



The Hollyfield School e-bulletin Surbiton Hill Road, Surbiton, KT6 4TU 020 8339 4500

"There is a distinct sense of community in the school" Ofsted 2020

Head's Line:

#### Dear Hollyfield Community

We have enjoyed our return to school this week. Students have returned with a sense of purpose and learning is in full swing. This morning we held our annual remembrance service where we observed a minute's silence, listened to The Last Post and placed wreaths in memory of all those who have served. As always, this was immaculately observed and an opportunity for us all to reflect.

Looking ahead to next week, I have a few key reminders. On Thursday 16 November we will be hosting our annual sixth form open evening. This is aimed at students in Year 11 and their parents. It is an opportunity to find out more about our post-16 provision, to meet the sixth form team and to speak to teachers about individual subjects. In order to set up for the event, the school will close early at Midday. Students will have periods one to three as normal, at the end of period three they will go to registration and will be dismissed from there. Year 11 students should then return to school for the event at 6pm. Our Year 11 students begin their mock exams next week and they fed back to us that the day after sixth form open evening they were scheduled to have an important English exam. This occurred when we were forced to change the mock exam timetable after the school-wide flu jabs were scheduled by the public health team. They explained to us that this made them feel anxious about preparation time. We take this as important feedback and Mr Warren has written to all Year 11 parents today and spoken to Year 11 students to say that we will take the following action:

- Allow students in Year 11 to have a late start on Friday morning, following the open evening; they need to arrive in school for 11:30 on Friday morning. When they arrive they will be given a taught Chemistry session to prepare for their chemistry exam that afternoon
- Move the English exam to the following week so students feel they have adequate preparation time.

We are confident these changes will ensure the students are supported throughout the mock exam period.

Please can also remind all parents that students will be receiving their nasal flu jabs on Tuesday 14 November. Full details of this have been sent to parents via parentmail. If you have any questions about it, please do get in touch.

Next week is also anti-bullying week. Students will enjoy assemblies around this theme and will have opportunities for discussion with their tutor groups. Year 7 students have been invited to wear odd socks on Monday in order to mark the start of the week; I look forward to joining them on this and will wear a mixture of my different chemistry themed socks! On Thursday we will have a non-uniform day for all students to mark anti-bullying week. Students will be asked to bring in £1, which will be donated to a worthwhile cause.

And finally, our wonderful PTA is hosting a quiz for Year 7 students and parents. Mr Kynes and I will be quiz masters; we look forward to seeing many of you there.

# Amy Jackson, Headteacher



# Term Dates

#### **Autumn Term 2023**

5 September to 21 December (Inset Day – 4-5 Sept & 1-3 Nov - except Y11 & Y13)

#### **Half Term**

23 October - 3 November (see above)

#### **Christmas Holiday**

22 December - 5 January 2024

# Spring Term 2024

8 January – 28 March

(Inset Day – 19 Feb)

# **Half Term**

12-19 February (see above)

### **Easter Holiday**

29 March – 12 April (Bank Hol 29 Mar & 1 Apr)

#### Summer Term 2024

15 April – 19 July (Bank Hol 1, 6 & 27 May)

## Half Term

29 - 31 May

# ..... Stop Press......

- 13/11 1/12 Y11 Trial Exams including practicals and orals
- 14/11 Y10 Jack Petchey Workshop (9.00am-3.00pm)
- 14/11 Y7-11 Nasal flu Vaccinations
- 15/11– Y11-13 Senior Kangaroo (maths)
- 16 /11– Non-uniform morning
- 16/11 Sixth Form Open Evening - Early closure from 12.00pm

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#### OTHER NOTICES

### Reporting your child's absence

When reporting your child's absence from school on the dedicated absence line, please ensure you provide their name, year and registration group, reason for absence and your details, please ensure you spell out your child's name to ensure they are marked correctly.

### Valuables in school

The school policy and guidance with regard to pupil possessions is clear that they are brought into school at their own risk. The Hollyfield School does not accept liability for any items that may be lost, damaged or stolen. While theft is taken extremely seriously and thoroughly investigated, the school is not in a position to cover the cost of any item stolen.

Of course, with respect to the last point, steps and measures are put in place to mitigate against such circumstances, especially during PE and Games lessons, where pupils' items are locked in the changing rooms. While this is standard procedure, there may be some extenuating circumstances where this cannot always be guaranteed. Therefore, I would urge your son/daughter not to bring expensive items into school.

# Medical Health Care Plans

Please can we remind all parents to complete a MHCP for any student with a medical condition if you have not already done so. Also, if there are any changes to a current plan please complete and submit a new MHCP so we can update our records. You can print a form and return it to school.

#### Changed your address/email/phone number????

If you have changed your contact details, please email the school office on <a href="mailto:office@hollyfield.kingston.sch.uk">office@hollyfield.kingston.sch.uk</a> stating your child's name and form and the change of details. It is important to keep these details up to date in case of an emergency. Don't forget to update your Parentmail account with your new details.

### **Water Bottles**

Please ensure your child brings a water bottle with them to school every day, it is even more important during hot weather. Our water fountains can be used to refill bottles as necessary during break and lunch, it is not possible to drink from the fountains direct and we do not have bottles or cups to give out to students. Alternatively, bottles of water can be purchased (and refilled) in the cafeteria, please ensure your Parentmail account has enough funds to enable this.

#### Surbiton Hill Road Entrance for cars

If you drive/collect students to or from school the visitor's car park/Surbiton Hill Road entrance **should not be used to drop off students**. This causes congestion for people entering the site and staff access, cars travelling on Surbiton Hill Road and is potentially dangerous for pedestrians.

# **Dinner Money Top Up**

Please ensure funds are available 24 hours before they are required when topping up your child's dinner money on Parentmail. If you add funds on the day they are to be used we will not be able to see the credit instantly until the system has processed it, therefore creating a delay in your child buying food at the canteen.

#### Contribution to the School Fund

If you would like to help contribute to the school fund to provide additional facilities to the school and students, please click here for more information. We acknowledge that not all of our parents can make a commitment on a monthly basis. Having listened to those parents we also understand that some would like to make a contribution whenever they can. A donation payment link is available in your ParentMail account. We are grateful for any contribution you can make, regardless of the amount. Every penny will be spent improving students' experiences. Like the monthly contributions, your donation will go into the school fund. It will be used in accordance with the guidance given to schools regarding parental contributions.

#### **Open Door**

Ms Jackson holds Parent Clinics on Thursday afternoon during term time. These are from 3.00pm-4.30pm for parents/carers to speak directly to her regarding any unresolved concerns/ suggestions. Please contact Louise Sutton to arrange an appointment on 0208 339 4500 or email <a href="mailto:lsutton@hollyfield.kingston.sch.uk">lsutton@hollyfield.kingston.sch.uk</a>.



# **IN SAFE HANDS**

Once again, for your information, the key contacts are:

School! Get in touch with the Designated Safeguarding Team

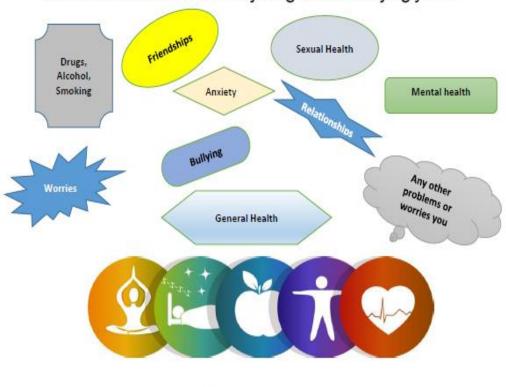
Mrs McGeoch: smcgeoch@hollyfield.kingston.sch.uk

Ms Patel: <a href="mailto:spatel@hollyfield.kingston.sch.uk">spatel@hollyfield.kingston.sch.uk</a> Single Point of Access 020 8547 5008.

# SCHOOL HEALTH DROP- IN

WHEN: Tuesday Lunch time 11.40 -1.10PM WHERE: Room A12 (Top floor of ALBURY)

Come along for a CONFIDENTIAL chat with your School Health Practitioner about anything that is worrying you.....











# **HOLLYFIELD PTA NEWS**

# Pre-loved Uniform Store Next session: 13.01.24

At the old Music Building, next to the Dome, close to the Lamberts Road Gate. Anyone is welcome to pop in and take any items they need. If your child has lost or outgrown their uniform or PE kit please drop in and see if we can help. We have a large stock of items of uniform (particularly trousers) and PE kit including some shoes, football boots and trainers. **Availability varies.** 

<u>In an emergency situation, students can speak to the team at the school office to ask for access</u> to the Uniform Store in the old music building.

We operate a donation system for those that can afford to contribute.

Everyone Welcome - it is best the items get used, rather than sit in a store or be thrown away!

Any donations of uniform too small for your child would also be appreciated! These can be dropped at the collection point at the entrance to Albury

# PTA Meeting **21.11.23**

Everyone is welcome! Join us, find out how you can get involved and have fun whilst helping with events and raising funds for the school!

Join us at the Waggon and Horses, 7:30pm, in the room off the back bar area, on the left hand side, before you get the steps to the higher level - ask bar staff to direct you.

[We meet on the 3rd Tuesday of every month]

#### **Easy Fundraising**

Please support The Hollyfield School PTA - Surbiton on #easyfundraising, you'll raise FREE donations for us with your everyday shopping.

This is a really simple way to help raise funds for the PTA in order to support the school and students. Easyfundraising partners with over 7,000 brands who will donate part of what you spend to a cause of your choice. It won't cost you any extra. The cost is covered by the brand.

Follow this link to register and start raising some much needed funding: Select The Hollyfield School PTA, Surbiton: <a href="https://www.easyfundraising.org.uk/support-a-good-cause/step-1">https://www.easyfundraising.org.uk/support-a-good-cause/step-1</a>

There are lots of ways of finding out about the PTA and what we are up to - website, Facebook, Instagram, Twitter and two email addresses.... they are all linked at the foot of each page....











# THIS WEEK.....

# **TOP ATTENDERS**

The year group with the highest overall attendance so far this year is Year 7 with a total of 97.47%. The top form group within each year this week is:

7PTA = 97.66% 8NMA = 99.19% 9RHO = 97.58% 10MLE= 98.39% 11RLO = 96.25%

Well done to all these students, keep up the excellent work.

# **HOUSE POINTS**

The final total for the year including house points awarded at sports day, well done to everyone for their continued effort.







	Eagle	Falcon	Osprey
Year 7	232	261	326
Year 8	203	217	227
Year 9	271	362	326
Year 10	190	150	119
Year 11	30	57	45
Total	926	1047	1043

# **NEXT WEEK**

Monday 13 November	Anti-bullying week
	Year 11 Trial Exams start
	Year 11 Assembly – Dining Hall
	Year 13 Assembly – Common Room
	Anti-bullying odd socks day
Tuesday 14 November	Year 7 Assembly – Dining Hall
	Year 12 Assembly – Common Room
	Jack Petchey Public speaking Workshop
	Year 7-11 Nasal Flu Vaccinations
Wednesday 15 November	Year 8 Assembly – Dining Hall
	Year 11-13 Senior Kangaroo (maths)
Thursday 16 November	Year 9 Assembly – Dining Hall
	Non-uniform morning
	Early Closure – 12.00pm
	Sixth Form Open Evening – 6.00-8.00pm
Friday 17 November	Year 10 Assembly – Dining Hall



# **FORTHCOMING DATES**

- 13 November 1 December Year 11 Trial Exams including practicals and orals
- 13 November Odd Socks Day
- 14 November Year 10 Jack Petchey Workshop (9.00am-3.00pm)
- 14 November Year 7-11 Nasal flu Vaccinations
- 15 November Y11-13 Senior Kangaroo (maths)
- 16 November Non-uniform morning
- 16 November Sixth Form Open Evening Early closure from 12.00pm
- 23 November Ski Trip Meetings (6.30pm)
- 24 November Year 7, 8 & 9 Report emailed to parents
- 25 November Police Car and Bike Marking (11.30am)
- 26 November Year 11 Music Ensemble Performance
- 30 November Year 12 & 13 Drama Theatre Trip
- 4-15 December Year 13 Trial Exams
- 5 & 7 December Year 11 Sixth Form Interviews 3.30-6.30pm
- 7 December Year 9 Parent Consultation evening 4.00pm
- 12 December Year 9 Options evening 6.00pm
- 13 December Year 9 Options Taster P4-6
- 14 December Christmas Carol Concert (6.30-10.00pm)
- 15 December Year 7 Christmas Carol Service
- 19 December Year 10 & 11 Report Emailed Home
- 19 December Year 11 Trial Exam Results Day
- 21 December End of Term dismissal from 12.00pm
- 22 December 2023 5 January 2024 Christmas Holiday

# **ACHIEVEMENT POINTS**

Achievement and behaviour points are awarded every day at Hollyfield in line with our school policy and are a fundamental part of school life. We want students to be the best versions of themselves and we explicitly teach the behaviour we want our young people to develop through our GO BIG character virtues (Good Communication | Organisation | Bouncebackability | Initiative | Gratitude). Students are therefore rewarded for when they demonstrate these character virtues either in class, around our school environment and even outside of school. The school also gives out termly prizes for great progress, engagement in learning, attendance and also contribution to school life. We also continually try to celebrate the successes of our students outside of school life and encourage all students to be proud of their successes in whatever area they come from.

Behaviour points are given to students in line with our behaviour policy. At the heart of our behaviour policy is restorative approaches which is a strategy the school uses to allow students to discuss their behaviours with one another and also key staff and to move past incidents in a non-judgemental way.

Both of the school's rewards and behaviour policies can be found on the school website and if you have any questions about them please don't hesitate to contact Miss Patel (Assistant Headteacher).

The year group weekly totals are below:

Year 7 802 Year 8 574 Year 9 821 Year 10 502 Year 11 162

The top performing forms per year group in terms of overall achievements were:

**7SNE** 161 **8RHU** 130 **9RHO** 184 **10MLE** 90 **11WGO** 33



The top performing students from each year were:

Year 7 Cooper S/Poppy S Year 9 Dylan S Year 11 Klevis M/Kwan T

Year 8 Geno S Year 10 Summer B/Micah G

# STUDENT ACHIEVEMENT

Well done to Ibrahim D who won medals during half term in BJJ and grappling at the British Grand Prix 2023 and Judo at the 12<sup>th</sup> Annual We Will Remember Them grade championship. Congratulations from all at Hollyfield.



# **GETTING TO KNOW THE.**

#### **Admin Department**

We have a team of 5 people who support the school in the school office, the team is:

Louise Sutton – PA to Ms Jackson, Headteacher Di Northeast – Senior Administrative Officer Sasha Hayles – Morning Receptionist Wendy McCann – Afternoon Receptionist Emma Killeya – Reprographics Assistant

When contacting the school our receptionists will take your call and direct you to the appropriate member of staff or take a message, they will also be the first friendly face you will see when you visit the school and readily receive items brought in for students mainly packed lunches and PE kits!!!

Louise is Ms Jackson's PA, she deals with any Headteacher related issues and meetings, constructs reports for Governors and AfC, organises and runs school events and produces the ebulletin for parents. Louise has been at Hollyfield for over 18 years and previously worked at the BBC for 14 years where she looked after Mr Blobby amongst others.

Di supports the Senior Leadership team, Heads of Year, oversees the running of the office and administers new Year 7 admissions, she is also our Parentmail guru! Di also supports the school with admin for teachers. Di has been at Hollyfield for over 21 years and once danced at the Royal Festival Hall.



Sasha is our morning receptionist and answers your calls to the school, she is the first person you will meet or speak to and will direct your query to the relevant member of staff. Sasha deals with all visitors and deliveries to the school, post and general student admin. Sasha loves True Crime Programmes and Books and she has swam with a whale shark

Wendy is our afternoon receptionist and answers your calls to the school, she is the first person you will meet or speak to and will direct your query to the relevant member of staff. Wendy deals with all visitors and deliveries to the school, post and general student admin. Wendy has worked at Hollyfield for over 14 years and is married with one adult son. Wendy is happy to confirm that she is an original Derry Girl, and she actually went to that school (or at least the school the programme is based on!)

Emma produces the publications for the whole school this includes workbooks and study materials for subject departments and the paper documents sent home to parents. Emma has been at Hollyfield for over 13 years and her interests are baking, walking, reading and travel.

# **Finance Department**

Colette Morgan-Russell is our Finance Manager, she pays everyone, deals with audits and reporting to the Trust and Trustees. Colette has worked at Hollyfield for 14 years and is a fully qualified day skipper

Liz Gardner is our Finance Assistant she buys everything from external suppliers, pays them, and deals with the bank account. Liz has worked at Hollyfield for 6 years, she is a proud Mancunian whose great grandad played football for Manchester Utd.

Sharon Gallagher is our Finance Assistant she deals with trips, parental contributions and donations, invoices from external suppliers and the bank account. Sharon has worked at Hollyfield for 6 years, is the treasurer for her children's school PTA, and got an A grade GCSE in dance!

# **Attendance Department**

Debbie Harvey is our Attendance Officer and her role is to oversee attendance and punctuality for years 7 – 11 in the school on a daily basis. She has lived in Surbiton for over twenty years so feels she knows the community well. She relaxes by making jams and chutneys in her spare time.

# **CAREERS**



Careers Briefing - 10 November 2023 Mr Poole & Miss Corrighan (Careers team)

Hollyfield school's Future Careers Fair





The careers fair was well attended by students and parents from Hollyfield and Chessington School with a wide range of exhibitors from STEM/Engineering and the creative industries and businesses; journalism, health care; the army, the navy services. Many students came and took the opportunity to talk to our guests. Since then some of our guests have sent us further information.

# Nic Proton, an engineer at BP, says that there are opportunities to apply for apprenticeship.

Cyber security, data analytics, software engineering, trading & shipping, people & culture (HR), finance, engineering, customer & products commercial – they can take their pick of our apprenticeships and start growing a successful career. At bp, they'll find some of the very best training and support available, so you can be safe in the knowledge that their future looks bright. There's a starting range of up to £24k, plus a settling in allowance and a generous benefits and wellbeing package. They can also take part in clubs and societies that will help them grow within our community. Find out more about how your students could use the skills you've helped nurture:



- Learn more about our recruitment process hints and tips
- Find out about our apprentice opportunities and upcoming events
- Take a look at our brochure
- Hear from one of our apprentices.



Dr Tony Leunig who works for the government in a senior capacity and also lecturers at the LSE said there were plenty of opportunities out there for students and drew the school's attention to a number of entry level jobs in the civil service which do not require high level qualifications. See some examples below and the link is: Civil Service Jobs

**Cross-Government Apprenticeship** (with possible national and international travel). You will be trained to Level 3 Operational Delivery City & Guilds Apprenticeship Programme. £24k. No quals

**Prison** – Prison officer (Prisoner contact) £36-£41k, no quals (fitness test, eyesight and hearing)

**HM Courts Service** – Admin support £27k. No quals, some experience of customer service required

Ministry of Defence – Security, some shift work, £30k, no quals

Home Office – Immigration admin support £29k, no quals

Animal and Plant Health Agency, admin. GCSE English and Maths, £25k.

Ministry of Justice, Post Room, £27k, no quals.

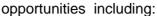
Ministry of Defence – Admin £24k, need to know MS Office



At other times there will be other jobs, including in completely different areas – for example, the Forestry Commission plants trees, the Environment Agency prevents flooding (and sorts it out afterwards).

# **Opportunities**

We produce a weekly opportunities bulletin to highlight the range of





- Work experience/careers events and talks
- University taster days and open events
- **Apprenticeships**
- Useful resources to help you research your future

For ALL the opportunities please click to see this week's edition: 10th November 2023 Sixth Form Careers opportunities



Exciting opportunities at the BBC

Apprenticeships available in Business, Digital, Engineering, Journalism and Production. Click on Early careers and explore as there are lots of good jobs and opportunities:

Home | BBC Early Careers



Part time work for Year 12/13 students at a maths and English tuition centre NumberWorks'nWords.

Several Hollyfield students have worked there over the years. They are looking for Sixth Formers who are personable, bright and hard working as well as having good initiative.

Looking for current year 12 students who have grades of 7 or above in either maths or English. They must have good interpersonal skills and patience. Pay rates are well above minimum wage for 16 and 17 year

olds beginning at £7.50 and then rising to just above minimum wage for 18 year olds when they go into year 13. Contact: Celia Osbourne (Owner) email: surbiton@numberworks.com or call to find out more: 020 8399 1234

#### Year 12 and 13 Parents/Carers

The Success at School University Guide 2023-2024 for parents and carers is now available. Covering everything from UCAS to accommodation to studying abroad, this guide will help parents and their children think through everything they need to consider including expert, first-hand advice from universities and employers. Download your free copy now -PARENTS use this link: Success at School Parents pack

# Year 11

At this stage students and their parents should be beginning to think about the 16+ subject choices they need to make at the end of Year 11. There are a variety of choices available and it is the aim of the school to ensure that all students make an informed choice and are fully aware of all the different academic, technical and vocational options available to them.



# **Upcoming open events:**

Hollyfield Sixth Form open evening: Thursday 16 November 18.00-20.00

Richmond upon Thames College - Tuesday 14 November 17.00-20.00



Brooklands College (Weybridge) - Sat 18 November 10.00-12.30

Merrist Wood College (Guildford) Sat 18 November 09:30-12:30 (animal care specialism)

NESCOT open event - Weds 22 Nov 16.30-19.30

**November Open Events - Kingston and South Thames College events:** 

0	, , ,	Register here
Kingston College* Carshalton College	Wednesday 15 November, 4.30pm-7pm Saturday 18 November, 10am-1pm	Register here Register here

# **GENERAL INFORMATION**

# **Links to Useful Information**

Term Dates 2023-2024
Uniform List
Extra-Curricular Activities
Severe Weather Procedure

Form Tutor List
The School Day Times
Student well-being and safety
Donation to School Fund

Key Dates
Menus
Staff List and Structure

#### Resilience in Children

If you are interested in further reading around building resilience in children this article is worth a read.

https://cmom.org/press/the-british-psycological-society-five-ways-to-boost-resilience-in-children/

# **LOCAL INFORMATION**

### **Kooth**

Kooth is an online crisis messenger service that Children and young people can access for free online mental health support with a professional counsellor - www.Kooth.com.

#### **Mental Health Resource sites**

- Mind in Kingston: run daily activities on zoom.
   Email <u>RachelDykins@mindinkingston.org.uk</u> for details.
- Childline: <u>information and advice</u> on a range of topics including feelings, relationships, family and schools. Childline is there to help anyone under 19 in the UK with any issue they're going through. Call: <u>0800 1111</u>.
- Anna Freud Centre: 90 resources and strategies <a href="https://www.annafreud.org/selfcare/">https://www.annafreud.org/selfcare/</a>.
- Samaritans: Samaritans a safe place for you to talk any time you like, in your own way, about whatever's getting to you. Call: <u>116 123</u>.
- Shout Shout is the UK's first free 24/7 text service for anyone in crisis anytime, anywhere. Text Shout to <u>85258</u>.
- National Domestic Abuse Helpline: We are a team of highly-trained, female advisers. We won't judge you or tell you what to do; we are here to listen. Call: <u>0808 2000 247</u>/online chat.

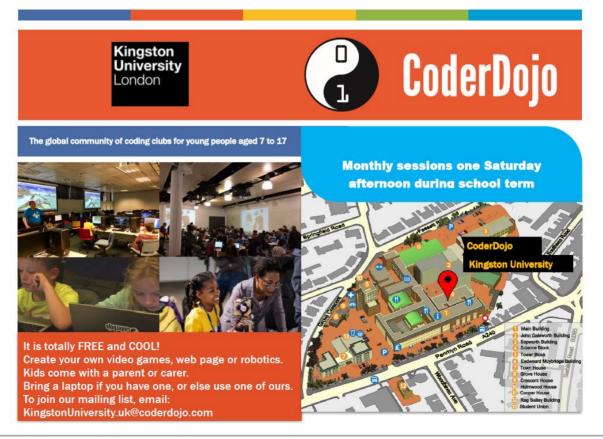
## Information for adults

Young Minds - Parents Helpline - Worried about a child or young person's behaviour or mental health? Call the free helpline for confidential, expert advice. For more information visit: <a href="https://www.youngminds.org.uk/find-help/for-parents/">www.youngminds.org.uk/find-help/for-parents/</a>. Call 0808 802 5544.











# **About CoderDojo**



# What You Could Learn

CoderDojo is an open-source global community of free coding clubs (Dojos) for young people aged between 7 and 17.

Create your own video games, animations, apps, web pages and lots more!

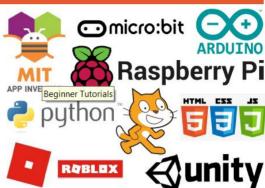
All you need to bring is a laptop and parent or carer. Each Dojo is an independent club that follows the CoderDojo vision:

"To give children everywhere the opportunity to learn about technology for free and be creative in a safe and social environment."

Dojos are led by volunteers from tech industries who are passionate about sharing their skills, Founded in 2011 in Ireland, there are now more than 2,000 Dojos in 115 countries, hosted in universities, public libraries, schools, and sponsoring firms.

#### Soft skills

- Collaboration Confidence Problem solving Logical thinking
- Mentoring Presentation Leadership









# Santa Fun Run 2023



Run, jog or walk 5K. The perfect way to feel festive, have fun, keep fit and fundraise for your local Hospice.

**Sunday 10 December at Bushy Park Sunday 17 December at Sandown Park Racecourse** Arrive at 9:30am for a 10:00am start



Scan the QR code or visit pah.org.uk/santafunrun Or call 01372 461808



















