

KS3, KS4 & 5 HeadStart International School

PARENT ORIENTATION DAY, 18 AUGUST, 2017

Dear Parents,

We are proud to welcome you to the new and eagerly awaited 2017-18 academic year at HeadStart International School.

This year will see our school reach new goals and set ever higher standards whilst continuing to develop the whole child.

HeadStart's school campus has state of the art educational, sporting and recreational facilities. The school campus has enabled HeadStart to continue to expand and there is a map within this Orientation Pack to help you navigate your way round the campus.

The New School Timetable

- Homeroom time 8.00am -8.10am
- First Break 9.10am -09.30am
- Lunch 11.30am -12.10pm
- Second Break 14.10pm -14.20pm
- End of Day 15.20pm

New Secondary Teaching Staff

We welcome new staff from around the world. Our new staff are all fully qualified professionals, bringing further expertise and experience into all of the departments. The new staff are:

Secondary PE Teacher	Mr. Sam Laurence Bushell
Secondary Geography Teacher	Ms. Rebecca Barker
Secondary Computing Teacher	Ms. Hayley Jean
Secondary Science Teachers	Mr. Chris Brown (Chemistry) Ms. Ellie Leamon (Biology)
Secondary Maths Teacher	Mr. David Lamprell
Secondary DT Teacher	Mr. Duncan Peake
Secondary French Teacher	Mr. Benjamin Salmon
Secondary Music Teacher	Ms. Rebecca Reeves

A new school year is always an exciting and busy period of time for parents, students and school staff. We value all contributions with the same pride and commitment to excellence we have come to expect from our HeadStart community. At HeadStart we always aim high without losing the focus of realistically achievable goals.

Homeroom Teachers 2017 – 2018

Below is the list of Secondary homeroom teachers for the upcoming academic year.

7Yellow	Christopher Brown
7Blue	Rebecca Reeves
8Yellow	Rebecca Barker
8Blue	Richard Cramp
9Yellow	Letitia Bekker
9Blue	David Lamprel
10Yellow	Hayley Milner
10Blue	Edwin Dixon
11Yellow	Patrick Brown
11Blue	Carl Osborne
Year 12	Ellie Leamon
Year 13	Hayley Jean

Secondary After School Programmes (ASPs)

We will run a number of after school programmes from 3.30pm – 4.20pm on Monday to Friday. Some students will do mandatory EAL (English as an Additional Language) to bring their English up to a level sufficient for them to satisfactorily follow the lessons and improve their learning outcomes. We also offer Booster Classes in English and Mathematics for students who need extra help. If your child has been recommended to attend a booster Class, you will be sent an invitation by email, at the beginning of term with more details. If you have been sent an invitation, we highly recommend that your child attends the club as Boosters take priority over other clubs. Please note if you decide not to sign your child up for Boosters, they will not be able to attend any other club on that day.

In the non-academic field, we offer a varied range of after school course. Please see the front office for further details.

- In Secondary, After School Programmes run from 3.30pm to 4:20pm – these will commence in Week 4 in Term 1.
- All ASPs will end one week before the end of term, in Term 1.
- Term 2 – all ASPs will start in the first week back and run until the end of the term.
- Term 3 – all ASPs will start in the first week back and end on the 8th June 2018.

Important policies;

Student sickness

If your child is sick, please email the Home Room teacher and the office so that we can correctly record their attendance.

Uniform, jewellery and mobile phone policy.

Students are expected to wear the correct uniform for school at all times. Uniforms are available for purchase from the school shop. If your child comes to school in the incorrect uniform then they may be sent home.

Students are allowed to wear one small necklace and a stud earring in each ear. No other jewellery is needed in a school.

Mobile phones should be turned off during school hours, including break and lunch times. Students caught using phones will have them confiscated.

The Duke of Edinburgh International Award.

HeadStart International School is very proud to continue offering the Duke of Edinburgh International Award. There are over 850,000 global participants from 132 countries currently taking part in the DofE award scheme. The DofE scheme is part of the curriculum for Year 10 and Year 12 students. Mr. Duncan Peake will be our Duke of Edinburgh coordinator for the 2017 – 2018 academic year.

Homework Policy

Homework is an important aspect of the curriculum and of learning thoroughly at HeadStart School. The homework schedule is intended to provide a structured framework that will support students in their development of well-organised work and study habits.

Students record the homework that is set in their Student Diaries. Parents may access homework results via the Parent Portal. More information is available in the Parent's Handbook. KS3 students will receive a maximum of 60 minutes per week in the core subjects, English, Mathematics and Science and Thai homework for first language students.

KS4 & 5 will receive a maximum of 60 minutes homework per subject, per week. Homework that is not completed within the deadlines will result in appropriate sanctions by the subject teacher.

School discipline

Whilst we pride ourselves on being very much a medium sized, community school, we all have to recognise that there is a direct link between discipline and academic success. Our discipline policy is simple and is available in the Parent Handbook. Please help us by sending your child to school wearing the correct uniform and carrying the correct equipment.

Laptop computers

All students in Secondary need to have a laptop computer. A simple laptop is perfectly adequate. They do not need an expensive Apple Mac. Almost all subjects will integrate ICT (Information Computer Technology) into their lesson, although not all lessons will involve a laptop student are required to store one their locker and make their laptop available on request of their teacher.

Equipment and Supplies list

HeadStart is trying to instill organizational skills and responsibility in students; therefore, we ask that each student brings a school bag and supplies. Each student will have their own locker to store their supplies and materials at school. Students should bring;

- School bag
- Lap-top computer [Any type]
- Water bottle [HeadStart water bottle available from the school shop to be used in school cafe]
- Mathematical instruments: Protractor (180 and/or 360 degree), pair of compasses, 30 and 60 degree set squares
- Scientific Calculator
- Pocket Dictionary
- Pencil case: mechanical pencil, normal HB pencil, ruler, eraser, sharpener, blue, black and red pens
- Swimming equipment for swimming day: Swim suit (no bikinis), goggles, towel, sunscreen, shampoo and swim cap
- Bring your P.E. uniform on P.E. days

Tracking Student Progress and Working Hard

We expect our students to work as hard as they can to make the best progress that is possible. If they are not putting in effort, we will let you know. We will email you, make a note in the student diary, or show you on the Parent Portal. If your child is not doing his homework or schoolwork well enough, you will be able to see by logging on to the Parent Portal. We can track a student's progress easily this way and quickly let you know. Students who submit work that is not to the level that they are capable of, or who has not put in enough effort will have to attend a detention with that subject teacher to receive additional support.

Parent Teacher Consultations

For 2017 – 2018 the scheduled dates are;

Dates	Meeting
October 11th 2017 3.35pm - 5.30pm	Year 7 Settling in (PTC)
December 13th 2017 3.35pm – 5.30pm	Year 9, 10, 12 & 13 (PTC)
December 14th 2017 3.35pm – 5.30pm	Year 7 & 8 (PTC)
February 28th 2018 3.35pm - 5.30pm	Year 11 (PTC), mock results and 6 th form talk. Songkran revision timetable given out for 16 th -21 st April 2018 sessions
March 14th 2018 3.35pm - 5.30pm	Year 9 options evening slide presentation & check point talks. Stalls and example materials prepared by HOF's to show case option subjects
April 4th 2018 3.35pm - 5.30pm	Year 10, 12 and 13 (PTC) HoSF - University Pathways
June 27th 2018 3.35pm - 5.30pm	Year 7&8 parents evening

PE Uniform and House Shirt Friday

If your child is in Foundation or Key Stage 1 they wear their PE kits to school on the day they have PE lessons. All other students wear school uniform and bring in their PE kits to get changed into on PE days.

All students are expected to wear their house colours into school **every Friday**. House shirts must be worn with regular uniform shorts or skirts. If your child has PE on a Friday, they must wear their house shirt with their PE shorts and bring in their PE shirt to get changed into. Please help us by sending your child to school wearing the correct uniform.

Parent Teacher Consultations

We will have 5 reporting periods in the academic year – 2 written reports and 1 data report along with 2 Parent Teacher meetings.

There will be two Parent meetings during the year, one at the end of Term 1 to discuss the progress your child has made during that term and to set targets for the next term; the second Parent meeting is during Term 2 and 3, where again, teachers will discuss the progress of your child across the academic year. The report at the end of the year in Term 3 is a very detailed report from all subject teachers and gives an overview of the work your child has achieved in that particular subject and will also sets some targets for your child to work on in preparation for the next academic year.

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This is provided as a guide to the information available on the parent portal as an aid for navigation.

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