



Advance notice that our Open Evening for Year 6 students will be on Thursday 26th September, 6-8pm; further details to follow.

Please remember to read all of the letters at the end of the eZine.

Even though we are coming towards the end of term, a huge amount of things are continuing to happen in school. On Wednesday, we held our 'New Staff Induction Day', where we were able to welcome new colleagues into school to support their preparations for September. Wednesday evening also saw the second of our Parents' and Carers' Forum; these meetings are so important in helping us to move forwards to improve our school, working in partnership with all members of our school community. Members of our forum discussed attendance, rewards and communication systems with members of the Senior Leadership Team; we look forward to the continuation of this work in 2024-25. Tuesday evening saw a fabulous 'Creative Arts' Showcase', and it was wonderful to see the outstanding work of so many of our students recognised in the exhibition and lovely to welcome in so many parents and carers to celebrate this; thank you to all of our Creative Arts' staff who worked so hard alongside students to make this such a successful event. You will also see from the later write-up in the eZine about our successful Year 10 Art and Photography visit to Wolverhampton last week; we welcomed Tom Hicks – further information about him can be found by visiting <https://www.blackcountrytype.com/about> - into school to work with GCSE Photography students on Thursday for a fantastic workshop. And we must not forget the many students from school who have been away at Cadet Camp this week, another fantastic way to widen learning experiences.

Successful students work hard, and are expected to work hard both inside and outside of school. Summer Holiday Learning packs have been provided for our Year 10 students – please see the letter later in the eZine with more detailed information – and our Year 12s have had expectations clearly outlined to them regarding the amount of learning they need to complete over the summer holidays. Learning activities for Years 7-9 in the summer holidays will be added to the school website over the coming days; please do let us know via <https://www.gospeloakschool.org.uk/contact-us> if you would prefer paper copies of this learning for your daughter or son. Thank you to all parents and carers who continue to reinforce the expectation of working hard in order to achieve success.

As you are aware, we are now a 'no mobile 'phone' school; this message has been clearly communicated to students, parents and carers over a number of weeks; on Monday 8th July, as explained, we began the immediate confiscation of any mobile 'phones belonging to students which were seen by school staff. The vast majority of our students have adhered extremely well and very few 'phones have been seen; where seen, most students have complied with our expectations and handed 'phones over. Where students have not followed expectations, additional sanctions have applied. Thank you, as always, to our many parents and carers who understand that mobile 'phones during the school day are a distraction to learning; students can, of course, have their 'phones in their bags and may choose to use these on the way to and from school but they must not be seen in school.

Please take the time to read the many important messages throughout the remainder of the eZine; as we move towards the summer term, there are many important safety messages as well as fantastic opportunities in the local community. As always, if you have queries, please do get in touch via <https://www.gospeloakschool.org.uk/contact-us> .

Upcoming Dates

Monday 15th July – Trust Maths Competition
 Wednesday 17th July – Post 16 Lane 7 Trip
 Thursday 18th July - Summerfest

Assembly Themes

Assembly focus this week was International Day of Friendship

w/c 15/07 – Keeping Safe Over Summer / End of Year Rewards

Please take the time to talk to your child about what they have learnt in Assembly.

Activities over the Summer Holidays

Please see [Summer of Fun 2024 spreads \(fliphtml5.com\)](https://www.gospeloakschool.co.uk/summer-of-fun-2024) for information about fun activities taking place across Sandwell this summer.

[Just Youth Sandwell - Just Youth](https://www.justyouthsandwell.org.uk) has information about the activities taking place at Youth Centres.

[Main Home - Go Play Sandwell](https://www.gospeloakschool.co.uk/main-home-go-play-sandwell) has a range of activities for children aged 5-12.

Transition – Moving Schools

We know that moving schools can be both an exciting and nervous time; there are so many different things to think about and learn about a new school. For parents and carers of Year 6 students who are joining us, you may find <https://www.childline.org.uk/info-advice/school-college-and-work/school-college/moving-schools/> helpful.

Supermarket Vouchers for Students Eligible for Free School Meals for the Summer Holidays

We plan to be sending vouchers by the end of school on Thursday 18th July; these vouchers, funded through Sandwell Council, will be for £90 for each eligible student at school. Vouchers will also be provided for Year 11 and Year 13 students who have now left school, and were eligible for Free School Meals. If you have any queries, please do not hesitate to get in touch; you may contact us through finance@gospeloakschool.co.uk as colleagues will be in school for some of the Summer holiday break. Please note, though, that there may be a delay in coming back to you due to the holiday period.

Sandwell Council cannot confirm at this point in time if the supermarket vouchers' scheme will continue for 2024-25; we will keep you updated as and when we hear any further information about this.

Wolverhampton Art Gallery Visit

On Friday 5th July 19 Year 10 Art and Photography students attended a workshop at Wolverhampton University School of Art with nationally recognised Artist and photographer behind the project 'Black Country Type,' Tom Hicks. Students enjoyed a talk about Tom's career in photography and then took part in a 'photo walk' around the City, including the vicinity of Molineux football ground, Civic square as well as St Peter's Church.

The students took a range of photographs, guided by the expertise of Tom in order to support their 'In The City' project for GCSE Fine Art and 'Urban Landscape' theme within GCSE Photography.

Tom will be back in school on Thursday 11th July for a follow up workshop exploring photographing the architecture within the school grounds and sharing with the students his journey through the development of his most recent published photo book.

Huge well done to all students involved in this wonderful opportunity, all are an absolute credit to Gospel Oak School.

Bike Security



Over the weekend we will be moving the main bike shed bike racks to in front of the main building; this decision has been taken in response to students' request for greater security over their bikes. Over the Autumn term we will then look at moving the existing canopy to cover them.

It is really important that students are also securely locking their bikes to the provided bike racks in line with the bikes association and British Transport Police. Please make sure that your son/daughter brings a means of securing their bike everyday as they are left at their own risk without a padlock.

LOOKING FOR FREE ACTIVITIES IN THE SCHOOL HOLIDAYS?

HAF PROVIDES FREE ACTIVITIES FOR CHILDREN AGED 5-16 ACROSS SANDWELL IN THE SUMMER HOLIDAYS AND INCLUDE A HEALTHY MEAL*

*Find out if you are eligible at your local School or contact HAF_sandwell@sandwell.gov.uk

SANDWELL
Holiday Activities

CHECK OUT OUR ACTIVITIES AT:
<https://holidayactivities.sandwell.gov.uk/>




CHECK OUT OUR NATIONAL PLAY DAY
SUMMER TOUR DATES FOR FREE EVENTS NEAR YOU!

NATIONAL PLAY DAY Summer Event

SANDWELL CELEBRATES NATIONAL PLAY DAY!
7 AUGUST | CONEYGRE ARTS CENTRE

JOIN US FROM 12MIDDAY-4PM FOR OUR **FREE** NATIONAL PLAY DAY AT CONEYGRE ARTS CENTRE IN TIPTON.
CHILDREN CAN GET INVOLVED IN FUN WORKSHOPS, WATCH LIVE PERFORMANCES AND TAKE PART IN SOME AMAZING ACTIVITIES.
BRING ALONG A PICNIC AND ENJOY THE FAMILY FUN
FOR MORE FREE FUN ACTIVITIES THIS SUMMER VISIT
WWW.GOPLAYSANDWELL.CO.UK




WWW.GOPLAYSANDWELL.CO.UK

NATIONAL PLAY DAY Summer Tour

JOIN OUR GO PLAY SUMMER ROAD TRIP
ALL EVENTS ARE FREE TO ATTEND AND WILL TAKE PLACE FROM 12MIDDAY-4PM.

24 JULY	LIGHTWOODS HOUSE
26 JULY	WEDNESBURY RUGBY CLUB
31 JULY	HADEN HILL HOUSE
7 AUG	CONEYGRE ARTS CENTRE
14 AUG	DARTMOUTH PARK PAVILION
21 AUG	WEST SMETHWICK PAVILION




Go play Sandwell

Join us for **two FREE Play sessions each week across Tipton.**
Sessions are aimed at children aged 6-12 and up to 19 with additional needs. **No booking is required so just turn up and have fun!**

Sessions include a variety of activities such as arts and crafts, archery, circus skills, games and giant lego.

July Term Time Sessions:
The greenspace outside St Pauls C of E Academy and by Tipton Railway Station
What three words: clean.given.bucked
DY4 9BH

July 2nd, 9th and 16th
3pm-5:30pm

Willingsworth Linear Park, DY4 0DW
We will be set up by the Gospel Oak Road entrance

July 3rd, 10th and 17th
3pm-5:30pm

For more information contact Johnny at johnny.lomax@groundwork.org.uk or 07872857437, or visit <https://goplaysandwell.co.uk>

Facebook: GroundworkWMOPlay
Twitter: -GWWMgoplay
Instagram: -groundworkwmgoplay/

Created by  Groundwork
CHANGING PLACES
CHANGING LIVES

Funded by  Sandwell
Metropolitan Borough Council





Holiday Activities- Tipton

Sandwell Holiday Activities offer exciting opportunities for children who live or go to school in Sandwell to take part in activities during school holidays. There is lots of choice right across Sandwell with different activities happening in each town. Activities are for children aged between school age 5-16 years.

Summer activities will run from Saturday 20 July to Sunday 1 September 2024 (excluding bank holidays)

If your child is eligible for HAF then you will have received an email or text with a HAF activity voucher containing unique HAF codes for your child and a link that enables you to book activities.

If your child does not meet the criteria, you can find other activities on our website (some may have a charge attached) visit <https://holidayactivities.sandwell.gov.uk/>

You can access activities anywhere in Sandwell but here are some activities available in your local area:

Sandwell Leisure Trust at Tipton Sports Academy - plenty for your children to get stuck into with various sports activities such as tennis, football, basketball, athletics, dodgeball, cricket, badminton, netball, and team games.

Sandwell Young People's Services at Conegre Arts Centre - Massaoke! Its Karaoke but bigger, better and with an audience to join in!

Sandwell Young People's Services at Victoria Park Tipton - activities will include multi-sports, team building activities, graffiti arts, climbing wall, laser quest and the youth bus.

4 Community Trust at St. Mark's Church - we offer wide range of activities like arts & crafts, drama, dance, cooking, healthy eating, nutrition workshops, visiting workshops (poetry), sports, digital media and technology activities, games, social play, themed activities, sensory play, water play, plus, many more!

ELP Sports LTD at Jubilee Park Community Centre - providing sports and games which will promote healthy physical lifestyles. They will also be enrichment activities such as orienteering as well as making their own food.

Time Step Dance at Conegre Arts Centre - Indy-Anna Jones & a Journey to the Centre of the Earth. An interactive family pantomime for all ages. Time step dance will also have a dance and gymnastic club and an arts club for children to get involved with!

The Albion Foundation at Glebefields Primary School - a variety of sports including basketball, football, blind football, cricket, and hockey.

Life in Community at St Johns Church Hall and Brook Street Community Centre - activities include art, mindful session, self-awareness, creative arts, laughing yoga, walking, sports games, gardening, cooking session, science, performing arts, circus workshops sports, drama, dance and team building activities

Bangladeshi Women's Association at Tipton Muslim Centre Community Centre - enrichment programmes in which young people will be able to expand and experience their learning, which will increase or enhance their knowledge, abilities, and general wellbeing.

Go Play Sandwell - FREE play for all ages <https://goplaysandwell.co.uk/>



Stay Social Like us on Facebook @SandwellHAF



Holiday Activities- Wednesbury

Sandwell Holiday Activities offer exciting opportunities for children who live or go to school in Sandwell to take part in activities during school holidays. There is lots of choice right across Sandwell with different activities happening in each town. Activities are for children aged between school age 5-16 years.

Summer activities will run from Saturday 20 July to Sunday 1 September 2024 (excluding bank holidays)

If your child is eligible for HAF then you will have received an email or text with a HAF activity voucher containing unique HAF codes for your child and a link that enables you to book activities.

If your child does not meet the criteria, you can find other activities on our website (some may have a charge attached) visit <https://holidayactivities.sandwell.gov.uk/>

You can access activities anywhere in Sandwell but here are some activities available in your local area:

Friar Park Millennium Centre - activities will range from, football, basketball, team games, dodge ball, tennis, badminton, relay races and obstacle courses. We will also do a range of arts and crafts, role play, story telling and quizzes to get involved in.

Centre Spot at Leisure United - sports and physical activities such as football, multi sports, dodge ball, basketball, and a many more. We also have art and craft sessions.

Pilot IMS Ltd. at Wodensborough Ormiston Academy and Wednesbury Leisure Centre - join us for fun filled days of adventure, crafts, games and cooking! Every day will be filled with new activities for young people to engage, learn and most importantly have fun! We have everything from multi sports, cooking, arts & crafts, science workshops, dance and much more!

KIDS Specialist Provision at Wednesbury Leisure Centre - physically and mentally stimulating and fun for the whole family. Activities focused around the social, physical, sensory and emotional needs of the children / young people with SEND.

Sports Plus at Old Park Primary and The Priory Primary - providing a wide range of fun and exciting sports

Ideal for all at Barlow Road Community Garden - activities include practical games, quizzes, goal setting, physical activity, enrichment 'let's grow' harvesting herbs, dance and many more!

Sandwell Young People's Services at Brunswick Park - activities will include multi-sports, team building, skate park activities, graffiti arts, climbing wall, laser quest, youth bus and VR experience.

Go Play Sandwell - FREE play for all ages <https://goplaysandwell.co.uk/>



Stay Social Like us on Facebook @SandwellHAF

Online Safety for Families

Would you like to know more about keeping your family and yourself safe online?



This FREE and FUN drop-in event will support parents, carers and young people to understand issues relating to online safety.

Find out how to work together as a family to remain safe online and to consider how people may be affected by the online world.

PLUS

- Speak with online safety specialists
- Receive free resources
- Understand new and emerging issues
- Information on support available
- Quiz competition and prizes

DETAILS

Wednesday 24 July, 1-3pm
Ileys Community Association
Corbett Street
Smethwick
B66 3PU

To reserve your space, email: prevent_inbox@sandwell.gov.uk





Sandwell Holiday Activities

Department for Education

Sandwell
Metropolitan Borough Council



Holiday Activities- SEND

Sandwell Holiday Activities offer exciting opportunities for children who live or go to school in Sandwell to take part in activities during school holidays. There is lots of choice right across Sandwell with different activities happening in each town. Activities are for children aged between school age 5-16 years.

Summer activities will run from Saturday 20 July to Sunday 1 September 2024 (excluding bank holidays)
If your child is eligible for HAF then you will have received an email or text with a HAF activity voucher containing unique HAF codes for your child and a link that enables you to book activities.
If your child does not meet the criteria, you can find other activities on our website (some may have a charge attached) visit <https://holidayactivities.sandwell.gov.uk/>
Here are some of our SEND specific activities across Sandwell:

Exclusive provision for children with SEND and families only:

Fantastic Journeys at Windmill Community Centre - Fantastic Journeys is a social enterprise providing a multi-sensory music and movement session for children with additional needs.

KIDS Specialist Provision - provide borough wide activities focused around the social, physical, sensory and emotional needs of the children / young people with SEND. Activities will take place at Forge Mill farm, Langley Lodge, West Bromwich Leisure Centre, Dorothy Park Centre, West Smethwick Park and Wednesbury Leisure Centre.

Sandwell MBC Young Peoples Services at Malthouse Activity Centre - engage in outdoor adventurous activities that involve Canoeing, Climbing, Abseiling and Archery.

4 Community Trust SEND at 4 Community Trust Hub in West Bromwich and St Johns Community Centre in Oldbury - offer a range of activities, arts & crafts, drama, dance, cooking, healthy eating, nutrition workshops, sports, digital, games, social play, themed activities, sensory play, water play, plus, many more.

Inclusive provision to meet SEND needs:

SENDSational at Forge Mill - unique experience for SEND individuals. They can come and participate in activities that get them even closer to our animals.

Warrens Hall Riding School - activities include stable management activities as well as a 30-Minute pat a pony session. We also offer craft and sensory activities.

The Albion Foundation at Portway Lifestyle Centre - we will be offering a variety of sports including basketball, football, cricket, and hockey.

Creative Active Lives CIC at Rowley Learning Campus - you can expect go karting, nerf games, smoothie bike, crafts, art, pottery, circus skills, axe throwing, archery, outside play, basketball, Minecraft LAN gaming with adaptive controllers for PC, junk modelling, balloon modelling, face painting, dance, sensory and chill out area, book corner, puppet making and much more.

To contact the providers or find out more search SEND on our website!

Go Play Sandwell - FREE play for all ages <https://goplaysandwell.co.uk/>



Go play Sandwell

Sessions are FREE and do not require booking so just turn up and have fun! Sessions offer a variety of games and play activities aimed at children aged 6-12, and up to 19 with additional needs. In addition, this year we are lucky enough to host Play Day in Tipton on the 7th August.

Tipton Summer Holidays Timetable

Date	Morning Location (10am-12pm)	Evening Location (1pm-4pm)
July 23rd	Farley Park (B70 OQH)	Sheepwash Nature Reserve* (DY4 7JJ)
July 24th	Glebefields Library (DY4 0SZ)	Jubilee Park (DY4 0RJ)
July 30th	Farley Park (B70 OQH)	Sheepwash Nature Reserve* (DY4 7JJ)
July 31st	Laybourne Park (DY4 9LT)	Jubilee Park (DY4 0RJ)
August 6th	Farley Park (B70 OQH)	Sheepwash Nature Reserve* (DY4 7JJ)
August 7th	Play Day Coneygre Art Centre (DY4 8UH) 12pm- 4pm	
August 13th	Laybourne Park (DY4 9LT)	Tibbington Play Area (DY4 9QT)
August 14th	Tipton Library** (DY4 8SR)	Victoria Park (DY4 8PP)
August 20th	Laybourne Park (DY4 9LT)	Tibbington Play Area (DY4 9QT)
August 21st	Tipton Library** (DY4 8SR)	Victoria Park (DY4 8PP)
August 27th	Laybourne Park (DY4 9LT)	Tibbington Play Area (DY4 9QT)
August 28th	Tipton Library** (DY4 8SR)	Victoria Park (DY4 8PP)

*We will be located by the Sheepwash Lane Entrance (DY4 7JB) next to the Tamebridge Pub and will be set up in the field opposite the entrance.
** Tipton Library sessions are at the new relocated library by Victoria Park and sessions may move outside to the park dependent on weather.

Created by  Groundwork

Funded by  Sandwell Metropolitan Borough Council

For timetables and session updates follow us online, or visit <https://goplaysandwell.co.uk>



At The National College, our WakeUpWednesday guides empower and equip parents, carers and educators with the confidence and practical skills to be able to have informed and age-appropriate conversations with children about online safety, mental health and wellbeing, and climate change. Formerly delivered by National Online Safety, these guides now address wider topics and themes. For further guides, hints and tips, please visit nationalcollege.com.

What Parents & Educators Need to Know about ONLINE TROLLING

The term "trolling" refers to sending hurtful or provocative comments – often done anonymously online – to provoke a reaction or cause emotional distress. Anonymity can embolden people into saying things they wouldn't dare say in person. Euro 2024 and other tournaments tend to put an emphasis on this, with the abuse of both players and fans often increasing during such events.

WHAT ARE THE RISKS?

ESCALATION

Many trolls begin with silly, banal comments before moving on to a broader pattern of offensive messages and posts. They can also turn their attention very quickly to a new target if they grow bored with an existing one, which makes engaging with one fruitless at best – and potentially dangerous at worst.

HIDING BEHIND A SCREEN

Because trolls tend to use anonymous profiles, they enjoy a lack of accountability. This also means they'll often have multiple profiles, potentially switching between them regularly or posting across several of them at the same time, making a target feel as though there's no escape. After all, once you block one account, what's to stop them reappearing elsewhere?

24/7 CONTACT

The Internet has given us the ability to remain in contact at any time, from almost anywhere in the world. A troll having the ability to reach you whenever they want can leave you feeling like their abuse is unavoidable. While they don't see you in real life, they can message you at any time, reach out to your peers online and even try to discover your personal information to scare you.

HATE SPEECH

Sadly, many trolls resort to spewing racial slurs, homophobic attacks and awful stereotypes, as these often stand the best chance of causing emotional harm. This can add a hefty degree of weight to their attacks, moving from what might charitably be described as "teasing" into a genuine hate crime. After Euro 2020, three England footballers were racially abused, resulting in several prison sentences.

IMPACT ON VICTIMS

It's not uncommon for the victims of trolls to shut down their accounts, disappear from public life, and try to stay out of the crosshairs for a time – with some even leaving social media forever. This can have a severe impact on children and young people's connections to friends and the world at large, and may not even actually stop the troll. The victims' families, for example, may have online profiles that trolls can still access.

NORMALISATION OF TROLLING

It is, regrettably, inevitable that some people will go too far in their criticisms or comments, both online and in the real world. This can lead to many people seeing trolls and their abuse as part and parcel of social media – an inherent risk of interacting with others online. This doesn't mean, however, that it should be considered "normal" or even tolerated.

Advice for Parents & Educators

USE PARENTAL CONTROLS

While social media platforms (where most trolling tends to happen) aren't always helpful when responding to abusive behaviour, parents can set up screen time limits, so children only get to use certain apps at certain times. There's always the potential for trolling to occur anyway – such as friends showing screenshots to one another – but this would minimise the likelihood of children seeing it.

DON'T ENGAGE WITH ABUSE

A well-known adage on social media is "don't feed the trolls". Fundamentally, if a child identifies a potential troll online, it's best not to engage with that individual directly. Instead, consider setting up a log to gather evidence for reporting them later on, including screenshots and quotes where possible.

ENCOURAGE EMPATHY

While every professional athlete aspires to maintain high standards, it's important to separate the player from the person. A player's performance doesn't make them worthy of abuse, and that can often be forgotten by younger children who simply see the colour of the shirt without considering the person wearing it. For all the rivalry between teams, it's essential children understand that players are still human beings, with families and lives outside of sport.

BLOCK AND REPORT

While anonymous accounts make it difficult to block trolls permanently – or even for very long – it's still good practice to help children learn to control who can engage with them online. It's not worth "feeding the trolls", and it's more helpful to block them, report them, and try to move on. Blocking and reporting is an anonymous process, too, so there'll be no indication of who specifically blew the whistle.

Meet Our Expert

Lloyd Coombes is the Editor in Chief of GGRecon, and has been working in the gaming and tech industry for five years. A long-time fan of Arsenal, he's a parent who understands the importance of online safety. He's also a tech and fitness writer whose work has been published on sites including IGN, TechRadar and many more.



The National College

Source: <https://www.nationalcollege.com/guides/online-trolling>

@wake_up_weds

/www.thenationalcollege

@wake.up.wednesday

@wake.up.weds

Users of this guide do so at their own discretion. No liability is entered into. Current as of the date of release: 03.07.2024

Safeguarding and Safety Updates

Safety on Railways

Due to increasing incidents of trespass on the railways, the video link below will be shared with your child during the next week, but I would also like to share with you so you can watch at home and discuss with your child.

<https://learnliveuk.com/network-rail-secondary-school-safety-talk/>

Over 21 million students, parents and teachers from across the UK have already watched these videos which has led to a significant decrease in the number of fatalities and injuries in their area through watching the rail safety videos.

'The tragic death of Harrison in 2017, when he was in Year 7 at Guilsborough Academy, brought home to our community the importance of teaching our children about safety on the railways. Schools play a vital role in keeping our children safe.' -

Simon Frazer, Principal at Guilsborough Academy.

Understanding Social Media Algorithms - Childnet

Social media is an important driving force of the online space. Children and young people are among the core users of these platforms, but what drives the content they see? This all-seeing eye present in social media software, is the algorithm. What your pupils see on their device's is wholly directed by what these algorithms deem interesting to them. As professionals in the educational space, it is important to understand how this work and how they determine what's popular. In this vein, Childnet currently has an excellent blog article on the topic that's well worth reading. If interested in this area, please follow the link below: <https://www.childnet.com/blog/algorithms/>

What Parents and Educators need to know about Online Trolling

The term "trolling" refers to sending hurtful or provocative comments – often done anonymously online- to provoke a reaction or cause emotional distress. Anonymity can embolden people into saying things they wouldn't dare say in person. Euro 2024 and other tournaments tend to put an emphasis on this, with the abuse of both players and fans often increasing during such events.

Please refer to the leaflet above to read about the risks and advice to prevent this.

Art Exhibition

9th July was time for the annual Creative Arts Exhibition, showcasing a selection of the best in art, graphics, photography and DT work from across all year groups 7-13.

Over 200 students work was represented in the showcase which represented the diverse range of disciplines that students explore here at Gospel Oak, such as drawing, painting, printmaking, digital photography, and 3D work ranging from laser cut products in acrylic and MDF to large scale paper food sculptures.

The showcase was accompanied by a delicious assortment of food prepared and served by a number of Y10 Hospitality and Catering students.

A huge thanks to all of the students involved in the showcase and within the creative arts lessons throughout this year. Creative Arts staff are extremely proud of each and every one of you.





To: Yr 9 Parents/Carers

5th July 2024

Dear Parent/Carer,

Re: Work Experience 2025

We are excited to announce the annual Work Experience Program at Gospel Oak School for current Year 9 students which they will take part in the summer of Year 10 from Tuesday 1st July to Thursday 3rd July 2025.

This will provide students with invaluable opportunities to gain real-world insights and practical skills in various professional settings.

The Work Experience Program is an integral part of our commitment to offering a holistic education that prepares students for the challenges and opportunities they will encounter beyond the classroom. Through hands-on experience in workplaces relevant to their career interests, students will have chance to:

- Explore career pathways.
- Develop essential skills.
- Build confidence.
- Make informed decisions.

Due to the popularity of work experience, we strongly recommend that both the students and you get a head start in the preparation for this program. This can be done by starting to think about the different interests the student has and which companies they would like to experience. Making initial contact with local businesses would provide your son/daughter with an advantage over other students, which we highly recommend.

I have attached the form which needs to be filled out by students, parents/carers and employers. Please see the individual sections to be filled out by the appropriate people.

If you have any questions, please contact Ms S Wilkins (Director of careers) at swilkins@crst.org.uk

Thank you for your continued support.

Warm regards,

Mrs C Law
Assistant Principal

Gospel Oak School

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T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

Our Ref: CL.KH.3065

Your Ref:



To: Yr 7 Parents/Carers

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12th July 2024

Our Ref: JE.KH.3075

Your Ref:

Dear Parent/Carer,

Re: The Crossing

I am writing to inform you of a fantastic learning opportunity being provided for your son/daughter in English for over the summer break.

In the Autumn term of Year 8, we will be studying a novel called 'The Crossing'. This is a fabulous novel that follows the story of two young teenagers, from different countries and continents. Before the summer break, students will receive a copy of the text to take home to read in preparation for September.

This is a great opportunity for you at home to support with improving the reading age of your son/daughter. We would ask that you support us with this and make certain that your son/daughter has finished reading the novel before the start of term in September.

The novel does cover some sensitive topics such as migration, homelessness, death, racism and suicide. We understand that these topics can be extremely sensitive and can trigger some distress, but it is vital that as part of our curriculum we educate our students through challenging issues. We would suggest having regular conversations at home to support this process.

If you have any concerns, please contact the school - <https://www.gospeloakschool.org.uk/contact-us> - so that we can provide support.

Yours faithfully,

Miss J Edwards
Director and Learning Standards - English



To: Yr 7 to 9 Parents/Carers

12th July 2024

Gospel Oak School

Bilston Road
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West Midlands
DY4 0BZ

T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

Our Ref: CM.KH.3077

Your Ref:

Dear Parent/Carer,

Re: Years 7 to 9 Summer Holiday Learning Activities

We know that successful students are those who work hard and put time and effort into their learning. Whilst it is important that students have a rest and spend time with family and friends over the summer holiday, they also need to be working and preparing themselves for the next academic year.

On our school website [Gospel Oak School - Online Resources](#) we have provided a range of activities linked to all subjects to ensure that your son/daughter has plenty of learning to be completing over the summer holiday to help them to prepare for the next school year.

Students need to:

1. Complete the activities over the summer holidays.
2. Bring their evidence of learning back to school on their return in September.

Please note that the activities will vary from subject to subject; they are all designed to help your son/daughter make the next steps to achieving the very best progress next year. Some learning will be online; do please contact us if your son/daughter will need to borrow a device – for example, a laptop – over the summer holidays to support their learning, using our 'Contact Us' form on the school website: [Gospel Oak School - Contact Us](#). Similarly, if you would like your son/daughter to have a paper copy of the booklet, please contact us as usual through the school website and we will make arrangements for this to happen.

Every student who completes their Summer Holiday Learning Activity for each subject will be rewarded with 10 achievement points per subject in September to help them towards collecting rewards through Class Charts.

Please discuss the importance of this learning with your son/daughter; working hard is crucial to their academic success and to enabling them to make the choices they would like to for the future.

Thank you, as always, for your support.

Yours faithfully,

**Miss C Middlehurst
Senior Vice Principal**



To: Yr 10 Parents/Carers

12th July 2024

Dear Parent/Carer,

Re: Year 10 into Year 11 Summer Holiday Learning Packs

In lessons this week, Year 10 students have been given Summer Holiday Learning Packs by their subject teachers; each pack contains a range of different activities to support students to continue their learning over the Summer Holiday. Directors of Learning and Standards for each department have put together the packs, based upon how students did in the summer exams to support further student progress as they get ready for Year 11.

Students need to:

1. Make sure they understand the learning that they need to complete over the summer holidays.
2. Check with their teacher if they have any questions about their summer holiday learning.
3. Complete the packs over the summer holidays.
4. Bring the packs back to school after the summer holidays; their class teacher will check their learning as appropriate based on the different tasks.

Please note that the packs will vary from subject to subject; they are all designed to help your son/daughter make the next steps to achieving the very best possible results next year. We have provided a brief overview for you of the learning that needs to be undertaken. Some learning will be online; do please contact us if your son/daughter will need to borrow a device – for example, a laptop – over the summer holidays to support their learning, using our 'Contact Us' form on the school website: [Gospel Oak School - Contact Us](#)

Every student who completes their Summer Holiday Learning Pack will be rewarded with 10 achievement points per subject in September to help them towards collecting rewards through Class Charts.

Please discuss the importance of this learning with your son/daughter; the next 11 months is crucial to their academic success and to enable them to make the choices they would like to for the future.

Thank you, as always, for your support.

Yours faithfully,

Miss C Middlehurst
Senior Vice Principal

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

Our Ref: CM.KH.3067

Your Ref:

	What is the Summer Holiday Learning Activity?	Why have you chosen this as your Summer Holiday Learning Activity?
Art	A drawing task on A4 cartridge paper based around the theme of 'City' or 'Buildings', encouraging the use of choice and autonomy over materials, techniques and stimuli.	This allows teaching staff to assess students' creativity and ability to interpret a brief.
Citizenship	Students are completing a Paper One exam paper.	Students need a thorough understanding of exam technique to support success next summer.
Computer Science	Preparation for next year and recap of what has been learnt; eg Hardware, software and programming.	To develop and extend students to support progress towards achieving the best possible outcomes next year.
Dance	Component 3 research pack, looking at different styles and practitioners across the specification.	This is most challenging unit/exam and prepares students for the content covered in September.
Drama	To read, review and script a response to Component 3 activity 1 and 2.	Individual preparation before coming together as a group in the Autumn Term to synthesise ideas for component 3 mock.
English	Students have been assigned a series of pods to watch on GCSEPod, with questions to answer afterwards, based on their learning this year.	This will plug any gaps in knowledge, highlighted by the mock examinations, and act as revision before the next round of mock examinations in Year 11.
Geography	Students will be completing a learning booklet about 'River Landscapes in the UK'.	Students need a thorough understanding of this topic to support their preparation for success next summer.
Health and Social Care	Component 1: Human lifespan development. PSA overview recall and Task 1 full preparation of extended writing 2-6 life stages.	Revisiting this learning is needed (Part 1) for Component 1, and Task 1 preparation on theory is given (Part 2). Students will be working on their PSA in September.
History	Seneca Learning assignments supported with exam practice focused on areas for development from mocks.	Students did not perform as well on long answer questions in the Y10 summer mocks; they need to practise using their knowledge to answer these questions fully.

Hospitality	Specific learning tasks to support success on the examined aspects of the course.	Revisiting topics which students found the most challenging on the Y10 Summer mock exam.
Music	To read, review and script a response to Component 3 activity 1 and 2.	This is most challenging unit/exam and prepares students for the content covered in September.
Photography	A drawing task on A4 cartridge paper based around the theme of 'City' or 'Buildings', encouraging the use of choice and autonomy over materials, techniques and stimuli.	This allows teaching staff to assess students' creativity and ability to interpret a brief.
Physical Education (GCSE)	Components of Fitness and Training Methods 'Flipped Learning' task.	This is in preparation for the NEA coursework task that will be completed when returning in year 11. It will also be beneficial for content in paper 1.
Product Design	The summer learning activity for Design and Technology is to help students understand the theory of DT in preparation for their mock and summer exams.	This has been chosen to give students a content boost before their mock exams and to improve their technical knowledge.
Religious Education	Biblical passages review for Component 1 (2 Hour Paper)	Relevant passages for aspects of the course pupils which students have found the most challenging (Applying Religious Teachings in Extended Writing).
Science	Exam question booklets including Biology, Chemistry and Physics' questions.	Interventions based on identified topics and exam technique - electricity from Physics, Quant (H) and Bonding (F) from Chemistry; Organisation from Biology.
Sociology	Students will follow the recommended links and do the recommended reading and will fill out worksheets/quizzes.	They ensure that students are not only revising old content but also preparing themselves for the upcoming year
Spanish	Core grammar and translation practice on Seneca Learning.	An identified area of development, following the year 10 mock exams.
Sport (BTEC)	Drawing out information from case studies and using this information to suggest recommendations.	To prepare for component 1 when pupils will need to be able to apply this skill to the case study provided by the exam board.



To: Parents/Carers

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

12th July 2024

Our Ref: SBO.KH.3073

Your Ref:

Dear Parent/Carer,

Re: September Arrangements

As we approach the new academic year, we would like to confirm the arrangements for the first day back at Gospel Oak School in September 2024.

The first day back to school for next year's Years 8 to 11 will be on Thursday 5th September at 8.30am.

The key arrangements are as follows:

- All students are required to be in full school uniform. Information regarding our expectations can be found in the attached Parents/Carers Information Pack.
- Students should be at the following line-up locations for 8.30am.
 - Year 8: MUGA
 - Year 9: Back Field
 - Year 10: Quad
 - Year 11: Quad 2
- On Thursday 5th September, students will spend periods 1 and 2 with their tutors. During this time, they will also attend an assembly where we will outline the expectations for a successful year.
- Students will not need to bring their PE kits, as there will be no PE lessons on the first day.

We look forward to welcoming your son/daughter back to Gospel Oak School in September 2024 and are looking forward to a productive and successful academic year.

Should you have any questions or require further information, please do not hesitate to contact us using the contact form which can be found on our website at [Gospel Oak School - Contact Us](#)

Kind regards,

Miss S Bott
Vice Principal



To: Yr 11 Parents / Carers

14th June 2024

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

Our Ref: CM.KH.3002

Your Ref:

Dear Parent/Carer,

Re: Collection of Year 11 External Exams Results, Thursday 22nd August 2024

Students will be able to collect their external exam results from 10.00am – 11.30am on Thursday 22nd August in the Bistro. School staff will be available in school to support students with their next steps if needed, including Mr Bala, Director of Sixth Form.

When collecting their exam results, students will also be asked to:

- Give their consent for a remark of their script if school staff think that a clerical error may have been made and/or think that the exam paper needs to be remarked.
- Give their consent for school staff to request a copy of their exam script to be used in school to support the preparation of future candidates in school.

Students do not have to give their consent for these processes; neither process will be undertaken without consent. Further information can be found by visiting [Post-Results-Service_24_FINAL.pdf \(jcq.org.uk\)](#).

If your son/daughter would like a third party to collect their results on their behalf, the third party will need to bring a signed letter from your son/daughter giving permission for this to happen.

We look forward to celebrating the achievements of your son/daughter on this day and to their continued success. Please do not hesitate to contact us via [Gospel Oak School - Contact Us](#), selecting 'Year 11 enquiry' from the drop-down box should you have any questions.

We would like to take this opportunity to thank you for your ongoing support.

Yours faithfully,

Miss C Middlehurst
Senior Vice Principal

Mrs K Machin
Exams Officer



To: Yr 13 Parents / Carers

14th June 2024

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351

F 0121 506 7833

W www.gospeloakschool.co.uk

Our Ref: CM.KH.3002

Your Ref:

Dear Parent/Carer,

Re: Collection of Year 13 External Exams Results, Thursday 15th August 2024

Students will be able to collect their external exam results from 8.00am -10.00am on Thursday 15th August in the Bistro. School staff will be available in school to support students with their next steps if needed, including Mr Bala, Director of Sixth Form.

When collecting their exam results, students will also be asked to:

- Give their consent for a remark of their script if school staff think that a clerical error may have been made and/or think that the exam paper needs to be remarked.
- Give their consent for school staff to request a copy of their exam script to be used in school to support the preparation of future candidates in school.

Students do not have to give their consent for these processes; neither process will be undertaken without consent. Further information can be found by visiting [Post-Results-Service 24 FINAL.pdf \(jcq.org.uk\)](#).

If your son/daughter would like a third party to collect their results on their behalf, the third party will need to bring a signed letter from your son/daughter giving permission for this to happen.

We look forward to celebrating the achievements of your son/daughter on this day and to their continued success. Please do not hesitate to contact us via [Gospel Oak School - Contact Us](#), selecting 'Year 13 enquiry' from the drop-down box should you have any questions.

We would like to take this opportunity to thank you for your ongoing support.

Yours faithfully,

Miss C Middlehurst
Senior Vice Principal

Mr S Bala
Director of Sixth Form

Mrs K Machin
Exams Officer



To: Parents/Carers

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351
F 0121 506 7833
W www.gospeloakschool.co.uk

12th July 2024

Our Ref: CL.KH.3074

Your Ref:

Dear Parent/Carer,

Re: Summerfest at Gospel Oak School

I am very excited to write to you to provide you with some additional information regarding Summerfest at Gospel Oak School. As per my previous letter, this event will be held on Thursday 18th July 2024.

We have a variety of exciting opportunities for the students to get involved with throughout the day. Students will carousel around the below activities:

	P1	P2	BREAK	P3	Lunch	P4	P5
Year 7	Sowteo Kinch Venue: Theatre	FT - Team Building		Bouncy Boo Session: Inflatable Fun Venue: Main Field		Football Astro Diamond Cricket Feild Roulers/Softball Feild GOS Rave Sports Hall	Inhouse Band - End of the day with Ice cream & mocktails
Year 8	FT - Team Building	Bouncy Boo Session: Inflatable Fun Venue: Main Field		Football Astro Diamond Cricket Feild Roulers/Softball Feild GOS Rave Sports Hall		Sowteo Kinch Venue: Theatre	Inhouse Band - End of the day with Ice cream & mocktails
Year 9	Football Astro Diamond Cricket Feild Roulers/Softball Feild GOS Rave Sports Hall	Sowteo Kinch Venue: Theatre		FT - Team Building		Bouncy Boo Session: Inflatable Fun Venue: Main Field	Inhouse Band - End of the day with Ice cream & mocktails
Year 10	Bouncy Boo Session: Inflatable Fun Venue: Main Field	Football Astro Diamond Cricket Feild Roulers/Softball Feild GOS Rave Sports Hall		Sowteo Kinch Venue: Theatre		FT - Team Building	Inhouse Band - End of the day with Ice cream & mocktails

Final reminders:

- Students must attend school in their normal P.E kit for the school day.
- Students to go to their usual morning line ups outside.
- Hair must be tied back whilst on the inflatables.
- Students can bring one festival accessory.
- Face paints and glitter will be available on the day

Warm regards,

Mrs C Law

Mrs C Law
Assistant Principal

Gospel Oak School



Years 8-11

Parents/Carers |
Information Pack
2024-25

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General Information

Executive Principal	Mr Brownlow
Senior Vice Principals	Miss Middlehurst Miss Tanner
Vice Principals	Miss Bott Dr Grewal Miss Nutting Mrs Quirk
Assistant Principals	Mr Dunkley Mr Hickinbottom Mrs Law Mr Mole Mrs Pabla Mr Singh
Associate Assistant Principals	Mr Bala Mr Mason
School contact details	
Telephone	<u>0121 556 1351</u>
Main office email	<u>GOSreception@gspeloakschool.co.uk</u>
Website	<u>www.gspeloakschool.co.uk</u>
Attendance Officers	Mrs Badhan Ms Bevilacqua

TERM DATES

Academic Year 2024/25

Autumn Term 2024

STAFF TRAINING DAY
STAFF TRAINING DAY
TERM STARTS
TERM STARTS

Monday 2nd September 2024
Tuesday 3rd September 2024
Wednesday 4th September 2024 *for Years 7 and 12*
Thursday 5th September 2024 for all Year groups

STAFF TRAINING DAY
HALF TERM

Friday 25th October 2024
Monday 28th October 2024 – Friday 1st November 2024

STAFF TRAINING DAY
TERM ENDS

Friday 22nd November 2024
Friday 20th December 2024

Spring Term 2025

STAFF TRAINING DAY
TERM STARTS
HALF TERM
TERM ENDS

Monday 6th January 2025
Tuesday 7th January 2025
Monday 17th February 2025 – Friday 21st February 2025
Friday 11th April 2025

Summer Term 2025

TERM STARTS
HALF TERM
TERM ENDS
STAFF TRAINING DAY

Monday 28th April 2025
Monday 26th May 2025 – Friday 30th May 2025
Friday 18th July 2025
Monday 21st July 2025

School Day

Time	Activity
08.25	Line up
08.30	Tutor Time
09.00	Lesson 1
10.00	Lesson 2
11.00 – 11.20	Break
11.20	Lesson 3
12.20 – 13.00	Lunch and extra-curricular opportunities
13.00	Lesson 4
14.00	Lesson 5
15.00	End of school day
15.00 onwards	Extra-curricular opportunities

School Policies

The following school policies are available on our school website at www.gospeloaksschool.co.uk

- [Accessibility Plan](#)
- [Admissions Arrangements 2023-2024](#)
- [Admissions Arrangements 2024-2025](#)
- [Admissions Arrangements 2025-2026](#)
- [Anti-Bullying Policy](#)
- [Attendance & Punctuality Policy](#)
- [Behaviour for Learning Policy](#)
- [Careers Policy & Strategy](#)
- [Drugs and Alcohol Policy](#)
- [First Aid Policy](#)
- [Home School Agreement](#)
- [Intimate Care Policy](#)
- [LAC & PLAC Policy](#)
- [Post 16 Attendance Policy](#)
- [Post 16 Bursary Policy](#)
- [Provider Access Policy Statement](#)
- [Pupil Premium Strategy Statement](#)
- [Relationships and Sex Education \(RSE\) Policy](#)
- [Safeguarding & Child Protection Policy](#)
- [SEND Information Report](#)
- [Supporting Pupils with Medical Conditions Policy](#)
- [Young Carers Policy](#)

Trust Policies

The following Trust policies are available on our school website at www.gospeloaksschool.co.uk

- [Anti-Bullying Statement of Intent Policy](#)
- [Behaviour Principles](#)
- [Charging and Remissions Policy](#)
- [Code of Conduct Policy](#)
- [Complaints Policy](#)
- [Conflicts of Interest Procedure](#)
- [Conflicts of Interest Policy](#)
- [Data Protection Policy](#)
- [Donations Policy](#)
- [Education Visits Policy](#)
- [Equality, Diversity and Inclusion Policy](#)
- [Finance Policy](#)
- [Fire Safety Management Policy](#)
- [Freedom of Information Policy](#)
- [Freedom of Information Publication Scheme](#)

- [Health & Safety Policy](#)
- [LGPS Discretions Policy](#)
- [Lone Working Policy](#)
- [Mental Health & Well Being Policy](#)
- [Mobile Phone Principles Policy](#)
- [Modern Slavery Statement](#)
- [Offsite Alternative Provision Principles](#)
- [Online Safety Policy](#)
- [Premises Management Policy](#)
- [Privacy notices](#)
- [Pupils Attendance Policy](#)
- [Records Management Policy](#)
- [Recruitment and Selection Policy](#)
- [Relationships, Sex and Health Education Policy](#)
- [Risk Management Policy](#)
- [Safeguarding Policy \(please refer to each school's website for their localised version\)](#)
- [SEND Policy](#)
- [Subject Access Request Form](#)
- [Surveillance and CCTV Policy](#)
- [Suspension & Exclusion Policy](#)
- [Trustee and Governor Expenses Policy](#)
- [Whistleblowing Policy](#)

Attendance Information

Introduction

Our expectation is for all students to have 100% attendance and 100% punctuality to school and all lessons. There is strong statistical evidence to show that students who achieve this are more successful in school, make greater progress and that they are more likely to achieve their academic potential. The table below further highlights the link between attendance and learning:

If attendance over the school year is...	...the student will miss this many days	...and this many lessons
100%	0	0
95%	10	50
90%	19	95
85%	29	145
80%	39	195
75%	49	245
70%	58	290

In addition to the academic reasons for attendance, national research also shows:

- Children with poor attendance often become the victims of bullying
- Prolonged absence from school can lead to loneliness. It can make it harder for your child to get along with other children and make friends.

Attendance thresholds

Stage	Attendance	Category
1	95%- 100%	Expected
2	90% - 94.9%	Below expected
3	<90%	Concern

At Gospel Oak School we value achievement of every kind and we believe that we all respond well to having high expectations placed upon us.

All students must arrive to school and all lessons on time.

- School begins with a tutorial session at 8.30am. If a student is marked late to school they are expected to complete at 15 minute breaktime detention. If a student chooses not to attend, this will be escalated to a 30 minute detention afterschool.

Monitoring

There are a number of staff at the school who monitor attendance and punctuality: designated member of SLT team, Attendance Officer, form tutor, year team lead, assistant year team lead and head of year.

- A designated member of the SLT team has oversight of the whole system. The designated member of the SLT's role is to oversee attendance and punctuality procedures and be aware of students who are a cause for concern. This member of staff keeps the Executive Principal informed of any attendance/punctuality concerns.

- The Attendance Officer is responsible for monitoring the attendance and punctuality of all students and informing the year team leads/heads of year of any causes for concern. The Attendance Officer checks the registers and if a student is still absent by 9:30am and no communication has been received from the student's parent/carer then contact will be made with the student's parent/carer. On a weekly basis, the Attendance Officer will provide data to show each Year group's attendance, authorised absence, unauthorised absence and persistent absence. This information will be disseminated to the year team lead/head of year, headteacher, and designated member of SLT.
- The form tutor's role is to monitor the attendance of his/her tutor group on a daily basis and ensure every student knows his/her attendance.
- The year team lead/head of year working in conjunction with the designated member of SLT, monitors attendance for the whole year group. They are responsible for ensuring that their year group meets or exceeds the school attendance target.

The Education Welfare Officer (EWO)

The school will refer a student to the EWO if:

- A student's attendance declines below 90% unless appropriate medical evidence is provided to excuse absence.
- A student's attendance declines rapidly and there is little evidence of parental/carer engagement.
- A student's attendance declines rapidly and parents/carers refuse to accept their responsibility for ensuring that their son/daughter attends the school every day and on time
- Parents/Carers condone their son/daughter's absence or truancy
- Parents/Carers remove their son/daughter from school for unauthorised absence – including for family holidays.

Parental/Carer support

We ask that parents/carers support us by:

- not letting their son/daughter(s) take time off school for minor ailments
- arranging appointments and outings after school hours, at weekends or during school holidays
- not taking holidays during term time
- ensuring that their son/daughter attends punctually at 8.30am every day
- if a student cannot attend school on a particular day, that the parent/carer phones the Attendance Officer (0121 556 1351) by 9.00am, to report the absence. We ask that this procedure is repeated for any subsequent days' absence.
- keeping us informed by telephone or via the Arbor app on every subsequent day of absence after the first day
- letting us know if there is any on-going medical reason that prevents their son/daughter attending school.

School Uniform

Students in Years 7-11 are expected to wear the school uniform which is in-keeping with the smart, professional image we want all in our school community to portray.

Uniform Suppliers

Gogna Schoolwear and Sports
Junction 2 Industrial Estate
Unit 1B, Demuth Way
Oldbury
West Midlands
B69 4LT

Gogna Schoolwear and Sports
67/69 Rookery Road
Handsworth
Birmingham
B21 9QU

Telephone No: 0121 523 5572
Email: sales@gogna.me
Website: www.gogna.me

or

CC Uniforms Ltd
82 Kings Square
West Bromwich
West Midlands
B70 7NW

Telephone No: 0121 448 9199
Email: ccuniformsltd@hotmail.com
Website: www.ccuniforms.co.uk

Item	Expectation	Not Allowed	Purchase From
Blazer essential	Black school blazer with the Gospel Oak School Logo		GOGNA, CC Uniforms or School Shop
Shirt essential	A formal white shirt buttoned to neck		General retailer
School Tie essential	Gospel Oak School Tie		GOGNA, CC Uniforms or School Shop
Jumper optional	A plain black knitted V-neck jumper	<ul style="list-style-type: none"> No logos No sweatshirts No hoodies 	General retailer
Trousers / Skirt essential	<ul style="list-style-type: none"> Formal black trousers Formal knee length black skirt Black or flesh- coloured tights or white/black socks should be worn 	<ul style="list-style-type: none"> No chinos, jeans, leggings, jeggings, joggers or skinny trousers. No stretchy or <u>lycra</u> material. No external buckles or logos. 	General retailer
Shorts optional summer term	Formal tailored black school shorts	No cycling, <u>cargo</u> or denim shorts.	General retailer
Shoes	Formal black polishable shoes (<i>in bad weather students <u>are allowed to walk to school in appropriate footwear, but change when they arrive</u></i>)	<ul style="list-style-type: none"> No logo or branding on trainers or pumps No heels over 2cm No converse/Vans No boots 	General retailer



pg. 11

BOYS		GIRLS	
✓	✗	✓	✗

Gospel Oak PE Kit, including Dance

PE clothing, described below, should only be worn during PE lessons/Enrichment or when representing the school in sporting events.



Girls' PE kit	Boys' PE kit
Gospel Oak polo shirt	Gospel Oak polo shirt
Gospel Oak <u>midlayer</u> (optional)	Gospel Oak <u>midlayer</u> (optional)
Plain black shorts, <u>leggings</u> or tracksuit bottoms (fashion shorts and tracksuit bottoms are not permitted. The tracksuit bottoms should be predominately black with no large logos or writing)	Plain black shorts, <u>leggings</u> or tracksuit bottoms (fashion shorts and tracksuit bottoms are not permitted. The tracksuit bottoms should be predominately black with no large logos or writing)
Black football socks (as directed by staff)	Black football socks (as directed by staff)
White Non-slip Socks (optional)	White Non-slip Socks (optional)
Training shoes (not fashion pumps). Astroturf trainers or rubber moulded boots are the most appropriate for the field and 3G <u>astroturf</u> facility.	Training shoes (not fashion pumps). Astroturf trainers or rubber moulded boots are the most appropriate for the field and 3G <u>astroturf</u> facility.

There are branded PE kit items as an optional purchase.

Hairstyles, Jewellery and Make-up

Permitted

- Students are allowed to wear one small pair of plain metal (silver/gold) stud earrings in the lobe of the ear (must be removed for PE)
- Wristwatch

Not Permitted

- A smartwatch
- Rings, bracelets, necklaces and wristbands
- No nail polish or false nails
- Heavy make-up
- False eyelashes
- Facial piercings of any description

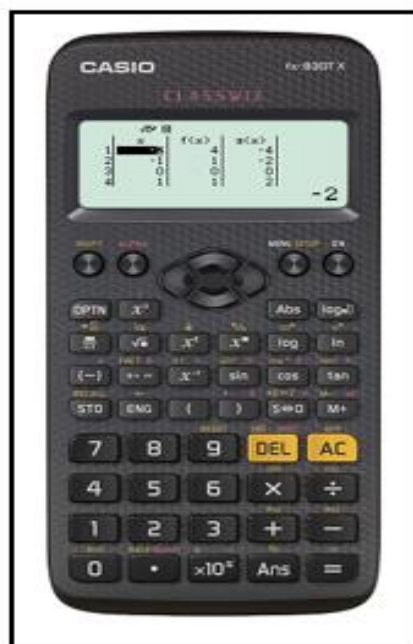
Hairstyles

Hair should be neat, tidy and safe with no extremes of fashion permitted. Where hair is coloured or extensions added, it must be of natural shades only.

The school reserves the right to sanction students for not following the appropriate dress code for the school which will include isolation. Where possible the school will provide alternatives to incorrect uniform. Persistent failure to comply with the school uniform and equipment expectations will incur more severe sanctions.

Other Essential Items and Equipment

- **School bag** – A strong rucksack or similar bag is needed to carry items to/from school, it must be large enough to fit an A4 folder, sandwich box etc.
- **Pencil case** containing at least: two black pens, a purple pen, a pencil, a ruler, a rubber and a sharpener and a scientific calculator (we recommend a Casio, as this is what will be provided during exams). It is suggested that students also have access to highlighters and coloured pencil crayons. All students are provided with a basic set of equipment at the start of the academic year excluding calculator.



Mobile Phones and Smart Watches

As part of our ongoing commitment to providing a conducive learning environment for all students, Gospel Oak School is a no phone school. Whilst we understand the convenience and utility of mobile phones in today's world, we believe that implementing restrictions on their usage during school hours is essential for several important reasons.

1. Minimising Distractions - Mobile phones can be a significant source of distraction for students, diverting their attention away from classroom. By limiting mobile phone usage, we aim to create a focused learning environment where students can fully engage with their academic studies.
2. Promoting Social Interaction - Excessive use of mobile phones can hinder face-to-face communication and social interaction among students. By encouraging students to refrain from using their phones during school hours, we hope to foster meaningful interpersonal relationships and communication skills.
3. Preventing Academic Dishonesty - Mobile phones present opportunities for academic dishonesty, such as cheating on exams or accessing unauthorised materials during assessments. By restricting mobile phone usage, we aim to uphold academic integrity and promote fair practices.
4. Ensuring Student Safety - Constant access to mobile phones can create challenges in monitoring students' online activities and ensuring their safety. By limiting mobile phone usage during school hours, we can better supervise students and mitigate potential risks associated with inappropriate online behaviour or cyberbullying.
5. Encouraging Personal Responsibility - Learning to manage distractions and prioritise tasks is an important life skill. By establishing clear guidelines regarding mobile phone usage, we empower students to develop self-discipline and personal responsibility in managing their technology usage.

We recognise that there may be instances where students require access to mobile phones for emergency purposes or specific educational activities. In such cases, we encourage parents to communicate directly with the school via Reception.

Here at Gospel Oak School we are a no phone school, what we mean by this is, we do not expect to see or hear mobile phones or smart watches that connect to mobile phones. If mobile phones or smart watches are seen or heard, staff will confiscate them. They will be placed in a secure locked safe until parents have collected.

Gospel Oak School Rules

Students should...

1. Neither take part in or tolerate bullying nor any form of discrimination.
2. Treat other members of the school community with respect.
3. Be correctly dressed in the school uniform.
4. Be on time to school and all lessons.
5. Walk on the left along corridors and on stairs.
6. Behave in lesson time
 - Always follow the teacher's (or other member of staff's) instructions.
 - Wait until you are invited to speak in the classroom and not shout answers out.
 - Respect the teacher's and other students' contributions and not talk while others are giving feedback.
 - Ensure the classroom is an orderly environment to learn in and not get out of your seat, unless you have been given permission to do so.
7. Bring the correct stationery and equipment to all lessons.
8. Remain on the school premises throughout break and lunch times.
9. Only eat food in the designated areas.
10. Stay 'in bounds' during break and lunch times.
11. Follow school rules regarding mobile phones.
12. Not bring in prohibited items. For example:
 - Chewing gum
 - Energy drinks
 - Matches
 - Lighters
 - Cigarettes
 - Electronic cigarettes (also known as 'e-cigarettes' or 'e-lites' or 'vapes')
 - Illegal substances
 - Weapons

Home School Agreement

In sending your son/daughter to Gospel Oak School, you and your son/daughter agree, along with the staff and governors, to abide by the Home – School Agreement.

Gospel Oak School - We will:

- Provide a safe, well-ordered and caring environment for all students.
- Value and respect everyone as an individual.
- Provide outstanding learning and teaching opportunities.
- Provide exciting and rewarding enrichment opportunities.
- Encourage and support all students to reach and exceed their potential.
- Provide a challenging, balanced and innovative curriculum.
- Assess work at regular intervals.
- Monitor, record and report on student progress termly.
- Record and reward success.
- Keep you informed of meetings, events and performances.
- Listen and respond to concerns you may have through regular communication.
- Contact you promptly if concerns arise.
- Expect the highest levels of attendance, punctuality, effort and behaviour.
- Recognise and celebrate the support given by parent/carers.
- Offer support to parent/carers when appropriate to help your son/daughter achieve the agreed levels of achievement, attendance and behaviour.

Students - I will:

- Be punctual, attend every day and display outstanding behaviour.
- Take pride in and wear full uniform every day.
- Adopt a positive attitude and participate fully in the Ethos of Gospel Oak School.
- Show consideration to others, my environment and community at all times.
- Value and respect the opinions of others.
- Co-operate with staff, students and visitors at all times.
- Be fully equipped every day for learning.
- Work and learn to achieve and exceed my full potential.
- Not stop anyone else from learning.
- Keep my planner up-to-date and ensure I look after loaned resources.
- Be responsible for taking communications to and from home and Gospel Oak School.
- Agree to attend additional sessions should my achievement, attendance or behaviour fall below agreed levels.
- Follow the Acceptable Use Policy when use ICT resources.

Parent/Carers - We will:

- Send my son/daughter to Gospel Oak School on time, every day, in full uniform.
- Only take holidays during term breaks and understand that holidays cannot be taken during term time.
- Ensure that they are fully equipped and prepared for learning and to engage in activities related to learning, enrichment and 'Academic Life'.
- Take an active interest in their education by encouraging them to complete their work fully and participate in other opportunities for learning.
- Monitor their progress and support them in achieving or exceeding their potential.
- Keep Gospel Oak School informed about any problems which may affect their learning.
- Support Gospel Oak School and its policies.
- Attend all meetings as required.
- Read and respond as required to all correspondence.
- Respond accordingly to emails and phone calls from Gospel Oak School.
- Be courteous when visiting the school and meeting with staff and other parent/carers.
- Promote the ethos of Gospel Oak School in a positive manner in the community.
- Work in partnership with Gospel Oak School to make a real difference to my son/daughter.
- Contact my son/daughter via Reception when they are in school, not via their mobile phone.
- Participate in support sessions, should my son/daughter fail to meet agreed levels in respect of achievement, attendance, or behaviour.

Governors - We will:

- Ensure that we communicate effectively regarding the school and its development.
- Ensure compliance with statutory obligations including students' welfare, safeguarding and health and safety obligations.
- Ensure we provide outstanding learning, teaching, and enrichment opportunities for every student at the school.
- Monitor, review and report all aspects of Gospel Oak School's work.
- Seek financial efficiency and value for money.
- Consult with parent/carers, staff, students and the community over the issues which concern you.
- Approve and publish Gospel Oak School policies
- Provide a direct link between the Local Academy Governing Board and the parent/carers, students and local community.

Frequently asked questions

What time does my son/daughter need to be in school?

- Every second in school is precious and so students must arrive to school and all lessons on time. School begins with students lining up at 8.25am
 - Year 7 Back of the new build
 - Year 8 MUGA
 - Year 9 Back field
 - Year 10 Front of school – Quad 1
 - Year 11 Front of school – Quad 2

- If a student arrives late to school without an appropriate reason (for example a medical appointment supported by a letter or appointment card) they will be expected to serve a 15-minute breaktime detention. If the student does not attend this detention, it will be escalated to B2, 30-detention same day detention afterschool.
- If a student arrives late to a lesson without an appropriate reason (for example a medical appointment supported by a letter or appointment card) minutes will be accumulated and parents informed by letter each Friday.

What should my son/daughter do if they arrive late to school but before the end of the tutorial session?

If students arrive after 8.25am but before 9.00am, they must go to their tutor room where they will be marked as being late by their tutor.

What should my son/daughter do if they arrive late to school after 9.00am?

If students arrive after 9.00am they should sign in with student support.

What number do I ring if my son/daughter is ill?

Please use the Arbor app by 9.00am on the first day your son/daughter is ill and again for any subsequent day's absence.

What should my son/daughter do if they feel ill during the school day?

They should tell their teacher straightaway. They may be sent to First Aid, where a trained first aider will take care of them. If they are too ill to remain at school or if hospital treatment is necessary then parents/carers will be contacted to make suitable arrangements. It is essential we have a minimum of two emergency contact numbers that are up to date. Under no circumstances should students leave the school, contact their parents/carers themselves on a mobile phone or go home without permission.

Who do I write to if I need to take my son/daughter out of school for medical reasons?

Please send a note to your son/daughter's form tutor requesting absence for medical/dental appointments at least 48 hours in advance.

Who should my son/daughter see if they have to leave school for an appointment?

Your son/daughter needs to request a pass from either their head of year or year team lead.

The pass must be handed in at student support before students leave school for an appointment.

Can my son/daughter bring medicines to school?

Please refer to the 'Supporting pupils with medical conditions' policy on our website. '

Who should I contact if my personal details change?

If your personal details change, please inform you son/daughter's head of year, deputy year team lead or year team lead. Alternatively, you can update your personal details using the Arbor app.

Who should I make contact with if I want to discuss a pastoral issue (for example a confidential matter?)

Please telephone the reception desk at 0121 556 1351 and request to speak to the relevant head of year, deputy year team lead or year team lead. A message will be sent to the relevant member of staff. Alternatively, you can use the contact form on our website.

Who should I contact if I want to discuss my son/daughter's progress in a subject?

Please use the contact form on our website, the pastoral team will direct the email to the relevant department subject lead, who will deal with the issue and direct to the most appropriate person to contact you within 2 working days.

Who should I contact if I have an issue about my son/daughter's education or an issue with the school?

Please make an appointment to discuss the issue with the relevant member of staff. Please use the contact form on our school website. We strongly advise that any concerns or issues are not discuss on social media as this could be potentially damaging for our students. As a school, we discourage the use of social media to criticise and make unsubstantiated comments.

How quickly should I expect a response when contacting the school?

We aim to respond to all queries, questions and concerns from parents/carers within 2 working days and resolve them within 5 working days. Full details can be found on the school website.

What if I need to pass on an urgent message to my son/daughter?

Please contact the school switchboard (0121 556 1351) and we will pass the message on immediately.

Can my son/daughter bring valuables to school?

For reasons of security, valuables and large sums of money must not be brought into school. The school does not accept any payment by cash or cheque. No items of value should be left in bags or pockets in changing rooms during PE lessons. The school is not responsible, or insured for, student loss, theft etc.

The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item,

or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.

Mobile Phone Policy

Rationale

Gospel Oak School recognises that mobile phones are a feature of modern society. This policy refers to mobile phones throughout, but also applies to all electronic devices (eg smart watches) that may be used in similar ways.

Mobile Phone Acceptable Use Policy

It is our policy to allow students to have a mobile phone with them in school should they choose to do so under the conditions outlined in the policy below:

- Phones must not be used for any purpose (eg phoning, texting, using the internet, taking photos, checking the time, using it as a calculator, taking videos etc) on the school site.
- Phones must always be switched off (not on silent mode) and kept out of view.

Breaches of these conditions will result in the following:

- The phone will be confiscated and taken to reception. If it is the first breach, then the phone will be given back to the student at the end of the day.
- For subsequent breaches, parents/carers will be required to collect the confiscated item from school on behalf of their son/daughter. If it is not possible for a parent/carer to collect the phone, then it will be released to the student from whom it was confiscated at the end of 5 working days. Any further or serious breaches of the conditions will result in confiscation for up to six weeks (including weekends and school holidays).
- Students who breach these rules will also be subject to sanctions under the 'Behaviour Policy'. This includes refusal to comply with appropriate confiscation which will be treated as an incident of defiance. Continual or serious breaches of the conditions could result in suspension from school.

Mobile Phone Acceptable Use Policy (Years 12 & 13)

Students in Years 12 and 13 are subject to the same conditions as those outlined above, with the exception that they are allowed to use their phones during the school day in the Sixth Form common room only (not classrooms). They should not be used in other areas of school.

Mobile phones and examinations

Phones must not be taken into examinations. The possession of a mobile phone, smart watch or any other electronic devices in an examination room, whether switched on or not is an offence under JCQ regulations. This can lead to disqualification from some or all of an examination series, regardless of whether there is a proven intent to cheat.

Malicious use

- If a user of a mobile phone receives any communication that could be portrayed as menacing, causing harassment or offence to others, they should report it to a member of staff immediately.
- It is a criminal offence under Section 43 of the Telecommunications Act 1984 and the Malicious Communications Act 1988 to use a mobile phone to menace, harass or offend another person. The school may involve the police should such an action occur.

Searching a phone

In line with statutory guidance from the Department for Education (DfE), staff may search a phone, including examining data and files, if there are reasonable grounds to suspect that an offence has been committed or there may be evidence of personal injury or damage to property. Further details on searching, screening and confiscation and a link to the regulations from the DfE can be found in the 'Behaviour Policy'.

Sharing nude and semi-nude images

Making, [possessing](#) and distributing any imagery of someone under 18 which is 'indecent' is illegal. This includes imagery of yourself if you are under 18. All incidents and suspected incidents will be investigated as a safeguarding matter in line with our "Safeguarding Children Policy (including Child Protection)" and most recent government guidance: [Sharing nudes and semi-nudes: advice for education settings working with children and young people - GOV.UK \(www.gov.uk\)](#)

Emergencies

If a student needs to contact his/her parents/carers they will be allowed to use a school phone. If parents/carers need to contact students urgently they should phone reception and a message will be relayed promptly.

Security for mobile phones and other valuables

The school cannot accept any responsibility for theft, loss, [damage](#) or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item, or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.

Communication

We are keen to keep all our parents/carers informed about their son's/daughter's progress and general school events. However, we are also keen to reduce our carbon footprint and so we communicate with parents/carers in the following ways:

- An email on a Friday with the weekly Ezine newsletter and various letters. This will be sent every Friday.
- Class charts for behaviour and rewards.
- Arbor for attendance.

All parents/carers to use the 'Contact Form' at [Gospel Oak School - Contact Us](#). If a parent/carer contacts the school by letter or phone, our reception or admin staff will complete the 'Contact Form' for them. We would be grateful if parents/carers did not email staff directly as we are unable to monitor the speed and quality of responses to such emails.

The options in the 'Reason for your enquiry' box [are](#):



A screenshot of a web form dropdown menu. The title is "Reason for your enquiry*". The dropdown is currently open, showing a list of options: "Year 7 enquiry", "Year 8 enquiry", "Year 9 enquiry", "Year 10 enquiry", "Year 11 enquiry", "Sixth Form enquiry", and "SEND enquiry". The "Year 7 enquiry" option is highlighted with a dark background.

The software that we use for the 'Contact Form' will automatically email the enquiry to the relevant member of staff. You will receive a reply to your email within two working days. If you do not receive a reply, a member of the senior leadership team will be made aware.

Please note that the replies to all enquiries through the 'Contact Form' will come from one of the following email addresses:

- Year7enquiry@gspeloakschool.co.uk
- Year8enquiry@gspeloakschool.co.uk
- Year9enquiry@gspeloakschool.co.uk
- Year10enquiry@gspeloakschool.co.uk
- Year11enquiry@gspeloakschool.co.uk
- Sixthformenquiry@gspeloakschool.co.uk
- SENDenquiry@gspeloakschool.co.uk

If you have not had a reply to a letter, phone call or email within two working days or you feel the matter had not been dealt with appropriately, please contact the Principal's PA (Kerry Hampton) or email her at info@gspeloakschool.co.uk.

We still prefer face to face communication and feel it is the most effective and productive method. We do understand though that meetings during the school day are not always

possible and so communication via email provides parents/carers with an easy and quick way to communicate with us as a school.

However, if an issue cannot be resolved satisfactorily within a [two email](#) exchange (four in total), then a face to face meeting in school should be convened.



To: Parents/Carers of Year 12 and 13

Gospel Oak School

Bilston Road
Gospel Oak
Tipton
West Midlands
DY4 0BZ

T 0121 556 1351
F 0121 506 7833
W www.gospeloakschool.co.uk

12th July 2024

Our Ref: RQU/JL/3779

Your Ref:

Dear Parent/Carer,

Re: September Arrangements

As we approach the new academic year, we would like to confirm the arrangements for the first day back at Gospel Oak School in September 2024.

The first day back to school for students in next year's Year 12 will be Wednesday 4th September at 8.30am. Students in next year's Year 13 will start back on Thursday 5th September 2024 at 8.30am.

All students are required to wear dress code in line with Sixth Form expectations and full details can be found in the attached Parents/Carers Information Pack.

On Wednesday 4th September, students in next year's Year 12 will spend periods 1 and 2 with their tutors. During this time, they will also attend an assembly where we will outline the expectations for a successful year.

On Thursday 5th September, both students in next year's Years 12 and 13 will spend periods 1 and 2 with their tutors. This will provide time for the sixth form to meet as a whole and learn about key study skills that will enable them to succeed at key stage 5.

We look forward to welcoming your son/daughter back to Gospel Oak School in September 2024 and are looking forwards to a productive and successful academic year.

Should you have any questions or require further information, please do not hesitate to contact us, using the contact form which can be found on our website: [Gospel Oak School - Contact Us](#).

Kind regards,

Becky Quirk
Vice Principal

Gospel Oak School



Years 12 and 13

Parents/Carers
Information Pack
2024-25

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General Information

Executive Principal	Mr Brownlow
Senior Vice Principals	Miss Middlehurst Miss Tanner
Vice Principals	Miss Bott Dr Grewal Miss Nutting Mrs Quirk
Assistant Principals	Mr Dunkley Mr Hickinbottom Mrs Law Mr Mole Mrs Pabla Mr Singh
Associate Assistant Principals	Mr Bala (Director of Post 16) Mr Mason
School contact details	
Telephone	0121 556 1351
Main office email	GOSreception@gspeloakschool.co.uk
Website	www.gspeloakschool.co.uk
Attendance Officers	Mrs Badhan Ms Bevilacqua

TERM DATES

Academic Year 2024/25

Autumn Term 2024

STAFF TRAINING DAY

Monday 2nd September 2024

STAFF TRAINING DAY

Tuesday 3rd September 2024

TERM STARTS

Wednesday 4th September 2024 *for Years 7 and 12*

TERM STARTS

Thursday 5th September 2024 for all Year groups

STAFF TRAINING DAY

Friday 25th October 2024

HALF TERM

Monday 28th October 2024 – Friday 1st November 2024

STAFF TRAINING DAY

Friday 22nd November 2024

TERM ENDS

Friday 20th December 2024

Spring Term 2025

STAFF TRAINING DAY

Monday 6th January 2025

TERM STARTS

Tuesday 7th January 2025

HALF TERM

Monday 17th February 2025 – Friday 21st February 2025

TERM ENDS

Friday 11th April 2025

Summer Term 2025

TERM STARTS

Monday 28th April 2025

HALF TERM

Monday 26th May 2025 – Friday 30th May 2025

TERM ENDS

Friday 18th July 2025

STAFF TRAINING DAY

Monday 21st July 2025

School Day

Time	Activity
08.30	Tutor Time
09.00	Lesson 1
10.00	Lesson 2
11.00 – 11.20	Break
11.20	Lesson 3
12.20 – 13.00	Lunch and extra-curricular opportunities
13.00	Lesson 4
14.00	Lesson 5
15.00	End of school day
15.00 onwards	Extra-curricular opportunities

School Policies

The following school policies are available on our school website at www.gospeloakschool.co.uk

- [Accessibility Plan](#)
- [Admissions Arrangements 2023-2024](#)
- [Admissions Arrangements 2024-2025](#)
- [Admissions Arrangements 2025-2026](#)
- [Anti-Bullying Policy](#)
- [Attendance & Punctuality Policy](#)
- [Behaviour for Learning Policy](#)
- [Careers Policy & Strategy](#)
- [Drugs and Alcohol Policy](#)
- [First Aid Policy](#)
- [Home School Agreement](#)
- [Intimate Care Policy](#)
- [LAC & PLAC Policy](#)
- [Post 16 Attendance Policy](#)
- [Post 16 Bursary Policy](#)
- [Provider Access Policy Statement](#)
- [Pupil Premium Strategy Statement](#)
- [Relationships and Sex Education \(RSE\) Policy](#)
- [Safeguarding & Child Protection Policy](#)
- [SEND Information Report](#)
- [Supporting Pupils with Medical Conditions Policy](#)
- [Young Carers Policy](#)

Trust Policies

The following Trust policies are available on our school website at www.gospeloakschool.co.uk

- [Anti-Bullying Statement of Intent Policy](#)
- [Behaviour Principles](#)
- [Charging and Remissions Policy](#)
- [Code of Conduct Policy](#)
- [Complaints Policy](#)
- [Conflicts of Interest Procedure](#)
- [Conflicts of Interest Policy](#)
- [Data Protection Policy](#)
- [Donations Policy](#)
- [Education Visits Policy](#)
- [Equality, Diversity and Inclusion Policy](#)
- [Finance Policy](#)
- [Fire Safety Management Policy](#)
- [Freedom of Information Policy](#)
- [Freedom of Information Publication Scheme](#)
- [Health & Safety Policy](#)
- [LGPS Discretions Policy](#)
- [Lone Working Policy](#)
- [Mental Health & Well Being Policy](#)
- [Mobile Phone Principles Policy](#)
- [Modern Slavery Statement](#)
- [Offsite Alternative Provision Principles](#)
- [Online Safety Policy](#)
- [Premises Management Policy](#)
- [Privacy notices](#)
- [Pupils Attendance Policy](#)
- [Records Management Policy](#)
- [Recruitment and Selection Policy](#)
- [Relationships, Sex and Health Education Policy](#)
- [Risk Management Policy](#)
- [Safeguarding Policy \(please refer to each school's website for their localised version\)](#)
- [SEND Policy](#)
- [Subject Access Request Form](#)
- [Surveillance and CCTV Policy](#)
- [Suspension & Exclusion Policy](#)
- [Trustee and Governor Expenses Policy](#)
- [Whistleblowing Policy](#)

Attendance Information

Introduction

Our expectation is for all students to have 100% attendance and 100% punctuality to school and all lessons. There is strong statistical evidence to show that students who achieve this are more successful in school, make greater progress and that they are more likely to achieve their academic potential. The table below further highlights the link between attendance and learning:

If attendance over the school year is..	..the student will miss this many days	..and this many lessons
100%	0	0
95%	10	50
90%	19	95
85%	29	145
80%	39	195
75%	49	245
70%	58	290

Attendance thresholds

Stage	Attendance	Category
1	95%- 100%	Expected
2	90% - 94.9%	Below expected
3	<90%	Concern

At Gospel Oak School we value achievement of every kind and we believe that we all respond well to having high expectations placed upon us.

All students must arrive to school and all lessons on time.

- School begins with a tutorial session at 8.30am. If a student is marked late to school they are expected to complete at 15 minute breaktime detention. If a student chooses not to attend, this will be escalated to a 30 minute detention afterschool.

Monitoring

There are a number of staff at the school who monitor attendance and punctuality: designated member of SLT team, Attendance Officer, form tutor, year team lead, assistant year team lead and head of year.

- A designated member of the SLT team has oversight of the whole system. Their role is to oversee attendance and punctuality procedures and be aware of students who are a cause for concern. This member of staff keeps the Principal informed of any attendance/punctuality concerns.
- The Attendance Officer is responsible for monitoring the attendance and punctuality of all students and informing the year team leads/heads of year of any causes for concern. The Attendance Officer checks the registers and if a student is still absent by 9:30am and no communication has been received from the student's parent/carer then contact will be made with the student's parent/carer. On a weekly basis, the Attendance Officer will

provide data to show each Year group's attendance, authorised absence, unauthorised absence and persistent absence. This information will be disseminated to the year team lead/head of year, headteacher, and designated member of SLT.

- The form tutor's role is to monitor the attendance of his/her tutor group on a daily basis and ensure every student knows his/her attendance.
- The tutor is also responsible for ensuring that absence notes are collected on a student's return to school.
- Mr Bala monitors attendance for the whole year group. He is responsible for ensuring that their year group meets or exceeds the school attendance target.

Parental/Carer support

We ask that parents/carers support us by:

- not letting their son/daughter(s) take time off school for minor ailments
- arranging appointments and outings after school hours, at weekends or during school holidays
- not taking holidays during term time
- ensuring that their son/daughter attends punctually at 8.30am every day
- if a student cannot attend school on a particular day, that the parent/carers phones the Attendance Officer (0121 556 1351) by 9.00am to report the absence. We ask that this procedure is repeated for any subsequent days' absence.
- sending in a note explaining the reason for absence on the student's return to school after an illness (this is a legal requirement)
- keeping us informed by telephone or via the Arbor app on every subsequent day of absence after the first day
- letting us know if there is any on-going medical reason that prevents their son/daughter attending school.

Dress Code

Students in Sixth Form are expected to wear business wear which is in-keeping with the smart, professional image we want all in our school community to portray.

Male students

- Jacket, smart tailored cardigan or smart jumper
- Trousers
- Shirt-long or short sleeves with a collar (no large motifs). Coloured or patterned T-shirts are not to be worn under shirts
- Shoes (leather or leather looking)

Female students

- Jacket, smart tailored cardigan or smart jumper
- Skirt (knee length)
- Trousers
- Smart dress
- Shirt/Blouse with a collar (no large motifs). Coloured or patterned T-shirts are not to be worn under shirts.
- Shoes (leather or leather looking)

Students studying BTEC sport must attend school following the dress code and then change into their kit for practical lessons only.

The following items of clothing are not allowed: hats, trainers, canvas shoes, high heels, flip-flops, shorts, thin strapped tops, sun dresses, leggings, jeggings, any type of, tracksuit bottoms, sweatshirts, hoodies (unless used as a coat) and denim shirts.

Hairstyles, Jewellery and Make-up

Permitted

- Students are allowed to wear one small pair of plain metal (silver/gold) stud earrings in the lobe of the ear
- Wristwatch

Not Permitted

- A smartwatch
- Rings, bracelets, necklaces and wristbands
- No nail polish or false nails
- Heavy make-up
- False eyelashes
- Facial piercings of any description

Hairstyles

Hair should be neat, tidy and safe with no extremes of fashion permitted. Where hair is coloured or extensions added, it must be of natural shades only.

The school reserves the right to send students home to change if they are not wearing clothes in line with our dress code.

Mobile Phones and Smart Watches

As part of our ongoing commitment to providing a conducive learning environment for all students, Gospel Oak School is a no phone school. Whilst we understand the convenience and utility of mobile phones in today's world, we believe that implementing restrictions on their usage during school hours is essential for several important reasons.

1. **Minimising Distractions** - Mobile phones can be a significant source of distraction for students, diverting their attention away from classroom. By limiting mobile phone usage, we aim to create a focused learning environment where students can fully engage with their academic studies.
2. **Promoting Social Interaction** - Excessive use of mobile phones can hinder face-to-face communication and social interaction among students. By encouraging students to refrain from using their phones during school hours, we hope to foster meaningful interpersonal relationships and communication skills.
3. **Preventing Academic Dishonesty** - Mobile phones present opportunities for academic dishonesty, such as cheating on exams or accessing **unauthorised** materials during assessments. By restricting mobile phone usage, we aim to uphold academic integrity and promote fair practices.
4. **Ensuring Student Safety** - Constant access to mobile phones can create challenges in monitoring students' online activities and ensuring their safety. By limiting mobile phone usage during school hours, we can better supervise students and mitigate potential risks associated with inappropriate online behaviour or cyberbullying.
5. **Encouraging Personal Responsibility** - Learning to manage distractions and **prioritise** tasks is an important life skill. By establishing clear guidelines regarding mobile phone usage, we empower students to develop self-discipline and personal responsibility in managing their technology usage.

We recognise that there may be instances where students require access to mobile phones for emergency purposes or specific educational activities. In such cases, we encourage parents to communicate directly with the school via Reception.

In Sixth Form, we allow students to utilise their mobile phones during social time in the common room. If mobile phones or smart watches are seen or heard in lessons or the Silent Study Area, staff will confiscate them.

Home School Agreement

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- Provide a safe, well-ordered and caring environment for all students.
- Value and respect everyone as an individual.
- Provide outstanding learning and teaching opportunities.
- Provide exciting and rewarding enrichment opportunities.
- Encourage and support all students to reach and exceed their potential.
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- Assess work at regular intervals.
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- Keep you informed of meetings, events and performances.
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- Offer support to parent/carers when appropriate to help your son/daughter achieve the agreed levels of achievement, attendance and behaviour.

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- Be punctual, attend every day and display outstanding behaviour.
- Take pride in and wear full uniform every day.
- Adopt a positive attitude and participate fully in the Ethos of Gospel Oak School.
- Show consideration to others, my environment and community at all times.
- Value and respect the opinions of others.
- Co-operate with staff, students and visitors at all times.
- Be fully equipped every day for learning.
- Work and learn to achieve and exceed my full potential.
- Not stop anyone else from learning.
- Keep my planner up-to-date and ensure I look after loaned resources.
- Be responsible for taking communications to and from home and Gospel Oak School.
- Agree to attend additional sessions should my achievement, attendance or behaviour fall below agreed levels.
- Follow the Acceptable Use Policy when use ICT resources.

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- Send my son/daughter to Gospel Oak School on time, every day, in full uniform.
- Only take holidays during term breaks and understand that holidays cannot be taken during term time.
- Ensure that they are fully equipped and prepared for learning and to engage in activities related to learning, enrichment and 'Academic Life'.
- Take an active interest in their education by encouraging them to complete their work fully and participate in other opportunities for learning.
- Monitor their progress and support them in achieving or exceeding their potential.
- Keep Gospel Oak School informed about any problems which may affect their learning.
- Support Gospel Oak School and its policies.
- Attend all meetings as required.
- Read and respond as required to all correspondence.
- Respond accordingly to emails and phone calls from Gospel Oak School.
- Be courteous when visiting the school and meeting with staff and other parent/carers.
- Promote the ethos of Gospel Oak School in a positive manner in the community.
- Work in partnership with Gospel Oak School to make a real difference to my son/daughter.
- Contact my son/daughter via reception when they are in school, not via their mobile phone.
- Participate in support sessions, should my son/daughter fail to meet agreed levels in respect of achievement, attendance, or behaviour.

Governors - We will:

- Ensure that we communicate effectively regarding the school and its development.
- Ensure compliance with statutory obligations including students' welfare, safeguarding and health and safety obligations.
- Ensure we provide outstanding learning, teaching, and enrichment opportunities for every student at the school.
- Monitor, review and report all aspects of Gospel Oak School's work.
- Seek financial efficiency and value for money.
- Consult with parent/carers, staff, students and the community over the issues which concern you.
- Approve and publish Gospel Oak School policies
- Provide a direct link between the Local Academy Governing Board and the parent/carers, students and local community.

Frequently asked questions

What time does my son/daughter need to be in school?

- Every second in school is precious and so students must arrive to school and all lessons on time. School begins with students arriving at their tutor room by 8.30am.
- If a student arrives late to a lesson without an appropriate reason (for example a medical appointment supported by a letter or appointment card) minutes will be accumulated and parents informed by letter each Friday.

What should my son/daughter do if they arrive late to school but before the end of the tutorial session?

If students arrive after 8.30am but before 9.00am, they must go to their tutor room where they will be marked as being late by their tutor.

What number do I ring if my son/daughter is ill?

Please use the Arbor app by 9.00am on the first day your son/daughter is ill and again for any subsequent day's absence.

What should my son/daughter do if they feel ill during the school day?

They should tell their teacher straightaway. They may be sent to First Aid, where a trained first aider will take care of them. If they are too ill to remain at school or if hospital treatment is necessary then parents/carers will be contacted to make suitable arrangements. It is essential we have a minimum of two emergency contact numbers that are up to date. Under no circumstances should students leave the school, contact their parents/carers themselves on a mobile phone or go home without permission.

Who do I write to if I need to take my son/daughter out of school for medical reasons?

Please send a note to your son/daughter's form tutor requesting absence for medical/dental appointments at least 48 hours in advance.

Who should my son/daughter see if they have to leave school for an appointment?

Your son/daughter needs to request inform Mr Bala or Mrs Clee.

Can my son/daughter bring medicines to school?

Please refer to the 'Supporting pupils with medical conditions' policy on our website.

Who should I contact if my personal details change?

If your personal details change, please inform you son/daughter's Mr Bala or Mrs Clee. Alternatively, you can update your personal details using the Arbor app.

Who should I make contact with if I want to discuss a pastoral issue (for example a confidential matter?)

Please telephone the reception desk at 0121 556 1351 and request to speak to Mr Bala or Mrs Clee. A message will be sent to the relevant member of staff. Alternatively, you can use the contact form on our website.

Who should I contact if I want to discuss my son/daughter's progress in a subject?

Please use the contact form on our website, the Sixth Form team will direct the email to the relevant department subject lead, who will deal with the issue and direct the most appropriate person to contact you within 2 working days.

Who should I contact if I have an issue about my son/daughter's education or an issue with the school?

Please make an appointment to discuss the issue with the relevant member of staff. Please use the contact form on our school website. We strongly advise that any concerns or issues are not discussed on social media as this could be potentially damaging for our students. As a school, we discourage the use of social media to criticise and make unsubstantiated comments.

How quickly should I expect a response when contacting the school?

We aim to respond to all queries, [questions](#) and concerns from parents/carers within 2 working days and resolve them within 5 working days. Full details can be found on the school website.

What if I need to pass on an urgent message to my son/daughter?

Please contact the school switchboard (0121 556 1351) and we will pass the message on immediately.

Can my son/daughter bring valuables to school?

For reasons of security, valuables and large sums of money must not be brought into school. The school does not accept any payment by cash or cheque. No items of value should be left in bags or pockets in changing rooms during PE lessons. The school is not responsible, or insured for, student loss, theft etc.

The school cannot accept any responsibility for theft, loss, [damage](#) or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item, or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.

Mobile Phone Policy

Rationale

Gospel Oak School recognises that mobile phones are a feature of modern society. This policy refers to mobile phones throughout, but also applies to all electronic devices (eg smart watches) that may be used in similar ways.

Mobile Phone Acceptable Use Policy

It is our policy to allow students to have a mobile phone with them in school should they choose to do so under the conditions outlined in the policy below:

- Phones must not be used for any purpose (eg phoning, texting, using the internet, taking photos, checking the time, using it as a calculator, taking videos etc) on the school site.
- Phones must always be switched off (not on silent mode) and kept out of view.

Breaches of these conditions will result in the following:

- The phone will be confiscated and taken to reception. If it is the first breach, then the phone will be given back to the student at the end of the day.
- For subsequent breaches, parents/carers will be required to collect the confiscated item from school on behalf of their son/daughter. If it is not possible for a parent/carer to collect the phone, then it will be released to the student from whom it was confiscated at the end of 5 working days. Any further or serious breaches of the conditions will result in confiscation for up to six weeks (including weekends and school holidays).
- Students who breach these rules will also be subject to sanctions under the 'Behaviour Policy'. This includes refusal to comply with appropriate confiscation which will be treated as an incident of defiance. Continual or serious breaches of the conditions could result in suspension from school.

Mobile Phone Acceptable Use Policy (Years 12 & 13)

Students in Years 12 and 13 are subject to the same conditions as those outlined above, with the exception that they are allowed to use their phones during the school day in the Sixth Form common room only (not classrooms). They should not be used in other areas of school.

Mobile phones and examinations

Phones must not be taken into examinations. The possession of a mobile phone, smart watch or any other electronic devices in an examination room, whether switched on or not is an offence under JCQ regulations. This can lead to disqualification from some or all of an examination series, regardless of whether there is a proven intent to cheat.

Malicious use

- If a user of a mobile phone receives any communication that could be portrayed as menacing, causing harassment or offence to others, they should report it to a member of staff immediately.
- It is a criminal offence under Section 43 of the Telecommunications Act 1984 and the Malicious Communications Act 1988 to use a mobile phone to menace, harass or offend another person. The school may involve the police should such an action occur.

Searching a phone

In line with statutory guidance from the Department for Education (DfE), staff may search a phone, including examining data and files, if there are reasonable grounds to suspect that an offence has been committed or there may be evidence of personal injury or damage to property. Further details on searching, screening and confiscation and a link to the regulations from the DfE can be found in the 'Behaviour Policy'.

Sharing nude and semi-nude images

Making, possessing and distributing any imagery of someone under 18 which is 'indecent' is illegal. This includes imagery of yourself if you are under 18. All incidents and suspected incidents will be investigated as a safeguarding matter in line with our "Safeguarding Children Policy (including Child Protection)" and most recent government guidance: [Sharing nudes and semi-nudes: advice for education settings working with children and young people - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people)

Emergencies

If a student needs to contact his/her parents/carers they will be allowed to use a school phone. If parents/carers need to contact students urgently they should phone reception and a message will be relayed promptly.

Security for mobile phones and other valuables

The school cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) relating to mobile devices, nor for theft, loss or damage to any other valuable item, or for the theft or loss of money. It is the responsibility of parents/carers and students to ensure mobile phones and other valuables are insured.

Communication

We are keen to keep all our parents/carers informed about their son's/daughter's progress and general school events. However, we are also keen to reduce our carbon footprint and so we communicate with parents/carers in the following ways:

- An email on a Friday with the weekly Ezine newsletter and various letters. This will be sent every Friday.
- Class charts for behaviour and rewards.
- Arbor for attendance.

All parents/carers to use the 'Contact Form' at [Gospel Oak School - Contact Us](#). If a parent/carer contacts the school by letter or phone, our reception or admin staff will complete the 'Contact Form' for them. We would be grateful if parents/carers did not email staff directly as we are unable to monitor the speed and quality of responses to such emails.

The options in the 'Reason for your enquiry' box [are](#):



Reason for your enquiry*

Year 7 enquiry

Year 7 enquiry

Year 8 enquiry

Year 9 enquiry

Year 10 enquiry

Year 11 enquiry

Sixth Form enquiry

SEND enquiry

The software that we use for the 'Contact Form' will automatically email the enquiry to the relevant member of staff. You will receive a reply to your email within two working days. If you do not receive a reply, a member of the senior leadership team will be made aware.

Please note that the replies to all enquiries through the 'Contact Form' will come from one of the following email addresses:

- Year7enquiry@gspeloakschool.co.uk
- Year8enquiry@gspeloakschool.co.uk
- Year9enquiry@gspeloakschool.co.uk
- Year10enquiry@gspeloakschool.co.uk
- Year11enquiry@gspeloakschool.co.uk
- Sixthformenquiry@gspeloakschool.co.uk
- SENDenquiry@gspeloakschool.co.uk

If you have not had a reply to a letter, phone call or email within two working days or you feel the matter had not been dealt with appropriately, please contact the Principal's PA (Kerry Hampton) or email her at info@gspeloakschool.co.uk.

We still prefer face to face communication and feel it is the most effective and productive method. We do understand though that meetings during the school day are not always |

possible and so communication via email provides parents/carers with an easy and quick way to communicate with us as a school.

However, if an issue cannot be resolved satisfactorily within a [two_email](#) exchange (four in total), then a face to face meeting in school should be convened.