

Year 7 Pupil Handbook 2021/2022

Hillside High School

Excellence in the Heart of the Community

We are proud to welcome pupils from...

Arnot St Mary CofE Primary School **Bedford Primary**

Christ Church CE Primary

Croxteth Community Primary School

Faith Primary School **Gwladys Street Primary** **Kirkdale St Lawrence Primary**

Lander Road **Northcote Primary School**

Ranworth Square Primary School **Rice Lane Primary School**

Rudston Primary School **Springwell Park Community Primary**

St Elizabeth's Catholic Primary School **St Francis de Sales Junior**

St John's Catholic Primary School **St Marie's Catholic Primary School**

St Michael's Catholic Primary School **St Monica's Catholic Primary**

St Teresa of Lisieux Catholic Infant School

St William of York Catholic Primary **The Trinity Catholic Primary School**

Thomas Gray Primary

Wellesbourne Community Primary School

Welcome to Hillside High School



Mrs A Ryan
Principal

It is with great pleasure that I welcome you to Hillside High School. I know these continue to be very strange times for us all and your time in Year 6 has not played out quite how it should, and I really hope that you got to end the year with your friends and teachers in primary school in the way you deserved. My daughter was in Year 6 last year so I fully appreciate how different things have been for you. I want to reassure you that we are all here to support your transition to High School. You will start term on Friday 3rd September with a Transition Day which will include time with your Form Tutor, a tour of the school and a school lunch. The only other year group in school that day will be Year 11 (who will arrive at a different time.) Please look at this day as the Induction Day you missed in June, the only difference is you will be wearing our uniform and be a Hillside pupil! Over the Summer please keep up to date with the Year 6 area on the website which includes lots of really important information, including our virtual tour and Q&A session.

I am delighted you have chosen Hillside as your secondary school and I know that you will be very happy during your five years with us. In your time here, you will find that Hillside has many exciting things to offer you and your family; equally, you will have many interesting talents and skills to share with us. Pupils are the most important people in our school; we are here for you and we will be working with you and your family over the coming years to ensure that you are happy and successful.

At Hillside we are always striving for “Excellence in the Heart of the Community” and achieving ‘excellence’ needs to be your goal every day. We expect ‘excellence’ and the highest standards from you, in terms of attendance, punctuality, uniform, behaviour and attitude for learning. We are unwavering in our ambition that you will leave us having fulfilled your academic potential and in doing so, you are able to fulfil your hopes, dreams and ambitions for the future.

Starting secondary school is an exciting time but it can be a bit nerve wracking too, so in this handbook we have tried to explain as much as possible about life at Hillside.

There has never been a more exciting time to join our school, we have recently had a visit from Ofsted which went really well and I look forward to sharing this with you and your families. We have also received significant investment in our school ensuring the front of our building demonstrates the grand and historical building our school is. Hillside is a local landmark and I am extremely proud to be the Principal of such an amazing school. Our pupils deserve the best facilities and there has been lots of investment in improving our classrooms and learning spaces too. Hopefully all members of our school community feel as proud as I do of our amazing school. We now have a school which truly reflects ‘Excellence in the Heart of the Community’.

I wish you a warm welcome to the Hillside community, always striving for “Excellence in the Heart of the Community”.

Please read through this handbook with your parents. We look forward to seeing you and making you welcome at our wonderful school, don’t forget to check our website www.hillsidehigh.co.uk, our Twitter feed [@Hillside_high](https://twitter.com/Hillside_high) and our Instagram page [@hillside_high_school](https://www.instagram.com/hillside_high_school) to keep up to date with everything that’s going on at Hillside.



Mrs Cross
Assistant Vice Principal

As you take your first steps on your journey to secondary school life I would like to add my warm welcome to Hillside. My role in school is to lead on all aspects of pupil welfare, including behaviour, attendance and safeguarding. In addition, I lead on Special Educational Needs (SEN) across the school, ensuring that all pupils are given a fair chance of learning and achieving positive outcomes. This means working with teachers to ensure that there is adapted quality first teaching happening for pupils on the SEN register in lessons and where necessary, working with professionals outside of school to get the right support for individuals. I am really looking forward to working with you over the next 5 years, and if you are ever unsure or worried about any part of school life you must talk to us and we will always do our very best to help you. By demonstrating a positive attitude to learning, being kind to others and always trying your very best, you will have a bright and successful future here.



Miss Roby
Year 7 Progress Leader

I am delighted to welcome you to Hillside High School. As you may already know I will be your Progress Leader during Year 7 and your time at Hillside. I am really looking forward to getting to know you and your families. Working with Form Tutors I will be one of your points of contact if you have any concerns or worries and as a team we will work hard to support you in what will be a really exciting and enjoyable year. The standards and expectations that we have as a school will underpin everything we do to achieve excellence. Treating others with kindness and respect are key values at Hillside and I know that you will add to this in abundance. Attendance is a high priority and is clearly linked to progress. It is hoped that we can all work together to strive to achieve the school target of 96% attendance. I look forward to meeting you all and spending lots of time with you over the coming years. I wish you every success with this next chapter.



Mr Smedley
Inclusion Manager

As the Inclusion Manager at Hillside, it is my role to work with those pupils who may require some extra help and support in order to access their learning, be that in the main school or the inclusion base. Respect is at the forefront of everything we do for our pupils at Hillside and we promote this in a fully inclusive environment where pupils feel they belong and they that are valued. I am very proud of our pupils and understand the huge responsibility we have to enable them to achieve their full potential and become responsible citizens.

I look forward to getting to know you during the next five years and that by working together we will achieve great things at Hillside.



Mr Edwards
Vice Principal

It is my great pleasure to welcome you to Hillside High School for the start of the next chapter in your lives. With hard work, a willingness to take part, resilience and a smile you will get the most out of your time with us. Time flies at Hillside and you must try to take advantage of all of the opportunities open to you from day one if you are to reach 'excellence'. My role as Vice Principal is to ensure that you have access to the very best lessons and subjects to ensure that you leave us with world class qualifications. I also keep a very close eye on how you are progressing; making sure that you are on the right track and supporting you if you are not. Good luck!



Mrs Wardale
Vice Principal

Welcome to Hillside, I am really looking forward to getting to know you all and welcoming you to our excellent school. My role is to make sure you achieve the best academic success possible. I work with your teachers to choose the very best knowledge and skills to deliver in your curriculum. As part of my role here at Hillside I will often talk to you about your learning; I regularly look at your books and visit your lessons so that I can learn more about how hard you are working in your lessons and most importantly, find out what you are learning about. Our vision here is to strive for excellence and three of the most important subjects for you to excel in are English, maths and science. I talk to your teachers in these subjects all of the time to make sure you are all on track to succeed and make the best progress that you can. I am really looking forward to working with you all, as you embark on your learning journey at Hillside.



Mrs Jones
Assistant Vice
Principal

I am delighted that you have chosen to join our school and I look forward to meeting you in September. My role at Hillside is to work with your class teachers to make sure that you achieve excellence in all of the subjects you study. I also lead on all aspects of the curriculum which prepare you for life in modern Britain such as: careers guidance, Personal Development, Citizenship and online safety.



Miss Collins
Associate Assistant Vice
Principal

I would like to take this opportunity to formally welcome you to Hillside even though I know I got to know so many of you at summer school. Starting secondary school may seem a little overwhelming but you really don't need to worry as we have a fantastic team at Hillside who will support you every step of the way. It is also part of my role at Hillside to make sure that pupils from all around the world who come to our school feel supported and welcomed and are able to achieve their true potential in all subject areas. I look forward to meeting you all in September.



Mr Smith
Associate Assistant Vice
Principal
Senior Link for Year 7

Hi Year 7, I would like to welcome you to Hillside. My role at Hillside is to help to guide pupils in leadership roles and responsibilities that will help you with essential skills throughout high school and after you leave. These leadership opportunities will help you to establish your core values and allow you to contribute to the ethos of the school. I am very excited to be working with you as Year 7's senior link and look forward to getting to know you all in September. Starting secondary school is an extremely exciting time in your lives and you will be supported by a fantastic team at Hillside, at every opportunity. It is also part of my role as the leader of the Design faculty at Hillside to make sure that pupils harness their creative and practical sides in lessons and flourish as skilful, confident and expressive individuals. I look forward to meeting you all in September.



Mr Wardale

My name is Mr Wardale and I'm a science teacher here at Hillside. I've been here a very long time and had the pleasure of welcoming lots of young people up to Hillside and seeing them go on to tremendous success, so I can't wait to meet you all in September and help you start the next chapter in your school journey.

As your form tutor, I will be with you each morning to make sure we all have the right equipment, check we are looking smart and remind you all about having the right attitude to learning so your day is a success. I'll also probably bore you with my love of all things Marvel and tell you some of the best Dad jokes you'll ever hear. Honestly, they are hilarious. Have a great summer, stay safe and I look forward to seeing you all in September.



Miss Jones

Hello Year 7! My name is Miss Jones and I'm going to be your Form Tutor which means you will start every morning with me. I will make sure you have everything you need for the day, answer any questions you might have and let you know of any news or exciting events happening around the school. I know coming to high school can be a really daunting and scary experience but just know that you will settle in far faster than you think, and you will have me to support you every step of the way. I have been teaching here at Hillside for just over a year so I am still quite new myself and can remember how intimidating everything seemed at first. However, the people you will find at Hillside will be some of the kindest you will ever meet and you will always find someone who will be willing to help you with whatever you need. I am so excited to get to know you all better in September and support you in your next big step in life. See you all soon!



Mr Kitching

Hi Year 7, I'm Mr Kitching and I teach Geography here at Hillside. I am really looking forward to being your Form Tutor from September. As a Form Tutor, I am here to help you each morning to make sure you are ready for the day. We will work together to ensure that you have an amazing time here at Hillside. I will be here to answer all your questions and just have a chat whenever you need to. I am looking forward to getting to know each of you, see you soon!



Miss White

Hi Year 7! My name is Miss White and I teach Art and Design at Hillside. I'm really looking forward to becoming your Form Tutor when you start in September. I can't wait to get to know you all and to be a part of your Hillside journey over the next five years. I will see you promptly every morning to make sure our form standards are as high as they can be. Remember, attendance is so important. Every school day counts!

Before You Arrive

Before term starts it would be a good idea to check that everything is ready for the BIG DAY!

You will need to check that you have all your uniform; you will also need a pen, pencil, ruler and calculator (along with a pencil case to keep them in), a water bottle, a school bag, PE kit as required. On the first day you will be given a timetable, which you must bring to school every day. At Hillside we call this the Essential 8.

It is essential that you have a bag CLEARLY named for your belongings.

You will need your PE kit. They must be clearly labelled with your name.

The First Day

On Friday 3rd September 2021, you will come to school for your induction day.

This day will start at 10am and finish at 2pm. You should come to school through the front entrance. During the day you will spend time with your Form Tutor getting to know all about Hillside. On Monday 6th September 2021, please come into the school by the main entrance for 8.30am.

You will need to bring:

- Your Essential 8 (see page 8).
 - Money to credit your cashless catering account for school lunch (maximum daily spend £4).
- or*
- Your packed lunch if you are not purchasing a school lunch.

If you are entitled to free school meals, **you will not automatically qualify when you transfer to secondary school**. Your parents/guardians need to apply to your Local Authority, who then notify us.

Sefton Residents

Pupil Support Section
Free School Meals
Town Hall
Oriel Road
Bootle
L20 7AW
Tel: 0151 934 3456

<https://forms.sefton.gov.uk/freeschoolmeals/>

Liverpool Residents

Liverpool Direct
Free School Meals
Education Awards
PO Box No. 6573
Liverpool
L69 2WJ
Tel: 0151 233 3006

<https://liverpool.gov.uk/benefits/free-school-meals/application-form/>

REMEMBER: You are not allowed to go out of school at lunchtime.

What you need for lessons



Essential 8

Please note it is essential you bring a bag to school **every** day.

This school bag should be big enough to hold a A4 folder.

You should not bring anything valuable to school with you. The school is not covered by insurance for the loss of personal property on the premises.

Hillside High School accepts no responsibility for replacing personal property that is lost, stolen or damaged whilst on school premises, during school events, travelling to and from school or whilst attending educational visits. Parents/guardians are therefore advised to take out appropriate insurance cover for your property, including mobile phones, portable devices, bicycles and other valuable items.

It is important that your parents/guardians download the 'My Ed' app, so that they can keep track of your attendance, see your timetable, and receive important information from school as well as lots of other useful information. The app will only work by using the same mobile number held by school, it is therefore important we always have your most up to date number.

NEW FOR PARENTS

MY Ed

Download our school app NOW

Connecting parents, students and schools

Step 1: Go to your app store
1

Step 2: Search for My Ed
2 My Ed

Step 3: Download the app
3 **FREE Download**

Information about your student and school direct into your pocket.

Attendance 95%
Keep up to date with your child's attendance details.

Forms
Fill in forms securely on your app and return them directly to school.

Achievements
Get regular updates of achievements.

Key Dates
Important dates the school needs you to know.

News
Access the latest school news.

Info Packs
Digital information packs reduces time, hassle & paper.

GET THE APP HERE
SCAN ME

[Find out more](#)

www.myedschoolapp.com

Your School Uniform

Girls		Boys	
Skirt	School Kilt	Trousers	Charcoal grey or black, no colours
Blazer	Black with trim and badge	Blazer	Black with trim and badge
Blouse	White, collar and short/long sleeves	Shirt	White, collar and short/long sleeves
Cardigan or Pullover	Plain black with long sleeves Plain black, V-necked with long sleeves	Pullover	Plain black, V-necked with long sleeves
Tie	Royal Blue	Tie	Royal Blue
Socks	White	Socks	Black, dark grey or navy blue
Tights	Black or navy blue		
Shoes	Standard black (no boots) see page 12	Shoes	Standard black (no boots) See page 12

Items of clothing which are not allowed

Under no circumstances may training shoes, pumps or shoes that look like training shoes be worn in school. Shoes must be plain black with no colouring or designs on them. Plimsolls, sparkling or decorated shoes are not allowed. Boots are not allowed. White or other coloured tights, coloured/patterned socks, sweatshirts of any kind, pinafores, scarves, caps or any other variations on standard school uniform are not allowed.

School Blazer

A school Blazer is **compulsory** throughout the school. The only coat you are allowed to wear in school is a blazer. Outdoor coats must be removed when you arrive at school and are not worn inside the school buildings.



Jewellery

No jewellery is allowed to be worn except a wrist watch. If you come into school wearing jewellery you will be expected to remove it, this includes earrings which you will be asked to remove. Hair bands/bobbles should be small, simple and black or navy.

Make up

It is not appropriate for you to wear make-up, coloured nail varnish, false eyelashes or sparkling tooth gems for school. You will be expected to remove any make-up.

Uniform Suppliers

Items of daily school uniform can be bought from various specialist shops, including:

- TRUTEX, 27 COUNTY ROAD, WALTON L4 3QU
(0151 523 8422)
- LASER SCHOOLWEAR, 61 COUNTY ROAD, WALTON, L4 3QD
(0151 524 9818)
- PAUL'S PLACE, 272 STANLEY ROAD, BOOTLE, L20 3ER
(0151 922 2472)

At Hillside we have extremely high standards of uniform. This means that if you come to school without full uniform for any reason you will automatically spend the day away from other pupils working in isolation in our remove classroom. This is not a punishment, but a way of ensuring that we maintain our high standards at all times.

We expect all of you to wear full school uniform, including school shoes and blazer on their way to and from school. This is something we take very seriously as we believe you are ambassadors for our school at all times.

Examples of appropriate footwear:

Boys



Girls



If you are unsure about what shoes to buy please speak to your Progress Leader

Examples of inappropriate footwear:

Boys



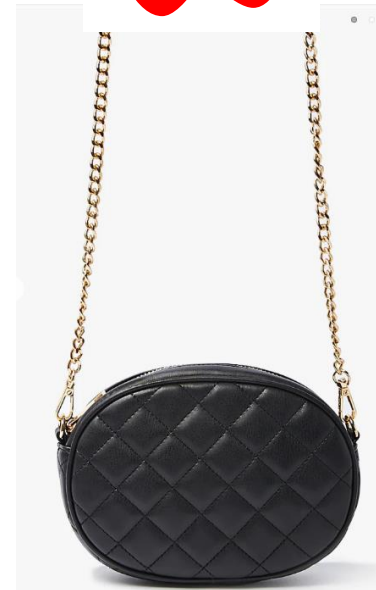
Girls



Examples of appropriate school bags:

All pupils need a suitable sized school bag.

Big enough to fit A4 folders or books, and all Essential 8.



PE Equipment

PE Kit – Boys	PE Kit – Girls
<ul style="list-style-type: none">• Royal blue jersey with logo.	<ul style="list-style-type: none">• Navy blue shirt with light blue trim and logo.
<ul style="list-style-type: none">• Black shorts.	<ul style="list-style-type: none">• Navy blue shorts with light blue piping.
<ul style="list-style-type: none">• Royal blue football socks.	<ul style="list-style-type: none">• Light blue football socks.
<ul style="list-style-type: none">• Football boots.	<ul style="list-style-type: none">• Training shoes.
<ul style="list-style-type: none">• Training shoes.	

Please note that you are required to wear appropriate footwear in PE. This does not include canvas pumps or “Converse” shoes, as they are unsafe for the types of activities we offer.



Drama Kit

Drama T-shirts can be purchased through Trutex.

Drama Kit – Boys

- Black tracksuit pants – no stripes.
- Black t-shirt with Hillside logo or a plain black t-shirt.

Drama Kit – Girls

- Black tracksuit pants, jazz or sweatpants.
- Black t-shirt with Hillside logo or a plain black t-shirt.



Important School Dates for Year 7

Pupils and Parents/Guardians

Friday 3rd September 2021

Induction morning for Year 7, 10am – 2pm.

Tuesday 14th October 2021

Your parents can come along at either 10.30am or 5pm to find out more about Hillside, see how you have settled in and ask any questions they may have.

Thursday 3rd February 2022

Year 7 Parents' Evening from 4.15pm – 6.45pm

This is an opportunity with your parents to meet all of your subject teachers and gain the most up to date picture of your academic progress.

School Terms, Inset and Holidays 2021 – 2022

AUTUMN TERM

Start of term for Pupils

Friday 3rd September 2021. The start of term is delayed this year to allow for all pupils to be covid tested before term starts.

Half term

22nd October to 29th October 2021 (we break up on Thursday 21st)

End of term

Friday 17th December 2021

SPRING TERM

Start of term for Pupils

Tuesday 4th January 2022

Half term

14th to 18th February 2022

End of term

Friday 1st April 2022

SUMMER TERM

Start of term for Pupils

Tuesday 19th April 2022

Half term

30th May to 3rd June 2022

End of term

Wednesday 20th July 2022

Bank Holidays:

Monday 3rd January 2022, Monday 18th April 2022, Monday 2nd May 2022 and Monday 4th July 2022 in lieu of the Queens Jubilee bank holiday which falls during Summer half term.

Inset Days:

Wednesday 1st September 2021

Friday 1st July 2022

- All dates are inclusive.
- You do not attend school on INSET days. We remind parents/guardians by text when these are due to take place.

This information is correct as we go to press. We will notify you of any changes as necessary and all dates are kept up to date on our website.

Behaviour in School

At Hillside we all follow 'The Hillside Way' (see page 21). This outlines our expectations for pupils.

The school behaviour guidelines, which should be strictly adhered to at all times, can be summarised as follows:

- Respect yourself and your work.
- Respect other pupils.
- Respect all adults in school.
- Respect your school.

We must emphasise to all pupils that **at Hillside we do not tolerate bullying of any description including homophobia, racism or any other form of discrimination.**

All pupils have the right to enjoy their education in safe and secure surroundings. Anyone breaching these conditions will be dealt with appropriately. Sanctions for serious misconduct include time spent in our remove classroom, time in our Inclusion Centre and even fixed term of permanent exclusion.

A full copy of the Behaviour for Learning Policy can be found on our school website www.hillsidehigh.co.uk

The School Governors are required by the government to inform all pupils what they consider to be unacceptable. In this school the following are considered to be examples of serious misconduct and might be grounds for exclusion from school for a fixed period or permanently:

- Violence or bullying.
- Swearing or other bad language directed at pupils, teachers or other adults with intent to insult people or disrupt lessons.
- Bringing a prohibited (forbidden) item to school.
- Persistent disruption of lessons.
- Vandalism.
- Racial or sexual harassment repeated failure to carry out detention or similar imposition.
- Theft.
- Any criminal act.
- Any form of behaviour considered to be dangerous which puts the safety and wellbeing of other people at risk.

Exclusion may be fixed term or, in the case of extremely serious misconduct, may even be permanent.

Racial Harassment

Hillside High School is an inclusive multicultural school with a commitment to raising international awareness. We implement fully the Sefton MBC guidelines on racial incidents. Racial harassment is:

“Verbal or physical violence which includes attacks on property as well as on the person which is suffered by individuals or groups because of their colour, race, nationality and ethnic or national origins, and where the victim believes that the perpetrator was acting on racial grounds and/or there is evidence of racism”.

Any racial incident will be reported to the local authority and the school will decide the most appropriate course of action to be taken in view of the seriousness of this type of offence.

Safeguarding Children

Safeguarding and child protection are issues about which we all feel extremely strongly. We have a culture within school of looking out for each other and making sure that all members of our school community feel safe and know what to do if they are worried about their own personal safety or the safety of someone else.

Mrs Cross, Assistant Vice Principal, Pastoral is the strategic lead for safeguarding across the school. She is fully trained in safeguarding and has an overview of all matters relating to pupil safety. School has two Designated Safeguarding Leads, Mrs McGing and Miss Sheils. The school has a duty of care to our pupils and if any young person makes a disclosure regarding his or her personal safety or well-being it is the school's responsibility to make a referral to Social Care outlining our concerns. When this happens, Mrs Cross, Mrs McGing or Miss Sheils will endeavour to inform parents/guardians of their actions the same day, although this is not always possible. For example, if a parent/guardian's telephone number has changed it would cause a delay. Social Care will visit the family within 24 hours of receiving the referral and assess the situation. Often, they will simply offer a family advice or signpost other services that can support the family. Any concerns about the procedures in safeguarding and child protection should be discussed directly with Mrs Cross at Hillside, in the first instance.

In addition, Mr Smedley, Inclusion Manager and Mrs Banks, Pupils Support Co-ordinator are also up to date with safeguarding training and are Deputy Designated Safeguarding Leads (DDSL) they would deal with a safeguarding concern in the absence of Mrs McGing or Miss Sheils.

Medical/Dental appointments

Ideally all appointments should be made outside of normal school hours, or during school holidays. If this is not possible we request that on the day of the appointment your child brings a covering letter to school signed by a parent/guardian which includes:

- The time you would like your child to leave school.
- If your child is to make their own way home at that time, go directly to the appointment venue, or if your child will be collected from school by an adult.

We will require proof of the appointment for school records, this should be attached to your letter (our school office will make a copy of the appointment card and return the original to your child).

In the event of an emergency appointment whereby an appointment card is not available, please request an appointment card/slip when you attend, which your child must hand to Pupil Support on their return to school.

If you obtain an emergency appointment for your child for the same day, and as a consequence of this you have been unable to provide them with a covering letter from you, please telephone school providing the information listed above. You will still be required to follow the procedure outlined above for an emergency appointment.

Attendance

At Hillside High School we recognise that to achieve our mission statement of achieving 'Excellence in the Heart of the Community' and ensuring you make progress you are capable of, we must ensure that your attendance is continually, and consistently seen as a high priority. Attendance is the responsibility of all staff, pupils and parents/guardians. In order to achieve this, we have set in place specific support systems and have staff with specific responsibility for attendance. Attendance is high profile with staff, pupils and parents. Your form room has a display of weekly attendance for the whole school and by year group. Attendance is reported and commented on by the Principal in the weekly newsletter sent home to parents/guardians. Ensuring your regular attendance at school is the legal responsibility of your parents/guardians. Permitting absence from school without good reason creates an offence in law and may result in the prosecution of parents/guardians.

First Day Response / Communication between home and school – daily procedures

If you are unable to attend school your parent/guardian will need to ring the school office on 525 2630 between 8.00-8.30am. The call will be received by one of our admin team who will discuss the reason for your absence.

* Dependant on the reason and your current attendance there will be some challenge as to why you are not able to come to school.

Each day at 9.30 am the pastoral team meet and establish who is absent and the reason why. The Attendance Trigger and Intervention Protocol will be considered and dependant on your current attendance the appropriate course of action will be decided.

Dependant again on your attendance and the reason for your absence the most likely outcome will be a member of the pastoral team visiting your home to discuss how we can get you back into school with as limited time absent as possible.

Telephone Numbers

There are times when Hillside will need to contact your parent/guardians for a range of issues, including absence, so it is essential that the school has at least two up to date contact numbers at all times.

Understanding Types of Absences

Every half day absence has to be classified by the school (not by your parent/guardians) as either authorised or unauthorised. Information about the cause of any absence is always required from your parents/guardians, preferably in writing.

Authorised

Authorised absences are mornings or afternoons away from school for a good reason such as illness, medical/ dental appointments which unavoidably fall in school time, or emergencies.

Unauthorised

Unauthorised absences are those which the school does not consider reasonable. This type of absence can lead to the Local Authority using sanctions and/or legal proceedings. This includes:

- Parents/guardians keeping pupils off unnecessarily.
- Truancy before or during the school day.
- Absences which have never been properly explained.
- Shopping, looking after other children or birthdays.
- Day trips and holidays in term time.
- Oversleeping.
- Absence to look after a sibling who is unwell.
- Confusion over term dates.

Any problems with regular attendance are best sorted out between school, your parent/guardian and you. If you are reluctant to attend, your parent/guardians should not condone your absence or give in to pressure to excuse you from attending school, they must contact school immediately to discuss.

RAG Letters

Each half term your parents will be sent a RAG (Red/Amber/Green) letter informing them of your attendance with advice and guidance where appropriate. The categories are as below;

Red- 85% or below. Your attendance is a cause for concern and support will have been, and will be offered by our Educational Welfare Officer to address this issue.

Amber - 85-95.9%. Your attendance is being monitored closely by our Attendance Officers and your child's Progress Leader and you may have been invited to attend a school attendance panel.

Green- 96% or above. Your attendance is excellent so far this year, we aim for all pupils' attendance to fall into this category. We hope your child is able to maintain this high standard for the rest of this academic year and we would like to take this opportunity to thank you for your ongoing support.

Medical Evidence

The school reserves the right to insist on medical evidence in order to code any absence as authorised or unauthorised and this decision will be made on an individual basis depending on your current and historic attendance.

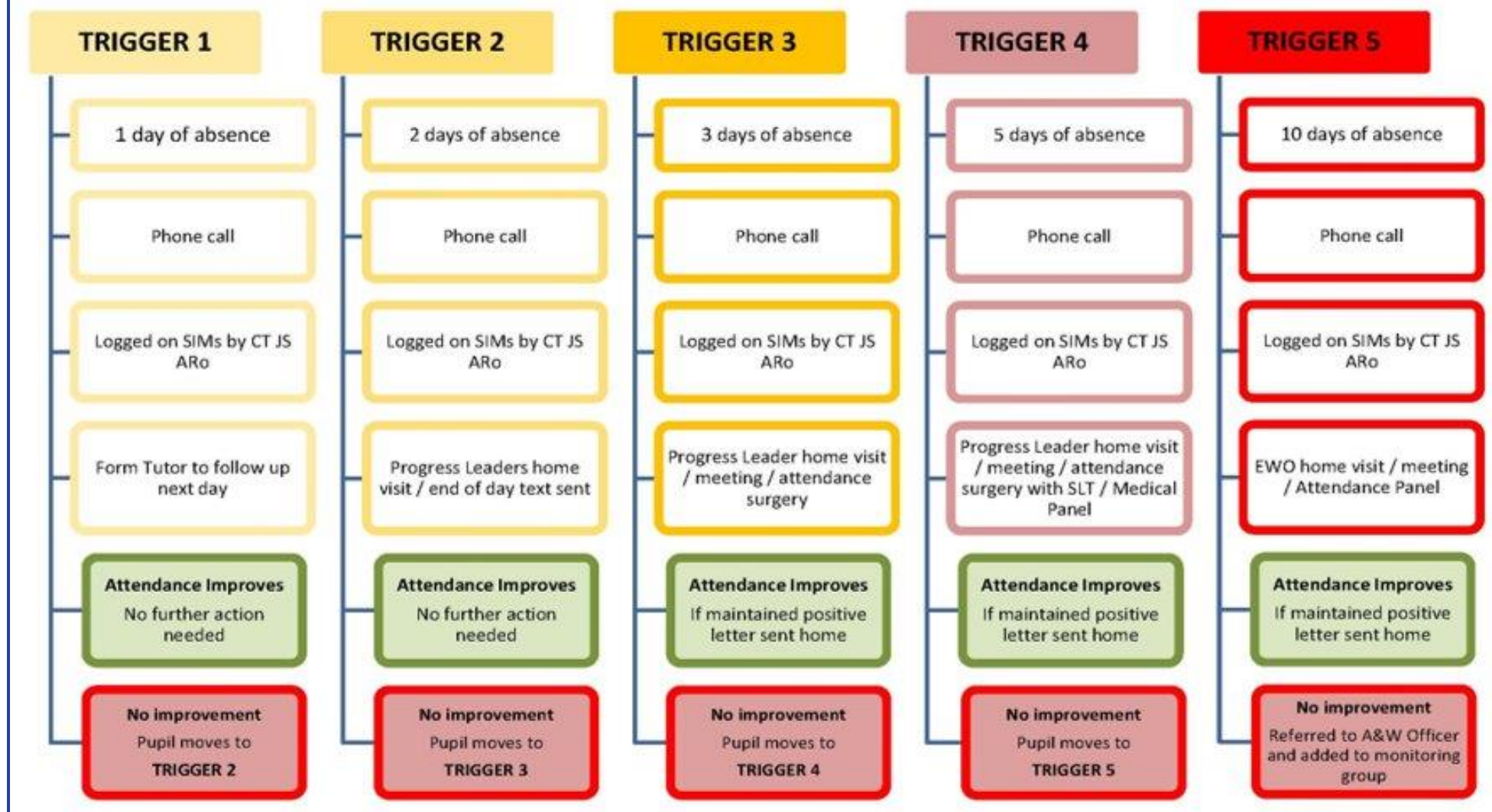
Transition Year 6 – Year 7

Primary school staff will advise the Year 7 Progress Leader of Year 6 pupils experiencing problems with attendance. Attendance information is requested from the primary schools for all pupils transferring to Hillside. Extra support can be offered to you and your family if you are experiencing attendance problems to facilitate the transition process.



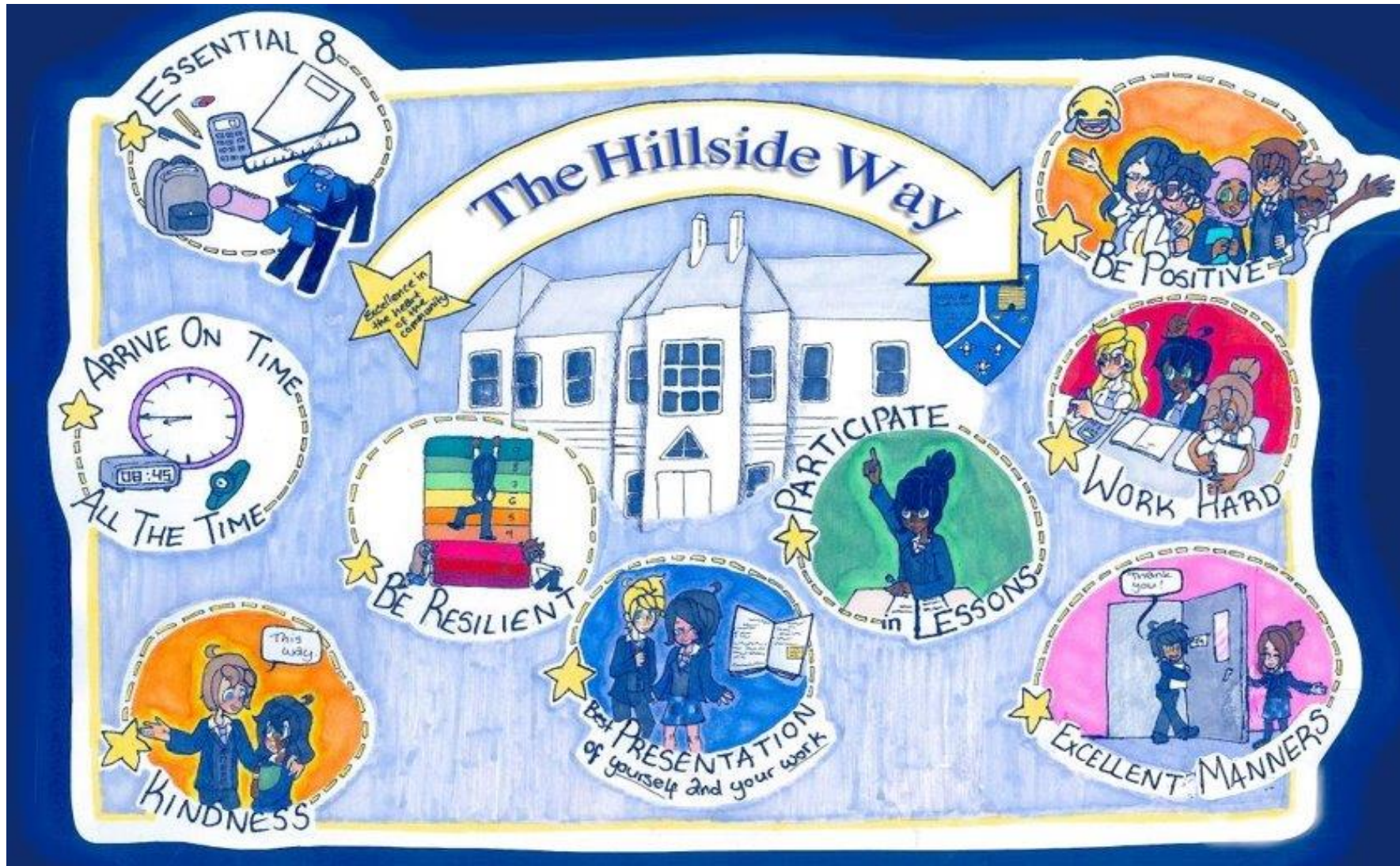
Hillside High School

Attendance Triggers & Interventions



The Hillside Way

At Hillside we are all working towards the one shared goal of achieving “Excellence in the Heart of the Community”. The Hillside Way summarises what all members of our community; pupils and staff need to do to achieve ‘excellence’.



The Hillside Way

The nine features of The Hillside Way are split up into two parts, Standards & Expectations and Character Virtues.

Standards and Expectations

- Essential 8
- Arrive on time, all the time
- Work Hard
- Participate in lessons
- Excellent Manners
- Best presentation of yourself and your work

To be an effective learner at Hillside, you need to meet these six Standards and Expectations in every lesson. You will be monitored each lesson to show how well you are meeting these standards.

Character Virtues:

The following three aspects of The Hillside Way are what we believe are the key virtues that will help you in your own personal development to grow into confident, successful individuals. A virtue is a type of behaviour which people agree is morally right. Someone who is virtuous leads a good, moral life.

Resilience

This virtue is about being able to cope when things get tough. Resilient people are good at dealing with change and are able to use their skills to recover from problems and challenges. This could be within a lesson such as having the strength to tackle challenging work but it could also be problems in people's personal lives.

Kindness

This virtue is all about being caring and approaching people you meet with respect, appreciation and interest. People who regularly demonstrate kindness are happier than those who don't and studies have shown that kindness also stimulates the production of serotonin which is the feel-good chemical. The kindness virtue is also about how we can benefit our communities through our actions and taking part in events and activities in and around school for charity.

Positivity

The positivity virtue gives us a reason to believe in ourselves. Positive people are less isolated because others want to be around them. People who are positive are optimistic in life meaning they expect good things to happen. Positive attitudes cause positive thoughts and outcomes and produce positive results.

Celebrating Excellence

Rewards

At Hillside we have a range of rewards which are used to recognise and celebrate 'excellence'. Rewards can take many forms including; our "1" shows for pupils achieving the most 1s on SIMs and postcards home, entry into 'prize' draws and end of term/year trips, to name just a few of the things we do.

Lead Learners

At the end of each half-term, all pupils can be nominated to be a Lead Learner by their class teachers for a number of reasons. Certificates and prizes will be given out to pupils during our Lead Learner assemblies.

Annual Presentation Evening

Each year, Hillside holds a Presentation Evening to celebrate pupils' achievements. This evening is shared with; parents/guardian, governors, Trustees of the Wade Deacon Trust and invited guests from the local community. Prizes for Achievement and Endeavour are awarded to pupils from each class as well as prizes for attendance. Prizes are also awarded for excellent performance in external examinations, service to the school and character and personality.

Display of Work

When pupils do particularly good work we will display it on the boards in classrooms and the corridors for others to see, admire and learn from. In doing this we hope other pupils will aspire to produce the same high standard of work.

Displays of pupils' work around school also helps you in your learning and progress. Excellent examples of the use of the purple pen of progress, and how to achieve the top grades in subjects, can be seen in each subject area around school.

Newsletter, Twitter and Instagram

Our weekly newsletter is available on the school website www.hillsidehigh.co.uk where we celebrate all of our pupils' achievements and successes as well as all the great things going on here at Hillside High School. Any pupil (or their work) who features in the newsletter is invited to see the Principal at break on Friday to receive a copy of the newsletter and a gift. You can also follow us on Twitter [@hillside_high](https://twitter.com/hillside_high) or Instagram [@hillside_high_school](https://www.instagram.com/hillside_high_school) for daily updates about what's going on in school.



Photographs of School Activities

At Hillside, we have a tradition of celebrating our pupils' involvement and achievement in a wide range of activities and events by taking photographs, when appropriate, and displaying them in school, in school publications or in the local press. We also have a website and Twitter accounts that celebrate pupils' work and achievements, as well as weekly newsletters for parents/guardians, a school Prospectus and this Pupils Handbook.

If your parent/guardian does not wish your photograph to be used in this way, please be sure they fill in the appropriate form in the admission documents.

Literacy

'Literacy' underpins all learning at Hillside High School. It will feature in every lesson across school. Teachers will encourage you to develop transferable skills, enabling you to be an excellent communicator. Literacy will allow you to access higher education and develop essential skills to prepare you for life.

At Hillside we believe that:

- Strong literacy skills improve your ability in speaking and listening. It is a crucial skill to be able to express your ideas and opinions fluently. *An articulate speaker will also be a good writer.*
- Excellent literacy skills will enable you to read broadly and access a range of learning materials in all your classes. Reading and understanding is very important in developing your potential to achieve well in all subjects. *A good reader is also usually a good writer.* Reading a wide range of books will help you to develop opinions about issues in the world around you.
- The most effective writers have a clear insight into literacy as a tool to aid personal expression and a pathway to make active contributions to society in school and in future careers. *The ability to write and communicate in writing is an essential life skill.*
- Knowledge and awareness of literacy, and the role that it plays in each lesson across the curriculum, is crucial in raising academic standards and attainment.

You will be encouraged to read for pleasure. We have an excellent Learning Resource Centre (LRC) and we emphasise the importance of independent learning. We aim to inspire you to love reading, and will offer you a range of texts from across all subject areas.

SPAG – Spelling, Grammar and Punctuation is a key aspect of learning at Hillside and all teachers, across the curriculum will work with you to help you to improve in this key area.

The Hillside Core 5 has a focus on literacy, all lessons will include "word rich" activities where teachers in all subject areas will work to improve your understanding or vocabulary.

Please look on our website for more information on how we can support you with literacy at home



Numeracy

At Hillside we place an extremely high value on the delivery of numeracy for all our pupils. Being numerate is essential for all pupils enabling you to access several key areas of the curriculum, and for day to day life in the world outside school. Strong numeracy skills are key for life and for securing the best college places and workplace opportunities.

Numeracy is a life skill. Being numerate goes beyond simply 'doing sums'; it means having the confidence and competence to use numbers and think mathematically in everyday life. Here are some examples of what we mean by numeracy:

- Being able to manage family budgets – credit cards, offers at supermarkets etc.
- Being able to estimate – in all kinds of situations, e.g. journey speed, time and distance, roughly how much a bill will be or your expected bank balance at the end of the month.

In order to give you the best possible chances to develop strong numeracy skills we aim to develop and improve standards of numeracy through providing models and opportunities for you to practise using number in a range of lessons; not just mathematics.

In lessons

Teachers will plan to develop and improve standards of numeracy through providing good models and opportunities for you to practise your skills. You will be expected and encouraged to use a range of mental mathematics strategies to answer simple questions outside of mathematics lessons. Where more complex calculations are needed, you will be expected to clearly show each stage of the working out leading to the final answer.

At home

In Year 7, you will be expected to access Hegarty maths each week to improve fluency and retention.

During your time in school so far you will have spent a significant amount of time going over your times tables and this is something that we continue through Key Stage 3 using TT Rockstars. You are expected to access TT Rockstars each week to continue to practise your times tables.

Your continued efforts are celebrated in our school newsletter and on the display board in the maths department, this is for both Hegarty and TT Rockstars. Along with the display board we also have TT Rockstars battles throughout the year so that you can compete against your peers and other year groups.

This little-and-often approach, using both Hegarty and TT Rockstars, supports the research that constant revisiting of topics ensures that your numeracy skills and fluency are retained over time.

Please look on our website for more information on how we can support you with maths at home.

Mobile Phone and Portable Music Players in School

During lessons we do not allow you to use personal mobile phones, tablets, Apple watches or any form of portable music player. We have very good reasons for this, based on pupil safety and the maintenance of high standards in the classroom. However, we do understand that many pupils and their parents/guardians like children to have a mobile phone as a security measure on the way to and from school.

Our rules are clear on this:

- Electronic devices should not be brought to school at all.
- Mobile phones may be kept in a school bag but must be switched off at all times during lessons.
- Mobile phones should not be taken out during lessons, at break and lunchtime there are designated phone zones for you to use their mobile phone, these are situated in the Dining Hall, the yard and the 'old gym' for Year 7.
- If you are seen with a mobile phone or an electronic device during lessons or on the corridor or anywhere that is not a phone zone, the item will be confiscated and placed safely in the school office. If this is the first occasion that your phone is confiscated it will be given back to you at the end of the day. On a second occasion a warning letter will be sent home. If your phone is confiscated on a third occasion then it will not be given back to you until an adult family member comes to collect it.
- **The school accepts no responsibility for replacing personal property that is lost, stolen or damaged whilst on school premises, during school events, travelling to and from school or whilst attending educational visits. Parents are therefore advised to take out appropriate insurance cover for your property, including mobile phones, portable devices, bicycles and other valuable items.**

Please note that the school has absolutely no insurance to cover the loss or theft of these or other valuable items belonging to either pupils or staff. Should a loss occur, we will obviously investigate to try to recover the item but cannot guarantee success. For lessons in PE, a 'valuables box' is available from the teacher of Teaching Assistant. It is your responsibility to put any valuables into that box for safekeeping.

Where do I get help if I need it?

Lost property

Try not to worry. Most lost property turns up in the most unusual places. This is the best plan:

- ✓ Stop and think when you last remember having your property, e.g. the classroom you were in.
- ✓ Go and look there and all of the rooms you have been in since.
- ✓ See if it has been handed in at Pupil Support of the Office.
- ✓ Report the lost property to your Form Tutor.
- ✓ Check again at HOME!

Illness or Injury

If you feel ill tell the teacher in charge of your class. Should you feel ill, or have an accident, at break time or lunchtime, then tell the teacher on duty or a lunchtime supervisor. You will be sent to Pupil Support and a member of staff will then decide what further action is necessary.

Medication

If you have asthma and you would like Pupil Support to hold an emergency inhaler or medication, please ask your parents/guardian to contact Mrs Banks, who will gladly discuss any concerns they may have regarding this. Alternatively, the school nurse can be reached on 0151 247 6033/6013.

Care Plan

Some pupils may have a long-standing medical problem which requires a Care Plan to support them. If you need a Care Plan this will be drawn up with your parents/guardians, the school nurse, Mrs Banks (Pupil Support) and your Progress Leader. This information will then be shared with your teachers so that they can give you the appropriate help and support.

If you are unhappy or worried

If something is making you, or a friend, unhappy, a quiet talk with your Form Tutor or Progress Leader will help sort things out. If you have any worries, do not hesitate to tell any teacher or friend. At Hillside, any teacher or other adult can be approached if you have a problem. You can also talk to the Peer Supporters.

Problems with classwork or homework

If at any time you do not understand the work being given to you in class or do not understand the homework set, go and talk to your teacher either before you leave the class or later in the day. Your teachers will always be please to help you.

Most important

For safety reasons you must not under any circumstances leave the school premises during morning or afternoon sessions without permission from the Year 7 Progress Leader and your parents/guardians. No Hillside pupils may leave the premises at lunchtime to go to local shops or their friends' houses.



Who can help?

At Hillside we have a team of staff who are here to help you with all aspects of school life. We understand that sometimes things can happen outside of school that can make learning and concentrating in school a bit harder so we have that covered as well. We all need a little help from time to time and it is important that if you need any extra help that you know who to ask.

Who is who? The Progress Leader for Year 7 is Miss Roby (see page 4).



Mrs Tattersall

**Attendance
Officer**

Mrs Tattersall monitors attendance on a daily basis. Monitoring and support may include phone calls home, home visits or direct work with pupils and families. In addition, Mrs Tattersall runs our Nurture Base to support pupils who



Miss Marriette

**Attendance
Officer**

Miss Marriette monitors attendance on a daily basis. As per Mrs Tattersall this may include phone calls, home visits or direct work with pupils and families. Miss Marriette also works with pupils 1:1 regarding attendance and holds attendance workshops.



Mrs McGing

**Designated
Safeguarding
Lead**

Mrs McGing is our school's Designated Lead for safeguarding, she also supports pupils and families who may need support in a number of areas in relation to issues both in and out of school.



Miss Sheils

**Designated
Safeguarding
Lead**

Miss Sheils is our school's Designated Lead for safeguarding, she also supports pupils and families who may need support in a number of areas in relation to issues both in and out of school.



Mrs Snape

Pastoral Secretary

Mrs Snape is the Pastoral Secretary and supports all of the Pastoral Team. If the member of staff you need to speak to is unavailable Mrs Snape, where ever possible, is always happy to deal with any concerns that you or your parents may have.



Mrs Banks

Pupil Support

Mrs Banks is based in Pupil Support and is on hand to help any pupil who may feel unwell. She leads on first aid and care plans for individual pupils. Mrs Banks is always available to support any pupil and their family.
In addition Mrs Banks is also safeguarding trained.



Miss Rourke

Reception

Miss Rourke is the school receptionist at Hillside, she is often the first-person visitors to our school meet and will be happy to help your parents in any way that she can.

Prefects

We have a team of Year 11 Prefects who will be here to help you settle into your life at Hillside. You will easily be able to recognise these Prefects as they wear red ties, and have red badges on their blazers. Our Prefects exemplify the very best of our pupils and consistently show the high standards that we expect from everyone at Hillside in terms of attendance, punctuality, uniform, 'Essential 8' and demonstrating the Hillside Way. The Prefects are the people to go to if you are unsure of what to do, they will make sure that you are looked after and will sort out any worries.



Timetable

This is a sample timetable.

	08.45 – 9.00	Lesson 1 9.00 – 10.00	Lesson 2 10.00 – 10.30	10.30 to 10.45	Lesson 2 10.45 – 11.15	Lesson 3 11.15 – 12.15	Lesson 4 12.15 – 12.45	12.45 to 1.15	Lesson 4 1.15 – 1.45	Lesson 5 1.45 – 2.45
Monday	Registration in form	English TG Room 5	Science SC Room 41	Break	Science SC Room 41	PE SAC SH1	Maths RP Room 30	Lunch	Maths RP Room 30	Spanish LC Room 31
Tuesday	Registration in form	Art JM Room 35	English TG Room 5	Break	English TG Room 5	English TG Room 5	Geography NK Room 15	Lunch	Geography NK Room 15	History KL Room 10
Wednesday	Registration in form	Spanish LC Room 31	Maths RP Room 30	Break	Maths RP Room 30	Geography NK Room 15	RS KR Room 15	Lunch	RS KR Room 15	Science SC Room 39
Thursday	Registration in form	Science SC Room 41	Comp. Sc. DH Room 23	Break	Comp. Sc. DH Room 23	Music NR Room 18	PE SAC SH1	Lunch	PE SAC SH1	English TG Room 5
Friday	Registration in form	History KL Room 10	Design Tech. GS Room 14	Break	Design Tech. GS Room 14	Maths RP Room 30	Drama LB Room 13	Lunch	Drama LB Room 13	Maths RP Room 30

Homework

Homework is work that is set by your subject teacher to be completed outside of your normal lessons. Homework will make you a better learner, develop your study skills and also help you to make better progress in all of your lessons. You can use resources in the Learning Resource Centre, ICT Suites and study clubs. All homework is set using Microsoft Teams. Your teachers will post your homework task, links and resources that you will need.

Homework in Year 7 is split into 2 parts:

- Core Homework (English, maths and science).
- Retrieval Homework.

Core Homework

You will complete weekly homework tasks for English and maths in addition to retrieval homework.

Maths

- 60 minutes Hegarty Maths per week.

English:

- 20 minutes of reading x 5 per week
- 1 Literacy task per week

Retrieval Homework

Homework for all subjects is linked to retrieval practice. Research has shown that the use of retrieval practice is an effective tool for improving learning. Each week, you will take part in retrieval activities in each of your lessons and homework will support retrieval practice.

Subject teachers will set you weekly tasks for homework directing you to study a particular topic in preparation for weekly retrieval activities. Subject teachers will inform you what the homework task is at the start of the lesson. You should spend at least 20 – 30 minutes completing each piece of retrieval homework.

The homework task will also be posted on the class Team in Office 365 along with any resources such as video clips, documents, images etc which will support your homework

Arrival, Break and Lunchtime arrangements

Arrival

You should aim to arrive in school by 8.30am. When you arrive, you should go straight to your Form Room and stay in there.

School starts at 8.45am so it is imperative you are in school at 8.30am. If you are late you must sign in at reception.

Break time

There is a 15-minute break each morning from 10.30am – 10.45am, part way through Period 2. This must be taken on the school premises.

You may go to the Dining Hall for a range of hot and cold snack and drinks. They include toast: muffins, bacon and sausage sandwiches.

You are also allowed to go to the Learning Resource Centre for reading, homework and to use the computers.

You must not leave the school premises for any reason at break time.

Lunchtime

For Year 7 your lunchtime is 12.45pm to 1.15pm. You will have your lunch with your year group and no other pupils.

At lunchtime, we operate a 'stay on site' policy. Under no circumstances may you go off school site at lunchtime.

You are expected to stay on the premises and eat a **school lunch** or your own **packed lunch**.

Once you have purchased food you must take it outside or to the 'old gym' to eat it. To encourage social distancing food cannot be eaten in the Dining Hall at this time.

Continued...

Food is on sale in the Dining Hall: at break time and at lunch time. At Hillside we have a cashless catering system. This means that no money can be used in the dining Hall. Instead, you use your fingertips to access your account at the till. Money can be credited to your account by putting cash into the machines located either side of the foyer, by cheque to the school office or by paying online. All food must be eaten in the Old Gym. Packed lunches may also be eaten in the Old Gym.

All pupils are allowed to go into the Learning Resource Centre for reading, homework and using the computers.

Toilets should be used during break or lunchtime, not during lessons.

Times of the school day

Morning

8:30am Arrive

8:45am Registration

9:00am P1 Lesson

10:00am P2 Lesson

10:30am Break

10:45am P2 Lesson

11:15am P3 Lesson

Afternoon

12:15 P4 Lesson

12:45pm Lunch

1:15pm P4 Lesson

1:45pm P5 Lesson

2:45pm End of school day

On the corridors

We have some simple rules for moving around the school corridors.

- Walk on the left.
- Never run.
- Wear your blazer, but do not wear an outdoor coat.
- Do not eat on the corridors – you should do so in the Old Gym.
- Line up in single file outside the classroom.
- Do not have your phone out on the corridors. If seen, it will be confiscated, (please see page 27).

You will only be allowed to leave a lesson in exceptional circumstances. If you do ever go out on the corridor during lesson time you must have a tag signed by your teacher and you must wear your blazer.

Subjects you will study in your first year

You are expected to study the following subjects:

English; Maths; Science; Modern Foreign Languages; Art; Drama; Music; History; Geography; Computer Science; Technology; PE

This is called the National Curriculum

English

English is really exciting at Hillside; we bring reading and writing to life, to help you develop into confident communicators and expert readers and writers.

You will craft your own masterpieces through narrative writing lessons; you will enjoy the rich stories of William Shakespeare; you will learn the art of persuasion through your study of rhetoric; we will also build on your skills in poetry that you developed at primary school. Most importantly, we aim to deepen your love of reading through a rich variety of fiction and non-fiction texts; your English teachers are excited to share their own love of reading with you.

You will have the opportunity to attend theatre trips and enjoy author visits to schools. We invite book fairs into school and there are opportunities to win free books and other prizes through outstanding attitude to lessons. Here at Hillside we are always looking for opportunities to extend your learning beyond the classroom.

We promise to stretch your thinking skills and deepen your analysis skills. Each lesson will certainly be challenging, but we will support you each step of the way.



Mathematics

In Year 7 you will work on topics in five areas:

- Number
- Data Handling
- Algebra
- Ratio and Proportion
- Geometry and Measure

Each topic has a specific career linked to it so that you can see how the mathematics skills we look at could be important later in life.

Your work in mathematics will be varied and you will be given opportunities to take a hands-on approach to your learning, for example using individual work, group work, investigations and practical work/computer work. We use interactive whiteboards in every lesson and you will be encouraged to participate in every aspect of their learning. We have mini whiteboards in every classroom and many interactive games to make mathematics fun.

In Year 7 you will start work on a Key Stage 3 curriculum that incorporates topics studied in primary school but in more depth along with new topics that you will develop through your 5 years at Hillside.

We use TT Rockstars during lessons and as additional work to improve rapid recall of timetables and the Hegarty maths programme to support classwork outside lesson hours.

Assessment throughout the year will take the form of end of unit review sheets (also known as MAP's), Hegarty maths quizzes and formal examinations in each pathway to success. In the mathematics department, we monitor progress very carefully to ensure that you make expected progress or better, and put support in place for those of you who need it.



Science

The main aim of the Science department is to support you in becoming successful learners who enjoy science, make good progress and achieve your full potential.

We aim to:

- Provide a curriculum which you can access and allows you to make good progress.
- Inspire you by making you aware of the relevance of scientific ideas

In Year 7 the curriculum is intended to allow pupils to develop their personal, learning and thinking skills through providing a range of exciting and stimulating learning activities so pupils develop a good understanding of the key concepts in Biology, Chemistry and Physics.

In Year 7, the curriculum is sequenced to allow you to develop your knowledge and understanding through a range of exciting and stimulating learning activities so that you develop the foundations and explore the big ideas in science.

In Year 7 you will study the following topics:

Biology

Cells.
Movement.
Interdependence.
Human reproduction.
Plant reproduction.

Chemistry

Atoms, elements, compounds and mixtures
Particle model.
Separating mixtures.

Physics

Forces.
Universe (World Space Week)
Energy stores



Throughout the year you will be provided with a range of opportunities to develop practical skills as well as literacy and numeracy skills. You will be assessed throughout the year which is then followed by acceleration. You must also complete homework tasks which will be set by your teacher.

You may find the following websites useful over the summer to start preparing for your Year 7 Science lessons:

www.bbc.co.uk/education/subjects/zng4d2p

www.cgpbooks.co.uk/interactive_ks3_science

www.scibermonkey.org/

www.educationquizzes.com/ks3/science/

www.ntsscience.co.uk/powerpoint/index.html

www.dontstoplearning.com/ks3science/contents.htm

We look forward to meeting you in September and welcoming you into the world of Science.

Drama

Drama is taught one lesson per week throughout Years 7, 8 and 9 with the option to study at GCSE level in years 10 and 11.

In Year 7 the emphasis is on activities designed to build confidence and improve communication skills. The interactive nature of the lessons helps to ease the transition from primary school and enables you to develop relationships more easily.

Drama lessons are active and cover a wide range of theatre skills throughout Key Stage 3. You will learn about different forms of theatre including: improvisation, script, mime and mask. Our aim is to encourage skills in teamwork, communication and literacy which will prove invaluable in other aspects of school life.

Above all, drama lessons promote an atmosphere of self-respect, raise self-esteem and combine a comfortable learning environment with an element of fun.

In order to attain maximum benefit, you are required to wear drama kit (see page 14).

We encourage you to enjoy live theatre and offer you the opportunity to attend extra-curricular theatre trips throughout the year.



Music

All pupils in Years 7, 8 & 9 receive an hour's whole class music lesson every week during which you will have the opportunity to begin to learn to play a range of instruments including: violin, guitar, ukulele, singing, & piano. We that hope you will enjoy listening to music and making music with other pupils.

You will also be given the opportunity to learn about different styles of music from other cultures, such as Indonesian Gamelan, African drumming, and Brazilian Samba.

You will be offered the chance to learn an orchestral instrument such as: the trumpet, trombone, flute, saxophone, clarinet, cello, double bass, viola and the violin, with the opportunity to develop new skills with our Hillside Ensemble. Or, you could take the opportunity to learn guitar, bass guitar or drums and study rock & pop music.

Our team of Peripatetic Music Teachers are highly experienced professional musicians who will guide your progress from beginner to Grade 8 success.

Hillside is the only school in the whole of Sefton, Liverpool, Wirral and Knowsley that provides free instrumental lessons for those of you that choose to learn an instrument. We also have a stock of instruments that we will lend to you when you begin your musical studies.

You are encouraged to develop your musical skills further by accessing the ABRSM & Trinity graded exams.

Making music is the key aim at Hillside and we aim to help you to learn about music and to appreciate music by playing music.



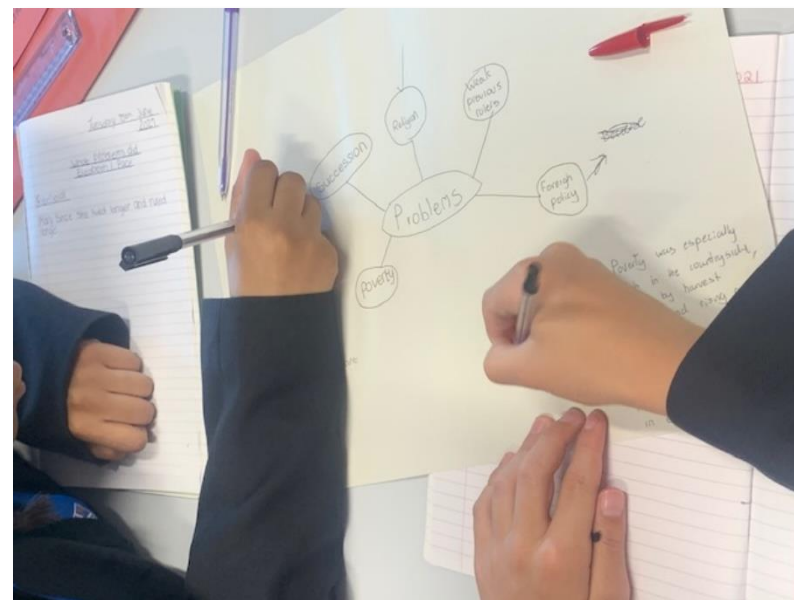
History

In history you will gain a broad knowledge, including local, national and international history which spans across a broad period of time, starting with Medieval England up to present day, running across Key Stage 3. You will study key themes such as the religious and political changes that have taken place, along with economic, and social history. By the time you leave you should have a broad understanding of how and why Britain and the wider world have developed over the last 1000 years thinking about key second order concepts such as cause, consequence, significance, continuity and change and what these changes have meant for you as individuals and as part of a greater society. You will have a clear understanding of what human rights, equality, freedom and democracy are, and how these concepts have changed over time including the impact this has had on the way we live today. You should be able to draw comparisons between the past and the present and identify the reasons for change how it is similar or different from the time/place you are studying today.

The Year 7 course is divided into 3 parts:

- The Byzantine Empire.
- Medieval England from 1066.
- Tudor England.

In the history department we believe that you learn from investigating the past in pro- active ways. These include: handling and analysing historical artefacts, day trips and going on exciting and interesting trips abroad. For example: Year 8 have been to the slavery museum and taken part in an artefacts workshop, Year 11 usually visit New York City as part of their depth study on the United States of America. We are also hoping Year 9 and 10 will have the opportunity to go to the WW1 battlefields and Year 7 to have the opportunity to visit a castle as part of their site studies.





Geography

Did you know that you live in one of the most geographically blessed places in the UK? Our geography curriculum at Hillside will inspire you to become fascinated about the physical and human geography around your city, your country and across the world. In geography, you will embed your map skills, using both the traditional Ordnance Survey maps of our local area, and the modern technology available through Google Earth and Google Street View. You will study a wide range of units including the study of Liverpool, coasts, rivers and glaciation in the North West, ending the year exploring development in the continent of Asia. Throughout the units, you will discover where geography can take you; this will focus not only on travel but also on the possible careers following the study of geography.

Religious Studies

The UK is a diverse country in which many interesting cultures and beliefs co-exist. Your Religious Studies (RS) lesson is a time in which you will be given the opportunity to explore the beliefs of others and develop your own opinions on current issues and “ultimate questions”. We teach religions from both Eastern and Western cultures and our lessons on ethics will help you with the decision-making skills needed in adult life. We encourage you to think about ideas and beliefs about other people from around the world to broaden your cultural awareness and become more accepting of others. This will allow you to make a caring contribution to your local community, school and home life.

During your time at Hillside, you will be given the opportunity to participate in fundraising activities for local and global charities such as Trussell Trust and Christian Aid. You will also be given the option to visit local places of worship and to hear guest speakers from all walks of life; this will enrich your understanding of our community. Our GCSE pupils are also invited to visit other countries in the Summer Term to enhance their understanding of the faiths they study and the practices which make up those religions.



Personal Development

This subject is one which we are sure that you will find interesting, helpful and enjoyable.

To begin with, Personal Development lessons will help you to settle into the school. You will learn how to deal with problems you may meet in your new school and how to cope with homework and examinations.

After this you will actively learn about:

- Health and Wellbeing.
- Staying Safe.
- Financial Education.
- Careers.
- Families.
- Relationships Education.
- Equality and Diversity.
- Citizenship and British Values.

Personal Development lessons are designed to help you get the most out of your stay at Hillside and they will prepare you for adult life. Personal Development lessons do not appear on your timetable as they take within your other subjects but your teachers will tell you when you are studying Personal Development in your lessons.



Art

We aim to develop your enjoyment of art and build confidence in your artistic skills. We believe Art in Hillside positively encourages self-expression and your passionate teachers will help you harness this to create a unique and broad range of work. We are very proud of our pupils and the work they produce, and this is evident on the walls of our studios and around the school corridors.

Our schemes for learning offer a personalised approach to your learning which allows you to enjoy, achieve and make progress. We use a range of different artists, craftspeople and architects to inspire your projects.

Hillside's Art and Design department encourages: skills-based learning, high standards, patience, creativity, organisation, research skills and independent learning; skills we believe are transferable and will help to enrich your wider life.



In Year 7 we build on the art skills learnt in primary school, providing a sound basis for future progress and attainment. We encourage you to experiment with a broad range of skills, materials and techniques as early as possible so that you are confident in these skills and therefore will achieve and succeed. A broad and varied range of skills are taught at KS3 including: introduction to formal elements, drawing, painting, print making, collage, artist research, textiles, 3D design and ICT. You will work creatively on composition boards and complete final responses to each of the projects studied throughout the year.

We offer after school clubs and activities and promote pupils work by showcasing 'Artist of the month' at Key Stage 3. We work with visiting artists, encourage cross curricular projects and regularly enter pupils into Art competitions.

The Art rooms are open at certain times after school for you to work on class projects and homework to develop your skills and enjoyment of the subject further.

Computer Science

In your first computer Science lesson you will be given your own Office 365 account. This account will give you access to all office software including Teams, Word, PowerPoint, Excel and many more. This will allow you to complete work in school and at home, on any device. You will also be given your own school email account which will allow you to communicate with teachers and other pupils.

In Year 7 you will learn about how to stay safe online, on social media and whilst gaming. You will also learn how to use office software effectively and securely.

You will learn Computational Thinking skills which will enable you to understand technology in the modern world. You will learn vital programming skills in Year 7 which will allow you to get hands on and switch from being users of digital technology to being creators and designers. In your Computer Science lessons, we will use software such as Scratch and Micro-Bits to build your own games and other programs.

Furthermore, you will learn about how computers are made and will get the chance to take apart and build your own PC.

Finally, enterprise and being creative is another important topic and during your Computer Science lessons you will learn about the world of business and will be given opportunities to develop your creative skills through various business focused projects using ICT skills.



Technology

Design and Technology is about designing and making products, using different materials and production processes.

At Hillside, you will have the opportunity to work with food, construction materials, electronics, graphics and information systems including computers. You will learn how to work through the “Design Process” using interactive design and problem solving. This includes:

- Identify a problem.
- Find a solution to the problem through design.
- Planning and making that solution.
- Testing it!

The main aim of Hillside's Technology department is to develop your skills and knowledge. We want you to enhance your ability to produce well informed design ideas in an ever-changing technological world.

Our team strives to:

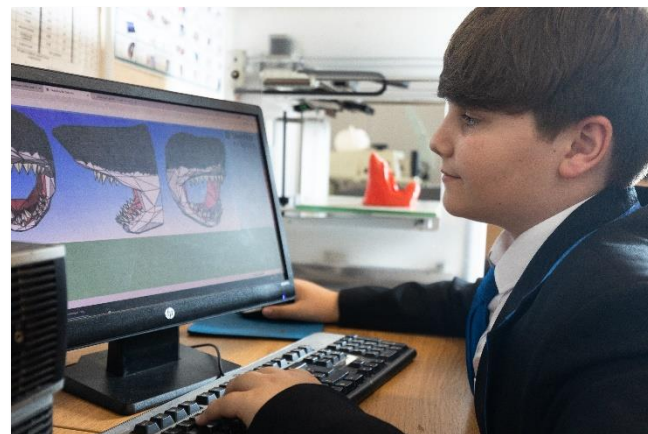
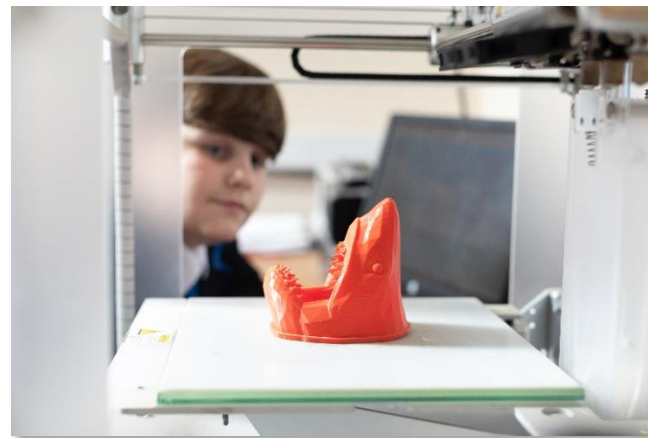
- To prepare you for life in ever changing technological society; ensuring that you are equipped with the cognitive and practical skills required.
- To develop your skills as problem solvers, either individually or as part of a team.
- To teach you how to use various methods of communicating design ideas and making quality products. Therefore, developing skills, knowledge and understanding.
- To make Design & Technology accessible to everyone of all abilities.

Our curriculum has been designed sequentially to allow you to develop your learning and thinking skills effectively and be able to retrieve information in different contexts. In Year seven you will develop a good understanding of the key concepts in Technology, which you will further develop in years eight and nine. Through a series of learning activities, including practical sessions using tools and equipment, you will consolidate your knowledge with the development of skills.

Design Technology allows you to study the different areas of D&T holistically and focuses on mastery of skills. The projects featured in these areas offer you an insight into the design process and how to plan, design and make a product successfully using the iterative process.

Some topics include:

- Health and safety.
- Designing for consumer needs.
- Marketing.
- Iterative design.
- Packaging.
- Environment and sustainability.





Modern Foreign Languages

At Hillside we are very proud to offer every pupil in Key Stage 3 the opportunity to study Spanish. The engaging KS3 curriculum enables you to develop practical language skills whilst learning about the culture and history of the Spanish-speaking world. We also run various trips such as visiting an authentic Spanish restaurant to try tapas. You have the chance to put into practice what they have learned by conversing with the waiters in Spanish.

In Year 10 you will have the opportunity to begin the GCSE Spanish course. The GCSE course provides the grounding for you to go on and study A Level Spanish. We study a wide range of interesting topics such as entertainment and leisure, social issues and the festivals and traditions of the Spanish-speaking world. The enriching curriculum at KS4 allows you to explore authentic literary texts, Spanish music and films. At

Hillside we are also very proud of our link with Colegio La Reina in Málaga. Pupils in KS4 have the fantastic opportunity to develop friendships with the pupils from Colegio La Reina allowing them to practice their written and spoken Spanish.

MFL provides a wide range of enrichment activities which aim to broaden your knowledge of the wider world and supports them in developing important life skills. We have grammar clinics in the morning in KS4 focusing on the key skills for GCSE. Furthermore, as part of your enrichment, we also invite guest speakers from universities to highlight the advantages of learning a foreign language. You also have the chance to hear from people who have a career in languages and learn about the opportunities it brings.

Physical Education

During Year 7 you will experience all areas of the National Curriculum for PE. You will have two lessons of PE a week; one lesson which will focus on skills such as: Basketball, football, netball, athletics, tennis, handball, cricket and rounders. The second lesson of the week will be a fitness-based lesson which will focus on fitness activities such as: circuit training, cross country running,



dance, problem-solving skills, SAQ and other general fitness regimes through a variety of activities - Athletics will take over from fitness lessons during the summer term. You will be assessed throughout the year using our own in-house system called 'Me in PE.' Through 'Me in PE', your PE teacher will assess your ability across a range of areas within Physical Education - Skill, Fitness, Decision-making, Leadership and Mindset. There are a range of after-school clubs available throughout the year and regular league fixtures and competitions with other schools. Hillside pupils regularly attend additional PE workshops and also perform in our own Festival of Fitness, Bootle Athletics, Sefton Athletics and our extensive inter-form programme run by all members of the PE staff.



The Learning Resource Centre

Our LRC is a place for quiet study, reading and research. It is open to pupils and staff, every day from 8:00am to 4:00pm. Miss Tarnowska runs the morning LRC club from 8:00am to 8:40am.

Alongside an extensive stock of fiction and non-fiction books, Kindle e-readers and audio books, there are 10 computers available for you to carry out research or complete homework.

The LRC is open to pupils at break and lunchtime to all year groups for independent study and reading. Books may be borrowed at these times too.

The LRC is used by the English department for lessons and intervention lessons throughout the school day and you will be encouraged to borrow a book during these sessions.



Careers Information

At Hillside, we will give you a wide range of information about careers and future pathways beginning in Year 7 through the Personal Development curriculum and also through your different subjects. At Hillside we also have our very own careers library, next door to the LRC. There are also computers for use with careers software programmes and a digital screen displaying the up to date information about local college open days and upcoming apprenticeship and training opportunities. We encourage all of you to make use of the Careers Library.

In the careers library you can seek guidance from our Careers Adviser, Mark Blagbrough. Mark is available in school one day a week. All pupils see Mr Blagbrough from Year 8 however you can pop in and speak to Mr Blagbrough at break and lunch times if you would like any career or college information.

At Hillside High School we hold regular careers events for all pupils including Year 7 such as our careers fair in which you will find out lots of information about your future and meet employers from lots of different careers. This gives you a wealth of additional information and guidance. In Year 7 you will also be involved in trips and activities which will show you the different careers and pathways open to you when you leave school such as our yearly visit to Liverpool University.

Clubs and activities

There is a wide range of club activities that you can join in school. Most activities take place after school. You will have the opportunity to get involved in lots of different activities. These include:

MORNING LEARNING RESOURCE CENTRE CLUB	This runs from 8:00am to 8.40am every day. It provides the opportunity work in the LRC before the start of the school day making sure that your homework is up to date and you are prepared for the ahead.
ART CLUB	In Art club, you are encouraged to explore different media and develop their skills by exploring possibilities and refining their artwork in order to realise an idea.
COMPUTING/CODING CLUB	Computing club provides a great opportunity for you to further develop coding skills using a range of software including scratch, Kodu and Python. There are opportunities after school to use a wide range of computer programs. Last year pupils used this opportunity to test retro games and to design and program their own games.
DANCE CLUB	At Hillside, dance is a very popular extra-curricular activity. We run a dance club every week that caters for both boys and girls allowing you the opportunity to perform at the 'Wally Cain Dance Festival,' school events and other projects that we run during the year. We also organise dance workshops and dance trips.
DRAMA CLUB	Drama is another popular extra-curricular activity, with pupils working towards a number of performances throughout the school year including; Remembrance Evening and Nativity performance.
DT CLUB	In DT club, you will be encouraged to build on their manufacturing skills and work on a skills passport enabling them to become mini masters within lessons
MUSIC CLUB	Various musical activities are available after school which will give you the opportunity to learn new instruments or to carry on playing instruments already learnt. You can join the Guitar Group, the Keyboard Club, or the Drumming Group.
SPORTS CLUB	These include: football, badminton, athletics, netball, trampolining, basketball, dance, boxercise, handball and table tennis. All pupils are welcome.

At Hillside we are always keen to listen to your opinion. If you have ideas or suggestions for a club or activity then please let your Form Tutor or the School Council Representative know.

Every day before coming to school check

- 1) Are you in the correct uniform?
- 2) Have you packed your bag properly?

Does it contain?

- ✓ Essential 8 (see page 8)
- ✓ Completed homework
- ✓ Any textbooks that might be needed

Have you:

- ✓ Credited your personal account, or
- ✓ Got your packed lunch?

- 3) If you have been absent, have you remembered your note explaining your absence?

One final point

Don't forget, we are all here to help you and to make sure that you are happy and successful at Hillside. For your part, you must be in school every day, on time, work hard and take full advantage of all the opportunities available here. By doing this you will achieve "Excellence in the Heart of the Community".

We look forward to seeing you on **Friday 3rd September 2021 at 10.00am**

What happens if the fire alarm sounds?

Here is our “Fire Drill”. It is posted up in every classroom.

On hearing the FIRE ALARM, stop working. On the wall by the door in every classroom there are instructions about which way to go out of the building. This will be your nearest exit; your teacher will remind you about this. Also, when you go out of your classroom door you will see a **green** arrow.

FOLLOW THE DIRECTION OF THE ARROW

When instructed:

- 1) STAND BY YOUR CHAIR
- 2) WALK IN SINGLE FILE OUT OF THE ROOM AND THE BUILDING
- 3) GO TO SOUTHPORT ROAD PLAYGROUND
- 4) LINE UP BY YOUR FIRE POINT NUMBER IN REGISTER ORDER. THE NUMBER IS ON YOUR REGISTER
- 5) KEEP QUIET AND LISTEN TO INSTRUCTIONS

Any pupil found to have wilfully set off the fire alarm will face serious disciplinary consequences.

Every term we practice what to do if the fire alarm sounds so please don't worry.

Once a year we also practice our 'Critical Incident' plan, again this is nothing to worry about and your teachers will reassure you at every time.

Teaching Staff

Mrs A. Ryan	Principal	AR
Mr M. Edwards	Vice Principal	ME
Mrs S. Wardale	Vice Principal	SWa
Mrs N. Cross	Assistant Vice Principal	NCr
Mrs A. Jones	Assistant Vice Principal	AJ
Miss L. Collins	Associate Assistant Vice Principal, Subject Leader, MFL	LC
Mr G. Smith	Associate Assistant Vice Principal, Subject Leader, Design Faculty	GS
Miss S. Austin	Physical Education	SA
Miss L. Brown	Subject Leader, Performing Arts	LB
Miss R. Christian	Assistant Subject Leader, Maths	RLC
Mr S. Clarke	Physical Education	SAC
Mrs T. Clarke	Modern Foreign Languages	TC
Mr S. Code	Science, Primary Enhancement Co-ordinator	SC
Mr S. Doran	Maths	SDo
Mr T. Gibaud	Subject Leader, English	TG
Mr D. Haygarth	Subject Leader, Computer Science and Business Studies,	DH
Mr T. Henderson	Science	TH
Mr T. Henesy	Computer Science and Business Studies	THE
Mrs M. Hind	Assistant Subject Leader, English	MH
Miss L. Jones	English Intervention	LJ
Mr N. Kitching	Geography	NK
Mrs K. Langan	Subject Leader, History & Religious Studies	KL
Mrs R Lazaroff	Maths	RL
Miss A. Martin	Technology	AM
Mrs R. Miller	History, Assistant SENCO	RM
Miss J. Murphy	Art and Technology	JM
Miss J. Nelson	Subject Leader, Science	JN

Continued...

Miss S. Owen	English	SO
Mr R. Pattison	Subject Leader, Maths	RP
Miss K. Rees	History	KR
Mr N. Richardson	Subject Leader, Music	NR
Miss C. Roberts	English	CR
Mr R. Seaman	Spanish and Travel & Tourism	RS
Mrs C. Symes	English	CSY
Miss H. Thornton	Maths	HT
Mr D. Timmons	Maths	DT
Mr M. Ward	Subject Leader, Physical Education	MW
Mr S. Wardale	Assistant Subject Leader, Science	SW
Miss L. White	Art	LW
Miss R. White	Science	RW
Miss N. Wong	Maths	NW
Miss Wright	English	GW

Support Staff

Mrs W. Banks	Pupil Support	WB
Mrs S. Buckley	Cover Supervisor	SB
Miss V. Convey	Senior Administrator	VC
Mrs A. Ginley	Finance Manager	AGi
Mrs P. Keating	Reprographics Clerk	PK
Mrs N. McPoland	Finance Officer	NMc
Miss J. Mullen	Data and Examinations	JMu
Miss A. Rourke	Receptionist	ARo
Mrs J. Snape	Pastoral Secretary	JS
Mrs A. Wharton	Data and Examinations	AW

Teaching Assistants

Mrs J. Harrison	Teaching Assistant	JHa
Mrs K. Lee	Teaching Assistant	KLE
Mrs C. McIntyre	Teaching Assistant	CMc
Miss H. McKenzie	Teaching Assistant	HM
Miss K. Rourke	Teaching Assistant	KRo
Miss I. Tarnowska	Teaching Assistant	IT

Pastoral Staff

Miss G. Banks	Progress Leader, Year 11	GB
Mr A. Gallagher	Inclusion Mentor	AG
Mrs L. Harper	Progress Leader, Year 9	LHa
Miss B. Marriette	Attendance Officer	BM
Mrs J. McCarthy	Progress Leader, Year 8	JMc
Mrs A. McGing	Home Liaison / Safeguarding	AMc
Miss N. Phillips	Progress Leader, Year 10	NP
Miss H. Roby	Progress Leader, Year 7	HRo
Miss C. Sheils	Home Liaison / Safeguarding	CS
Mr T. Smedley	Inclusion Manager	TS
Mrs C. Tattersall	Attendance Officer	CT

Curriculum Support

Miss H. Barclay	Senior Science Technician	HB
Mrs D. Hamm	Science Technician	DH1
Mr W. Thomas	Technician, ICT	WT

Maintenance Staff

Mr C. Flynn	Site Manager / Caretaker / Maintenance Team	CF
Mr J. Kelly	Caretaker / Maintenance Team	JK
Mr M. Tracewski	Caretaker / Maintenance Team	MT

Kitchen Staff

Mrs C. Schorah	Catering Manager
Mrs K. Curtain	Catering Staff
Mrs D. Edwards	Catering Staff
Mrs T. Newman	Catering Staff
Mrs L. O'Brien	Catering Staff
Miss D. Power	Catering Staff
Mrs S. Seddon	Catering Staff
Mrs C. Toop	Catering Staff
Mrs P. Winter	Catering Staff

Excellence
in the **Heart** of the
Community