



## TEACHING STAFF

### LEADERSHIP TEAM

Mr A Brant	Headteacher
Miss V Brown	Deputy Headteacher
Mrs SA Williams	Assistant Headteacher
Miss D Edwards	Assistant Headteacher

### ENGLISH

Mrs R Randles	<b>Subject Area/Responsibility</b> Learning Manager
Miss J Pamphlett	Acting Assistant Learning Manager
Mrs G Roberts	English/Literacy Co-ordinator
Mrs D Jones	English Teacher

### MATHEMATICS

Mrs E Topliss	<b>Subject Area/Responsibility</b> Learning Manager
Mrs A Ashley	Assistant Learning Manager
Miss G Wood	Mathematics Teacher/Acting Numeracy Co-ordinator
Miss C Lewis	Mathematics Teacher
Mr C Eagle	Mathematics Teacher

### SCIENCE

Mr P Jenkins	<b>Subject Area/Responsibility</b> Learning Manager
Mrs L Joy	Assistant Learning Manager
Mrs C Drummond	Acting Assistant Progress Manager
Mrs L Hasford	Science Teacher/Acting Progress Manager Y7/Transition & PSE Co-ordinator
Mrs S Smith	Science Teacher
Mrs S Cheetham	Science Teacher

### ICT

Mrs F Williams	<b>Subject Area/Responsibility</b> Learning Manager
Mr A Kulke	ICT Teacher

### HUMANITIES

Ms C Rowlands	RE Subject Leader
Mr A Roberts	Geography Subject Leader
Mr I Farquharson	History Subject Leader
Mrs R Feather	History Teacher
Mr C Whitney-Lang	Geography Teacher/Y8 & 9 Progress Manager
Mrs SA Williams	Geography Teacher/Assistant Headteacher

## **DESIGN TECHNOLOGY**

Mrs J A Williams	Learning Manager
Miss B Gorman	D & T Teacher
Miss S Evans	D & T Teacher

## **CREATIVE ARTS**

Miss E Rogers	Acting Subject Leader Music/Performing Arts
Miss K Simister	Art Teacher
Miss V Brown	Drama Teacher/Deputy Headteacher

## **LANGUAGES**

Mrs H Catton	Subject Leader French/Acting Head of Languages
Mrs J Fell	French Teacher/Y10 & 11 Progress Manager
Mrs F Williams	French Teacher/ICT Learning Manager

## **PE/LEISURE**

Mr D M Roberts	Acting Learning Manager
Mr D W Roberts	PE Teacher
Miss C Hughes	PE Teacher

## **LEARNING SUPPORT**

Mrs C Dingle	ALNCO, Inclusion/Behaviour for Learning
Mrs V Brackenbury	Speech & Language Resource Manager
Miss J Robbins	Speech & Language

## **PROGRESS MANAGERS**

Year 10/11	Mrs J Fell
Year 8/9	Mr C Whitney-Lang
Year 7	Mrs L Hasford

## **CHILD PROTECTION AND SAFEGUARDING TEAM**

Miss V Brown	Deputy Headteacher (Designated Child Protection/Safeguarding Officer)
Mrs D Payne	Student Wellbeing Co-ordinator (Deputy CPO)
Mrs C Dingle	ALNCO/Inclusion Manager (2nd Deputy CPO)
Mr J Hodgson	Educational Social Worker
Mr J Grant	LA Safeguarding Officer (LADO)
Mr D Hughes	Chair of Governors
Mr A Brant	Headteacher

## **NON TEACHING STAFF**

### **Business Manager**

Mrs S Blackshaw

### **Headteacher's PA**

Mrs J Maclean

### **Administrative Officers**

Mrs T Prydderch (Data Manager)

Mrs S Hughes (Exams/Cover)

### **Administrative Assistants**

Mrs C Roberts

Mrs S Chidlow

Mrs L Westaway

Mrs K Price

Mrs K Roberts

### **Technical Support**

Mrs E Williams (Science)

Mr R Jones (Network Manager)

Mrs D Cameron Evans (PE)

Mr M Jones (D&T)/Caretaker

Mr D Quinn (IT)

### **Learning Support Assistants**

Mrs J Ashley

Mrs S Lloyd

Ms S Edwards

Mrs N Huxley

Mrs R Jones

Mrs C Jones

Miss M Phoenix

Mrs J Williams

Miss R Lewis

Ms M Smillie

### **Specialist Senior Support**

Mrs L Firman

Mrs J Hamilton

Mrs T Jenkins

Miss A Potts

### **Librarian**

Mrs S Jones

### **Resources**

Miss J Claybrook

### **Student Wellbeing Co-ordinator**

Mrs D Payne

### **Success Centre/Behaviour Support/Nurture Support**

Mr S Stokes

Mrs C Dokk-Olsen

Mrs T Jones

Mrs T Sear

Mrs K White

Mr K Whitehead

### **Cover Supervisors**

Mrs G Colley

Mrs K Hatton

Mrs C Williams

### **Learning Coach / Careers / Achievement and Progress Co-ordinator Y10/11**

Mrs A Taylor

### **Higher Level Teaching Assistant**

Mrs S Howell

### **Attendance, Punctuality & Family Support Officer**

Mrs J Evans

### **Site Manager/Caretaker**

Mr P Hughes

Mr M Jones

## **PASTORAL CARE**

Ysgol Rhosnesni is a co-educational school where pastoral care permeates all aspects of school life. It is concerned with the development of the whole student, personal, spiritual and intellectual. It seeks to promote a school community where every student has the maximum chance of success. The pastoral focus, therefore, is much wider than mere learning; it is the concern of every member of staff and is integral to life in the school community.

### **The general aims of pastoral care are:**

- to support the promotion of a school community where each individual feels respected and valued;
- to support the delivery of a relevant, balanced and enjoyable learning experience for each student;
- to support the promotion of a sense of achievement within the academic and non-academic experience of each student, both inside and outside the school;
- to support the development of attitudes through which individuals may become responsible members of society;
- to support the spiritual and moral, emotional and intellectual development of each student;
- to support the development of links with parents, recognising our mutual responsibilities.

### **Organisation of Pastoral Care**

The pastoral system within the school is a clearly identifiable structure in which it is accepted that every teacher has a pastoral role. However the responsibility for the specialised focus is carried out by the Deputy Headteacher with responsibility for Pastoral Care and Behaviour for Learning and a team of Progress Managers and Form Teachers. This system ensures that there are clear channels of communication; easily identified roles and responsibilities, which bring maximum benefit to all our students.

The Form Teacher is the key figure in our system and they have a detailed knowledge of the needs, development, progress and attainment of each student in their class. They keep records, meet regularly with Progress Managers, liaise with parents and other members of staff as necessary and deal with day-to-day problems as they arise.

Progress Managers support, advise and communicate information to Form Teachers in all aspects of their pastoral work. They are available to Form Teachers for consultation regarding any individual student and in deciding on an appropriate course of action.

## **SAFEGUARDING**

Ysgol Rhosnesni is committed to safeguarding and promoting the welfare of all of its students. Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse and recognise that children who are abused or neglected may find it difficult to develop a sense of self worth and to view the world in a positive way. Whilst at school, their behaviour may be challenging. We will always take a considered and sensitive approach in order that we can support all of our pupils. A full copy of the Child Protection and Safeguarding policies are available on the school website [www.rhosnesni-high.wrexham.sch.uk](http://www.rhosnesni-high.wrexham.sch.uk) or on request from PA to Headteacher, Mrs J Maclean.

## **HOME - SCHOOL PARTNERSHIP**

Ysgol Rhosnesni High School places great importance on high standards and expectations of our students. We are grateful for the support that we always receive from parents in ensuring that classwork and homework are completed on time and to a high standard.

We would like to continue to build upon the idea of a partnership between parents, students and teachers - working together effectively so that your son or daughter can achieve their full potential.

As a school we have a commitment to the regular setting and marking of homework, which will be at an appropriate level for your child. This will challenge and motivate the students to improve their skills and knowledge to great effect. In addition, we will contact you should there be any cause for concern regarding your son or daughter's work at any time during the year.

We would also like to request your continued support by viewing as regularly as possible the standard of work that your child produces in their books and to reinforce the idea that completed homework must be brought to school on the due day.

We shall look forward to an effective home-school partnership to ensure success for your son or daughter within all subjects.

## **EQUIPMENT**

Parents have a role to play in ensuring that their children get the best from the school.

They are asked to:-

1. Ensure that their child leaves home in order to arrive on time for school.
2. Check that their child is wearing correct school uniform.
3. Check that they have the following with them – a bag to carry equipment, a pen, pencil, ruler, rubber, coloured pencils, and any books needed for that day.
4. On days when they need P.E. kit, materials for Food Technology etc please ensure that they have these items.

If you have any problems or queries please do not hesitate to contact the school.

## **HOMEWORK**

Homework is an essential element of school life. Homework will be set at regular intervals and provides students with the opportunity to extend their studies beyond the taught curriculum.

At Key Stage 4 revision guidance, support and planning advice and direction is provided to students.

## **STUDENT PLANNER**

Every student will be issued with a student planner at the start of the new school year. This is an important tool that is used by students, teachers and parents to ensure that every student is prepared for their school day and understands what is required by the school and their teachers.

The student planner contains important school information and requires weekly signatures by parents/carers to confirm that you are monitoring your child's progress and that their homework. Is being completed by the due date.

## **E PRAISE REWARD SYSTEM**

Epraise is a way to of keep track of our students' progress as their praise points, accolades and achievements throughout the school year are recorded here.

Epraise also allows students to:

- View their school timetable
- View their attendance record
- Create their biographies
- Keep a track on praise points being awarded
- View prize draws available to students and check out the criteria to gain entry

Praise and rewards at Ysgol Rhosnesni High School take place through Epraise, an online rewards system that is designed to encourage and motivate students by recognising the great things they do. Students are awarded praise points online that they can later exchange for rewards. The system is jam packed with features such as leader boards, achievements, milestones certificates, an online shop, draws and charitable donations that makes being rewarded fun and exciting.

## **PEER MENTORS**

The Peer Mentors at Ysgol Rhosnesni High School are specifically trained to help, support, guide, inform and advise all students and their main focus is with new Year 7 students when they come into Rhosnesni. Training begins in Year 9 to ensure Peer Mentors are ready to help and support when they return to school in September in Year 10.

The training course includes confidentiality, building relationships, listening skills, the role of the Peer Mentor and how to resolve issues raised through working with staff.

Peer Mentors are attached to a Year 7 Form and visit them during registration time. In addition to their visits to the form there is also a drop in room, which is open every break and lunchtime.

Some of the issues Peer Mentors can help with are homework, schoolwork, anti-bullying, friendships, personal organisation and dispelling fears and anxieties.

Our school website provides further information on Peer Mentors and their role.

## **RAISING ACHIEVEMENT, REWARDING SUCCESS**

From Year 7 to Year 11, we place great emphasis on working together with students and parents to achieve the best outcomes and levels of success. Annually we host Parents' Evenings to discuss your child's progress.

Concerns about your child's progress should be raised in the first instance with their Progress Manager, who will be happy to discuss these further.

## **RELIGIOUS STUDIES**

Ysgol Rhosnesni High School recognises that Religious Education is part of a broader process of education, which helps children and young people to make sense of the world and how they relate to it. Religious Education is delivered as a discrete subject to Years 7, 8 and 9. At KS4 students can opt to follow the WJEC Full Course in Religious Education.

## **COLLECTIVE WORSHIP**

Ysgol Rhosnesni High School ensures the school meets the statutory requirements that all students in attendance at a maintained school shall, on each school day, take part in an act of Collective Worship.

The governing body have approved the arrangements for Religious Education and Collective Worship and any parents wishing to exercise their right to withdraw students from either of these activities must request this in writing to the Headteacher.

## **EQUAL OPPORTUNITIES POLICY**

All persons are of equal value. The policy applies equally to all who are connected with our school community: both students and adult learners, governors, staff, both teaching and non-teaching, visiting staff, including trainees.

The school is committed to equality of opportunity for all those listed above. In doing this we seek to ensure that each individual is able to achieve her/his potential as a learner or an employee. We are committed to ensuring that no one is treated more favourably or less favourably, either in a social or work context, on the basis of their gender, race, cultural background, age, disability, religious beliefs, marital status or sexual orientation. Each member of the school community has a responsibility to work within these guidelines.

## **WELSH LANGUAGE**

Students are mainly taught through the medium of English and Welsh is taught as a second language up to and including Key Stage 4. English is the day to day language of the school however, some Welsh is also used as a language of communication with the students, with the aim of improving their capacity to use everyday Welsh. At Ysgol Rhosnesni we are passionate about the promotion of the Welsh language across the curriculum, supporting the core provision which is taught to GCSE standard.

## **PSE**

All pupils in each year participate in a stimulating, varied and cohesive course in PSE which is delivered on a designated PSE Day by our team, with some input from health professionals. Elements of PSE also form an integral part of each subject area. These National Curriculum themes comprise:-

- Health Education
- Personal Development
- Environmental Education
- Political Understanding
- Economic / Industrial Understanding and Careers Education
- Emotional, Spiritual and Physical Development

Sex Education is taught in the context of a total personal relationship developing through friendship, courtship and marriage. This forms an integral part of the Religious Education, PSE and Science courses throughout the school.

## **PE AND EXTRA CURRICULUM SPORTING ACTIVITIES**

Physical Education is compulsory for all year groups, is offered at GCSE level and is a popular option choice with our students. All students are actively encouraged to participate in lunchtime and after school clubs. Activities are free of charge and include: football, netball, badminton, basketball, rounders, tennis, rugby and cricket. School teams compete in local fixtures.

## **SCHOOL UNIFORM**

Please refer to the school website for the full school uniform policy.

It is an expectation that all students adhere to the school uniform policy. The Welsh Government wishes to support Headteachers and other school staff in maintaining high standards. Guidance clearly states that the school has a statutory power to make reasonable rules as a condition of admission. If the student fails to comply, and the school does not let the student in, it is unauthorised absence. The school has not excluded the student. The student's duty is to comply with the rules and to attend regularly.

### **Requirements:**

#### **Blazer with school crest.**

**Jumper** A plain black 'V' neck jumper may be worn underneath the blazer in Winter (optional).

**Skirt** Black school skirt, 'A' line, knee length.

**Trousers** Black, full length for boys and girls. Plain black trousers which should **not** be: Combat style (Side Pockets), Jean/chino style, Lycra or leggings or jeggings style, tracksuit/jogger bottoms. No studded or fashion belts are permitted. A plain black belt can be worn and should be threaded through trouser belt 'loops'.

**Tie** Approved school tie – blue with yellow stripes. Ties are expected to be worn properly with the knot at the collar which should not be too small or too large. Year 11 Prefects may wear a Prefect tie which is black with yellow stripes with a knot at the collar.

**Shirts/Blouses** White shirt or blouse to be worn tucked into the student's trousers or skirt with all buttons fastened.

**Socks** Plain white, grey or black.

**Tights** Girls may wear natural or black opaque tights. No patterned tights are to be worn. 'Pop' socks are not acceptable with a skirt but may be worn with trousers.

**Shoes** Plain black traditional footwear. (No coloured 'flashes' or 'Ugg' style boots) **Training shoes and designer trainers are not a substitute for school shoes.** High heels, sandals, open toed, flip flops or backless shoes are not allowed for health and safety reasons.

**Jewellery** The school allows students to wear a limited amount of jewellery. We do not allow excessive jewellery as it increases the likelihood of loss or theft. Many items of jewellery present a health and safety hazard and our uniform and dress code are designed to encourage an atmosphere conducive to learning. Students are allowed to wear a pair of plain ear studs; to be worn in the earlobes.

**Hair** should be clean and tidy at all times. Short hair should be a minimum of a grade 2. Students are not allowed to have 'shaved patterns'. Long hair should be tied back for health and safety reasons, especially in PE, Science, Art, and Design & Technology. Only natural hair dye colours are permitted. Styles deemed to be 'extreme' are not permitted.

**Makeup** Very discreet make up is allowed but if it is thought to be excessive students will be asked to remove it.

**Outdoor Coats** should be suitable for school, warm, waterproof and should be removed once inside the building.

**Equipment and Bags** Students should ensure that they are ready to learn by ensuring that they have all the necessary equipment required for their lessons – pen, pencil, ruler etc. In addition, they should also have a suitable school bag in which they can carry books. PE kit etc.

The school has entered into Partnership with RAM Leisure as a supplier of our logo items of school uniform. The company is uniquely placed to be able to offer the purchase of good value, quality uniform and other school essentials. Please visit their website: [www.ourschoolwear.co.uk](http://www.ourschoolwear.co.uk) for further information.

## **SCHOOL HOLIDAY DATES 2018/19**

### **Autumn Term**

Term Opens	Monday 3 <sup>rd</sup> September 2018
<b>(School opens to Students Wednesday 5<sup>th</sup> September)</b>	
Term Closes	Friday 26 <sup>th</sup> October 2018
Term Opens	Monday 5 <sup>th</sup> November 2018
Term Closes	Friday 21 <sup>st</sup> December 2018

### **Spring Term**

Term Opens	Monday 7 <sup>th</sup> January 2019
Term Closes	Friday 22 <sup>nd</sup> February 2019
Term Opens	Monday 4 <sup>th</sup> March 2019
Term Closes	Friday 12 <sup>th</sup> April 2019

### **Summer Term**

Term Opens	Monday 29 <sup>th</sup> April 2019
Term Closes	Friday 24 <sup>th</sup> May 2019
Term Opens	Monday 3 <sup>rd</sup> June 2019
Term Closes	Monday 22 <sup>nd</sup> July 2019
<b>(School Closes to Students Friday 19<sup>th</sup> July 2019)</b>	

**Please note the following dates are Training Days for the school and the school will be closed to pupils:**

Mon/Tues 3<sup>rd</sup>/4<sup>th</sup> September 2018  
Friday 23<sup>rd</sup> November 2018  
Friday 28<sup>th</sup> June 2019  
Monday 22<sup>nd</sup> July 2019

Christmas Holidays: 24<sup>th</sup> December – 5<sup>th</sup> January 2019  
Easter School Holidays: 15<sup>th</sup>-26<sup>th</sup> April 2019  
Wit Holidays: 27<sup>th</sup> -31<sup>st</sup> May 2019

## ATTENDANCE AND ILLNESS

Parents have a legal duty to make sure that their children are properly educated. 'Regular attendance' means that students should be in school from Monday to Friday during the hours 8.45am until 3.00pm.

If your child is ill and has to be absent from school, you are asked to either ring the Student Absence line on 01978 340947 or email: [attendance@rhosnesni-high.wrexham.sch.uk](mailto:attendance@rhosnesni-high.wrexham.sch.uk). Upon your child's return to school we ask that parents send a note to the Form Tutor with brief details of the illness or reason for absence. Please see our full attendance policy on the school's website.

We strongly recommend that family holidays are taken during the statutory holiday periods.

Absence is monitored very closely by the Pastoral Team, the Attendance Officer and the Educational Social Worker based in school. We expect all students to achieve a minimum 95% attendance.

We also operate a 'first day contact' system which is designed to improve irregular attendance. Using the 'Call Parents' system, parents are contacted via text message or landline by 10.45am with an automated message informing them of their child's absence from school. Parents can respond to this message, free of charge confirming if the absence is authorised.

## TIMING OF THE SCHOOL DAY

Ysgol Rhosnesni has a 5 Period Day (2 week timetable and 60 minute lessons)

Warning Bell	8.40am
Registration	8.45am – 9.05am
Period 1	9.05am – 10.05am
Period 2	10.05am – 11.05am
Break	11.05am – 11.20am
Period 3	11.20am – 12.20pm
Lunch	12.20pm – 12.55pm
Warning Bell	12.55pm
Period 4	1.00pm – 2.00pm
Period 5	2.00pm – 3.00pm
End	3.00pm

## LATENESS

Lateness is not acceptable and is carefully monitored. Late arrival to class causes unnecessary disruption to the learning of others. Persistent lateness will result in further sanctions and involvement of the Education Social Worker assigned to our school. Students who arrive late to school will be required to sign in at the main school office.

## ATTENDANCE

2015/2016	93.7%
2016/2017	92.1%
2017/2018	91%

## **HEALTH & SAFETY/SCHOOL SECURITY**

The school takes this most seriously. All visitors to the site are required to report to the School Office and to wear identification badges. Further details are available from the school.

Access for those with disabilities that require a wheelchair is possible due to the availability of lifts and ramps at various locations.

Both external and internal CCTV has been installed to improve monitoring of the site for safety reasons. An internal perimeter fence has been installed to ensure the safety of students.

All staff are required to wear formal identification at all times.

## **MEDIA PUBLICITY/PHOTOGRAPHS**

Student photographs and names are occasionally used by the press or part of celebrating achievements in school or on the school website/school promotional literature. Photographs will be used with parents'/carers' specific consent on admission. The school will release names to accompany photographs only when appropriate and with full approval from parents'/carers'

## **GDPR**

The school takes the protection of personal data very seriously and complies fully with the General Data Protection Regulations. Please see our website for our full policy and Privacy Notice. Personal data will only be shared with approved third parties with your permission and will be used solely for the purpose in which they are engaged. Data sharing agreements are in place with all third party providers to ensure your personal data is safe.

## **CHARGING POLICY**

The Governing Body follows the Wrexham County Borough Policy for charges for school activities.

## **SCHOOL ADMISSIONS**

Ysgol Rhosnesni is a fully inclusive school and admissions for Ysgol Rhosnesni are co-ordinated centrally by the Wrexham Council School Admissions Team. Full details are available on the Wrexham Council website together with advice for parents on applying for secondary school. Every year WCBC publish a 'Parent's Guide to Education Services in Wrexham' which is also available on the WCBC Website.

You can apply on-line for a secondary school place for your child, using the Wrexham Council on-line Admissions Service. All you need is your email address in order to make an on-line application from your home computer, tablet or mobile phone.

If your son/daughter has support in place please contact the Wrexham Council Education Inclusion Team in the first instance to discuss any admission/transfer.

Mid term transfers to Ysgol Rhosnesni are arranged via the central School Admissions Team and they can be contacted on 01978 298991 for further information.

Please go to [www.wrexham.gov.uk](http://www.wrexham.gov.uk) for full details.

## **GOVERNING BODY**

Please see full details on the school website [www.rhosnesni-high.wrexham.sch.uk](http://www.rhosnesni-high.wrexham.sch.uk)

## **SCHOOL POLICIES**

Please see school website for information relating to policies.