



WELCOME

This prospectus gives you information about our school. I hope you find the prospectus useful, but if you would like to know more, please visit our website or phone or e-mail school to arrange an informal visit.

In this pack you will find:

- A prospectus that tells you more about our school
- A uniform list
- Information about travelling to school
- A copy of the last Ofsted report
- A Welcome Booklet for your son or daughter
- A card for your son or daughter that tells them which form they will be in
- A card for your son or daughter that tells them which house they will be in

Arrangements for September are as follows:

- Year 6 pupils start school on Tuesday 6th September, with Years 7 and 8 starting on Wednesday 7th September. Pupils will be met on arrival between 08.30 and 08.50 by members of staff.
- Buses that run to and from school will operate as normal on that day.
- Pupils will spend their first day getting used to the building, school organisation and routines and getting to know their new classmates and their Form Tutor.
- On the first day your child will need a bag, pencil case and money for their bus fare and lunch, if they need it. A water bottle is also useful.

In the meantime, should you have any queries or if I can be of assistance in any other way, please do not hesitate to contact Mrs Jackson (Assistant Head) or myself at school.

Gary Johnson
Headteacher

ABOUT OUR SCHOOL

'Kirkburton is a good school. Several aspects of the school's work are outstanding and these contribute significantly to pupils receiving a good education and achieving well.'

(Ofsted : December 2009)

Kirkburton Middle School is a successful and vibrant six-form entry 10-13 Middle School and a member of the popular and successful three-tier Shelley Pyramid (or family) of schools within Kirklees.

Most pupils come to us from First Schools in the surrounding villages of Emley, Farnley Tyas, Highburton, Shelley, Shepley and Thurstonland as well as from Kirkburton itself. Pupils transfer to Shelley Specialist Science College at the end of Year 8. Close links exist at all levels between schools throughout the pyramid, ensuring continuity, progression and efficient transfer between phases.

The three years between the ages of ten and thirteen are characterised by rapid physical, social and emotional change and are of great significance in the academic and social development of young people. Our school provides a welcoming and secure environment in which pupils enter as young children and leave as confident young adults, each developing at the rate that is right for them.

We believe strongly in the importance of the principle of inclusion, the development of the whole child and meeting the needs of the individual. To this end we provide a broad and balanced curriculum together with an impressive range of enrichment and extra-curricular activities.

We believe that development best takes place in a calm and orderly atmosphere where young people are encouraged to behave in an appropriate manner and where self-discipline is important and valued. Pupils are encouraged to care for and think of others and members of staff lead by example.

Attendance is excellent, bullying and vandalism are rare and pupils feel safe and well-cared for as a result of the consistent application of policies and practice designed to protect and safeguard their interests. High standards of work, dress and behaviour are maintained and relationships between all members of the school community are excellent. Partnership between school and parents is a particularly strong feature of the school and is considered to be vital for success.



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MISSION STATEMENT

'There is a very strong inclusive school community based on shared values.'
(Ofsted : December 2009)

Our aim at KMS is to provide high quality teaching, learning and pastoral care within a welcoming, vibrant and safe environment where all children are given a wide range of opportunities to achieve their full potential. We want our children to become confident, independent and successful individuals who have all the skills necessary to equip them for the future.

AIMS

WE AIM FOR EACH AND EVERY CHILD TO...

- achieve their full potential both academically and socially
- acquire knowledge, skills and attitudes relevant to the changing world in which they live
- respect and value themselves, other people and the environment
- develop enquiring minds with motivation to learn
- work independently and collaboratively
- take responsibility for their own actions and make informed choices
- have well developed communication and social skills
- develop self-confidence and high self-esteem
- recognise themselves as citizens of the wider world who have a 'voice' and can make a difference
- challenge themselves to always be the best they can be

..... in order to prepare them for adult life and life-long learning.

To achieve these aims for our children we are committed to provide the following:-

- a welcoming, stimulating and safe learning environment which is at the heart of the community
- high expectations of our children and ourselves
- a broad, balanced and relevant curriculum
- high quality teaching using a variety of teaching strategies
- a range of resources that are effectively used to support learning
- equal access to all aspects of the curriculum and school life
- support, guidance and training for all those who teach and work with our children
- foster and maintain links with our village and the wider community
- recognise and celebrate achievements in all areas of school life
- work enthusiastically together to achieve our vision and aims of producing an outstanding educational experience for our children.

ADMISSIONS

Pupils are admitted to the school in accordance with the Kirklees LA Admissions Policy as set out in their Guides for Parents. Further information is available from:

Pupil Admissions,
2nd Floor,
High Street Buildings,
High Street,
Huddersfield HD1 2NF
Telephone 01484 225007/8.

ATTENDANCE

The morning session runs from 08.55 until 12.10
The afternoon session runs from 13.10 until 15.35

Parents should notify school by 10.00 if children are not well enough to come to school. School will normally contact parents by phone on the first day of absence as soon as possible after 10.00 if we have not been given a reason for absence by this time.

Parents are asked to keep all holidays in term time to a minimum. However, if leave of absence is requested beforehand, permission may be given for up to ten days leave of absence. Pupils are responsible for catching up with any work they miss.

Year 6 pupils should not be removed from school during the week of the Key Stage 2 Statutory Assessment Tests (SATs).

If pupils have a medical appointment during the day, parents should write a note in their Planner that can be shown to the Form Tutor and the School Office.

GETTING TO SCHOOL

A large number of pupils travel to and from school by bus. The school has a Bus Policy drawn up in conjunction with the Bus Companies designed to help to ensure safety and efficiency. Pupils who do not behave appropriately may not be allowed to use the bus for a period of time. Any problems should be reported to school and will be pursued if necessary with pupils or the Bus Companies.

A copy of the Bus Policy together with details of routes, collection points and fares is distributed to all parents of new pupils and copies are available at any time on request.



CURRICULUM

'The curriculum is good with particular strengths in personal, social and health education and the wide range of clubs, sporting and creative, open to all pupils.'

(Ofsted : December 2009)

Through the curriculum we aim to enrich the lives of all pupils, enable them to fulfil their potential and achieve the highest standards they can and provide them with the concepts, knowledge and skills which they will need later in life. We hope that whilst pupils are at our school they will develop enthusiasm for learning and that when they leave they will have the ability to make informed choices in order that they are able to lead a full and active life.

There are five lessons each day of approximately one hour, three in the morning and two in the afternoon. Pupils move to different teachers in different rooms for each subject.

All pupils follow a broad and balanced range of studies in line with the National Curriculum, suitably enriched by a range of activities, educational visits and visitors to the school. Our curriculum is under-pinned by a strong emphasis on the development of the skills and attributes necessary in order that pupils are able to become confident, independent and successful individuals. Whilst recognising that children's rates of progress will differ, the fundamental objective is to ensure that all pupils' expectations and levels of achievement are raised and that all individuals are respected and valued.

Most subjects are taught in mixed ability class groups, with ability grouping (or sets) used for maths and some English and French lessons. Activities in lessons are designed to address different needs and learning styles. There are over one hundred computers in school for pupils to use.

Details of the work covered in each subject each term are available on our website or from the School Office on request. For further information about the Curriculum in school, please contact Mr Dave Clay, Deputy Headteacher.

RELIGIOUS EDUCATION

The school has no affiliation to any particular denomination. Religious Education is designed by the local Standing Committee on Religious Education to teach **about** religion. Religious Education is not intended to promote a set of beliefs or faith in specific religious ideas since this is the proper role of religious institutions themselves. Collective Acts of Worship are broadly but not normally explicitly Christian in character.

Parents have the right to withdraw their child from Religious Education or Collective Worship either in whole or part, in which case the school will arrange alternative provision on an individual basis. This happens extremely infrequently and parents are asked to discuss any concerns with us before making such a request.



PASTORAL CARE

'Kirkburton nurtures their pupils' personal development well.'
(Ofsted : December 2009)

Pupils in each form normally stay together throughout the three years, with a different Form Tutor each year. Form Tutors are expected, as far as possible, to be aware of any factors or events that might significantly affect the development of any child, academically, socially, emotionally or physically. Parents can help by letting school know about any changes in circumstances, health or behaviour.

Pupil Development Managers provide additional support as required to pupils and staff.

Some members of staff and selected Year 8 pupils are specially trained as Befrienders. Befrienders are available to listen and help any pupils who might be having problems at school. Two Befrienders are attached to each Year 6 form during the first half term so that younger pupils know whom they can turn to for advice.

For further information about Pastoral Care in school please contact your child's Pupil Development Manager or Mrs C Jackson, Assistant Headteacher.

HOMEWORK AND USE OF THE STUDENT PLANNER

All pupils are given a Planner at the start of the year and are expected to take it to all lessons. The Planner is an important aid to personal organisation. Amongst other things it contains a homework timetable. Pupils are expected to do homework in order to reinforce work done in school and to build the habit of planned, individual study. Pupils are expected to record important dates, achievements in and out of school, things to remember and instructions for homework in their Planner.

Parents are asked to look at the planner and the way it is being used, discuss the contents with their child and sign it each week. Form Tutors also check and sign the planners on a weekly basis.

If pupils do not complete homework on time or to the teacher's satisfaction this will be recorded on a special page within the pupil planner.

If pupils fail to complete three pieces of homework in any half term without good reason they will be placed on an after-school detention.

If there are any problems with homework, please contact the subject teacher in the first instance to discuss this.





ADDITIONAL NEEDS

'The school rightly says one of its strengths is the way it looks after its pupils as individuals, particularly those with special educational needs and / or disabilities.'
(Ofsted : December 2009)

Provision for pupils who have a statement of special educational needs will be additional to, or different from, the provision made generally for children of that age.

Pupils with additional needs are mostly supported in class but may also be withdrawn for individual or small group work according to needs and resources.

All staff share responsibility for the development of all our pupils. Pupils with additional needs are taught by all staff, which ensures a high degree of integration with all the benefits that this brings. Inclusion is a real strength of the school.

Children who have a statement of special educational needs will have their statement reviewed before transferring from First to Middle School. For all other pupils admission is through the normal channels. Parents are asked to make school aware of needs at the time of application so that individual discussions can take place where necessary in order to ensure that appropriate provision is in place.

For further information about the support provided for pupils with Additional Needs please ask to speak to Miss Sam Burns our Additional Needs Co-ordinator (SENCo).

EDUCATIONAL VISITS AND ACTIVITIES

The school demands the highest standards from pupils who are taken on any trip, especially residential visits. In these cases pupils must be sensible, trustworthy and prepared to try to do their best at all times. When visits are over-subscribed priority is given to pupils who have shown that they have these qualities by their conduct and attitude as measured by grades for behaviour in class. In extreme cases involving sustained or serious misconduct, pupils who do not behave appropriately will not be allowed to apply or go on an educational visit. Full details are available on the website or on request to school. Once selected, participation in the visit is dependant on continued good behaviour.

PARENTAL PARTNERSHIP

' The school has good links with its parents who speak highly of the welcoming and caring attitudes of the staff. '
(Ofsted : December 2009)

The school has always enjoyed an excellent relationship with its parents.

Parents are kept up to date with developments and news through the website and regular monthly newsletters that are sent home on the first Friday of each month.

Open Days, providing opportunities to see the school at work, are held during the Autumn Term. Formal opportunities are provided for meetings between parents, pupils and teachers and two reports are sent home each year.

Parents can support their children by:

- Informing school of any changes in personal circumstances that might affect your child.
- Informing school of any changes to contact details.
- Notifying school of any absences, either by informing Form Tutors if the absence is planned or telephoning on the morning of the absence.
- Ensuring that children arrive at school on time.
- Making sure that children wear the correct uniform, properly named.
- Making sure that children have the correct equipment for the day.
- Ensuring that homework is done regularly.
- Checking and signing the weekly planner and homework diary.
- Taking a close and continued interest in school and all it offers.

The Friends Association supports the school by fundraising, assisting with school functions and organising social events for children, parents and families.

The Friends aim to extend and strengthen the relationships between everyone associated with the school and to engage in activities that support the school and advance the education of its pupils.

All new parents are warmly invited to involve themselves in the activities of the Association. The committee is elected annually at the Annual General Meeting in October.

In addition, many parents help us in a variety of ways, such as hearing children read in school, environmental work and accompanying school outings. We are always extremely grateful for such help and involvement.



BEHAVIOUR

'Pupils' mature and extremely good behaviour, and care and respect for each other, create a calm and welcoming place in which to learn.'

(Ofsted : December 2009)

The policy is founded on a Code of Conduct that states that we should be calm, respectful, caring, tolerant and supportive of one another underpinned by a system of rules, rewards and sanctions.

Good behaviour is the joint responsibility of each member of the school community and depends upon a successful partnership between pupils, parents, teaching and support staff, governors and the Local Authority. Behaviour and attitude is monitored in lessons and during unstructured time. Our goal is to create an orderly community in which effective learning can take place, in which there is mutual respect between all members and where there is proper concern for the environment.

Rules describe what the pupils should 'do'. They are positive, where possible, kept to a minimum, enforceable, reasonable, clear and consistently applied. Key rules are explained to pupils at the start of each year and are displayed in classrooms.

Rewards for academic and non-academic achievements, for individuals and groups, including contact with parents, are used to promote good behaviour. Emphasis is placed on the use of encouragement and praise rather than negative criticism.

Despite the emphasis on the positive, sanctions are also sometimes necessary. They are clearly defined, fairly and consistently applied and enforceable. In all disciplinary actions, it is important that the pupil understands fully that it is the behaviour that is not acceptable rather than it being the pupil as a person.

We have a zero tolerance policy on bullying. Surveys and inspections show that there is relatively little bullying at our school, but it will occur from time to time, as happens elsewhere. Bullying, or behaviour which intentionally hurts or harms, is an insidious social problem found in many occupations and walks of life. If it happens in school it is vital that it is reported so that we can deal with it as swiftly and effectively as possible.

Parents can help by encouraging children to report bullying, either directly to staff or to parents, in the knowledge that matters will not be taken out of their hands but that the matter will be properly and fairly investigated and that school and parents will work together to ensure that there is no continuation or retribution.

School can help by recognising the problem and acting with speed and sensitivity. The structure of daily routines and effective supervision reduce the potential for bullying to occur. We also work hard through the curriculum and in assemblies to create a positive climate and an anti-bullying culture where bullying is unlikely to take place because the children themselves recognise that this is unacceptable and anti-social behaviour.

continued..



Parents of bullies and pupils who are bullied are contacted in the case of serious or repeated bullying. The Behaviour Policy and the Anti-Bullying Policy can be viewed on the website. Copies are available on request.



CHARGING

Any activity taking place wholly or mainly during normal teaching hours will be available to all pupils, subject to satisfactory conduct and attitude, regardless of their parents' ability or willingness to help meet the cost.

For us to continue to offer educational visits, or bring visitors into school, we do rely on the vast majority of parents making voluntary contributions. It is the policy of the school to subsidise pupils whose parents are financially unable to meet the full cost of such visits whenever possible. Parents are asked to apply in confidence to the Headteacher or Activity Organiser in cases of genuine hardship (e.g. families on Income Support). If a significant number of parents decline or are unable to make a contribution then we may have to reconsider the viability of the visit.

MOBILE PHONES

Pupils should only bring a mobile phone to school if it is essential for use before or after school. Mobile phones may be handed in at the School Office for safekeeping during the school day, to be collected before going home. If pupils do not hand phones in then they must be switched off at all times during the school day and will be entirely the pupil's own responsibility. Failure to adhere to this rule will result in an after-school detention.

The school accepts no responsibility for loss or damage to phones that are not handed in.

MONEY AND VALUABLES

Pupils are strongly advised not to bring valuable items or large amounts of money to school. Money should be restricted to dinner money and bus fares. Any money brought into school for various payments should be handed in as soon as possible. If large amounts of money or valuables have to be brought for any other reason, they must never be left in classrooms or cloakrooms, but instead they should be given to the Form Tutor or handed in to the School Office for safekeeping.



SCHOOL MEALS

Pupils can either bring a packed lunch or have a lunch prepared in the school kitchen. The choice can be made on a daily basis. School meals are served on a cafeteria system. Pupils are offered a wide range of tasty and healthy foods and parents are very welcome to visit at any time to see the range and quality of food on offer.

A Breakfast Club also opens each morning from 08.20 to 08.40.

ACCIDENTS AND ILLNESS

If pupils have an accident in school:

- First Aid will be given if appropriate;
- If further treatment is needed parents are contacted;
- If the accident is serious an ambulance will be called and parents are informed;
- An accident form will be filled in at school;
- If we feel there may be after-effects following a minor injury including knocks to the head, parents will be informed, by 'phone if at all possible;

In the interests of everyone concerned, pupils should not be sent to school if they are unwell. If a child becomes unwell at school, parents are contacted in order that the child can be taken home.

For further advice on any medical issues parents can contact the School Nurse at Kirkburton Health Centre, telephone 01484 605740.

MEDICINES IN SCHOOL

Pupils who have inhalers keep them with them throughout the day. Parents must sign a 'Request for child to carry his/her own medicine' Form (Form 7).

All other medication brought to school should be in a secure container, clearly marked with name and form. This should be accompanied by a letter stating what it is for, the correct dosage, and whether there are any known possible side effects or a 'Parental Agreement for the Administration of Medicine Form' (Form 3a). Medication should be shown to the Form Tutor then handed in to the School Office where it can be kept securely throughout the day. It is the pupil's responsibility to go to the Office at the correct time to receive or self-administer their medication.



THE GOVERNING BODY

'Governors are well informed and knowledgeable and play an important role in supporting the strategic development of the school.'

(Ofsted : December 2009)

The Governing Body includes the Headteacher, parents, members of the local community and members of staff. Governors work closely with the Headteacher and staff in order to ensure that the school's objectives can be met. Meetings are held regularly throughout the year. Parent governors are appointed as a result of nominations and elections in which all parents are eligible to stand and vote.

One of their particular responsibilities is to represent the feelings of parents to their fellow Governors. If parents wish to contact a Governor they may write, in confidence, addressed c/o the school. Further details are available on the website or on request to school.

DATES OF SCHOOL TERMS

<u>AUTUMN TERM:</u>	5 September 2011	Staff Training Day (no pupils in school)
	6 September 2011	Year 6 pupils' first day
	7 September 2011	Year 7 and Year 8 pupils' first day
	13 October 2011	Staff Training Day (no pupils in school)
	24 October 2011	Half term holiday (Monday to Friday)
	31 October 2011	Staff Training Day (no pupils in school)
	1 November 2011	Pupils return to school
	16 December 2011	Last day of the Autumn Term
<u>SPRING TERM:</u>	3 January 2012	Pupils return to school
	10 February 2012	Staff Training Day (no pupils in school)
	13 February 2012	Half term holiday (Monday to Friday)
	20 February 2012	Pupils return to school
	30 March 2012	Last day of the Spring Term
<u>SUMMER TERM:</u>	16 April 2012	Pupils return to school
	4 June 2012	Half term holiday (Monday to Friday)
	11 June 2012	Pupils return to school
	20 July 2012	Last day of the Summer Term for pupils
	23 July 2012	Staff Training Day (no pupils in school)

The above dates include five statutory closure days for Staff Training.

STATUTORY PUBLICATION OF THE RESULTS OF THE 2010 NATIONAL CURRICULUM ASSESSMENTS AT KEY STAGE 2



The total number of pupils subject to KS2 Assessment in 2010 was 146

SCHOOL COMPARATIVE INFORMATION

(The following tables show the percentages of pupils at each level of attainment.)

School Results - Teacher Assessment 2010									
	W	1	2	3	4	5	6	Pupils disappied	Pupils absent
English	0	1	1	9	61	27	0	1	0
Speaking and Listening	0	0	1	9	61	28	1	0	0
Reading	0	1	1	6	55	38	0	0	0
Writing	0	1	1	19	57	22	0	0	0
Mathematics	0	0	1	17	51	28	2	0	0
National Results - Teacher Assessment 2010									
English	1	1	5	17	50	26	0	0	0
Mathematics	1	1	3	14	44	37	0	0	0
Science	1	1	2	12	47	37	0	0	0

Figures may not total 100% due to rounding

W : represents pupils who are working towards level 1 but have not yet achieved the standards needed for level 1

SCHOOL TEST RESULTS 2010							
	Below Level 3*	3	4	5	6	Pupils disappied	Pupils absent
English	7	10	59	25	0	0	1
Reading	6	9	27	58	0	0	0
Writing	6	23	56	14	0	0	0
Mathematics	6	12	51	30	0	0	1
NATIONAL TEST RESULTS 2010							
English	6	13	48	33		0	1
Reading	8	8	33	31		0	1
Writing	6	23	50	21		0	0
Mathematics	5	14	46	35		0	1

Figures may not total 100% due to rounding

* Pupils working at the level of the assessment but unable to access the test, pupils working below the level of the test and pupils who took the test but failed to register a level.

SCHOOL PERFORMANCE INFORMATION

For the period of the School Year 2010/2011 up to and including 20th May 2010

Number of Pupils of compulsory school age on the roll for at least one session (half days)	474
% no. of sessions missed through authorised absence	4.43%
% no. of sessions missed through unauthorised absence:	0.11%

OFSTED

The school was inspected most recently in December 2009. The inspection report is enclosed. The school is currently addressing those areas where the Inspection Team felt further improvements could be made.

APPEARANCE

Our uniform has been drawn up following consultation with pupils and parents. Wearing uniform helps to encourage a feeling of belonging to the school and helps to avoid the expense and stress that can be created by competition to follow fashion trends. We ask for full parental co-operation in ensuring that children are suitably dressed and equipped for school.

More extreme fashion statements, including certain hairstyles, unnatural hair colours (e.g. bright red, blue or green) or facial or body piercing (apart from pierced ears) are not acceptable for school. Jewellery, make-up and nail varnish are not allowed in school. The only exception to this is in the case of pierced ears, where one pair of very small plain studs are permitted, which must be removed for PE/games.

SCHOOL UNIFORM

Each year an enormous amount of clothing is lost in school; to help to minimise this all clothing should be clearly named.

GIRLS : Plain black crew neck sweatshirt with school logo and white school polo shirt with school logo. **Tailored** black trousers or plain black knee length skirt. (Tights, if worn with a skirt, should be black or neutral.) The shirt should be tucked into trousers or skirt if worn under a sweatshirt. It may be worn outside the trousers or skirt if worn on its own. Shoes should be **black**, should not have a deep tread and should be flat or have a low heel (less than 4cm).



BOYS : Plain black crew neck sweatshirt with a school logo and white school polo shirt with school logo. Plain black **tailored** trousers. The shirt should be tucked into trousers if worn under a sweatshirt. It may be worn outside the trousers if worn on its own. Shoes should be black and should not have a deep tread.

Slogans or emblems are not allowed on any clothing or items brought to school.

THE FOLLOWING ARE UNACCEPTABLE FOR NORMAL WEAR AROUND SCHOOL:

- denim, pinstripes, checks, colour mixes;
- logos other than the approved school logo;
- tracksuit tops or bottoms;
- T-shirts, leisure shirts or polo neck tops;
- mini/maxi skirts,
- trousers with large outside pockets or external decoration, flared or cropped trousers or leggings.
- trainers, sandals, stiletto or high heels, ballet style pumps, canvas pumps, boots or any footwear with a deep tread.

PRACTICAL WORK

Pupils are encouraged to wear aprons or similar protective clothing for Food Technology, Art and Design and Resistant Technology. Pupils with long hair will need safe, sensible means of restraint for these lessons and for Science.

P.E. and GAMES

Indoors – School P.E. T-shirt in own house colours and **plain black** standard shorts. Loose sports clothing can be dangerous.

Outdoors - as indoors with change of socks and underwear, a tracksuit and trainers. A towel is needed for both lessons.

We recommend that pupils who are playing hockey in P.E. wear a protective mouth guard. Gum shields may be obtained independently from sports retailers or seek further advice from your Dentist.

We also recommend that pupils are equipped with suitable footwear for P.E. lessons that take place on the all-weather area. Preferably trainers should be of the type specifically designed for use on such surfaces, sometimes referred to as 'astroturf' and generally available from all good sports suppliers at no extra cost to conventional trainers. All trainers worn should have a good tread.



School sweatshirts, polo shirts, P.E. t-shirts and P.E. shorts are available from:

- Term Time Wear: 5 St John's Road Huddersfield
Telephone number 01484 453534
- Natasha Schoolwear: 2 Buxton Way, Huddersfield
Telephone number 01484 431260
- Rawcliffes: 2 Byram Street, Huddersfield
Telephone number 01484 530284
- Jogifame: 2 Huddersfield Road, Skelmanthorpe, Huddersfield
Telephone number 01484 866078

