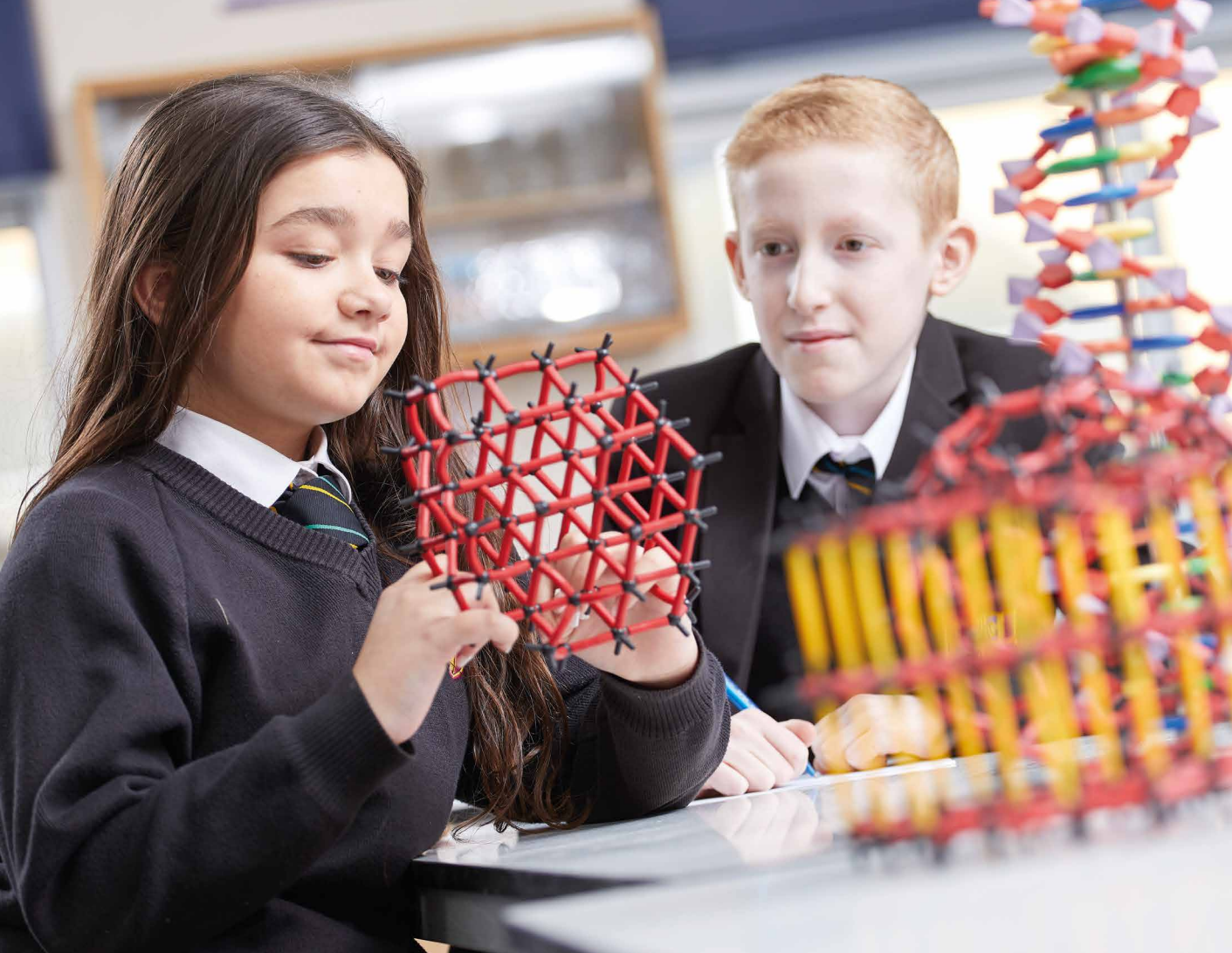




# Parent Guide

Transition 2023/24



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# Shaping Positive Futures



## Welcome to our new Howden students.

Howden School is part of The Consortium Academy Trust. At The Consortium Academy Trust, we are ambitious about the future - creating learning environments and excellence in teaching and learning that provide our children and young people with the best chance at a successful future.

Our vision is Shaping Positive Futures as we strongly believe our sole purpose is supporting children and young people to achieve their ambitions. This vision gives us a shared sense of purpose and direction and is something we are all proud to be a part of.

Across our community of nine schools our people are doing remarkable things by being fully engaged in work that transforms lives, supporting children and young people to grow in confidence and develop into citizens we are proud of.

We are ambitious to shape positive futures so each young person can excel and achieve their goals in education and beyond and we welcome you as you begin to explore and develop your interests and passions at the start of your education journey with us.

**Lizann Lowson, CEO**



As a Trust we share resources and expertise, to ensure our young people experience inclusive learning opportunities alongside a challenging, fun and aspirant education."



# Welcome to Howden

Dear Parents and Carers,

Welcome to Howden School.

We trust this will be the start of a long and productive relationship between the school, yourselves and your child. We would like to take this opportunity to thank you for

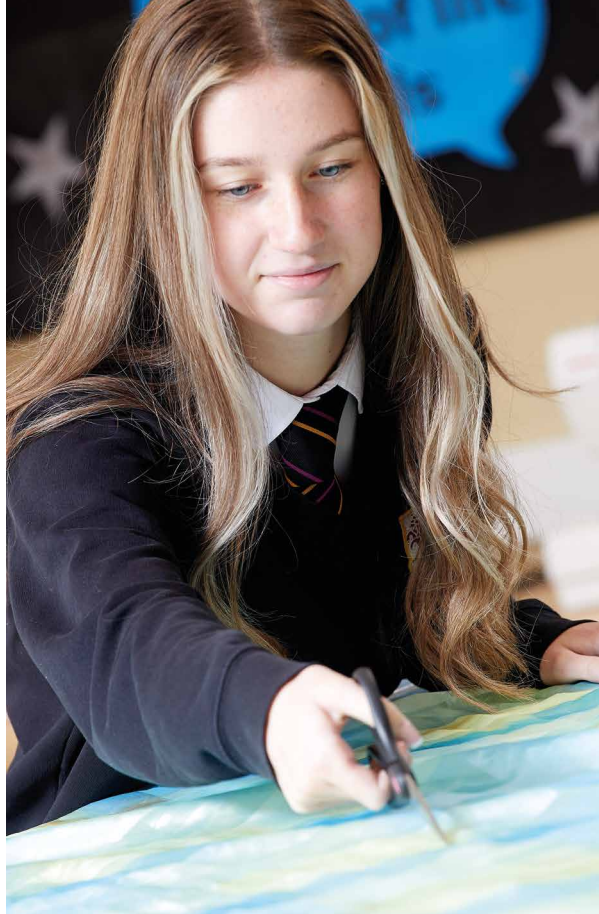
choosing Howden School as the place where you want your child to be educated.

At Howden School we aim to deliver a broad, aspirational curriculum alongside enriching extracurricular provision. We endeavour to consistently uphold the qualities that we recognise as being essential for the future success of the Howden Learner and these are encompassed in our values including Excellence, Respect and Resilience.



It is our mission that everyone connected with the school works to be the best versions of themselves.”





It is our mission that everyone connected with the school works to be the best versions of themselves. We set and maintain high standards and expectations in terms of teaching, aspirations, behaviour and appearance. As a school, we firmly believe opportunities and experiences play a huge role in enabling young people to develop their skills and attributes beyond the classroom. The school prides itself on the wide range of extracurricular opportunities offered, with staff giving a great amount of time to supporting learners to develop wider cultural experiences through trips and visits.

We believe that everyone connected with the school has an important part to play in helping to move us forward. We place great value on building positive relationships with our parents/carers and believe that forming strong partnerships between you and us will help to maximise your child's well-being and success at the school. We hope that your child will make the most of the opportunities offered in order to enjoy their time at the school.

**We look forward to working with you all.**

Mr J Nixon,  
Headteacher



# Our Ethos

Team Howden is success for everyone through encouragement, teamwork, friendship, trust, mutual respect and an enjoyment of learning.

We aim to create an environment where we all understand that by supporting each other and working together we achieve more.



# Our Values

- Excellence
- Respect
- Resilience
- Equality
- Inspiration



TEAM HOWDEN

# Key People

All of the staff at Howden School are here to help.

However, if students have a specific problem, question or are worried about anything, they can get help from the following people:

Hello my name is Miss Lewis and I am responsible for looking after and supporting in all aspects of your child's schooling during Year 7.

If you have any concerns or enquiries, please contact the school to arrange an appointment.

We also have Mrs Roberts who looks after all of Key Stage 3, so your child will be seeing a lot of her too.



**Miss Lewis**  
*Year 7 Pastoral Manager*



**Mrs Roberts**  
*Key Stage 3 Learning Manager*



**Mr Nixon**  
*Headteacher*



**Mr Harris**  
*Deputy Headteacher*



**Mrs Doyle (DSL)**  
*Assistant Headteacher Behaviour and Safeguarding*



**Mrs Issatt (DDSL)**  
*Assistant Headteacher Teaching and Learning*



**Mrs Stephenson**  
*SENDCo Assistant Headteacher*



**Mrs Simpson**  
*Enhanced Provision Manager*



**Mrs Stevenson**  
*Attendance Manager*



**Tutors**  
*Year 7 Tutors*



# House and Pastoral Team

The team have a wealth of experience, but also a vast number of external organisations and resources that they can draw upon for additional support.



**Mr Marshall**

*Head of  
Johnson House*



**Mr Gardiner**

*Head of  
Mandela House*



**Miss Davies**

*Head of  
Simmonds House*



**Mr Hopkin**

*Head of  
Turing House*



**Miss Simons**

*Head of  
Wilberforce House*



**Mrs Roberts**

*Key Stage 3  
Learning Manager*



**Miss Lewis**

*Year 7  
Pastoral Manager*



**Miss Crisell**

*Year 8  
Pastoral Manager*



**Miss Scott**

*Key Stage 4  
Learning Manager*



**Miss Donaldson**

*Year 9  
Pastoral Manager*



**Miss Taylor**

*Year 10  
Pastoral Manager*



**Mrs Breeden**

*Year 11  
Pastoral Manager*



# Transition and Induction

**We work closely with primary school staff to ensure a smooth transition to secondary school for your child.**

We have been gathering information on how your child has progressed during their time at their primary school so we can thoroughly plan to meet all their needs as they start their journey at Howden.

**This year, our Year 6 Transition Week is w/c July 10. We look forward to meeting your child then.**

Primary staff will further support your child's transition by grouping students into twos and threes as they know who will work well together. All the information collated is used to inform how we create our tutor and teaching groups.

Pre-transition week, one of the activities we do each year is our Work Booklet. This gives your child the opportunity to introduce themselves to us and become more familiar with the school, making it a smoother transition for them. This will also form the initial link with their future tutors and peers.



# Communication

**A strong and effective partnership between home and school is highly valued by everyone.**

Achieving this ensures that we can all support your child as they progress through school and develop into confident and successful young adults.

We recommend that you regularly check our school website to remain up to date with information regarding the school. Any updates such as key events, latest news, reminders and notices to parents and students are available via the website: [www.howdenschool.net](http://www.howdenschool.net)

The school also tweets regularly from a number of Twitter accounts, with our main school account being: [@HowdenSchool](https://twitter.com/HowdenSchool).

Direct communications are sent home through a text and email system, which negates the need for traditional which negates the need for traditional letters.

To ensure effective communication, please ensure that we have a current email address, telephone number and home address. The school telephone is: **01430 430448**

Details of our Data Protection Policy are available on our website.

For pastoral enquiries, please contact Miss Lewis, Year 7 Pastoral Manager on [hs-ks3pastoral@howdenschool.net](mailto:hs-ks3pastoral@howdenschool.net)

For general enquiries, please email: [office@howdenschool.net](mailto:office@howdenschool.net)

**You can help by:**

- Being available to discuss the move from primary to secondary school with your child and make a note of any questions you might have to discuss with a member of staff
- Regularly checking the school's website and Twitter accounts
- Attending the parent/carers evenings in school
- Encouraging good attendance in school and inform us as soon as possible regarding any absences





# Curriculum

**Quality first teaching impacts on students' interest, motivation, personal desire and belief in their ability to achieve.**

All members of the school community share the responsibility to ensure that all young people are challenged, motivated and supported in a way that enables them to develop their knowledge, skills and understanding to become the very best they can be. Our teachers are subject specialists who share a passion for their subjects. We are always working to further develop our teaching and in doing so, work collaboratively to share best practice that works.

We are proud of our curriculum and the flexibility it offers us to adapt our provision to meet the needs of different cohorts of learners, ensuring that the curriculum is in line with our Vision and Values as a school. We believe it enables the 'right students to access the right courses', whilst promoting high

aspiration and a culture of achievement. Our decision making around curriculum suitability is fundamentally based on the moral and ethical needs of each individual student. Our decisions are student centred, well informed and based on academic profile, rigorous and robust data analysis, student preference and an understanding of their personal ambitions.

Our curriculum not only provides a broad and balanced academic delivery but enriches the learning experience of our students through a variety of both formal taught experiences and themed events. These aspects of our provision ensures that learners develop character and the necessary 'softer' skills to lead successful and fulfilling lives, with an active interest in gaining new skills and knowledge.

Our enrichment programme ensures that students have access to appropriate impartial Careers Education Information Advice and Guidance.



We are always working to further develop teaching and in doing so work collaboratively to share best practice that works.”





# Assessment and Self-study

## Subject teachers continually assess students' progress.

You will be sent interim progress reports on a regular basis, currently twice a year. There will also be parent/carers evenings when you can talk directly to subject teachers.

The role of parents/carers is crucial in ensuring a positive outcome for the student, particularly in ensuring that students attend school regularly and complete work outside school, including coursework and self-study.

Self-study develops good learning and study habits. It also empowers students to be able to teach themselves.

Students can develop a range of experiences through self-study which better prepares them for college and the world of work. They develop their:

- Personal organisation
- Time keeping
- Recall and revision
- Research
- Problem solving
- Resilience
- Independence
- Reading

# The HOWDEN Way

Our foundation of excellent behaviour



## FIRST attention for BEST CONDUCT



THIS IS HOW WE DO IT HERE

**Right**  
**TIME**



**Right**  
**TONE**



**Right**  
**PLACE**

*I need  
you to ...*

*Thank you  
for ...*

*I noticed  
you are ...*

*You have  
chosen to  
do ...*

## OUR VALUES

• Excellence • Respect • Resilience • Equality • Inspiration

### Our Routines

- Meet and Greet
- Positive Parting
- Round in 3



### Our Recognition

- Positive Points
- Achievement Reward Draw
- House Points
- Spendable Rewards
- Text message
- Post cards
- Star of the Week
- Certificates
- House Awards
- British Value Awards

### Our Repair

- What happened?
- What were you thinking?
- What will you do differently next time?

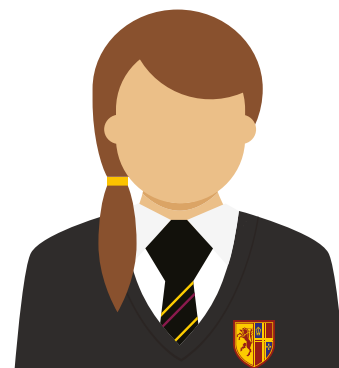
**TEAM HOWDEN**



# Our Students Say...

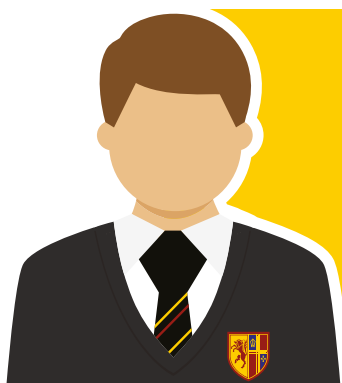
“

I felt really confident and knew I would feel welcome at Howden. All the teachers were nice and made me feel at ease.” - Emily



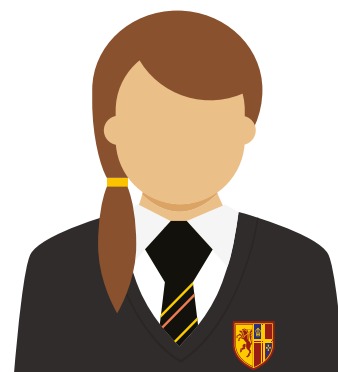
“

It was nerve-racking at first but now, it's great.” - Thomas



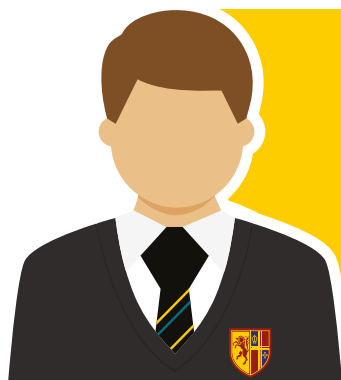
“

I liked moving up to secondary school because you get to experience lots of new things with lots of different people.” - Ruby



“

I was excited about coming up to Howden and meeting new teachers. I've made a lot of new friends.” - Ben



# Daily Routines

## Travel

Some students walk or cycle to school, but a significant number of our students travel by bus.

The buses cover a large geographical area and run in the morning and evening. For more information about the bus services available, please visit our website: [www.howdenschool.net](http://www.howdenschool.net)

## At lunchtime

All students must remain on the school premises at lunchtime, unless a pass has been authorised to go home for lunch.

A wide range of food is available from ABM, our catering supplier, or students may bring a packed lunch.

## Signing out

Appointments should be made outside school hours wherever possible.

If a student must leave school during the day for any reason, a note is required from parents.

Students must sign out at reception. If they return to school later the same day, then they must sign in again.

## The School Day

Arrive at School <i>(Free Breakfast Club from 8:15am)</i>	08:30 am
Start of School and Tutor Time	08:40 am - 08:45 am
Period 1	08:45 am - 09:45 am
Period 2	09:45 am - 10:45 am
Break	10:45 am - 11:00 am
Period 3	11:00 am - 12:00 pm
Lunch	12:00 pm - 12:40 pm
Tutor Time	12:40 pm - 13:00 pm
Period 4	13:00 pm - 14:00 pm
Period 5	14:00 pm - 15:00 pm



# Attendance

We see high attendance as a school priority, as good attendance contributes to academic success, increases opportunities for progression and enables the school to support student's personal development.

As a school, we monitor the attendance of all students closely. We recognise high attendance and report to parents through students' reports.

Schools are required to provide education for 190 days a year and it is expected that children who are registered at a school will attend for this time. Parents do not have an automatic right for their children to have time off school and any requests for absence are entirely at the Headteacher's discretion. Research shows that children do not achieve as well in their education and in public examinations the more school absence they have. For example, a child absent from

school for a period of two weeks each year, for exceptional circumstances and with the average absence for illness may miss the equivalent of one whole year's education over their school life.

If your child is absent due to illness you must contact the school first thing in the morning informing them of the reason for the absence and how long you expect your child to be absent for.

Email: [attendance@howdenschool.net](mailto:attendance@howdenschool.net)  
Call: 01430 430448

You can help by:

- Encouraging your child to aim for 100% attendance
- Arranging holidays and medical appointments outside of school time
- Keeping in close contact with the school if there are issues at home which might affect your child's attendance





# Pastoral Care



Our students involve themselves in the wider life of the school in so many ways and our House system is used as a vehicle to reward student participation.

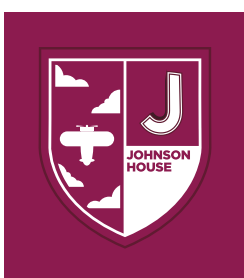
All students and staff are part of a smaller community within school which creates both a sense of belonging and helps to develop a competitive nature.

Students from all Houses support our school charity, A Shining Light. The charity was set up in memory of former student Luke Stevens and raises both the profile of the Teenage Cancer Trust as well as funds for the charity.

There are five Houses at Howden, each one named after an inspirational figure who represents qualities which we as a school community value:

- Excellence
- Respect
- Resilience
- Equality
- Inspiration

There are dedicated Pastoral staff who work with students to support their welfare and behaviour.



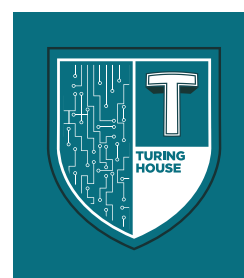
**Johnson**



**Mandela**



**Simmonds**



**Turing**



**Wilberforce**



# Learning Support



**Mrs Stephenson**

*SENDCo  
Assistant Headteacher*



**Mrs Simpson**

*Enhanced Provision  
Manager*

## Enhanced Resource Provision Learning Support

Some students need that little bit of extra support in school, and we are here to provide that for you.

At Howden School, we want our students to thrive. Therefore, it is vital that we have an inclusive environment where students feel safe and valued,

breaking down the barriers to learning one step at a time.

Our Enhanced Resource Provision (ERP) is a blended model of using bespoke and flexible timetables, including time in the ERP and mainstream lessons, enabling our students to access and succeed in the mainstream curriculum. Provision for students with SEND is regarded as a whole school responsibility.

Howden School provides support for students with a wide range of additional needs covering the four broad areas of need:

- Communication and interaction
- Cognition and learning
- Social, emotional, and mental health difficulties
- Sensory and physical needs

We are also able to offer full access for students with physical disabilities and wheelchair users.



# Our Uniform



## Compulsory items with logo

**Blazer** - Black with school logo worn properly with sleeves down. *\*Compulsory for Year 7 and Year 8 students.*

**Tie** - Howden House ties are to be worn by all students along with a white buttoned, collared shirt. *\*School will confirm Houses in the summer term prior to purchase. \*Johnson (Maroon), Mandela (Red), Simmonds (Orange), Turing (Turquoise), Wilberforce (Green).*

## Compulsory items without logo

**Shirt / Blouse** - Plain white formal type standard length to tuck in with standard type collar. Sleeves may be full length or short. No fitted shirts, no darts, no trims, motifs, writing, logos or coloured buttons. All shirts must be worn tucked in. If a t-shirt / thermal is worn underneath for warmth this must be white in colour and no logos or writing to be seen through the shirt.

**Trousers** - Smart, plain black formal trousers. No lycra, leggings or jeans allowed. Trousers should be of an appropriate length.

**Skirts** - Plain black pleated or tailored skirts. Skirts should not be skin tight and should be of an appropriate length.

**Socks** - Plain black socks.

**Shoes** - Plain black, leather or leather look, polishable shoes with flat heel. Laces must be black and remain tied. Heeled or open toe shoes are deemed inappropriate and should not be worn. No trainers (regardless if these can be polished), boots (footwear that covers the ankle / above), canvas shoes or shoes with sporting logos.

*\*Trainer style shoes are not permitted*

**Technology** - It is essential to wear strong, leather, hard wearing shoes for workshop activities in DT. No pumps or trainers permitted. Aprons will need to be purchased in some instances for practical work.

## Non compulsory items

**Black V Neck Jumper** - Black jumper with school badge.

*\*Optional item for Year 7 as they have blazers.*



# Our PE Kit



## Compulsory items with logo

**Physical Education: Unisex Dri-FIT T-shirt** - Burgundy T-shirt with school logo.

## Physical Education

**Black shorts** - Plain black shorts. A small logo is permitted.

*\*Girls are allowed to wear plain black, non-cotton leggings for outdoor PE lessons. Material should be appropriate and not see through. A small logo is permitted.*

*\*Base layer - Both boys and girls can wear plain black skins under T-Shirts and shorts in the winter months as an extra layer for warmth.*

**Socks** - Plain black football socks.

**Footwear** - Trainers that support the ankle with laces. No pumps or fashion trainers allowed. Suitable sports footwear for the 4G pitch. Students are only allowed to wear moulded football studded boots on the 4G pitch. Trainers, astro turf trainers, blades or metal studded boots are NOT allowed on the 4G pitch.

*\*We do also offer a boot amnesty where football boots that no longer fit can be swapped for the correct size. Please speak to a member of the PE department that will be able to assist with this.*

## Non compulsory items

**Physical Education: Unisex Dri-FIT ¾ Zip Top** - Burgundy sports top with school logo.

Our school jumper with embroidered logo is ordered via [www.theschooluniformshop.co.uk](http://www.theschooluniformshop.co.uk)

We have a Uniform Swap Shop as we are committed to increased sustainability.

If parents/carers have difficulty in funding uniform items for their child, then they should contact the school in confidence.

# Sport and Enrichment

Throughout a student's time at school, we provide them with opportunities to reflect upon who they are as a person, what their aspirations are, what they want to do and change and ensure they have all the skills to become the person they want to be.

**Extracurricular:** Students of all key stages take part in a wide range of extracurricular activities. The offer of extracurricular is continually developed and refined to meet the ever changing needs of students.

**These include:** Textiles, Football, Rugby for girls, Netball, Cricket, Rounders, Athletics, D of E (Year 9), Drama, Music, Science, Homework, Pastoral, Library, Art, Coding Club, Choir, Chess, Spanish, Chinese Choir and Boys Brigade.

**Trips and Visits:** Students are given the opportunity to go on a variety of trips or visits which are both local and further afield. Students are encouraged to engage with cultural opportunities which go beyond their day-to-day experience at school.

**Enrichment Activities:** All students take part in the enrichment programme, specific to their year journey within school. This may include Deep Days such as "Prison Me No Way" or "Industry Days".

**Cultural Opportunities:** We believe it is important that every student experiences a wide range of cultural experiences. For those students who have had limited cultural experience outside of school, we aim to go the extra mile for these students. Opportunities have previously included Live Theatre and film experience, photography and cultural visits to art galleries, outdoor adventure and Duke of Edinburgh Awards. Howden School is partnered with the Confucius Institute giving students the chance to engage in a range of MFL experiences.



The offer of extracurricular is continually developed and refined to meet the ever changing needs of students."







# Equipment

Students will be expected to bring all the equipment shown below to every lesson.

This is your child's responsibility as a student of Howden School.



It is very important that your child is organised and attends each day with the right equipment.”

- Blue/black pen
- Red pen
- Purple pen (these will be provided by school, initially)
- Pencil
- Ruler
- Eraser
- Glue stick
- Highlighters
- Scientific calculator
- Water bottle
- Reading book
- Mini whiteboard and pen (these will be provided by school, initially)



# School Leadership



**School Leaders** - these involve our 5 school senates run by the Senior Leadership Team.

**House Leaders** - this involves organising house competitions, events and assemblies whilst supporting the staff Head of House.

**Leadership Senate** - look at supporting the school in making key decisions, including appointing staff, surveying students and developing leadership.

**Communication Senate** - create media content and look at the ways we communicate with stakeholders and our community.

**Community Senate** - looking at how we engage with the local Community to support Howden.

**Environment Senate** - look at reducing the carbon footprint of the school and energy saving.

**Team Howden Senate** - looking at teaching and learning in the school.





# School Payments

**Howden School is cashless. This means that we are unable to accept cash or cheque payments.**

Any payments parents / carers need to pay to the school (such as for dinner money and school trips) should be paid through an online school account.

As part of our cashless catering system, Howden School operates a biometric registration process. For your child to obtain lunch from one of the catering outlets available, they will need to have been registered on the biometric fingerprint recognition system or provided with a pin to enter at the tills.

If your child is registered for the biometric fingerprint recognition system at the school, your child will not be required to carry a card.



If your child is registered for the biometric fingerprint recognition system at the school, your child will not be required to carry a card.”

# Catering

**Our school's catering provision is provided by an external catering contractor.**

We are very proud of the service and standard of food provided and we receive regular feedback on our catering provision from students, parents and visitors to the school.

A wide range of food is on offer at both morning break and lunch time. We also have a breakfast club providing catering.

Weekly menus and further information on the catering available can be viewed on our website.

## **Free School Meals:**

We encourage parents and carers to apply for free school meals as we know that this both saves parents money and encourages students to eat healthy food.

Some parents may be reluctant to apply because they are concerned about any stigma attached to students receiving free school meals. However, because this system is automatic, students are not personally identified as receiving a free school meal and as such anonymity is ensured.

For more information, please visit our website.



A wide range of food is on offer at both morning break and lunch time. We also have a breakfast club providing catering.”





# Positive Destinations

All students at Howden receive Careers Education Information Advice and Guidance to prepare them for key transition points and as an important part of preparation for their future working life, including advice and guidance about future choices and the development of employability skills.

Our aim is to provide informative and impartial advice and guidance for all students that helps them to understand the education, training, employment and other progression opportunities available to them.

Each year our Year 11 students leave us to go on to a variety of positive destinations, including local post-16 education and training providers as well as employment options. Howden students are also encouraged to apply for a place at The Consortium Sixth Form College, with campuses to the West of Hull at Wolfreton, Hessle and Cottingham as well as Holderness to the East.

Every summer, we take great delight in celebrating our students' successes with them as they receive their

results, and we keep in touch with former students, encouraging them to share their plans for the future as they progress onto a variety of positive destinations.

Amongst lots of success stories a highlight this year was Martyna who achieved an incredible eleven grade 9s in her GCSEs.

Discover more at  
[www.consortiumcollege.co.uk](http://www.consortiumcollege.co.uk)  
[@Consortium6Form](https://www.instagram.com/Consortium6Form)



**THE CONSORTIUM**  
SIXTH FORM COLLEGE





# Term Dates 2023-24

## Autumn Term

School re-opens to Year 7:  
Tuesday 5 September 2023

School re-opens to Year 10 & 11:  
Wednesday 6 September 2023

School re-opens to all students:  
Thursday 7 September 2023

School closes for October half-term:  
Thursday 26 October 2023

School re-opens to all students:  
Monday 6 November 2023

School closes for Christmas:  
Thursday 21 December 2023

## Spring Term

School re-opens to all students:  
Tuesday 9 January 2024

School closes for February half-term:  
Friday 9 February 2024

School re-opens to all students:  
Monday 19 February 2024

School closes for Easter:  
Friday 22 March 2024

## Summer Term

School re-opens to all students:  
Monday 8 April 2024

School closed for one day – May  
Bank Holiday: Monday 6 May 2024

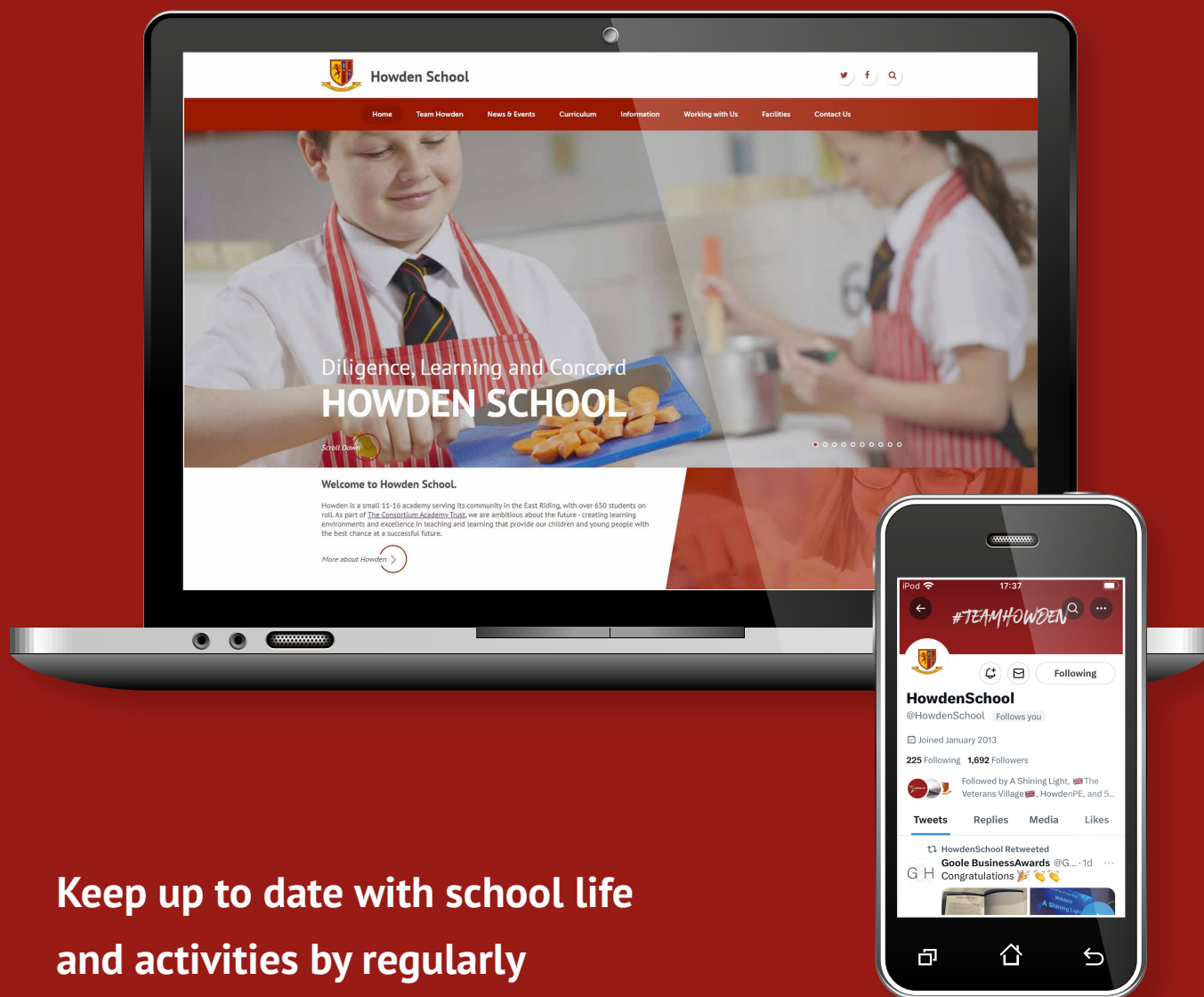
School closes for May half-term:  
Friday 24 May 2024

School re-opens to all students:  
Monday 3 June 2024

School closes for Summer:  
Friday 19 July 2024



# Keep up to date with school life...



Keep up to date with school life  
and activities by regularly  
visiting our website and Twitter.

 @HowdenSchool

[www.howdenschool.net](http://www.howdenschool.net)



**Howden School**

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Howden  
DN14 7AL

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[office@howdenschool.net](mailto:office@howdenschool.net)  
[transition@howdenschool.net](mailto:transition@howdenschool.net)

 **@HowdenSchool**