

THE SIR JOHN COLFOX SCHOOL

Bridport
Dorset
DT6 3DT

Telephone: 01308 422291
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Email: office@colfox.dorset.sch.uk
Website: www.colfox.dorset.sch.uk

Dorset County Council Maintained Comprehensive School
For Girls and Boys between the ages of 11 - 19

Number on Roll: 900

Headteacher: Mrs Kay Taylor
Deputy Head: Mr Paul Middleton
Deputy Head: Miss Sarah Carter



Dorset Local Education Authority
County Hall, Dorchester DT1 1XJ
Telephone: 01305 251000
Website: www.dorsetforyou.com

The Sir John Colfox School

Director of Children's Services: Mr J Nash
Principal Education Social Worker: Mr Colin Briden

External Support Services:

Education Social Worker: Megan Pipe 01305 851302
Educational Psychologist: Andrea Dennison 01305 851310
School Medical Officer: Dr Hanna 01308 426809

Dorset County Council Social Services Department
The Grove, Rax Lane, Bridport
Telephone: 01308 422234

TERM DATES

2008 - 2009

AUTUMN TERM

3rd September	Start of Autumn Term
27 October - 31 October	Half Term
24 November	Non student day
19 December	End of Autumn Term

SPRING TERM

5 January	Beginning of Spring Term
5 January	Non student day
16 February - 20 February	Half Term
3 April	End of Spring Term

SUMMER TERM

20 April	Beginning of Summer Term
4 May	Bank Holiday
25 May - 29 May	Half Term
17 July	End of Summer Term

2009 - 2010

AUTUMN TERM

3 September	Start of Autumn Term
26 October to 30 October	Half Term
18 December	End of Autumn Term

SPRING TERM

4 January	Start of Spring Term
15 February to 19 February	Half Term
1 April	End of Spring Term

SUMMER TERM

19 April	Start of Summer Term
31 May - 4 May	Half Term
23 July	End of Summer Term

Non student days for 2009 - 2010 have not been finalised



POLICY STATEMENTS OF THE GOVERNING BODY

A. Charging

Books and Equipment

Most parents want to buy their children their own pens, pencils, calculators, etc., although subject departments will loan such equipment if necessary.

Books and stationery are provided free, but Year 12 and 13 (sixth form) students who wish to keep a textbook at the end of a course will be asked to pay for it. Sixth formers are asked to pay a deposit for text books which will be returned if and when the books are returned.

Children may choose to buy some specialist revision textbooks through the school to ensure they have the correct support materials.

Charging for Materials

Parents of students who are on practical courses (eg. Food Technology, Art and Design & Technology) and who wish their children to own the finished products will be charged for the materials used.

Trips and activities within the school day or forming part of an examination course

Any payments from parents for these activities are voluntary but if parents are unable or unwilling to contribute, it may be that the activity will not be able to take place. Pupils will never be treated differently whether or not their parents have made any such payments. In the case of known hardship or unwillingness to pay, the school may pay for an individual student or students in order not to place in jeopardy the provision of an activity.

Activities outside the school day and not part of an examination course

Payment is required for students to take part in these activities. However, in the case of hardship parents should contact the Business Manager who will endeavour to find support from school/charitable funds. Where there is a choice, the school retains the right to place students on a less expensive alternative activity in Activities Week if parents cannot pay.

Residential Visits

Payment will be required in respect of residential visits taking place mainly outside school time. However, in the case of hardship parents should contact the Business Manager who will endeavour to find support from school/charitable funds.

Public Examinations

The Headteacher has the authority to charge for examination entries if such entries are not prescribed in regulations. In the event of students wishing to take GCSE re-sits (during years 10 and 11) these will be paid by the school unless conditions, such as attendance at re-sit classes, have not been met. If a student misses examinations due to parents taking them out

of school (eg. holidays) the parents will be expected to compensate the school for wasted examination fees. In the case of missed examinations due to illness, a medical certificate should be submitted to the Examinations Officer, which can be forwarded to the examination board. In the sixth form the cost of AS, A level and GCSE re-sits is met by parents/students. Where there is a charge for withdrawal due to the student not meeting examination requirements, reimbursement of school monies will be sought. Costs relating to *individual* results enquires will be met by the parent/student.

Music Tuition

The Headteacher is authorised to charge for individual tuition outside normal classroom activities.

Loss and Damage of School Property

Parents of a student who damages or loses any item of school property or equipment are liable for the cost of repair or replacement.

Lettings

The Business Manager is authorised to set a realistic fee in relation to booking out the premises during the school's core hours.

B: Sex Education

The Governors of the School have determined that the school will give sex education to the students and have agreed the following policy. The School's policy to the extent that it is possible is:

- a) always refer to sex within the context of a loving relationship with emphasis upon responsibility and commitment;
- b) to underline the strengths of the family unit whilst recognising the sensitivities which may be held by some individuals and the varied experiences of all students;
- c) to be clear and frank on factual matters - where this is thought to be in the interest of students this will be done in private;
- d) to be sensitive to the views and values of parents, differing though these may be;
- e) to relate the teaching matter to the age of the students, to their physical and emotional maturity, and to explore with them the appropriateness of sexual activity according to age;
- f) to respect the wishes of parents who may wish to withdraw their children from such lessons although discussions first with such parents would be valued;

- g) to seek advice from government and other local caring agencies including the School's Governing Body;
- h) constantly to update the teaching in the light of changing information and the changing views of society;
- i) to make available to parents for their comment a copy of the syllabus.

C: Admissions

The School Admissions Policy follows closely the Local Education Authority one described in the Information to Parents Booklet and the letter to parents (Form SA2). An admissions application form can be obtained by calling 01305 228625.

Students who were born between 1.9.96 and 31.8.97 and who live within the catchment area of the school will be admitted in September 2008.

The area served by The Sir John Colfox School is:

The town of Bridport and the parishes of Allington, Askerswell, Bothenhampton, Bradpole, Burton Bradstock, Chideock, Chilcombe, Kingston Russell, Little Bredy, Litton Cheney, Loders, Long Bredy, Powerstock, Puncknowle, Shipton Gorge, Swyre, Symondsburly and West Bay.

Under-age transfer is not usual but may take place if the student requesting it is specially recommended by his or her Headteacher and is found to be of a high level of ability and is sufficiently mature.

D: Spelling

The Sir John Colfox School regards spelling as a priority in the education of its students. Correct spelling is not simply an important part of clear communication but says much about the writer's concern for precision and attention to the detail of a basic skill.

The policy covers the following areas:

- a) correction of mis-spellings;
- b) subsequent remedial action;
- c) the encouragement by all teachers of consistent and accurate spelling.

E: Sport

Sport, including team games, is an integral part of the curriculum at The Sir John Colfox School. It encourages health and fitness, physical co-ordination, social interaction and personal self-development.

The Sir John Colfox provides a wide range of sporting activities including rugby, soccer, cricket, hockey, netball, athletics, cross-country, rounders and tennis.

The standards achieved by students at The Sir John Colfox School in all these areas is exceptionally high.

The School has an enviable reputation with regard to sport. Our students are well represented on County teams and each year we perform exceptionally well in local, county and national competitions.

F: The Use of Reasonable Force

The Department for Education issued new guidelines in September 1998. Teachers and welfare assistants can now use "reasonable force" to restrain students if they are:

- ◆ committing a criminal offence
- ◆ likely to injure themselves or others
- ◆ causing damage to property
- ◆ engaging in behaviour which is prejudicial to maintaining good order and discipline.

Physical intervention can take several forms and may involve staff:

- ◆ physically interposing between students
- ◆ blocking a student's path
- ◆ holding
- ◆ pushing
- ◆ pulling
- ◆ leading a student by the hand or arm
- ◆ shepherding a student away by placing a hand in the centre of the back or
- ◆ using more restrictive holds

It does not include:

- ◆ holding a student around the neck
- ◆ hitting or slapping students
- ◆ twisting or forcing limbs
- ◆ tripping up a student
- ◆ holding or pulling a student by hair or ear
- ◆ holding a student face down on the ground.

The governors have adopted these guidelines and staff are aware of them. If any parent wishes to see the full policy please contact the school.

G: Uniform

All students must wear the correct school uniform as set out in the accompanying leaflet. Trainers should not be worn except for PE or if students have a medical condition which makes wearing shoes inappropriate (parents/guardians must provide a signed letter). School uniform, including school shoes, should also be worn to and fro school, although trainers may be worn by students cycling to school.

Jewellery should be kept to a minimum – one pair of earrings (either studs or sleepers), one discreet necklace and one ring. Students are not permitted to wear any form of facial or bodily piercing whilst in school. These may not be covered by plasters and must be removed at all times. Students should not wear expensive jewellery as the school cannot be held responsible if it is lost or stolen.

H: Special Educational Needs

Students with Special Educational Needs are integrated fully into the school. Along with the rest of their year group they will be placed in a teaching group and taught in setted or wider ability groups according to subject needs. In years 10 and 11 most subjects are setted.

We work closely with the feeder primary schools to identify those students who will need support. Within the school there is a clear referral system for students who are in difficulty. Key Stage 2 and Key Stage 3 SAT's results are used to identify students in difficulty as are internal tests. Once a concern has been raised closer testing will identify precise needs and a decision will be made by the Student Support team and SENCO, in consultation with the parents, about appropriate support.

Support may include small group lessons in, for example, literacy as well as help from teaching assistants. Extra support may be considered appropriate for examinations, such as access to a reader or extra time. The SENCO will liaise with parents about such arrangements during years 9 to 11.

Individual Education Plans are drawn up by Heads of House or form tutors and monitored by the SEN coordinator.

Our aim is to include every student by identifying and meeting their individual needs. We do this through maintaining close relationships with all the students we support and with their families.

I. Visits by Parents

There is an Open Day each year, currently in October, when parents are welcome to tour the school during the school day to see students working. There is also an evening event where prospective parents can talk to staff.

If parents wish to visit the school at other times they are very welcome and can make an appointment to see the Headteacher or a member of the Senior Leadership Team at any time which is mutually convenient.

J. Mobile Telephones, iPods, etc

Mobile phones, personal stereos, games consoles and iPods, etc. are not to be used in school as they are disruptive to students' learning and the school can not be held responsible if they are lost or stolen. If seen they will be confiscated. Mobile phones are permitted to be carried to school but must be switched off and non-visible during school hours.

K. Race and Equality

Race equality is central to the ethos and core values of The Sir John Colfox School. To establish and maintain this, the School is fully committed to:

- a) ensuring that all pupils have equality of opportunity to achieve according to their full capabilities, regardless of their ethnic background;
- b) valuing equally all members of the school community;
- c) promoting positive attitudes towards life in a multi-cultural, multi-ethnic and multi-faith society and celebrating cultural diversity;
- d) combating racial harassment and racial discrimination and challenging racism in all its forms;
- e) equipping pupils with the knowledge, understanding, skills and attitudes to recognise and challenge examples of racism that they meet in their lives;
- f) establishing a close partnership with parents and the local community, with sensitivity and openness to the experiences, aspirations and perspectives of those of ethnic minority background.

The governors have adopted these guidelines and staff are aware of them. If any parent wishes to see the full policy please contact the school.

J. Accessibility Policy

1. This Accessibility Plan has been drawn up in consultation with the Local Education Authority, Jarvis, Accommodation Services Limited (JAS), pupils, parents, staff and governors of the school and covers the period from April 2006 – March 2009.
2. At the Sir John Colfox School, we are committed to providing fully accessible environment which values and includes all pupils, staff, parents and visitors regardless of their education, physical linguistic, sensory, social, spiritual, emotional and cultural needs. We are further committed to challenging attitudes about disability and accessibility to develop a culture of awareness, tolerance and inclusion.
3. The Sir John Colfox School plans, over time, to increase the accessibility of provision for all pupils, staff and visitors to the school. The following areas will form the basis of the Accessibility Plan with relevant actions to:
 - Increase access to the curriculum, incorporating after-school and out of school activities and including educational visits;
 - Improve access to the physical environment of the school;
 - Improve the delivery of written information to pupils, staff, parents and visitors with disabilities.
4. The school has three Actions Plans, relating to these three key aspects of accessibility. These Plans will be reviewed and adjusted on an annual basis. New Plans will be drawn up for the following three-year period, 2009-2012.
5. It is acknowledged that there will be need for ongoing awareness raising and training for all staff and governors in the matter of disability discrimination and the potential need to inform attitudes on this matter.

6. This Accessibility Plan should be read in conjunction with the following policies, strategies and documents:
- Equal Opportunities and Diversity
 - Health and Safety
 - Inclusion
 - Special Needs
 - Behaviour Management
 - School Improvement Plan
 - School Brochure and Mission Statement
 - Teaching and Learning File
7. The Action Plan for physical accessibility relates to the Access Audit of the School, which was undertaken by the LEA in 2003. It has not been feasible to undertake all of the works during the life of this first Accessibility Plan and therefore items will roll forward into subsequent Plans. The audit will need to be revisited prior to the end of this three-year Plan period in order to inform the development of the new Plan for 2009-2012.
8. As curriculum policies are reviewed, a section relating to access will be added to that on Equality and Diversity. The terms of reference for all governors committees will contain an item on "having regard to matters relating to Access". The School Brochure and the Governors Annual report to Parents will make reference to this Accessibility Plan.
9. The school will work in partnership with the local education authority and Jarvis Colfox in developing and implementing this Plan and will adopt in principle the "LEA Accessibility Strategy, Access to Learning".



POLICY STATEMENTS OF LOCAL AUTHORITY

A: Religious Education

Religious Education must be provided in the School under the terms of the 1944 Education Act and the 1988 Education Reform Act. The Dorset Agreed Syllabus lays down broad guidelines within which the school is required to work out its own scheme of work, a copy of which can be obtained from the school. Parents may withdraw their children from all or part of RE lessons under certain circumstances. Please contact the Headteacher in such an event.

The Local Education Authority has set up a Standing Advisory Council for Religious Education (SACRE) with the following roles:

- 1 to support and encourage good practice in the religious education and school worship;
- 2 to monitor staffing, resources and training;
- 3 to keep the agreed syllabus of religious education under consideration and, when necessary, call for its review;

- 4 to issue an annual report;
- 5 within the framework of the Statutory regulations, to deal with complaints and requests for waiving of the requirement that worship should be wholly or mainly of a broadly Christian character.

The SACRE will meet three times a year and correspondence should be addressed to the County Education Officer at County Hall, Dorchester.

B: Financial assistance

- 1 Free School meals:
Free School meals are available if parents are receiving Family Tax Credits.
- 2 Educational Maintenance Allowance:
In Years 12 and 13 students can claim Education Maintenance Allowance (EMA) which is based on the household income and claimed from Central Government. It is a weekly payment. Application forms and information leaflets are available online at www.direct.gov.uk/ema.

C: Connexions

Each secondary school receives regular (normally weekly) visits from a member of the Connexions staff who will liaise with the Headteacher and Careers Teachers in the school to help with the School's programme of Careers Education. The Advisor will offer advice to all students prior to leaving school on careers choices, vocational training, employment, and further and higher education.

Connexions provides information on a wide range of vocational opportunities and gives advice and guidance to all students leaving school. It also places many in work, on training schemes appropriate to the needs of the student, into colleges of further education, and so on, and maintains an interest in their well-being for one or two years after they leave education.

The Connexions Shop is in Weymouth. Information about Connexions and how to contact them can be found in our Careers Web pages.



D: Local arrangements for the consideration of complaints about the National Curriculum and related matters

If you wish to make a complaint under Section 23 of the Education Reform Act, copies of the local arrangement procedure to be followed should be requested from the Headteacher, or alternatively are available at local libraries, or from the County Education Officer, Education Department, County Hall, Dorchester, DT1 1XJ.



PFI - THE PRIVATE FUNDING INITIATIVE - EXPLAINED

The school is the first in the country built under the PFI scheme. Furniture and equipment will be replaced at predetermined intervals and so will always be up to date.

What are the benefits of PFI for the children of the school?

- ◆ Finance which would be hard to arrange for a project of this size is immediately available.
- ◆ There will be an entirely new school built immediately and finished in one phase.
- ◆ Buildings and equipment are of a very high standard.
- ◆ Equipment and furniture will be replaced at specified intervals and will not become obsolete or unserviceable.

What changes does PFI bring in the responsibility for the education of our children?

None, because

- ◆ The school remains a Dorset Education Authority school, part of the Dorset Education Partnership.
- ◆ The education of the children remains in the hands of the governors, the Head and the teachers of the school, just as before.
- ◆ There will be nobody new or different having a say in the children's school experience.

What are the characteristics of PFI?

- ◆ In nature it is a partnership between Dorset Education Authority, the school and the company, Jarvis, which designed, built, finance and operate the buildings of the school.
- ◆ The risk of most of the unforeseen circumstances of running the buildings for a thirty year period will be borne by Jarvis.
- ◆ The children will benefit from the enhanced facilities which are and will be built to a standard and extent which is greater than those which could normally be expected in a school.





TEACHING STAFF

KST	Mrs Kay Taylor	Headteacher	DH	Mrs Deborah Harding	Teacher of Science
SC	Miss Sarah Carter	Deputy Head	HMH	Mrs Helen Harding	Teacher of Mathematics
PM	Mr Paul Middleton	Deputy Head	LHB	Mr Lyle Harmon-Beglan	Pyramid Behaviour Support Specialist
JBG	Mr Bryan Glover	Assistant Head	KH	Miss Katie Harris	Tutor for 10KH, Teacher of Science
DMH	Mr David Herbert	Assistant Head	PMH	Mr Phil Harris	Tutor for 10PMH, Teacher of PE
SA	Mrs Sue Andrews	Head of Fleur de Lys House	CH	Miss Carol Harrison	Tutor for 13CH, Head of MFL
MB	Miss Michelle Birch	Head of Hinomaru House	BH	Mr Bryn Hill	Teacher of English
SLC	Mrs Sue Chudley	Head of Toro House	MH	Mr Mike Hoffmann	Tutor for 10MH, Head of Geography
BOB	Mr Bernard O'Brien	Head of Adler House	VPH	Mrs Vanessa Hughes	Tutor for 10JAS, Teacher of Technology
CA	Ms Clare Alexander	Teacher of Art	TJ	Miss Tenille Jansingh	Tutor for 9JT, Teacher of MFL
GB	Miss Gill Barr	Tutor for 11GB, KS3 Coordinator in English	LJ	Mrs Laura Jotcham	SEN tutorials, Teacher of History
AB	Miss Angela Blair	Tutor for 9AB, KS3 Coordinator in MFL	KK	Miss Kate Kay	Tutor for 10KK, Head of Music
GMB	Mr Gavin Bray	Tutor for 8GMB, Teacher of Drama and Media	RM	Ms Rebecca Mather	Teacher of Dance
KB	Miss Katie Brent	Teacher of Art	KFM	Ms Kirsten McIlroy	Teacher of Art
JB	Miss Julia Broom	Tutor for 13JB, Head of PE	AM	Mr Tony Mellor	Tutor for 7AM, Head of ICT
LTB	Mrs Louise Burgess	Head of Art	CN	Mr Clive Newton	Tutor for 8CN, Teacher of ICT
ALB	Miss Anna Burridge	Tutor for 8ALB, Teacher of Design & Technology	EP	Miss Esther Payne	Tutor for 12EP, Teacher of Art
JCC	Miss Jo Carpenter	Tutor for 7JCC, KS3 Coordinator in Mathematics	AVP	Mrs Anna Pope	Tutor for 12AW, Coordinator of ICT in MFL
CC	Mrs Claire Cavenagh	Inclusion Manager	LP	Ms Lucy Prince	Teacher of Mathematics
EC	Miss Liz Churchett	Head of Science	IP	Mr Ian Purchase	Teacher of Science
SCS	Miss Sharon Clayton-Spencer	Tutor for 7SCS, KS3 Coordinator in D & T	RP	Miss Rebecca Purse	Tutor for 8RP, Head of Religious Studies
JC	Mrs Jenny Clegg	Teacher of Religious Studies	AR	Mrs Anne Reeve	Teacher of English & Sociology
HC	Miss Helen Cross	Tutor for 9HC, Teacher of MFL	KR	Miss Kelly Reid	Tutor for 8KR, Teacher of English
AD	Mr Andy David	Tutor of 10AD and Teacher of PE	SAR	Ms Sally Ann Roberts	Tutor for 11SAR, Teacher of Religious Studies
IF	Mrs Irene Fairley	SEN, Sports Coordinator	MR	Mr Martin Rose	Tutor for 11MR, Teacher of Design Technology
EF	Mrs Ellie Farmer	Pyramid SEN Specialist	JJS	Mr John Sankus	Teacher of Science
GF	Mr Graham Farrow	Careers, Vocational Coordinator, Geography	NS	Mrs Nicki Schantz	Teacher of MFL, Language College Coordinator
AF	Ms Alex Fender	Learning Coordinator, Teacher of Law & Sociology	LS	Miss Lesley Shipway	Teacher of Science
CG	Calum Gray	Tutor for 7CG, Teacher of Mathematics	RS	Mr Richard Sims	Teacher of Science
MRG	Miss Maureen Greene	Tutor for 10MRG, Head of History	JAS	Mrs Jen Smith	Tutor for 12JAS, Head of Design & Technology
MG	Mr Mark Griffin	Tutor for 11MG, Head of Mathematics	NAS	Miss Nina Spicer	Tutor for 11NAS, Teacher of Business Studies

JBS **Miss Joanne Stapleton**
Tutor for 9JBS, Teacher of English

JS **Mr John Sutcliffe**
Tutor for 9JS, Teacher of Science

WT **Mr Will Talbot**
Teacher of Science

JT **Mrs Jackie Tyler**
Teacher of Mathematics

JRW **Mrs Jo Wallis**
Tutor for 11JRW, SEN Coordinator

DW **Mr Dan White**
PE Apprentice

MPW **Mrs Marie-Pierre Windybank**
Head of 6th Form, Teacher of MFL

AW **Miss Alison Winsborough**
Tutor for 12 AW, Head of PSE

NW **Mr Nic Woodward**
Learning Coordinator Year 7, Teacher of Maths

LW **Mrs Lucy Wright**
Tutor for 7LW, Head of English

JW **Miss Janice Wrigley**
Tutor for 13JW, Head of Drama



VISITING INSTRUMENTAL TEACHERS

Dorset Music Services:

Mr Tom Forward	Woodwind
Ms Carole Lilley	Strings
Mr Miles Hewitt	Brass
Ms Sarah Pope	Woodwind
Mr Andy Waite	Acoustic/electric guitar

Private:

Mr McRae	Drums
Mr Phil Rosenburg	Electric guitar



SUPPORT STAFF

Mrs Gill Jacobs Business Manager

ICT

Mr Paul Beavis	ICT Manager
Mr Charlie Acfield	ICT Technician

LIBRARY

Mrs Maxine Offord	Librarian
Miss Alison Batchelor	Library Assistant

Administration Department

Mrs Amanda Ackerman	Clerical Officer - General Office
Mrs Cathleen Beare	Data Manager
Mrs Janette Broom	PA to Headteacher
Miss Teresa Cleere	Finance Officer
Mrs Sandy Hashimi	PA to Senior Leadership Team
Mrs Sue Linford	Clerical Officer
Ms Becky Mather	Clerical Officer - Work Experience
Miss Carly Sheppard	Clerical Officer - Head of House
Mrs Anne Smith	Exams Officer
Miss Shawn Stinson	Attendance Officer
Mrs Fran Tattershall	Pastoral Support Officer
Mrs Michelle Walklett	Receptionist - General Office

Technicians

Mrs Lisa Burt	Senior Technician - Science
Mrs Elaine Brown	Technician - Art & HE
Mr Peter Clifton	Senior Technician - Art/D&T
Mrs Tracy Dayman	Reprographics Assistant
Mrs Sylvia Dunsdon	Technician - Displays
Mrs Gwyneth Hurdidge	Technician - Science
Mr Ian Llewellyn	Practical Assistant

Teaching Assistants

Ms Christina Baines	Specialist TA 8
Miss Alison Batchelor	TA
Mrs Suzanne Bareham	HLTA, Team Leader
Ms Belinda Bawden	HLTA, Humanities
Mrs Katie Blake	Senior TA, English Department
Mrs Elaine Brown	TA, Technology Department
Mrs Terena Carey	Specialist TA
Mrs Jackie Connelly	Senior TA, MFL Department
Mrs Kirsty Dowle	Senior TA, Dyslexia
Mr John Duff	HLTA, Maths and Science Depts
Ms Deborah Harding	TA, Science Department
Mrs Julie Lamble	TA, Technology Department
Mrs Wendy Stoodley	TA, Science Department
Ms Hannah-Louise Taylor	TA, English Department

GOVERNORS

Community Governors:

Mr P Letherby
Mr M Roberts
Mr V Payne
Mrs S Zeiss

LEA Representatives:

Mr R Coatsworth
Mr B Dennis
Mr M Stones
Mr R Draper

Parent Governors:

Mrs N Armstrong
Mrs Dempsey
Mrs G Heathcote
Mr L Kirby
Ms A Ledgard
Mr J Newman
Mr R Milne

Headteacher

Mrs K Taylor

Staff Representative:

Mrs S Andrews
Mr P Clifton

Clerk to the Governors:

Mrs C Beare

Governor Emeritus:

Sir John Colfox Bt



ADMISSION LIMITS AND PARENTAL PREFERENCES

The School admission number is 150.

In September 2008 135 students entered Year 7.
There were 7 parental preferences to Year 7.

THE SIXTH FORM

47% of the 2007/2008 Year 11 students returned to the Sixth Form

ROUTES TAKEN BY STUDENTS OVER 16 YEARS 2006/2007

	Higher Education	Further Education	Employ	SJC	Gap/ Other
Yr 13	60%	25%	7.5%	N/A	7.5%
Yr 12		9%		91%	
Yr 11		33%	8.5%	47%	11.5%

PUPIL ATTENDANCE

Figures below relate to the period September 2007 to July 2008

1	Number of pupils of compulsory school age on roll for at least one session	823
2	Number of student sessions	299,023
3	Number of authorised absences	31,567
4	Number of pupils with at least one authorised absence	800
5	Number of unauthorised absences	3,832
6	Number of pupils with at least one unauthorised absence	497
	Total number of pupils on roll of compulsory of school age	937

Percentage of pupil sessions (half days) missed through authorised absence

9.5%

Percentage of pupil sessions (half days) missed through unauthorised absence

1.4%

Summary of time spent on teaching

Total number of hours spent on teaching during a normal school day and week, is:

5 hours per day
25 hours per week

This excludes the time spent on the daily act of collective worship, registration, lunch and other breaks.

The minimum number of hours for secondary school students recommended by the Department of Children, Schools and Families is 24.8 per week.

School Documents

Documents relating to the school curriculum, syllabuses and schemes of work are available to parents at the school.



CURRICULUM PATTERN

Every student will have a timetable of 25 one hour lessons each week, arranged in a two-week timetable. The average number of hours per week over the two-week cycle is given below.

	Key Stage 3		
	Average number of hours per week		
	Year 7	Year 8	Year 9
English	3	3	3
Maths	3	3	3
Science	3	2.5	3
French	3	2	2.5
German	-	-	2
Spanish	-	2	-
Geography	1	1.5	1.5
History	1	1.5	1.5
RS	1	1	1
Art	1	1	1
Drama	1	1	1
Music	1	1	1
Technology	3	2	2
IT	1	1	1
PE	2	2	1.5
PSE/Tutorial	1	0.5	0.5

In year 7 students will attend lessons in 3 different teaching groups:

- 1 A group based on their ability in Maths and Science.
- 2 A group based on their ability in English - this group will be used for English, French, History, Geography, RE and Music.
- 3 A mixed ability group for Art, Drama and PSE.

In year 8 there will be an additional group based on ability in languages for French and their second language. The mixed ability groups for Art, Drama and PSE are replaced with groups based on ability in English.

In year 9 students are divided into 2 bands - 9S and 9J. Students from both bands take English, Maths, Science, French, second language, Art Drama, PSE and PE. 'S' band students begin GCSE subjects in 3 options. In 'J' band students begin one GCSE and one Btec subject.

Key Stage 4		
Average number of hours per week		
	Yr 9 (accelerated) and Yr 10	Year 11
English	3.5	3.5
Maths	3	3
Science	5	5
MFL 1	3	2.5
Option A	2	2.5
Option B	2	2.5
Option C	2	2.5
PE	1.5	1.5
PRSE	1	1
ICT	1	1
Citizenship	1	-

Option subjects are chosen from a list of Humanities, Expressive Arts and Technology subjects.

Some students follow a vocational programme. We currently offer Hairdressing, Construction, Motor Vehicle Maintenance, Agriculture, Engineering, Equine Studies, Blacksmithing and Welding, Floristry and Catering through the West Dorset Rural Federation.



SIXTH FORM

VOCATIONAL COURSES

DCE	Diploma in Childhood Education Level 3 course = 3 A levels
NVQ	CISCO Systems Network Engineer Music

GCSE AND OTHER COURSES

English
Mathematics
BTEC Sport (Level 2)
COPE (Level 2)

Support is also given to students re-taking other GCSE examinations

A LEVEL SUBJECTS

Art & Design	Law
Biology	Mathematics
Business Studies	Media
Chemistry	Music
Design & Technology	Music Performing Arts
Drama	Photography
English Language Studies	Physics
English Literature	Psychology
French	Religious Studies
Further Mathematics	Sociology
Geography	Spanish
German	Sports Studies
History	Textiles
Japanese	
ICT	

POLICY STATEMENT

We are anxious always to improve the education provided for students, the quality of their experiences at school and the relationships both within school and between the school and home.

We are consequently anxious to hear from parents where they have comments about the way in which we work or if they have suggestions on how we may improve.

Parents are always welcome to contact us either over general issues or ones which might be specific to an individual student or situation.

CONTACTS IN SCHOOL

Heads of House have time allocated to their timetables so that they can be available to talk to parents, and parents are invited to approach them first in the normal course of events. Please see individual teachers or Heads of Department about subject related issues.

In the event that they are not available immediately or that there is a matter to be resolved, we would expect to make at least an initial response within 24 hours.



Adler



Fleur de Lys



Hinomaru



Toro

COMPLAINTS

If the issue is more of the nature of a complaint, parents are invited to approach the Headteacher directly. She will then suggest who is most appropriate to deal with the issue. Parents can reasonably expect a first response by the next day. Replies to letters should be received within 48 hours.

Where a parent is not satisfied by the reply to a complaint, the school invites them to approach the Chairman of Governors who will determine how the matter will proceed.

THE SIR JOHN COLFOX SCHOOL

SUMMARY OF GCSE RESULTS

Year 11: Summary of GCSE Results for Students Who had finished KS4 at the end of 2007/08

The percentage figures for 2008 ALL are based on 73 girls and 82 boys who were in Year 11 January 2008

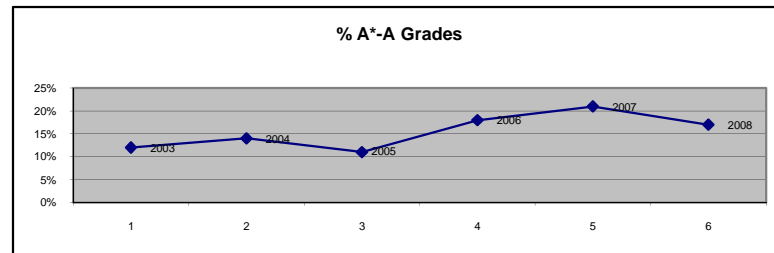
	Entered for 5+ GCSE's	Achieving 5+ A* - C's	Achieving 5+ A* - C's inc En & Ma	Achieving 5+ A* - G's	Entered for 1+ GCSE's	Achieving 1+ A* - C's	Achieving 1+ A* - G's	Achieving No A* - G's	Not entered
Colfox 2008 ALL	148	57%	48%	94%	154	86%	98%	1%	0.60%
Colfox 2008 Students Attending	144	60%	53%	97%	147	88%	100%	0%	0
Colfox 2007 ALL	172	57		88	99	83	99	0.5	0.5
Colfox 2007 Students Attending	170	58		90	100	83	100	0	0
Colfox 2006 ALL	89	59		82	99	73	99	1	1
Colfox 2006 Students Attending	86	59		88	98	81	97	2.6	1.6
Colfox 2005	96	55		90	98	81	97	3	1
Colfox 2004	95	54.7		94	98	76	98	2	2
Colfox 2003	100	60		100	100	82	100	0	0

GCSE Point Scores

	Number of students	Average Point Score	Average Number of Entries
2008	155	38.37	9.5
2007	173	37.89	9.1
2006	187	35.2	9.9
2005	189	37	9.6
2004	172	45.3	9.4
2003	175	44	9.7
2002	163	45.2	9.6

A*/A Grades

	% A*/A Grades
2003	12%
2004	14%
2005	11%
2006	18%
2007	21%
2008	17%



THE SIR JOHN COLFOX SCHOOL

AS SUBJECT RESULTS SUMMER GCE 2008

	SJC	SJC	SJC %A	National %A	SJC	SJC %B	National %B	SJC	SJC % C	National %C	SJC	SJC %D	National %D	SJC	SJC %E	National %E	SJC	SJC %U	National %U
Subject	Entries	A			B			C			D			E			U		
Art & Design	18	6	33%	22.5%	5	28%	22.3%	2	11%	23.4%	3	17%	16.4%	1	6%	9.3%	1	6%	6.1%
Photography	18	2	20%		3	0%		6	20%		5	0%		1	20%		1	40%	
Art and Design Textiles	6	1	17%		1	17%		1	17%		1	17%		2	33%		0	0%	
Biology	7	1	14%	18.6%	0	0%	16.5%	3	43%	17.6%	1	14%	16.4%	2	29%	14.3%	0	0%	16.6%
Business Studies	1	0		12.9%	0		19.0%	1	100%	22.5%	0		19.9%	0		13.2%	0		12.5%
Chemistry	7	1	14%	22.3%	0	0%	18.1%	4	57%	17.3%	0	0%	15.4%	0	0%	12.5%	2	29%	14.4%
Graphic Design	5	1	20%		0	0%		1	20%		0	0%		1	20%		2	40%	
Drama	7	2	29%	17.1%	1	14%	27.5%	2	29%	28.2%	1	14%	17.3%	1	14%	7.1%	0	0%	2.8%
English Language	7	1	14%		1	14%		4	57%		1	14%		0			0		
English Literature	9	2	22%		1	11%		2	22%		2	11%		1	11%		1	0%	
French	2	1	50%	30.0%			20.6%			17.9%			14.1%			9.8%	1	50%	7.6%
Geography	12	3	25%	23.3%	1	8%	19.8%	3	25%	20.3%	3	25%	16.1%	1	8%	11.3%	8	0%	9.2%
German	4	1	25%	29.3%	1	25%	20.9%	0	0%	18.1%	1	25%	15.1%	1	25%	9.9%	0	0%	6.7%
History	6	0	0%	19.5%	1	17%	23.5%	2	33%	23.6%	2	33%	17.4%	0	0%	9.8%	1	17%	6.2%
Information Technology	3	0	0%	7.7%	2	67%	15.0%	0	0%	21.0%	1	33%	21.9%	0	0%	17.8%	0	0%	16.6%
Japanese	6	0	0%		0	0%		0	0%		1	17%		1	17%		4	67%	
Law	7	0	0%	13.4%	0	0%	15.4%	1	14%	18.7%	0	0%	17.9%	1	14%	15.3%	5	71%	19.3%
Mathematics	10	2	20%	30.8%	2	20%	16.4%	0	0%	14.5%	0	0%	12.5%	1	10%	10.1%	5	50%	15.7%
Media Film and TV Studies	10	3	30%	12.1%	2	20%	25.3%	1	10%	29.5%	1	10%	19.4%	3	30%	8.9%	0	0%	4.8%
Music	1			16.5%			19.3%			23.4%			20.7%	1	100%	12.8%			7.3%
Physics	5	0	0%	23.4%	1	20%	17.4%	2	40%	16.9%	0	0%	15.3%	1	20%	11.9%	1	20%	15.1%
Psychology	20	6	30%	12.8%	1	5%	17.0%	3	15%	20.0%	2	10%	17.9%	4	20%	14.2%	4	20%	18.1%
Religious Studies	6	0	0%	22.9%	1	17%	24.4%	1	17%	21.8%	1	17%	15.3%	0	0%	8.9%	3	50%	6.7%
Sociology	7	0	0%	16.8%	2	29%	19.0%	1	14%	20.3%	0	0%	17.5%	2	29%	13.1%	2	29%	13.3%
Spanish	2	1	50%	27.5%	0	0%	21.2%	0	0%	19.4%	0	0%	15.4%	1	50%	9.7%	0	0%	6.8%
Sport/PE Studies	8	0	0%	12.9%	2	25%	16.1%	3	38%	19.6%	1	12%	20.9%	1	12%	17.5%	1	12%	13.0%
	194	34			28			43			27			27			42		

	Actual	%
A	34	17%
B	28	14%
C	43	21%
D	27	13%
E	27	13%
U	42	21%
A-B	62	31%
A-C	105	52%
A-D	132	66%
A-E	159	79%

THE SIR JOHN COLFOX SCHOOL

A2 SUBJECT RESULTS SUMMER GCE 2008

Subject	SJC	SJC	SJC A%	National A%	SJC	SJC B%	National B%	SJC	SJC C%	National C%	SJC	SJC D%	National D%	SJC	SJC E%	National E%	SJC	SJC U%	National U%
	Entries	A			B			C			D			E			U		U
Art & Design	12(15)	6(7)	50%	31%	0(5)	0%	25%	4(1)	33%	23%	2(1)	16.00%	14%	0(1)	0%	5.60%	0(0)	0	1.80%
Textiles	7(4)	3(1)	43%		1(2)	14%		3(1)	43%		0(0)	0%		0(0)	0%		0(0)		0
Art & Design Photography	11(8)	3(4)	27%		4(2)	36%		2(2)	18%		1(0)	9%		1(0)	9%		0(0)	0%	
Biology	7(3)	1(0)	14%	26.7%	2(1)	29%	22.2%	2(0)	29%	20.3%	2(2)	29%	16.00%	0(0)	0%	10.5%	0(0)	0%	4.3%
Business Studies	3(4)	0	0%	17.9%	2(1)	67%	27.7%	1(1)	33%	28.3%	0(2)	0%	18.0%	0(0)	0%	6.5%	0(0)	0%	1.6%
Chemistry	8(8)	1(3)	14%	33.7%	4(1)	57%	24.5%	1(1)	14%	18.1%	2(0)	14%	12.6%	0(3)	0%	7.6%	0(0)	0%	3.5%
Product Design	2(2)	0	0%	18.2%	0(0)	0%	24.1%	1(1)	50%	26.3%	1(1)	50%	19.2%	0(0)	0%	9.4%	0(0)	0%	2.8%
Drama	3(0)	0	0%	21.1%	0	0%	31.8%	1	33%	29.6%	1	33%	13.5%	1	33%	3.4%	0	0%	0.6%
*English Language	10(13)	1(1)	10%		2(7)	20%		6(4)	60%		1(1)	10%		0(0)	0%		0(0)	0%	
*English Literature	5(2)	2(0)	33		0(0)	0		2(1)	33%		0(1)	0%		1(0)	17%		0(0)	0%	
French	2(3)	0(2)	0%	37.3%	0(1)	0%	27.7%	0(0)	0%	18.9%	2(0)	100%	10.6%	0(0)		4.3%	0(0)		1.2%
Geography	14(11)	3(1)	21%	28.6%	4(4)	29%	27.7%	5(4)	36%	23.7%	1(2)	7%	13.7%	1(0)	7%	5.1%	0(0)	0%	1.2%
German	2(0)			38.4%			26.3%			18.9%	1	50%	10.8%			4.7%	1	50%	0.9%
History	1(5)	1(0)	100%	25.0%	0(1)		28.7%	0(0)		24.9%	0(3)		14.6%	0(0)		5.5%	0(0)		1.3%
Information Technology	4(2)	0(0)		9.7%	0(0)		20.3%	1(0)	25%	25.8%	2(1)	50%	23.8%	1(0)	25%	15.0%	0(0)		5.4%
Law (4770)	3(8)	1(0)	33%	20.7%	1(4)	33%	22.6%	1(2)	33%	24.1%	0(1)		18.3%	0(1)		9.9%	0(0)		4.4%
Mathematics	8(7)	3(4)	37%	44.0%	2(0)	25%	22.1%	2(2)	25%	15.2%	0(1)	0%	10.1%	1(0)	13%	5.8%	0(0)	0%	2.8%
Maths Further (2330)	2(1)	1(0)	50%	57.5%	1(0)	50%	20.3%	0(0)		11.1%	0(0)		5.8%	0(1)		3.0%	0(0)		2.3%
Media Studies (5350)	10(6)	0(0)	0%	13.7%	4(1)	40%	31.3%	4(3)	40%	33.5%	2(1)	20%	16.3%	0(1)		4.2%	0(0)		1.0%
Performing Arts	6	0	0%	16.7%	5	83%	27.4%			28.8%			19.1%			6.3%	1	17%	1.7%
Physics	7(4)	1(1)	14%	31.8%	2(3)	29%	20.8%	3(0)	43%	18.0%	1(0)	14%	14.8%	0(0)	0%	10.1%	0(0)	0%	4.5%
Psychology	12(7)	2(4)	17%	19.3%	2(5)	17%	23.8%	0(3)	0%	24.6%	4(1)	33%	18.6%	4(0)	33%	10.3%	0(0)	0%	3.4%
Religious Studies	10(14)	1(3)	10%	26.7%	2(6)	0%	30.0%	4(3)	60%	24.2%	3(2)	30%	13.1%	0(0)	0%	4.6%	0(0)	0%	1.4%
Sociology	6(6)	1(3)	17%	21.8%	5(2)	83%	27.1%	0(1)		25.3%	0(0)		16.5%	0(0)		7.0%	0(0)		2.3%
Spanish	2(0)			38.7%			28.3%	1	50%	18.6%	1	50%	9.8%			3.7%			0.9%
Sport/PE Studies	9(3)	0(0)	0%	16.0%	2(1)	22%	22.1%	1(1)	11%	25.3%	3(0)	33%	21.2%	2(0)	22%	12.1%	1(1)	11%	3.3%
DCE	12(21)	3			2			6			1								

Actual Results		%
A	34	19.1%
B	47	26.4%
C	51	28.6%
D	31	17.4%
E	12	6.7%
U	3	1.6%

Actual Results		%
A-B	81	45.5%
A-C	132	74.1%
A-D	163	91.5%
A-E	175	98.3%