



Oak Wood
School

We dream, we learn, we grow



School Information Brochure 2020-21



Key Staff

Headteacher:	Mr Daniel Cowling
Deputy Headteachers:	Mr Ben Jane Mr Andrew Lazarevic
Assistant Headteachers:	Miss Ariane Charlebois Miss Teenika Naidu Mrs Jessica Richards Mr Edward Spary Miss Emma Turner
School Business Manager:	Ms Karen Simkins
Headteacher's PA:	Miss Claire Kemish
Site Manager:	Mr Darren Davey
Network Manager:	Mr Fahad Jamil
Chair of Governors:	Mr Alloysius Frederick
Vice Chair of Governors:	Mrs Joanna Wagstaffe

The School

Oak Wood School is a vibrant, innovative and aspirational community where pupils and students are encouraged to aim high to achieve their personal goals. We are an oversubscribed 11-18 mixed comprehensive Foundation School that serves its local community in Hillingdon with over 1000 pupils and students.

At Oak Wood School we value the achievements of every pupil and student no matter what their abilities or talents. Young people are at the heart of all that we do. We are a truly comprehensive school and celebrate our diversity. Our high expectations of every pupil, and a caring, respectful and supportive core ethos – *We Dream, We Learn, We Grow* – propels us constantly to advocate that pupils and students are not limited in their choices.

We are extremely proud of our pupils. They are confident, articulate and thoughtful pupils who continually impress with their talents and energy. We regularly celebrate the many and varied successes of individuals and groups and are proud of our inclusive approach. It goes without saying that we want every pupil who joins us to develop into a successful young adult, but we also want to empower them to determine what success looks like for themselves. What is right for one is not necessarily right for another. It is important that each child has the chance to forge their own pathway, both while they are with us and beyond.

School Admissions

The school is an all-inclusive 11-18 mixed, comprehensive Foundation school. The Local Authority controls our admissions and applications must be made using the common application form, issued by the Local Authority to whom you pay your Council Tax, and returned to them.

Details of the criteria for transfer in September 2021 can be found in the Hillingdon 'Starting Secondary School' brochure.

The Curriculum

Key Stage 3 (Years 7-9)

Pupils follow a broad-based curriculum, which reflects the requirements of the National Curriculum.

In Years 7 to 9 pupils study:

Art
Computing
Design & Technology
Drama
English
French/Spanish
Geography
History
Mathematics
Music
PE
Religious Education
PSHE
Science

Key Stage 4 (Years 10-11)

Pupils continue to receive a broad and balanced curriculum but the options process allows them to select specific courses leading to a GCSE or vocational qualification. The range of subjects and qualifications we currently provide include:

Compulsory for all:

- English Language
- English Literature
- Mathematics
- Science (Double)
- Core PE
- PSHE

In addition to this we also have different core pathways with a large percentage of the year group following the EBacc pathway, which includes;

- Modern Foreign Language – French or Spanish
- Humanities Subject – History or Geography

We know that for some the full range of EBacc subjects may not be appropriate. Therefore, we guide them to select one of the EBacc subjects, either a Modern Foreign Language (French or Spanish) or a Humanities subject (History or Geography).

We are constantly reviewing and adding to the range of GCSE or Vocational subjects that pupils in Years 10 and 11 can choose to pick up, these currently include:

Art
Business Studies
Computer Science
Design & Technology
Drama
Film Studies
French
Geography
History
ICT
Music
PE
RE
Spanish

As well as pursuing academic qualifications we actively support our pupils to develop a wide range of skills and personal qualities that prepare them for their futures. Development of communication, leadership and problem-solving skills are woven into their Oak Wood School learning journey.

Sixth Form

We have a very successful Sixth Form offering a wide range of academic and vocational subjects with exceptional teaching. The Sixth Form enjoys additional privileges and provides students with further opportunities to contribute to school life.

There is a planned development programme that includes many extra-curricular and enrichment activities that prepares our students for university, apprenticeships or the world of work.

We are continuing to improve the facilities within the Sixth Form in order to provide the students with the very best learning zones.



Co-Curricular and Enrichment Provision

We provide many opportunities for learning outside the classroom and actively encourage all students to participate in a variety of enrichment opportunities.

Leadership programmes including:

- Pupils are all part of a House system with House Leaders elected each year
- Pupils help to lead on a range of charity activities, raising money each year for their House Charities
- Heads of House support pupils to run a comprehensive House Programme including design, poetry, quiz and sport events
- The School Council and Prefects have opportunities to develop Pupil Voice within our school and help to develop their leadership skills
- There are opportunities to get involved in the National Citizen Service (NCS)

The main programme of activities includes:

- A very strong extra-curricular sports programme which combines competitive success with encouraging pupils of all abilities
- The music department provide opportunities for our pupils to perform in assemblies and school events
- A wide range of other co-curricular clubs including art, science, humanities, and computing
- A wide range of Enrichment activities including Warhammer, Gardening and Games Club.
- Activities and Trips are organised by Departments and Year Groups including Team Building days, Battle Field Trips and live Sports Events



Learning at Oak Wood School

Pupils have the opportunity to study a wide range of subjects in Key Stage 3 (Years 7-9) to provide them with a broad knowledge base before starting their Key Stage 4 (Years 10 & 11) GCSE courses. At Key Stage 4 pupils are able to focus their learning on their preferred subjects, choosing from a wide range of academic and vocational options.

The Pupil Planner

All pupils are expected to complete home learning to support their studies. Homework is recorded on Show My Homework by class teachers and parents/carers are able to check work is set and completed via their login.

Public Examinations

It is school policy that Year 11 pupils and 13 students are entered for public examinations for all subjects in which they have followed a course. The only exceptions to this are when Heads of Department believe that a pupil will not achieve a pass because they have failed to complete a compulsory element of the course. In these rare circumstances parents will be informed of the decision to withdraw an entry.

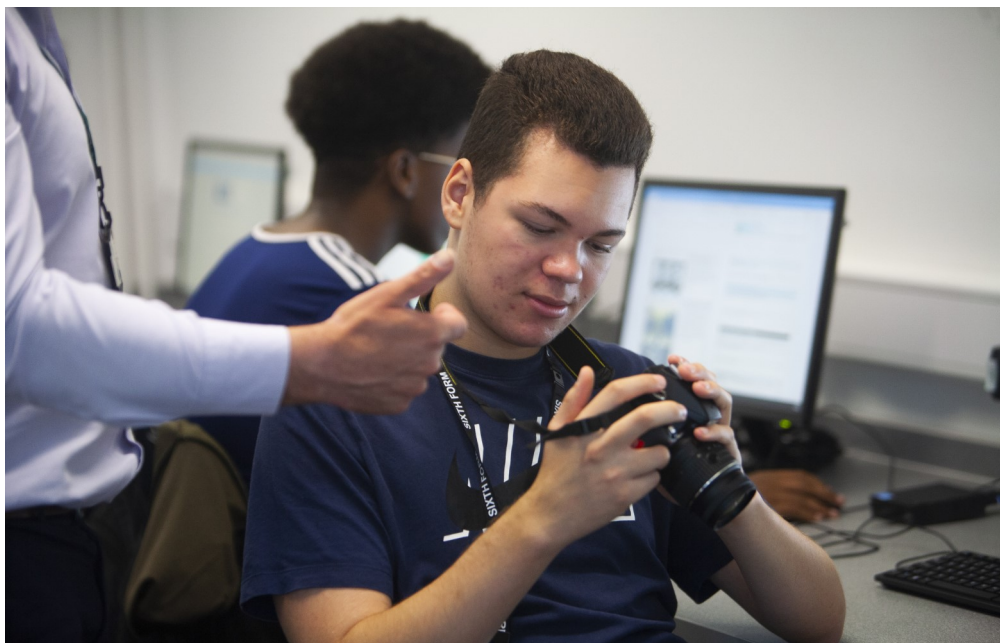
Meeting the needs of all pupils

Oak Wood School welcomes pupils of all abilities from the more able to those with specific learning difficulties. We use prior data from primary schools and other school-based assessment to help us identify pupils' abilities and likely progress.

The school is proud to have a specialist resource provision for Autistic Spectrum Disorder pupils (The SRP) and has autistic friendly facilities throughout the school.

We continue to provide a range of support for our high attaining pupils and aim to:

- Identify high attaining pupils across all subject areas
- Provide opportunities within and outside the curriculum to challenge and develop the abilities of those identified as high attaining
- Provide an appropriately diverse and challenging curriculum
- Make staff aware of the abilities of high attaining pupils and of the provisions available for their support
- Provide dedicated and targeted support for pupils who aspire to attend Oxbridge and other leading universities



Pastoral Care

The pastoral system aims to ensure that pupils derive full benefit from the education we offer and is an integral part of school life. Pupils are divided into all-ability tutor groups and are supported by a dedicated form tutor.

Rewards and Sanctions

Any large community needs a set of clear guidelines to help ensure there is a calm and purposeful environment in which to work and learn. The Oak Wood School Rewards and Sanctions system is founded on our core values of:

We dream, we learn, we grow

The tutorial system for each year group consists of Tutors and Heads of Year. These members of staff are the people that the pupils meet with most frequently and therefore have considerable influence upon each pupil's personal development and academic progress.

Tutors build strong relationships with tutees so that the welfare of each individual is addressed and given support when it is needed. In addition to the traditional tutor system all tutor groups belong to one of our houses. It is through the house system that we encourage pupils of all ages to collaborate and form friendships with pupils in other year groups.

Oak Wood School operates a zero-tolerance approach to bullying. Pupils are encouraged and expected to report all incidents and parents can be assured that the school will investigate such incidents swiftly and effectively.

Our Rewards and Sanctions Policy sets out, in detail, how general discipline is maintained in the school. This is achieved principally through the pastoral curriculum and is firmly based on positive reinforcement. A rewards system of merits and achievement awards further enhances this.

Oak Wood School does not tolerate inappropriate or unacceptable behaviour and pupils are constantly reminded about the standards of behaviour expected. A copy of the school's Rewards and Sanctions Policy is available on the website.

Oak Wood School is a community with shared values and a clearly identified ethos. Religious Education and Ethics is delivered as a discrete subject at Key Stages 3 and 4. Each year group has regular assemblies supported by a theme for the week. Parents have the right to withdraw their children from all or part of the Religious Studies programme and collective worship provided.



School Meals

The Pantry provides hot and cold meals and snacks at breaktime and lunchtime. We operate a cashless system which can be topped up by using Ipay Impact online. Full details of the system are issued to all parents of new pupils. Pupils may bring a packed lunch which is to be eaten in the dining area or Pupil Plaza area. Details about the provision of free school meals are available on our website.

Pupil life at Oak Wood School

Oak Wood School is committed to providing a planned programme of CEIAG for all pupils in Years 7-13. Our aim is to provide an effective curriculum and robust training programme for all our pupils irrespective of their setbacks. Through a well-structured and highly effective programme of CEIAG we believe that all our pupils can realise their **Dreams**, through **Learning** and ultimately **Grow** to be successful in the future, both at school and on into adult life. By working in partnership with external agencies, businesses and members of our community we will provide specific and focussed careers information, advice and guidance tailored to the individual needs of our pupils, to empower them to make informed choices about their career pathways.

Careers Education Information, Advice and Guidance (CEIAG)

Through a planned programme of CEIAG that takes a full 11-16 approach, Oak Wood School seeks to assist all pupils to take their place as suitably qualified and responsible adults within society. Oak Wood School endeavours to provide independent and impartial careers guidance throughout pupils' time at school to support career and option choice, raising the aspirations and achievement of individual pupils and equipping them with skills, attitudes, knowledge and understanding as a foundation for managing their lifelong career and learning.

Pupils in Year 10 receive careers information and advice prior to choosing career pathways for Key Stage 4 and 5. Year 11 pupils and Sixth Form pupils are offered careers information interviews and support with applications to motivate them to make the most informed choices.

Pupils are encouraged to use the CEIAG services on offer and to consult careers staff if they have any questions or queries. Parents are welcome by arrangement to contact Mr T Rice who coordinates the CEIAG programme at Oak Wood School if they require any information to support their child's choices.

Health Education

A co-ordinated programme of Relationship and Sex education, both formal and informal, is delivered to all pupils in PSHE when appropriate via teachers and outside agencies. It is related to the age and gender of pupils and follows the National Guidance on RSE. It is dealt with in a sympathetic and sensitive manner, with group discussions taking place in an atmosphere of mutual trust, respect and confidence. Pupils are encouraged to take responsibility for their own behaviour and moral viewpoint. First Aid is also delivered to pupils through age appropriate lessons, delivered through the PSHE programme by teachers and external agencies as appropriate.

Attendance at Oak Wood School

It is Oak Wood School's policy to maintain excellent attendance. Whilst some absences, such as for illness, are sometimes unavoidable, we find that pupils with a full attendance are more confident and more successful in their studies.

How we monitor attendance:

- Parents must inform the school immediately if their child is absent at the beginning of each day of absence.
- Parents of any pupil who is absent with no explanation will be automatically contacted.
- Continued and frequent absences, with no satisfactory explanation, will be referred to the Hillingdon Participation Team.
- Random attendance checks will be operated during the day to deter unauthorised absences from lessons.
- Rewards will be given for good attendance and where a marked improvement in attendance is achieved.
- Parents are not permitted to take children out of school for holidays within term time. The school cannot and will not authorise absences for holidays. Research constantly tells us that children who miss days at school are disadvantaged.

School Uniform

Pupils in Years 7-11 are expected to wear full school uniform. The uniform is very smart and distinctive, and upholds the value we place on high standards at every level in the school. Pupils are proud to wear their uniform and are excellent ambassadors for the school. Pupils in the Sixth Form have a dress code appropriate for their role as lead learners in the school. A detailed uniform list is available on our website.



The School Day

All pupils must arrive to school for 8.25am, with form time/assembly starting at 8.30am. Parents/carers can book their child into breakfast club, which runs from 7.45am to the start of the school day. School finishes for all pupils at 2.50pm, with a range of optional extra-curricular activities running beyond the school day. The daily timetable is:

Timings of the School Day KS3

Time	Activity
8.25	Start of the school Day
8.30-8.50am	Line up and registration
8.50-9.50am	Period 1
9.50-10.20am	Break
10.20- 11.20am	Period 2
11.20-12.20mm	Period 3
12.20-12.50pm	Break
12.50-1.50	Period 4
1.50-2.50pm	Period 5
2.50pm	End of school day

Timings of the School Day KS4 & KS5

Time	Activity
8.25	Start of the school Day
8.30-8.50am	Line up and registration
8.50-9.50am	Period 1
9.50-10.50am	Period 2
10.50- 11.20am	Break
11.20-12.20mm	Period 3
12.20-1.20pm	Period 4
1.20-1.50pm	Break
1.50-2.50pm	Period 5
2.50pm	End of school day



Oak Wood School Policies

Equality Objectives

Oak Wood School aims to embrace the needs of all pupils and pupils and to

- Promote cultural awareness and understanding of different communities in our school community
- Promote the involvement of all groups of pupils in the extra-curricular life of the school.
- To close gaps in attainment and achievement between pupils and all groups of pupils; especially white British pupils, pupils eligible for free-school meals and pupils with special educational needs and disabilities.
- To endeavour to ensure that the staff body is reflective of the local community.
- To reduce the incidence of the use of homophobic, sexist and racist language by pupils in the school.

Communications

All parents and pupils new to the school are asked to read the Oak Wood School Home/ School agreement available in the Rewards and Sanctions Policy. This document sets out what parents and pupils can expect from the school and details the responsibilities of both parents and pupils. The intention of the partnership is to ensure that the basis for supportive relationships between home and school are established. The school policy on parental communication is available on the school website. The document has no legal status.

Charging Policy for Activities

Some learning and educational activities during term time will incur a voluntary charge to parents, but no pupil will be excluded from the activity if a contribution is unable to be made. An activity may have to be cancelled if insufficient contributions are made. Payments for some activities can be made by instalments.

Child Protection

Mr Jane (Deputy Headteacher), Miss Titchmarsh (Associate Assistant Headteacher) and Mrs Gallen (Safeguarding Support Officer) have special responsibility for child protection. The school has a responsibility for ensuring that the children in its care are protected from abuse and, in the case of suspected abuse, they will ensure that the appropriate LA procedures are followed. The Child Protection and Safeguarding Policy is available on the school website.

Access to pupil records and other information

Parents should contact the school if they wish to visit the school and/or see the following:

- Further information relating to the curriculum
- Any agreed school policy documents

Friends of Oak Wood School (FOWS)

The Friends of Oak Wood School are a group of parents and staff who work together to provide a number of social activities throughout the year and support many school events such as Open Evening, music concerts and productions. One of the core aims of FOWS is to help raise funds for the school and through this fundraising, support the running of the school mini-buses and purchases which would otherwise not be possible. All parents are automatically members of FOWS and we encourage anyone who is able to provide a little time to help support their child's school.

School Admissions

The school is an all-inclusive 11-18 mixed, comprehensive academy. The Local Governing Body controls our admissions but applications must be made using the common application form, issued by the Local Authority to whom you pay your Council Tax and returned to them. Details of the criteria for transfer in September 2021 can be found in the Hillingdon 'Starting Secondary School' brochure.

The Curriculum

Key Stage 3 (Years 7-8)

Students follow a broad-based curriculum, which reflects the requirements of the National Curriculum.

In Year 7 and 8 students study:

Art & Design	Geography	Music	Science
Drama	History	PE	Skills for Leading & Learning
English	ICT	PSHE	Technology
French/Spanish	Mathematics	Religious Education	

Key Stage 4 (Years 9-11)

Students continue to receive a broad and balanced curriculum but the options process allows them to select specific courses leading to a GCSE or vocational qualification. The range of subjects and qualifications we currently provide include:

Compulsory for all:	In Years 9, 10 and 11 students also choose from these options:	
GCSE English Language	GCSE Art & Design	GCSE History
GCSE English Literature	GCSE Business	GCSE Music
GCSE Mathematics	GCSE Computer Science	GCSE Physical Education
GCSE Science (Double)	GCSE Design & Technology	GCSE Religious Studies
Core PE	GCSE Drama	GCSE Spanish
RE/Ethics	GCSE Film Studies	OCR Information Technologies
PSHE	GCSE French	C&G Hair & Beauty
	GCSE Geography	WJEC Construction

As well as pursuing academic qualifications we actively encourage our students to develop their leadership skills. We provide opportunities for students to gain recognised leadership qualifications. There are also opportunities for students to gain awards designed to support their personal and social development.

Post-16

We have a very successful Sixth Form offering a wide range of subjects and exceptional teaching. The Sixth Form enjoys additional privileges and opportunities to participate in many extra-curricular and social activities. We are continuing to improve the provisions within the Sixth Form in order to offer the students different learning experiences.

GCSE Subject Results - 2019/2020

Subject		9	8	7	6	5	4	3	2	1	U	9-4	Entries
Art & Design	School	9%	0%	0%	23%	5%	23%	23%	5%	14%	0%	59%	22
	National	6%	9%	14%	20%	20%	17%	9%	3%	1%	0%	86%	190400
Business Studies	School	0%	4%	19%	12%	15%	15%	27%	8%	0%	0%	65%	26
	National	6%	9%	13%	18%	18%	17%	12%	6%	2%	0%	80%	91386
Computing	School	6%	11%	17%	0%	0%	22%	17%	11%	11%	6%	56%	18
	National	9%	11%	14%	16%	16%	15%	11%	6%	3%	1%	80%	75730
Design & Technology	School	0%	5%	10%	10%	14%	5%	38%	14%	0%	5%	43%	21
	National	6%	9%	12%	17%	18%	17%	13%	6%	2%	0%	79%	88872
English Language	School	1%	5%	7%	12%	19%	27%	11%	12%	4%	1%	72%	81
	National	3%	6%	10%	15%	17%	20%	20%	7%	2%	0%	71%	733551
English Literature	School	3%	4%	9%	13%	18%	25%	8%	10%	8%	4%	71%	79
	National	5%	7%	12%	18%	20%	18%	12%	6%	2%	1%	80%	558591
French	School	7%	13%	13%	7%	7%	13%	33%	7%	0%	0%	60%	15
	National	8%	9%	13%	13%	21%	18%	13%	4%	1%	0%	82%	124043
Geography	School	0%	5%	9%	9%	9%	27%	23%	9%	9%	0%	59%	22
	National	7%	10%	13%	15%	15%	15%	13%	8%	4%	1%	76%	255344
History	School	0%	3%	17%	33%	17%	13%	0%	10%	7%	0%	83%	30
	National	7%	10%	13%	15%	15%	15%	13%	8%	4%	1%	75%	273778
Mathematics	School	5%	5%	9%	16%	15%	12%	15%	14%	10%	0%	62%	81
	National	4%	6%	9%	10%	17%	21%	18%	10%	5%	1%	67%	734301
Media/Film Studies	School	0%	6%	17%	25%	17%	22%	11%	3%	0%	0%	86%	36
	National	5%	8%	12%	18%	20%	18%	13%	5%	2%	0%	81%	34657
Minority Languages	School	67%	0%	33%	0%	0%	0%	0%	0%	0%	0%	100%	3
	National	31%	21%	15%	9%	11%	6%	4%	1%	0%	0%	94%	19041
Physical Education	School	10%	3%	17%	7%	20%	23%	10%	3%	7%	0%	80%	30
	National	8%	11%	14%	19%	18%	15%	11%	3%	1%	0%	86%	73685
Religious Studies	School	7%	4%	7%	26%	19%	11%	15%	7%	4%	0%	74%	27
	National	10%	11%	14%	16%	15%	14%	11%	6%	3%	1%	81%	225719
Science (Combined)	School	4%	7%	7%	12%	16%	19%	19%	9%	7%	0%	65%	81
	National	1%	3%	6%	11%	20%	23%	20%	11%	4%	0%	65%	814708
Total	School	4%	5%	10%	14%	15%	19%	16%	9%	6%	1%	68%	572
	National	5%	7%	10%	14%	18%	19%	16%	8%	3%	0%	73%	4293806
Other Lev-2 Awards			Di*	Di	M	P	L1Di	L1M	L1P	U		Di*-P	Entries
Construction	School		0%	0%	44%	22%			22%	11%		67%	9
	National	National data not available											
Information Tech.	School		0%	11%	32%	32%	0%	11%	16%	0%		74%	19
	National												
Total	School		0%	7%	36%	29%	0%	7%	18%	4%		71%	28
	National	National data not available											

A/AS - Level Subject Results - 2019/2020

Subject		A*	A	B	C	D	E	U	A*-E	Entries
Art & Design	School	100%	0%	0%	0%	0%	0%	0%	100%	1
	National	18%	24%	32%	20%	5%	1%	0%	100%	38907
Biology	School	0%	20%	40%	20%	0%	20%	0%	100%	5
	National	13%	24%	25%	22%	12%	4%	0%	100%	59456
Business	School	0%	14%	43%	29%	14%	0%	0%	100%	7
	National	7%	19%	32%	29%	11%	3%	0%	100%	32790
Chemistry	School	0%	20%	20%	40%	0%	20%	0%	100%	5
	National	14%	28%	25%	19%	10%	4%	0%	100%	51841
English Literature	School	0%	50%	50%	0%	0%	0%	0%	100%	2
	National	15%	23%	30%	23%	8%	1%	0%	100%	37959
Mathematics	School	11%	22%	11%	22%	33%	0%	0%	100%	9
	National	23%	26%	20%	17%	9%	4%	1%	100%	87164
Maths (Further)	School	0%	100%	0%	0%	0%	0%	0%	100%	1
	National	41%	30%	17%	8%	3%	1%	0%	100%	14122
Maths AS (Further)	School	n/a	50%	0%	50%	0%	0%	0%	100%	2
	National	n/a	60%	20%	12%	5%	2%	1%	100%	4466
Media/Film Studies	School	0%	20%	40%	40%	0%	0%	0%	100%	5
	National	5%	18%	35%	31%	9%	1%	0%	100%	19508
Minority Languages	School	0%	100%	0%	0%	0%	0%	0%	100%	1
	National	32%	42%	18%	6%	1%	0%	1%	99%	4601
Physical Education	School	0%	0%	0%	25%	75%	0%	0%	100%	4
	National	10%	21%	28%	26%	11%	3%	0%	100%	10249
Physics	School	0%	0%	50%	50%	0%	0%	0%	100%	2
	National	17%	24%	24%	19%	11%	5%	0%	100%	34989
Politics	School	0%	50%	0%	50%	0%	0%	0%	100%	2
	National	14%	26%	28%	22%	8%	2%	0%	100%	16220
Total	School	4%	23%	24%	28%	16%	4%	0%	100%	46
	National	16%	25%	26%	20%	9%	3%	0%	100%	412272
Other Lev-3 Awards			Di*	Di	M	P	U		Di*-P	Entries
Media - Diploma	School		67%	33%	0%	0%	0%		100%	6
	National	National data not available								
Media - Ext. Dipl.	School		20%	80%	0%	0%	0%		100%	5
	National	National data not available								
Total	School		41%	59%	0%	0%	0%		100%	11
	National	National data not available								