offer GCSEs, BTECs and A levels

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Creativity

> The introduction of our Performing Arts Scholarships

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A commitment to personal development

> “The provision for pupils’ personal development is outstanding” OFSTED

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Every effort has been made to ensure that this prospectus is up-to-date at the time of going to press (Sept 2022). However, in responding to recent legislation, unforeseen changes may need to be made in organisation and/or curriculum. We will do our best to keep parents and carers informed of any changes.

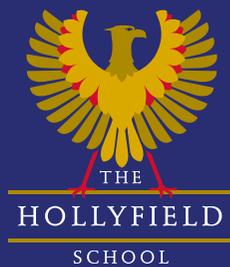
Parents should ask the Headteacher about any points of particular importance to them.





grow, flourish, fly...





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The Hollyfield School is part of the



The Hollyfield School is an Academy registered with the Department for Education as an exempt charity and a company limited by guarantee incorporated in England and Wales