

Aim, Believe, Achieve

International



English Schools UK  
Breckland

# IES Breckland Prospectus 2019



**Ofsted**  
Good  
Provider

Aim, Believe, Achieve ✓

*“ This is a good and improving school.  
The principal has developed IES  
Breckland into a calm and purposeful  
centre of learning where pupils behave  
and achieve well. She and the school's  
other leaders are resolute in  
raising the aspirations of pupils.”*

Ofsted 2017

## Principal's Welcome

I feel very privileged to be the Principal of IES Breckland, a unique international school, where we are part of a large family striving for the success and happiness of our children. We want children to leave IES Breckland as well educated and socially developed individuals who are well prepared for the next stage in their lives. Our standards and expectations are very high in terms of behaviour for learning, achievement, and uniform. We believe that establishing good habits and high standards early in life will encourage aspiration and a positive work ethic that will support them throughout their futures.

We would like to welcome you to our school, and hope this prospectus supports you in understanding how IES Breckland works for you and your children.



*A M Tilbrook.*

**Mrs A Tilbrook, Principal**

“

*The principal's decisive and inspirational leadership has led to improvements in the quality of teaching. She sets very high expectations for staff and pupils alike.*

Ofsted 2017

”

## About IES Breckland

IES Breckland is a school for children aged between 11 and 16 and is an important part of the community in Brandon. IES Breckland is part of the highly successful family of International English Schools from Sweden, selected as education provider on behalf of the Sabres Educational Trust. IES Breckland fosters an international atmosphere and a calm and productive learning environment, where teachers can teach and students can learn. Standards are high and our students are expected to have high aspirations and self-esteem. The school supports children to achieve better than they thought possible and equips them with the skills they need for a successful transition to either further education or meaningful employment with training.



“

*Pupils' progress is improving rapidly  
because the quality of teaching in the  
school is improving.*

Ofsted 2017

”

## Staffing

### Leadership

**Principal:** Mrs Tilbrook

**Assistant Principal:** Mr Hibbert  
Curriculum & Achievement

**Operations Manager:** Mrs Pritchard

**Assistant Principal:** Mr Foster  
Teaching & Learning

**Assistant Principal:** Mr Winn (DSL)  
Behaviour & Safety

### Faculties

#### Communication

**Head of Faculty:** Mr Trafford

Lead Coach: Mrs Macallum

Lead Practitioner: Mr Carnaby

Miss Kilner

Miss Myers-Hall

Mrs Saunders

Ms Wright

Mrs Young

#### Maths & Technology

**Head of Faculty:** Mr Bloom

Maths Lead: Miss Theobald

Lead Practitioner: Miss Cullum

Miss Gentry

Mr Hibbert

Mr Nelson

Mrs Reeve

#### Science

**Head of Faculty:** Mrs Bannister

Lead Practitioner: Mr Bradley

Dr Barrett

Mrs Ridgway

Mrs Tilbrook

Mrs Murrell, Technician

#### Humanities

**Head of Faculty:** Miss Pitts

Miss Doughty

Mr Foster

Mrs Gleave

Mr Morgan

#### Creative Arts

**Head of Faculty:** Mr Willgress

Mrs Ball

Mr Gedge

Miss Keel

Miss Spraggs

Mr Winn

Miss Shepherd

#### Specialist Student Support

**Head of Faculty & SENCO:**

**Miss Crumpler**

Miss Dransfield

Miss E Rumsey

**Intervention support:**

Miss Blackburn-Smith

### Associate Staff

Welfare & Exams Officer:

Mrs Donelan **(DDSL)**,

Behaviour Support: Mrs

Leech **(DDSL)**, Attendance

Officer: Mrs Taylor

**Business Manager: Mr**

**Peryer**, Finance Officer: Miss

Jackson, Operations

Assistants: Miss Mather & Mrs

Ashley, Receptionists: Miss

Campling & Mrs Kerridge-

Palmer

Cover Manager: Mrs Dicks

Cover Supervisor: Mrs

Barlow

Premises Officer: Mr Fowler,

Premises Assistant: Mr Hill,

Head Cleaner: Mrs Rumsey

“

*A lot of my friends from primary school started with me at IES Breckland and I like being here a lot. The size of the school is a lot bigger than my primary and I am really enjoying my classes. I have been on the Apple Macs and like using them. I get the bus from Lakenheath every day and I enjoy that too.*

Year 7 Student

”

## Admissions

### Year 7

Admissions for normal year of entry are managed by Suffolk County Council. Information on this process is available from:

T: 0345 600 098

E: [admissions@suffolk.gov.uk](mailto:admissions@suffolk.gov.uk)

W: [www.suffolk.gov.uk](http://www.suffolk.gov.uk)

You can call the School for further advice from our Operations Manager, Mrs Pritchard. Please read our Admissions Policy which is available from our website and read the Parents Booklet published by Suffolk County Council. This will give you full details of the admissions criteria and procedures for applying for a place at IES Breckland.

Completed applications must be returned to the local authority (in which you are resident) by no later than 31 October 2018.

### IES Breckland's Open Day and Evening for Year 6 students is on 4 October 2018.

#### Open Day Tours: 10am, 11.30pm & 2pm

Prospective year 7 students and their parents and carers are invited to book a tour to visit IES Breckland during the school day and receive an escorted tour around the school.

#### Open Evening: 5.30pm-7.30pm

The evening commences with a talk from the Principal of IES Breckland, Mrs Tilbrook. The school will be open for prospective students and their parents and carers to see the school and participate in a wide range of activities across all faculties.



### In year transfers

For admissions that do not occur in the normal year of intake (i.e. all admissions outside of the September 2019 year 7 intake) please contact the Operations Manager or visit our website for further details.

### Contact our Operations Manager:

Mrs Pritchard

T: 01842 819124

E: [admissions@breckland.iesschools.co.uk](mailto:admissions@breckland.iesschools.co.uk)

*“The wide range of extra-curricular activities extends the experiences of pupils well. A variety of sports and clubs are available, as well as additional support in subjects such as mathematics and English.”*

Ofsted 2017

## The School Day

<b>Mentor session, including registration</b>	8.20 am	to	8.45 am
<b>Period One</b>	8.45 am	to	9.45am
<b>Period Two</b>	9.50 am	to	10.50 am
<b>Break time</b>	10.50 am	to	11.10 am
<b>Period Three</b>	11.10 am	to	12.10 pm
<b>Period Four</b>	12.15 pm	to	1.15 pm
<b>Lunchtime</b>	1.15 pm	to	2.00 pm
<b>Period Five</b>	2.00 pm	to	3.00 pm
<b>GCSE Twilight (Tues-Fri)</b> <b>Home Learning Club (Tues, Weds &amp; Fri)</b>	3.00 pm	to	4.00 pm

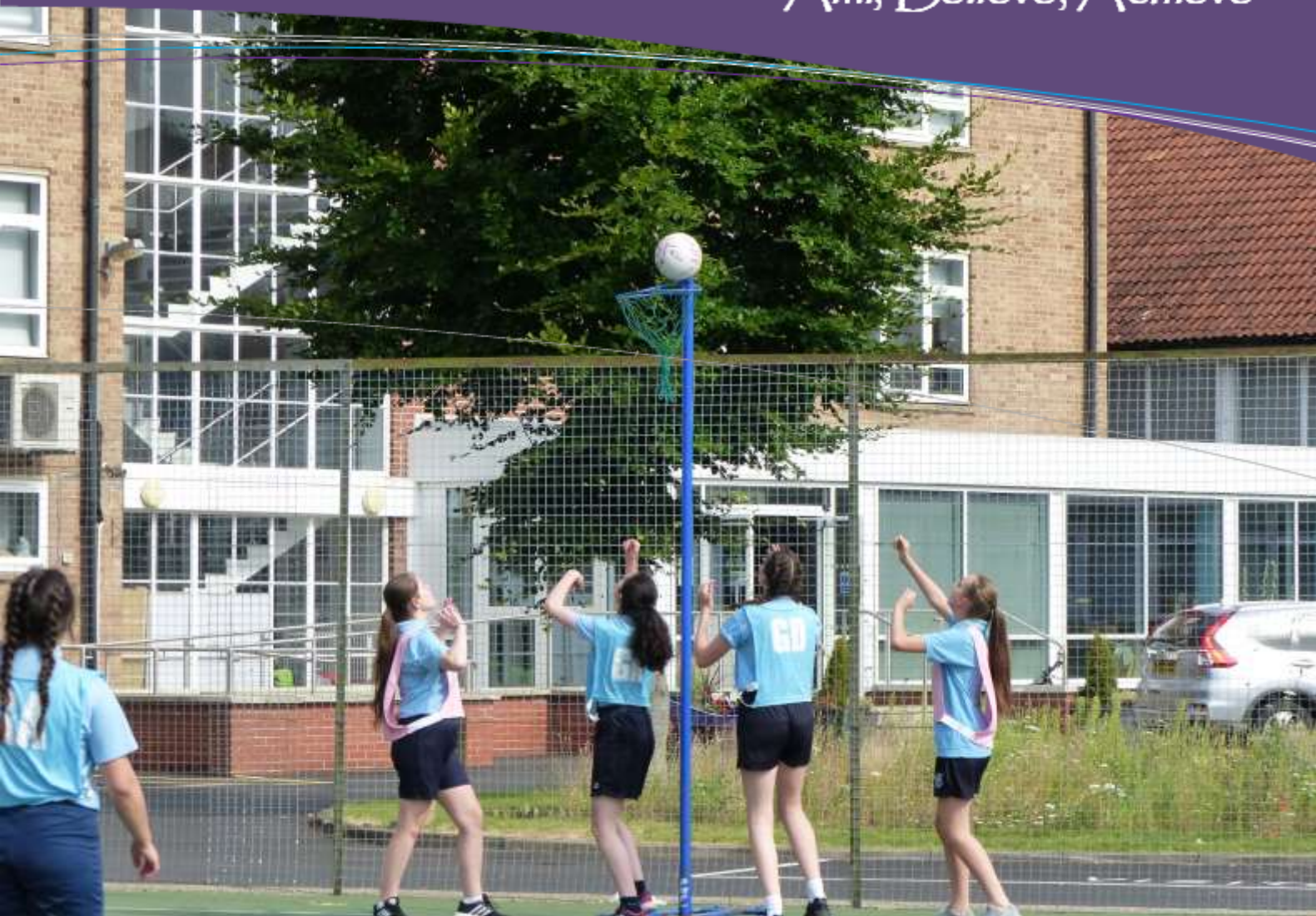
### Extra-curricular activities

At IES Breckland we aim to offer students a wide variety of extra-curricular opportunities to complement the curriculum students receive. Sport and the Creative Arts are large parts of our extra-curricular offer with regular Performing Arts shows and concerts taking place, along with fixtures and competitions in a number of sports taking place including; Trampolining, Football, Netball, Rugby, Athletics, Tennis and Rounders.

Our extra-curricular programme also aims provide alternative opportunities for students, outside of those they may experience in curriculum time. Clubs that have run previously have included; Science, Pilates, Archery, Chess, Dance, Samba Club, Musical Theatre. Since 2016-17 students have the opportunity to work towards the Bronze Duke of Edinburgh award

In addition to the clubs on offer each day at lunch time and after school there is provision for students to complete Home Learning tasks in an area supervised by members of staff.

Extra-curricular timetables are published at the start of each term via the school website and newsletters.



## Lunch Arrangements

Lunch at IES Breckland begins at 1.15 pm and runs until 2.00 pm. Students can either opt to enjoy a delicious cooked meal or salad from the canteen or bring their own packed lunch with them.

Once lunch is taken students can choose to play on the school field, SABRE's Court or complete Home Learning tasks in the Library or ICT Suite. In addition, a programme of lunch time clubs / activities including sports and music clubs will run.

## School Lunches

Every student is provided with a cashless catering card upon joining the school. Money can be deposited onto the card either via ParentPay or using the cash loader in the hall and then used to pay for school lunches. The catering team offer a range of hot meals and salads each day to students and staff.

## Packed Lunch

Seating is provided for those students wishing to bring their own lunch to school. We ask that lunches should be healthy and nutritious, allowing students to focus on their learning. Lunches should not contain fizzy drinks or large volumes of sweets. It is the students' responsibility to look after their packed lunch at IES Breckland.



## Getting to School

IES Breckland is centrally located in Brandon and the majority of students walk or cycle to school. We have several state of the art bike shelters for all weather protection for bicycles. Students cycling to school are advised to wear a helmet and protective clothing. They will need to bring a padlock to secure their bike. Parents and Carers who drive their children to school must consider the local residents and other road users when parking outside the school gates.

For students who live further afield there are alternative methods of getting to school.

### 1. Suffolk County Council Entitlement to free home to school transport

You can check your child's entitlement to free home to school transport from the Suffolk OnBoard Website ([www.suffolkonboard.com](http://www.suffolkonboard.com)).

In general, Suffolk County Council's policy with regard to Free Schools is that the local authority will provide transport to the school if you live more than 3 miles from the school and it is the nearest school to the student's home. Families living in the Lakenheath Community Primary School catchment area are also entitled to free home to school transport for this school.

To register call Suffolk OnBoard 0845 606 6173 or register an interest online. They can also provide further information on Suffolk County Council home-to-school transport policies and the services they provide.

### 2. Norfolk County Council Entitlement to free home to school transport

In general, Norfolk County Council will provide free home to school transport for Norfolk students attending IES Breckland if they live over 3 miles from IES Breckland and this school is nearer than their catchment school.

For further information visit [www.norfolk.gov.uk/schooltransport](http://www.norfolk.gov.uk/schooltransport), or contact the Customer Service Centre on 0344 800 8020, or by e-mail [information@norfolk.gov.uk](mailto:information@norfolk.gov.uk).

### 3. IES Breckland Transport

IES Breckland currently provides transport for students who live in the areas of Methwold, Feltwell, Mundford and Thetford. Places are limited and are on a first come first served basis. Timetables and application forms are available from our website and the School Office. There is a charge to use this service.

Please note the timings and routes of the IES Breckland minibuses are subject to change.

“

*Pupils wear their uniform with pride.  
They look after their school and there  
is very little litter around the school  
grounds.*

Ofsted 2017

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## Uniform

It is IES Breckland School policy that all students wear school uniform when attending school, or when participating in a school-organised event outside normal school hours. We ask that all parents support the school uniform policy. We believe that parents have the duty to send their children to school correctly dressed and ready for their schoolwork. One of the responsibilities of parents is to ensure their child is wearing the correct uniform and that it is clean and in good repair. Uniform fitting events for new intake are held in the spring term.

### Girls

- ☞ School checked pinafore dress
- ☞ White long/short sleeved blouse (or white roll neck long sleeved top for winter)
- ☞ School Cardigan
- ☞ Charcoal grey **tailored straight legged** trousers – worn with either white long/short **sleeved shirt, school tie and school tank top only**. Belts must be plain black or brown leather.
- ☞ School Scarf to be worn with pinafore and blouse
- ☞ School Blazer
- ☞ Socks – plain black, white or grey – long or short or plain grey tights

### Boys

- ☞ Charcoal grey **tailored straight legged** trousers. Belts must be plain black or brown leather.
- ☞ White long/short sleeved shirt
- ☞ School Tank top
- ☞ School Tie
- ☞ School Blazer
- ☞ Socks – plain black or grey

“School” items are individual to IES Breckland and can be purchased from School Office. All other items can be purchased elsewhere as appropriate.

### Footwear

We want the children to grow into healthy adults. We believe it is dangerous for students to wear platform soles, high-heeled shoes or flip-flops or canvas shoes. Only **sensible flat plain black leather shoes** are permitted for boys and girls. Canvas shoes and trainers are not acceptable.



## Jewellery

On health and safety grounds the only permitted jewellery which can be worn by students is:

- Maximum 2 pairs of stud earrings (2 stud in each ear lobe) - No other piercings are permitted
- A wrist watch (not a Smartwatch)

Any of the above worn jewellery is the responsibility of the student and any losses/damages incurred, will not be refunded by the school.

## Accessories, make-up and hair styles

No accessories to the school uniform are permitted these include but are not limited to:

- Sunglasses
- Hair flowers
- Badges/brooches – except school badges where appropriate
- Hats – except woollen ones in winter worn to and from school

Hair styles are not to be extreme in appearance nor of outrageous fashion/design, nor shaven bald. All colour of hair is to be of natural shades. No hair extensions may be worn by students.

Only clear nail varnish can be worn. The wearing of nail extensions, false nails or coloured polishes is not permitted.

No make-up is allowed in school as it detracts students from their learning. Students wearing it will be required to remove any make-up being worn in school or will be sent home to remove it.

## School Bags

Students must come to school with an appropriate sized waterproof bag for carrying school books and equipment. It needs to be designed to comfortably hold A4 files and workbooks without them getting damaged.

## Lockers

Please enquire at the School Office.



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*PE uniform at IES Breckland is vital for ensuring that not only are students able to exercise safely, and at the same time uphold the ethos of the school.*

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## PE uniform

All students are expected to bring the correct PE kit to all lessons regardless of injury/illness.

### The PE Uniform consists of:

Compulsory for ALL students:

- ☞ IESB polo shirt (aqua for year 7, purple for GCSE)
- ☞ IESB shorts
- ☞ Clean non marking trainers

- ☞ Outdoor trainers and football boots studs (studs or moulded)
- ☞ Optional – IESB trackpants and IESB tracktops

## PE Kit Policy and Expectations

Our policy is to avoid unnecessary non-participation of students, ensure that students unable to participate fully are prepared to play an active role in all lessons and to promote the desired health and hygiene principles to all students.

### Short term injuries

Students who are injured are expected to change into their kit for PE and provide a note from parent/guardian for the member of staff teaching the lesson and explain the type of injury. Students therefore are able to change and play an active role in the activity such as scoring or officiating.

### Long term injuries

For students carrying long term injuries (likely to be out of full participation for two weeks or more) parents/guardians should provide the PE department with a medical note identifying the injury prognosis. Students should still come to lessons in full PE kit and play an active role in scoring, officiating etc. On occasions where the injury prevents the student changing their clothes e.g. serious shoulder injury, then students will not be expected to change into kit.

### Illness

The expectation is that students fit enough to be in school are generally fit enough to participate either in part, or fully, in all PE lessons. Parents/guardians who feel that their son/daughter is unable to participate fully in lessons due to recent illness should indicate this in the student's Learning Diary. The student however is still expected to change and take part in such activities that the teacher desires.

For all cases above, if the PE lesson is outside then the student should bring appropriate clothing for the lesson they are involved in. This could include school tracksuit bottoms and top. This will ensure that students are always appropriately dressed to assist in PE lessons.

### Jewellery

For safety reasons no jewellery of any kind is to be worn during PE. Ear piercing should be carried out during summer holidays to allow time for the ear to heal.



## **Sanctions**

If a student arrives to their PE lesson without the correct kit they will serve a PE after-school detention. If a student arrives without their kit the expectation is that they will borrow kit from the school. If the student then refuses to borrow kit they will be removed from the lesson and be sent to the Learning Support Centre and serve an after school detention at the earliest possible occasion.



*“ Leaders have rightly made improving the quality of teaching, learning and assessment the central focus of their work. In this they have been successful. Improved and consistent teaching practice is leading to good pupil achievement.”*

Ofsted 2017

## Teaching & Learning

### Presentation of Written Work

We have high and consistent standards for the presentation of written work in the school. Students need to follow the expectations below and have pride in the work that they do. Our expectations will be modelled and reinforced by each teacher and to remind students of our expectations.

### Home Learning

#### **We believe that effective home learning...**

- ... is an important tool in raising attainment.
- ... encourages and develops independent learning and enquiry skills.
- ... embeds the knowledge and skills learned in lessons.
- ... is important in teaching students how to manage workloads and meet deadlines.
- ... helps teachers to assess progress and understanding.

#### **Home Learning in years 7 & 8 (Key Stage 3)**

Students will be issued with a Home Learning booklet each half term. The booklet details the home learning projects that students should complete for each subject, and the deadlines for each project. In maths students will be set home learning each week as directed by the class teacher. Each project should take 1½-2 hours to complete.

#### **Home Learning in years 9, 10 & 11 (Key Stage 4)**

Students will be set subject-specific Home Learning to complete by the class teacher. They will be set 1 hour per week per subject.

#### **Support for Students**

Students are supported by subject staff in lessons. The Library is open after school and lunchtime to provide support with home learning tasks, ICT access will be available at this time.



Home learning tasks are entered onto Go4Schools. Parents and carers will be able to view these by logging on to their Go4Schools profile. If you need support with registering on Go4Schools, please contact the school. This portal enables Parents and Carers to check their child's progress, behaviour log, rewards log as well as their home learning- what has been set and if they have handed it in on time.



## Equipment for learning expectations

Students need to arrive equipped for learning. The following learning equipment is needed (as a minimum)

- ✎ Several blue or black pens (Fountain, biro, rollerball)
- ✎ Red pen for RED zone and find & fix.
- ✎ Pencils
- ✎ Ruler
- ✎ Rubber
- ✎ Pencil sharpener
- ✎ Scientific calculator
- ✎ Basic colouring pencils – red, blue, yellow, brown, black and green.

Desirable: Pocket dictionary, Geometry set

## School Shop

Students will be able to purchase stationery and mathematical equipment from the School Shop in the Hall at Break time.

## The Library

The library is a quiet work space that students can use at lunchtime or after school, 3-4pm. Books can be lent out in the usual way – 2 books for 2 weeks. We also have a wide range of e-books that students can access and there are ICT facilities that students can use to complete Home Learning or revision, or activities on Accelerated Reader.

Access to the careers library is also available lunchtime and after school in the library, as well as during English library lessons.

“

*Pupils are given good-quality careers advice and guidance. They are given the opportunity to take part in mock interviews and curriculum vitae workshops.*

Ofsted 2017

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## CEIAG

At IES Breckland we give a high priority to careers education, information, advice and guidance (including opportunities work related learning).

Our independent qualified careers adviser, Ellen Alexander, works with individuals in years 10 & 11 and small groups in years 8 & 9, to ensure that every student has the opportunity to engage with impartial advice and guidance on their future careers. If students would like to request a meeting with Ellen (parents can attend as well), please make a request emailing [ceiag@breckland.iesschools.co.uk](mailto:ceiag@breckland.iesschools.co.uk).

This work is supplemented by a range of in-class career planning activities as part of our PSHE and subject curriculum, collapsed careers and enterprise days and trips to careers events, workplaces and post-16 providers. We value the skills provided by work related learning and year 10 have the opportunity for a week-long work experience placement in the spring term.

## British Values

The Department for Education has published guidance on promoting British values in schools to ensure young people leave school prepared for life in modern Britain. The guidance aims to help both independent and state-maintained schools understand their responsibilities in this area. All have a duty to 'actively promote' the fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs. These values were first set out by the government in the 'Prevent' strategy in 2011.

IES Breckland British Values statement:

*'IES aims to help children to achieve better than they thought possible, this means ensuring that they leave school fully equipped with the knowledge, understanding and skills to help them to be successful citizens within modern Britain.'*

Within all of the teaching and activities within school we take the opportunity to promote British values.

## Prevent

At IES Breckland we will endeavour to protect our students from exposure to gang activity exploitation and being drawn into terrorism by having robust attendance and behaviour policies and to act on relevant information or allegations. We will take all reports seriously and will share this information appropriately with other agencies to safeguard our students from harm.



## Assemblies

Students attend one assembly in the main hall each week. The assemblies consist of a mix of learning focused and Social, Moral, Spiritual & Cultural (SMSC) focused topics, including the use of guest speakers. The usual pattern of assemblies is given below. Every fourth week in the school calendar, each House comes together for an assembly to celebrate achievements in their community. Year 11 have a separate assembly so that the assembly content can be tailored to meet their needs in their GCSE year.

<ul style="list-style-type: none"><li>Tuesday - Year 11 assembly</li><li>Wednesday - Year 7 &amp; 8 Assembly</li><li>Thursday - Year 9 &amp; 10 Assembly</li></ul>	House assemblies week: <div><div>TuesdayIndira</div><div>WednesdayEdison</div></div> <div><div>ThursdaySinclair</div><div>FridayBranson</div></div>
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## Houses

Each mentor group belongs to one of four 'Houses, each named after an individual who has shown aspiration, challenge and determination in their chosen field, making them ideal role models for our students- aspiration, challenge and determination being what makes outstanding learners who achieve outstanding results. Each House is headed by Student Leaders elected by the students in the House in partnership with the Head of House. The four Learning Communities are:

I- Indira	Head of Community: Mrs Shepherd
E- Edison	Head of Community: Miss Keel
S- Sinclair	Head of Community: Miss Dransfield
B- Branson	Head of Community: Miss Rumsey

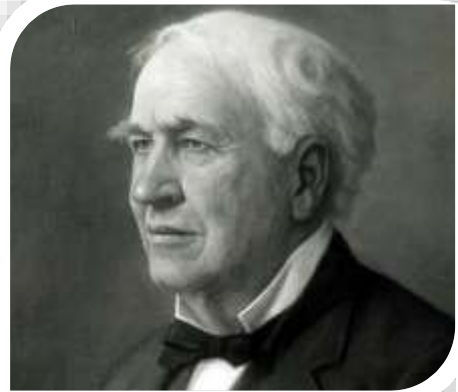
Houses work to support local and national charities and compete against each other in areas such as merits, sports day, learning awards, sports fixtures and inter-community competitions. There are also opportunities for students to be elected as members of the Student Executive for the Community, Captains or Vice Captains of their Mentor group or Sports Captains for their year group- helping to organise the inter-community competitions.

Whole school elections take place in May to elect the Head Boy, Head Girl and senior prefects.



**Indira Gandhi** served as Indian Prime Minister from 1966 to 1977 and then again from 1980 until her assassination in 1984. She is the second-longest-serving Prime Minister of India and the only woman to hold the office. In 2001, Gandhi was voted the greatest Indian Prime Minister in a poll organised by India Today. She was also named "Woman of the Millennium" in a poll organised by the BBC in 1999.

**Thomas Edison** was an American inventor and businessman. He developed many devices that greatly influenced life around the world, including the phonograph, the motion picture camera, and a long-lasting, practical electric light bulb. Edison's inventions contributed to mass communication and, in particular, telecommunications. Edison developed hearing problems at an early age and his teachers told him that he was "too stupid to learn anything".



**Sir Clive Sinclair** is an English entrepreneur and inventor, most commonly known for his work in consumer electronics in the late 1970s and early 1980s. Since then Sinclair has concentrated on personal transport, including the A-bike, a folding bicycle for commuters that weighs 5.5 kilograms (12lb) and folds down small enough to be carried on public transport. At an early age Sinclair designed a submarine. During holidays he could pursue his ideas and teach himself what he wanted to know. During his early years, Sinclair earned money mowing lawns and washing up.

**Sir Richard Branson** is an English business magnate and investor. He is best known as the founder of Virgin Group, which comprises more than 400 companies. At the age of sixteen his first business venture was a magazine called *Student*. Branson has dyslexia so found school difficult, but later discovered his ability to connect with others and has stated in a number of interviews that he derives much influence from reading non-fiction books, notably, Nelson Mandela's autobiography. Branson is an active campaigner for humanitarian and ecological issues.





## Behaviour & Safety

### The Student Support Centre (SSC)

The Student Support Centre at IES Breckland involves a group of multi-skilled professionals providing the necessary services for students to maximise their potential in a calm and supportive environment.

#### **SEND**

Appropriate levels of support are provided for students with special educational needs and/or disabilities. This includes identification of needs, provision of in-class support, bespoke interventions (such as literacy support) and the identification and provision of special access arrangements (such as additional time for completing examinations). Additional provision is also made for students for whom English is not the first language, looked after students and students for whom the pupil premium funding is intended. The SENCO ensures the needs of all students are met, working closely with the students, staff, parents/carers and external agencies. Key responsibilities of the SENCO include: organisation of the Learning Support Assistants (LSAs) advising staff, coordinating provision, overseeing student records, and liaising with external agencies. The SEN Team are based in 'The Hive'.

#### **Isolation Room**

The isolation room is a facility where students are given an opportunity to reflect upon their negative behaviour. Students may be removed from lessons for failing to display an improvement in behaviour or attitude after having previously received a warning. The isolation room operates in silence and students are expected to carry out tasks requested by the supervising member of staff (usually one of the Year Coordinators). Students may also spend a period of time in the room after being isolated from mainstream lessons. If a student is isolated for any reason, they will be expected to remain in the isolation room until 5pm. After-school detentions are also completed in the isolation room.

#### **Intervention Rooms**

Intervention is provided for students for whom support is needed. This support may be in many forms, ranging from literacy support lessons to support for social, emotional or behavioural issues. Support may be tailored to a specific individual (1:1 support) or a small group. Specialist staff provide a drop-in service at lunchtimes, enabling students to have a chat or discuss any problems they may be experiencing.

**Medical Room** The medical room is also located within student support.

*“ Leaders use the pupil premium grant well. Extra-curricular activities include literacy and numeracy ‘catch-up’ alongside GCSE exam preparation. These activities provide pupils with the opportunity to target and overcome gaps in learning. ”*

Ofsted 2017

## Pupil Premium

The core of good learning at IES Breckland is good teachers delivering good learning to well behaved, well supported, well-motivated and hardworking students. However, for some students we recognise that they will need additional help and support to overcome particular barriers to learning. We have set out to use the student premium and year 7 catch up funding to enable such students to gain full value from the curriculum at IES Breckland and to enhance their opportunities for success.

In particular we have used and will plan to use the funding to support certain target groups of students. These will include:

- ✎ Those students who are in receipt of a Free School Meal (FSM)
- ✎ Children Looked After (CLA)
- ✎ Those who have English as an Additional Language (EAL)
- ✎ Those who have been referred to external agencies for support
- ✎ Those who may become Not in Education, Employment or Training on leaving school (potential NEETs)
- ✎ Black, Minority and Ethnic students

In general we will use student premium funding and any other similar funds to:

- ✎ Provide hardship funds, especially to enable FSM students to access extracurricular and enrichment opportunities
- ✎ Enhanced specialised provision for students to support their emotional and behavioural needs, to support inclusion
- ✎ Deliver intervention to improve the progress and attainment in English and Maths to 'narrow the gap'
- ✎ Enhance and improve training and provision for EAL students
- ✎ Ensure that the targeted students have appropriate progression pathways when leaving IES Breckland.

## Free School Meals- is your child entitled?

Your child may be able to eat 'on the house'! You could be saving about £11 per week. That's around £400 over the school year and £2,000 over 5 years!!

For more information and to apply for free school meals online go to [www.suffolk.gov.uk](http://www.suffolk.gov.uk).



## E-safety

With ever-changing technologies, more and more of our student's lives revolve around using social media and gaming to communicate with others. As a school we aim to encourage responsible use of social media and support students to take responsibility for their own online-safety, and the safety of others. To support students in behaving safely and responsibly online, we:

- ✎ Deliver e-safety assemblies, using materials from CEOP (Child Exploitation and Online Protection service).
- ✎ Consider and promote e-safety within the PSHE curriculum and during mentor time.
- ✎ Ensure that e-safety is a running theme through schemes of learning in ICT lessons.
- ✎ Promote 'Safer Internet Day', a national awareness day operated by CEOP to support parents in ensuring that their children stay safe online.

If you ever have any questions or concerns about the online safety of your child, including if you believe they are a victim of 'cyberbullying' please contact us and we will do our best to support you or direct you to other agencies that can provide the support.



## Behaviour for Learning Expectations

Behaviour is closely linked to educational outcomes. When behaviour is good, students achieve more both academically and socially, and there is more time for focused learning. IES Breckland is committed to the provision of a caring, secure and orderly community in which the boundaries of acceptable behaviour are clear, shared and consistent. Such an environment gives greater capacity for teachers to teach and students to learn.

The school's expectations are reflected by the IESB Rules and Non-negotiables. In order to ensure consistency in the application of sanctions and rewards, a comprehensive behaviour for learning system is shared with staff.

“

*The behaviour of pupils is good  
and the school environment is  
calm and purposeful.*

Ofsted 2017

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## **BLUE Consequences System (Behaviour, Learning, Uniform, Equipment)**

The BLUE system works in two ways. Excellent behaviour and learning in the classroom and around school are expected of all students. If a student is not working as expected within class or is disrupting the class with poor behaviour a warning will be issued by the teacher. This will be marked on the school Go 4 Schools system as a behaviour or learning warning. If the disruption or poor learning continues the student will be removed to the Student Support Centre (SSC). They will spend the rest of the lesson working in silence in the SSC and will then be given a one hour after school detention for the next available day. This detention will be written in the student Learning Diary, so please check your child's Learning Diary regularly.

We also expect high standards in uniform and equipment. All students should arrive to school and lessons in the full school uniform with the correct equipment. Your child's mentor will check on these during mentor time and if necessary a warning will be written in your child's Learning Diary. If they consistently get uniform or equipment warnings, a consequence will be put in place during school hours. This will usually be a break or lunchtime detention.

## **Rewards and Sanctions**

At IES Breckland we enjoy celebrating in the successes of our students and want to ensure their contributions to school life are recognised.

Students here will be rewarded in class using a positive points system on Go 4 Schools (points may be positive or negative). Positive points accumulate over the term and year to form the basis for prizes linked to sustained excellence and effort in class. Home learning tasks, showing good manners, contributions for teams and clubs are also recognised with positive points.

Students are also rewarded for having excellent attendance, inspirational acts of citizenship, overcoming barriers to learning and also by academic subject. Subject teachers will select students who have shown excellence within their subject or made great effort within their subject and nominate them for awards in the termly Learning Award Ceremonies.

Students will also be sanctioned if the school's expectations are not met. These will be in the form of removal from lessons, detentions, isolation and, in extreme cases, exclusion (the behaviour for learning system provides clear guidance to staff about the type of behaviour that will result in each of these sanctions).

*“Pupils are given time and space to reflect on their own behaviour and to discuss it with a trusted adult. This reflective process means pupils are less likely to repeat poor behaviours.”*

Ofsted 2017

## Student illness

If your child is ill during the school day they will be sent to the medical room where their condition will be assessed. Students will not be sent home with coughs, colds, headaches, period pains etc. We can administer paracetamol for pain relief providing the school has parental permission. This will only be given once we have checked that we have permission, the student has recently eaten and no other medication is being or has been taken. No pain relief will be administered after 2pm. This is to safeguard any eventuality of students forgetting they have had pain relief and taking more when they arrive home. If the student is very distressed, running a temperature or vomiting then parents will be called to collect the student as soon as possible. All contact numbers that are listed for that student will be used to gain contact if parents are unavailable.



0 days missed	10 days missed	19 days missed	29 days missed	38 days missed	47 days missed
Attend all 190 days	Attend 180 days	Attend 171 days	Attend 161 days	Attend 152 days	Attend 143 days
100%	95%	90%	85%	80%	75%
Best chance of success		Less chance of success		Unlikely to achieve success	
Good		Worrying		Serious concern	

## Attendance

Attendance is closely linked to academic achievement. The more days of education missed by a student, the lower their chances of success.

In line with government expectations, IES Breckland has the following aims:

- Promote an expectation that children will attend school every day the school is available and reduce absence, including persistent absence (a child is classed as being persistently absent if they fail to attend at least 90%, which equates to one day of absence every two weeks)
- Ensure every student has access to full-time education to which they are entitled, and, act early to address patterns of absence
- Encourage parents to perform their legal duty by ensuring their children of compulsory school age who are registered at school attend school every day the school is available
- Ensure all students are punctual to their lessons

In order to fulfil these aims, we will take action for any student whose attendance drops below 95%. Initially we will send letters informing you of our concern and requesting medical evidence for absence. Should this prove ineffective, we will organise an attendance panel meeting and consider more significant consequences such as issuing a fixed penalty fine or progressing to court proceedings, which could potentially lead to imprisonment.

Good attendance is rewarded and there are a range of rewards for students maintaining a high level of attendance and those with a significantly improved level of attendance.

To report an absence call 01842 819501 or email [attendance@breckland.iesschools.co.uk](mailto:attendance@breckland.iesschools.co.uk). The Attendance Officer will also require proof of appointment.

**Holidays during term time:** The 2013 amendments to the Student Registration 2006 clearly state that "head teachers may not grant any leave of absence during term time unless there are exceptional circumstances."

Parents or carers wishing to request a leave of absence must complete a form which is available from the School Office.



*Pupils are well informed on issues around mental health, e-safety, relationships and the 'Prevent' duty. These topics are discussed during morning mentoring sessions, in assemblies and as part of the personal, social, health and economic curriculum.*



Ofsted 2017

## **The role of the Learning Mentor**

Students at IES Breckland have a mentor to help them track their progress and guide them to success in their journey to becoming the well-rounded, educated and respected pillars of society that we expect of all of our children.

Students will receive one-to-one mentoring and parents/carers will be heavily involved to ensure goal achievement. Each mentor will be assigned approximately 20 students, the parents of whom they will arrange to contact on a four-weekly basis via the 'Class Dojo' system. As parents, we encourage you to establish a close working relationship with your child's mentor and turn to them with any questions that you may have about your child's progress.

The role of a learning mentor is to monitor the academic and pastoral progress of each of the students that they are allocated.

A Learning mentor is the member of staff who provides support and guidance to your child to help them overcome social, emotional and behavioural problems which act as barriers to learning. They bridge academic and pastoral support roles ensuring that individual your child engages more effectively in learning and are participating in the life of the school.

The barriers to learning can be wide ranging and often very personal to the individual student. A young person may be going through complex transitions and changes in their own lives, within their family or at school. These problems can manifest themselves in challenging behaviour, being unable to control strong feelings, bullying or just general disaffection and disengagement from learning and participation. Some may not have developed appropriate learning or study skills, personal organisation skills, or have lost motivation.

At IES Breckland, we have students from a variety of backgrounds. Many of them are gifted and talented, and the learning mentor's role will be to set them challenging targets to allow them to exceed their potential. Some will need some guidance and targets to help them get on track with their learning and strive to reach their full potential. Learning mentors are in a privileged position where they can impact on the lives of all their mentees.

## **Mentor time**

At the start of every day your child will meet with their mentor, this time is used to develop IES Breckland's high expectations whilst maintaining a friendly, family feel.



## Mentor's responsibilities are to:

- ✎ Enable each mentee to settle well into IES Breckland.
- ✎ Assist in identifying early signs of disengagement.
- ✎ Establish one to one and group mentoring relationships.
- ✎ Develop profiles, agree and implement a time bound action plan.
- ✎ Work closely with parents and carers and maintain excellent communication with them, via the 'Class Dojo' system.
- ✎ Work with other professionals.
- ✎ Support the school in keeping children safe.
- ✎ Support transfer between schools and key stages.
- ✎ Develop extended activities to support inclusion.
- ✎ Contribute to extended services.
- ✎ Promote the role and evaluate its' effectiveness.
- ✎ Maintain professional standards.
- ✎ Operate within legal, ethical and professional boundaries.

## Using the student Learning Diary

The Learning Diary is designed to help the students organise themselves and their home learning. It is also a tool for staff to communicate easily with parents and vice versa. As a parent we would expect you to monitor the use of your child's Learning Diary and at the end of each week to sign the diary to indicate you have seen and read the home learning set and messages written in it during the week. Learning Diaries must be put on desks at the start of each lesson and mentor time.

## Day sheets

If a student forgets their Learning Diary on any given day they will be given a day sheet during mentor time. This is to allow them to still record their home learning and to ensure staff can continue to communicate with home. At the end of the day the student takes the day sheet home and returns it to their mentor in the next mentor slot. If a student repeatedly forgets their Learning Diary or loses one they will be required to purchase a new one from reception. Other consequences will follow if this becomes a persistent problem.

*“The curriculum is organised to ensure that pupils study a wide range of subjects. All pupils study a breadth of subjects in Years 7 and 8 that include music, ethics, philosophy and religion and drama.”*

Ofsted 2017

## Curriculum & Achievement

### Key Stage 3

When students join IES Breckland they will experience a broad curriculum with elements of both academic and practical subjects on their timetable. Students are grouped in the Core subjects of English, maths and science based on their Key Stage 2 grades achieved at their Primary school. All other subjects are taught in mixed ability settings.

Upon entry to IES Breckland in Year 7 students embark on a two year Key Stage 3 curriculum broadly based on the National Curriculum requirements. Students receive education in English, Mathematics and Science as well as a range of Humanities, Creative and Physical subjects.

Our timetable consists of a two weekly cycle, comprising 5 x 1 hour lessons per day. Below is an example of the typical Year 7 and 8 Curriculum on offer at IES Breckland.

Faculty	Subject	Lessons per fortnight	
		Year 7	Year 8
English & Communication	English	8	8
	MFL or Literacy	3	3
	Drama	2	2
Mathematics	Mathematics	7	7
Science	Science	6	6
Humanities	Geography	4	4
	History	4	4
	Ethics, Philosophy & Religion	2	2
	PSHE	1	1
Physical Education	Physical Education	4	4
Creative Arts & Technology	Art	2	2
	Design Technology	3	3
	ICT	2	2
	Music	3	2

In addition to our curriculum offer we are able to offer SEN provision and Year 7 catch up intervention in Maths and English to ensure that every student meets their potential when they join our school in Year 7. Following the Christmas break the Key Stage 4 Choices process begins with all current Year 8 students.

“

*Pupils begin GCSEs in Year 9 where they are offered a range of GCSE courses matched appropriately to their needs and aspirations*

Ofsted 2017

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## Key Stage 4 Choices

At IES Breckland students begin their Key Stage 4 study at the start of Year 9, allowing students three years study towards their GCSE examinations rather than the traditional 2. We believe that this allows students to:

- Deepen their subject knowledge and understanding in their chosen options
- Have sufficient time to prepare adequately for their examinations

The year 8 Options Evening will be held on Thursday 21 March 2019 to support students and their families with their Key Stage 4 choices. Below are the options that were offered to the students in 2018.

Humanities	Option A	Option B	Option C
Geography	Design & Technology	Art & Design	Ancient History
History	Ethics, Philosophy & Religion	Computing	Art & Design
	Media Studies	Drama	Media Studies
	Music	Physical Education	Design & Technology
	Psychology		



## Key Stage 4

When students enter Year 9 they begin their GCSE studies, allowing three years for Key Stage 4 education compared with the usual two. This extra time is utilised to deepen student understanding of the knowledge and concepts of each subject they study, as well as giving each student adequate time to prepare appropriately for their final GCSE examinations. Students are entered for examinations at the end of Year 11.

Options subjects available to students in Year 9 currently are: Ancient History, Art & Design (including Photography), Computing, EPR (Ethics, Philosophy and Religion), French, Geography, History, Media Studies, Music, Performing Arts, Physical Education, Psychology and Design & Technology.

### Key Stage 4 Options Pathway

Pathway	English (Lang & Lit)	Maths	Combined Science	French	Humanities Option or Geography or History	Option A	Option B	Option C	Additional English and Maths	Study Support	Core PE	PHSE
I	✓	✓	✓	✓	✓	✓	✓	✓	x	x	✓	✓
E	✓	✓	✓	x	✓	✓	✓	✓	✓	x	✓	✓
S	✓	✓	✓	x	✓	✓	✓	x	✓	✓	✓	✓

NEW GCSE GRADING STRUCTURE		CURRENT GCSE GRADING STRUCTURE	
9			A*
8			
7	<b>Strong Pass</b>		A
6	<b>GOOD PASS (DfE)</b>		B
5	<b>Standard Pass</b>		
4	<b>AWARDING</b> 4 and above = bottom of C and above		C
3			D
2			E
1			F
			G
U			U

Source: Ofqual

### Assessment

The grading of GCSE's is changing and since 2017, starting with English and maths, GCSE's are being graded from 9 to 1, with 9 being the highest grade. For internal assessments fine grades are recorded on Go4Schools to indicate the student's level of understanding demonstrated within the grade.

Year 11 marks the culmination of three years of Key stage 4 study and signals the build up to student's final GCSE examinations to be taken at the end of Year 11.

In addition to curricular support students are provided with education and guidance on revision skills and techniques as well as Careers Information and Guidance education in order to inform students about their potential post 16 choices and destinations.

“

*Pupils benefit from receiving information and guidance about their futures, not only in the context of where they live, but nationally and globally.*

”

Ofsted 2017

## Parent's evenings

Parent's evenings take place throughout the academic year, organised by Year groups. They are a vital opportunity for you to meet with your child's class teachers and mentor to discuss their academic progress and pastoral needs.

School Term	Year Groups	Date
Autumn	Year 7 Settling In Mentor Meeting	1 November 2019
Spring	Year 11	14 February 2019
Summer	Year 9	4 March 2019
	Year 7	2 May 2019
	Year 8	13 June 2019
	Year 10	4 July 2019

In addition to Parent's evening your child's mentor will contact you every four weeks, via the 'Class Dojo System, to discuss any academic successes, or areas for concern.

## Reports

The progress of students is reported at regular intervals throughout the school year. As a parent/carer you can expect two different types of report throughout the year; an Academic Check and Final written report. An Academic check will update you on your child's current working grade and target grades. In addition to this information regarding your son/daughters behaviour, effort and home learning will also be included. The final written report contains end of year grades for each subject your son or daughter is studying along with a written comment from each subject teacher. Your child's mentor will comment on the report along with input from a member of the Senior Leadership Team.

Throughout the academic year you will receive two Academic Checks and one written report. These will be made available to view by parents and carers on Go 4 Schools. If a hard copy is required please contact the school office.

As a parent you are able to gain real time access to your child's academic grades, progress and attendance records through access to GO 4 Schools. Go 4 Schools is a web based application that allows you as a parent to receive current information on your child's performance at IES Breckland whenever you log in. In order to gain access we require a valid email address, along with proof of identification. For further information please contact the school office.





## Useful contact information

**Principal: Mrs Tilbrook**

Principal's PA: Mrs Ashley 01842 819501

For all general enquiries contact 01842 819501 [office@breckland.iesschools.co.uk](mailto:office@breckland.iesschools.co.uk)

Safeguarding: Mr Winn(DSL), Mrs Donelan (Deputy DSL) & Mrs Leech (Deputy DSL)

Operations Manager: Mrs Pritchard

SENCO: Miss Crumpler

Admissions: Mrs Pritchard 01842 819124

Student Welfare &Examinations: Mrs Donelan 01842 819125

Attendance Officer: Mrs Taylor 01842 819128

Chair of Sabres Educational Trust: Mr A Challiss

Chair of Governors: Mr R Bhatt

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