

G D S T

Senior School A-Z Guidebook 2023



Guidebook

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Lower School Play



Jan	Feb	Mar	Apr	
Lent Term				



Sports Day



Speech Day

May	Jun	July
Summer Term		





Sadie Crawford Jazz Evening

ristmas Carol Service at Southwark Cathedra



Sept	Oct	Nov	Dec
Michaelmas Term			



Accessibility

The school has step-free access via our main and east lobby entrances. We have a lift for pupils, staff and visitors with mobility needs to use by arrangement. Disabled toilets are located at the main entrance, in the Sixth Form and in the Millennium Building. Should any girl suffer temporary mobility issues owing to injury or illness, she should speak to our school **Nurse**, who will make the necessary accommodation for her. Any other special need should be identified on admissions forms and will be further discussed with our Head of Learning Support or school **Nurse** as appropriate. We constantly strive to improve the accessibility of our school and curriculum to disabled pupils.

Almanacs

We provide parents with an electronic almanac at the beginning of each year as a handy reference. It includes term dates, teachers' contact information, details of form groups and current school officials (including the Prefect Team and House Captains).

Assembly

We usually hold a whole-school assembly every Monday at 8.35 am in the Ellis Hall except when the Hall is required for examinations or other events. House assemblies and year group assemblies alternate every Wednesday. Our assembly programme is diverse, stimulating and inspiring, with addresses from both distinguished alumnae and other guest speakers, as well as the staff and girls themselves.

Bursaries

Nearly 20% of girls at GDST senior schools receive a bursary or scholarship to help towards their fees. A bursary takes into account academic ability, but its value (up to 100%) is directly related to family financial resources. As a charity, the GDST supports girls for whom our education would be a life-changing prospect. Other forms of financial aid (up to 100%) are available to external applicants to the Sixth Form. Each year many SCHS families generously support our ability to offer bursaries in a range of ways, including donating their deposits when their daughters leave the school. We are profoundly grateful for these contributions.



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Combined Cadet Force (CCF)

The Combined Cadet Force (Royal Navy) is open to all girls in Lower Fourth and above. It meets every Wednesday (3- 4.30 pm) and is run in partnership with La Retraite School.

Co-curricular

Co-curricular refers to the enrichment activities that take place 'outside of the classroom'. All girls are expected to part in the wide variety of clubs and societies, lectures, trips, sport, music and drama on offer, which are as equally important in nurturing the skills, talents and interests of our girls as their classroom-based studies.

Community

We value our links to the local community and our girls have the opportunity to engage with our neighbours through partnership activities with nearby schools, volunteering opportunities and fundraising for local good causes.





Cyber-Safety

Girls are encouraged to be safe online. To this end, we have an Internet Safety evening for U3 parents and we have regular assemblies and training which gives girls support in staying safe online.

Daily Procedures

Morning wrap- around care:	7.30-8.15 am	Madeleine Dring Dining Hall
School day begins	8.15 am	Form Room
School finishes	3.55 pm	Exit via east lobby
After-school Supervision	4-5.30 pm	Library

Pupils are not expected to arrive before 7.30 am unless they have a morning practice. They should wait in the dining room until 8.10 am when they should go to registration. School ends at 3.55 pm.

Communication

We strive to use the most efficient and relevant means of communicating with girls and parents. The core system for parents to use is Firefly, where you can also access SOCS, which has the School calendar, Co-curricular Sports fixtures and team sheets. Your daughter will use Teams as a 'virtual learning environment'. User guides to all systems are available on our website. You can expect weekly letters and information by email every Friday morning.

Parents

SIMS Parents App

What it's for

- Recording and managing personal data, permissions, and medical and dietry information.

How to access

Activation email will be sent on prior to the start of the academic year, with information on how to download and install.



Parents & Girls

SOCS

What it's for

- School calendar, Co-curricular Sports fixtures and team sheets

How to access Bookmark calendar.schs.gdst.net

Firefly

What it's for

- One-stop shop giving access to:
- School messages
- School calendar
- School fixtures
- School policies
- Make payments
- SIMs portal
- School trips
- Timetables
- Pupil behaviour and attendance information

How to access Bookmark schs.fireflycloud.net

Designated Safeguarding Lead

It is a statutory requirement that all schools have a Designated Safeguarding Lead also known as the DSL. The DSL must be on the School's Senior Leadership Team. At this school, the DSL for the Senior School is our Deputy Head Pastoral, Miss Smith and the DSL for the Prep School is Mrs Hayes.

Duke of Edinburgh's Award Scheme

All girls are given the opportunity to take part in the internationally-recognised Duke of Edinburgh's Award Scheme, which requires girls to complete volunteering, physical, skills and expedition sections. The majority of girls begin the Bronze Award in Upper Fourth (Year 9) with many moving onto the Silver Award in Lower Fifth (Year 10) and the Gold Award in the Sixth Form.

Environmental Custodianship

The school has an Eco-Committee of pupils and staff which is supported by governors and senior staff. Eco Reps are drawn from every class. Girls who are interested in becoming an Eco Rep should speak to Miss Davies.

Ethos

We aim to inspire achievement beyond the bounds of expectation, without compromise.

Our motto

ad sapientiam sine metu ('towards wisdom unafraid').

Our vision

To be unrivalled in empowering our young women to discover, nurture and project their unique identities and character.

Our purpose

To enable every girl to achieve beyond the bounds of expectation on a daily basis, across the spectrum of endeavour.













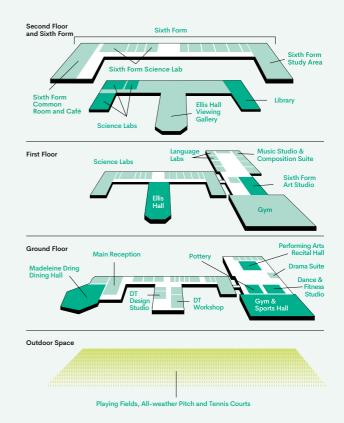


Examinations

Examinations are an integral part of our education system. Girls take public examinations, beginning with I/GCSEs, at the end of U5 (Year 11) and culminating with A Levels in the U6 (Year 13). Girls also have school examinations each academic year to support their learning, provide practice for taking public exams and help teachers assess their individual progress.

Form(s)	Exam	Term	Timing
U3, L4, U4 (Yr 7, 8, 9)	School Exams	Summer Term	Week before May half-term
L5 (Yr 10)	School Exams	Summer Term	April, (immediately after Easter holidays)
U5 (Yr 11)	Mock GCSE Exams	Michaelmas Term	Two weeks over November- December
	GCSE Exams	Summer Term	May – June (depending on subjects)
L6 (Yr 12)	School Exams	Michaelmas & Summer Terms	November and May
U6 (Yr 13)	A Level Mock Exams	Lent Term	January
	A Level Exams	Summer Term	May-June

Facilities – Map of School



Feedback

As a family school, we encourage parents and girls to participate in a constructive and open dialogue with us. The first point of contact is the form tutor. The Student Council provides a forum for girls to share their insights and suggestions for improving the school. Student Council comments are fed back to the Senior Leadership Team so that action can be taken. We also conduct regular parent surveys.



Firefly

Firefly is an information portal. Homework is available through it along with reports, timetables, school calendar, co-curricular, fixtures, school trips, attendance and rewards and sanctions.

FRIENDS of SCHS

The FRIENDS of SCHS is a network of parents of girls of all ages – from Nursery to Sixth Form – who help strengthen our school community by hosting social events including fundraising and running the second-hand Uniform Sale. The school is extremely grateful to the FRIENDS for their generosity.

To get in touch directly with the FRIENDS, please email friendsofsandc@gmail.com.

Food and Dining

Lunch is served across four sittings from 12.45 pm to 2.00 pm, indicated on girls' timetables. Weekly menus, including daily vegan and Halal options, are sent out to parents in advance and displayed at the entrance to the Madeleine Dring Dining Hall. During Break (scheduled from 10.40 am to 11 am) girls may also purchase tuck in the Madeleine Dring Dining Hall.

All the food we serve is of the highest quality and sourced from sustainable and local providers using only free-range meat. Every meal is prepared on site with our Head Chef directing the team to offer a high quality, nutritious and enjoyable dining experience. The chef tailors meals for any girl with allergies or other special requirements. Parents should record their daughters' dietary needs on the SIMS Parent App.

Sixth formers are allowed to eat in their own Common Room Café, purchasing lunch or bringing their own, or may also eat off-campus.

Unless special permission is granted, girls are only allowed to consume food inside the Madeleine Dring Dining Hall or in the Sixth-Form Common Room.



Form Tutor

Each pupil has a form tutor who they see every day. The Form Tutor is a girl or parent's first point of contact.

Futures and Aspirations

Our Careers Programme, known as Futures and Aspirations, aims to inspire girls whilst developing the confidence, contacts and skills they need to succeed in paid work in the near term and the more fluid and unpredictable longer term. Our programme, delivered through a combination of formal lessons, as well as networking and role-model opportunities for all girls, helps them maximise their options, experience and personal satisfaction for the future. We draw on both our SCHS and GDST alumnae networks for opportunities for girls to attend special events and lectures, and for work experience which takes place in L5 (Year 10).

GDST

The Girls' Day School Trust, the UK's leading network of independent girls' schools, was established 150 years ago to liberate the potential of girls for the benefit of the individual and the many. Today the GDST is a global leader, shaping the future of girls' education. Our girls benefit from cutting-edge educational expertise as well as unique opportunities and experiences owing to their membership of the GDST. Girls are encouraged to participate in a range of GDST- wide competitions and networking events, and to apply for GDSTsponsored prizes and scholarships. We draw strength from being part of the GDST family of schools.

Gifted and Talented

All of our girls display unique and valuable talent. Those girls who demonstrate particular strength across the academic curriculum – either in a specific subject or in a selection of subjects – will be supported in developing their strengths even further by completing extended learning tasks, participating in co-curricular opportunities and engaging in scholarly debates and activities in school.

Governors

Our local governing body meets every term with the Head and her SLT. The chair is a former parent, Mr Angus Wrixton.

Gym

Sixth formers have access to our gym, located above the Sports Hall, which they may use throughout the day provided they have received a safety induction from PE Staff.

Head Girls and Prefects

At the end of the Lent Term, L6 girls can apply for Head Girl and Prefect Team positions. Once appointed, their duties begin in the L6 and extend until the Easter of U6. During this time, they undertake a range of responsibilities to support the leadership of the school.

Holidays

Holidays are important periods of rest, recreation and reflection. All dates are published on our website and in our almanac. Girls from U3 to U4 (Years 7 - 8) are encouraged not to study during the school holidays but to undertake wider enrichment and relaxation. Girls are not permitted to take holiday during term time. Parents must put any other request for leave of absence during term time in writing to the Head for consideration.

Houses

We are proud to have five Houses at the School, named after five famous women. Each House is led by a Head of House. Girls are placed in a House as soon as they enter the School and are expected to stay in this House for their entire journey with us.



More details of our House System can be found in the House Booklet and online.

Our multi-award winning architecture, all-weather sports pitch and state-of-the-art classrooms all serve the same purpose: to enable girls to excel beyond what they believed was possible.

Homework

Homework is an integral part of the academic curriculum. Work is set by subject teachers to complement the study and learning taking place in class. Homework is to be completed independently outside of lesson time. The school provides all U3 to U4 girls with a homework timetable. The amount of homework we set is ageappropriate and varies by year group. Girls in U3 to U4 (Years 7 - 8) are not expected to do homework over the school holidays.

Although parents have full visibility of their daughters' assignments via **Teams**, as part of developing good study habits we do not recommend you monitor her daily tasks. Instead, we advise parents to ask their daughters about how she is finding the lessons and what is interesting and challenging her to help develop a sense of age-appropriate autonomy.

Kinza

Kinza is our unique enrichment programme which takes place on Monday afternoons. Our pupils rotate around a carousel of courses, designed to build teamwork, to provide academic stretch and challenge and an opportunity to collaborate with pupils beyond their classes or house.

Laptops and Tablets

The school operates a BYOD policy for personal devices and they are used to complement traditional ways of working. Girls in U3 (Year 7) are expected to use a touch screen laptop.

Learning Support / Extended Learning

As a family school, we believe in nurturing the individual needs of each and every pupil, and ensuring she has the confidence and support to flourish in all aspects of school life. Our teachers are expert in providing support in and out of lessons, but we understand that girls progress at different rates and there are times more specific support may be required to help them fulfil their potential. We have a full-time Learning Support Co-ordinator along with two other members of staff who work with pupils with neurodivergent needs, co-ordinate the requisite support, and act as a bridge between home and school.

Lockers

Each girl is assigned a locker for her books and a locker for her mobile phone. This aids her organisation skills and means that her bag should be lighter.

Lost Property

We encourage girls to look after their property. It should always be named. If they do leave something behind, it is worth checking in the lost property container outside the DT room. If the item is expensive, (purse, phone etc.) it will be taken to Reception.

Mental Health

We are very interested in the mental and physical health of our girls. We are proactive in our discussions and strategies about anxiety. Should girls require further help they can talk to: their Form Tutor, Head of House, a 'go-to person', the school Nurse, the school Counsellor, or, ask the Deputy Head Pastoral, Miss Smith for recommendations for external support.

Minibuses

We run at least nine different minibus routes. Each year we tailor the routes as much as possible to meet the needs of our families. The first stage of our route-planning process begins in June when we email all parents asking them to register their interest and inform us of their desired pick-up/drop-off locations. Before the end of June, we confirm details of the next year's routes, which will have been designed to try to accommodate as many families' preferences as possible. Our minibuses are very popular, so to secure a place, parents must confirm their chosen route and make payment before the end of July.

Prices and full details of current routes can be found in the Location and Travel section of our website



Mobile Phones

Our girls need to develop rich face-to-face social connections and enjoy uninterrupted discussion, reading and thinking without the distractions of mobile telephones. We teach girls to self-regulate their use and to be mindful of the influence such technology can exert on their concentration and emotions.

In accordance with school policy, girls in U3 – U5 (Year 7 – Year 11) must lock their telephones away at the beginning of the school day and retrieve them only at the end of the school day. Sixth formers may keep their telephones on their person and are allowed to use their phones sensibly and with discretion, in the Sixth-Form Centre.

For more information, please see the full SCHS mobile phone policy on our website.

Motto

ad sapientiam sine metu ('towards wisdom unafraid').

Nurses

We have two full-time nurses who divide their time between the Prep and the Senior School. Please inform them if your daughter has any health needs. Should your daughter require medication of any kind (including over-the-counter analgesics like Calpol or paracetamol) The medication must be given by parents directly and immediately to the Nurse to store and supervise administration. Under no circumstances are girls to be in possession of or self-administer any form of medication. The Nurses also conduct a health screening for every girl and arranges age-appropriate vaccinations.

Parents' Evenings

Each year group has a Parents' Evening once in the academic year. These usually run from 4.30 pm to 7 pm and are an opportunity for brief dialogue with each of your daughter's subject teachers about her progress. For girls in U3 to U5 (Year 7 – Year 11), each subject appointment lasts for 5 minutes and is conducted via video call. For sixth-formers, each subject appointment is 10 minutes. Girls are also invited to attend the Parents' Evenings. Parents will need to make appointments to see their daughters' teachers in advance of the evening by booking them through an online parents' evening booking system.

Parking

The school's policy is to promote the most active and least polluting transport options available and to discourage the use of private motor vehicles. If you do need to travel by car to school, please remember always to observe all road traffic markings around the school, including double-yellow and zig-zag lines which prohibit parking or stopping at all times of the day, no matter what time. All driver-parents are required to abide by the School's Code of Conduct which outlines safe and considerate procedure for drop-off and collection. A copy of the Code of Conduct is available at the end of this guide and on our website. If you think you may drive your daughter to school, even occasionally, we ask that you read it carefully and return the confirmation of understanding slip to us.

Full details are available in the Location and Travel section of our website.

Pastoral Care

We pride ourselves on the quality of our Pastoral Care. Your daughter is supported by her Form Tutor, her Head of House and every member of staff in the school. The School lead is Deputy Head Pastoral, Miss Amy Smith.

Pay 360

Pay 360 is the school's online payment facility for transactions other than school fees. All new parents are sent login details upon the commencement of their daughter's first term. In advance of receiving your Pay 360 login, should we require payment (for items such as mini bus deposits) we shall provide you with bank-transfer details to use.



Personal Belongings

Please encourage your daughter to take care of her belongings and to ensure they are all named. It is easy for things to go missing in a large and busy school. If something is left it will usually be given to Reception, or, be put in the Lost Property box outside the DT room.

Policies

All our school policies can be found on our website

PSHCE

Part of our curriculum, PSHCE is most closely aligned with PHSE in other schools. For us, it is much more, quite simply it means an opportunity. We use this as our platform to guide our pupils about the world they live in. To consider the practical necessities of life – money and how to manage it, alongside our understanding of self and of others. PSHCE explores relationships and consent and how we can forge lasting friendships. Some of the aspects of this subject are taught in a spiral curriculum, meaning that we build on them year on year as the pupils get older.

Safeguarding

(Please see Designated Safeguarding Lead.)

Scholarships, Scholars and Sapientia Society

Scholarships are non-means-tested awards based purely on the basis of academic, artistic, dramatic, musical or sporting ability. SCHS's scholarships are granted only upon admission to U3 (Yeat 7) as well as admission to Sixth Form (16+). There is a range of GDST scholarships for which our girls are encouraged to apply, that recognise achievement, aptitude and interest across several subjects and fields. Current areas of award include Classics, creative and essay writing, music, poetry, and the study of law, as well as financial assistance during a gap year and in transitioning to university.

Scholars are expected to undertake further development of their talents and serve as role models to others through dedicated practice and a generous spirit. Each year the scholars publish a journal showcasing their talents and experiences and host a special evening of performances, speeches, creative displays and sporting achievements. The Scholars' Society is an extended learning opportunity open to all girls to pursue deeper or more advanced engagement with stimulating and inspiring topics.

Sapientia Society (The Scholars' Society) meets weekly and features lectures, debates and round-table discussions.

School Council

Representatives from each form group attend School Council meetings every half term. The meeting is chaired by the Head Girl Team. Items which are raised are then reported to the Senior Leadership Team and action is taken accordingly.

School Opening Times

(Please see Daily Procedures.)

Screen Time

We combine traditional analogue learning with digital experience. We have a **mobile phone policy** and regulate the amount of time our girls spend on computers so that they develop an interest in the real world whilst being confident operators of digital and virtual technology.

Sixth Form

Our sixth formers are based in the award-winning, stateof- the-art and ecologically- advanced Sixth Form Centre on the top floor of the main building. A Common Room and Café provide excellent dining and social facilities for our sixth-form girls, whilst the Study Centre has silent desk space and group-working facilities.



Social Media

The school has a Facebook page (Streatham & Clapham High School) and a main Twitter account (@SCHSgdst) as well as several accounts for various departments. Parents are encouraged to follow us on Facebook and Twitter to celebrate the success of the school and its girls. Photos are posted only with parents' permission (obtained prior to the start of the school year). We do not publish girls' surnames on social media or reveal details of their location. Girls receive training in the safe use of social media, including mental health implications, as part of PSHCE and cyber-safety.

Societies

All girls are encouraged to take part in the wide range of societies and clubs on offer. The societies available are advertised at a Societies Fair at the beginning of the year and pupils are given further details about the schedule on Microsoft Teams.

Special Needs/ Disability Inclusion

Core to SCHS' values, we provide learning support that enables all pupils to participate in the full range of school life and activities, and to succeed to their individual potential. Our whole-school ethos reflects the value placed on diversity and the respect accorded to all individuals.

Sports Fixtures

All girls who are part of a sports team are given the opportunity to play against other schools. Details of fixtures and team lists can be found at sport.schs.gdst.net. If a girl is chosen for a team, she is expected take part.

Teams

Homework is set using Microsoft Teams (and a manual planner) with links to online resources available and shared documents. Girls can also see their marks and teacher feedback. Whole School, House, and year group messages are shared with girls via Teams.

Transition

We take great care over transition points and try to ensure that they are as smooth as possible for girls and their parents. We have a Head of Transition who places girls in Houses based on the information given to her from the School the pupil has come from. We try to ensure that girls have a friend with them in their new House.

Travel

SCHS actively promotes walking, cycling, the use of school minibus and public transport to travel to and from school. We discourage the use of fuel-burning private vehicles. If it is necessary to drive, we encourage car-sharing. Parentdrivers should refer to the **School's Code of Conduct for Drop-off and Collection** (in the Appendix and available on our website). Information about train, tube, bus routes and schedules and cycle routes are available in the Location & Travel section of the website. Girls and staff take part in national and London-wide sustainable and active transport programmes such as The Big Pedal and the TfL Youth Travel Ambassadors scheme.

Trips

The school offers a wide range of day and residential trips, as well as workshops in school, to support and enrich the curriculum. Residential trips are usually planned and advertised at least one year in advance. Consent and communication for trips is managed using an online system called Evolve.

Tuck

Tuck is served in the Madeleine Dring Dining Hall, during morning break. Girls have access to a variety of freshlymade refreshments, including a range of pastries, which are paid for in cash or by card. (see also **Food & Dining.**)

Uniform

The school has a wonderful uniform which is often commented upon by members of the public. Please do not hem your daughter's skirt. It should be worn to the knee. Girls are expected to wear their jumper and their blazer every day. Black tights or white socks should be worn. Girls should only wear a small pair of stud earrings in their earlobe and a watch. A discreet religious symbol on a chain e.g., a Crucifix or Star of David is permitted, but should be worn inside their blouse. No other jewellery should be worn.

At the end of the Summer Term, we encourage U5 (Year 11) girls to donate the uniforms they will no longer need to younger girls. The FRIENDS also hold second-hand uniform sales.

Required

- Regulation grey blazer with school crest
- Regulation blouse
- Regulation black tights or black or white socks. Tights and socks must not have any holes or ladders and socks must not slouch.
- Regulation sturdy, lace-up black leather shoes with a low heel. Under no circumstances may black trainers be worn unless for medical reasons agreed with the school nurse.
- Regulation skirt or trousers. The hem of the skirt must come to at least the mid-point of her knee.

Allowed for Winter

- Regulation pullover (no other jumpers are permitted)
- Plain black coat or jacket (outside only)

Required for Specialist Subjects

- Regulation green overalls for Science, Art and Design & Technology
- Plain black, thick leggings for drama

Permissible Jewellery & Grooming

- One plain watch
- One pair of gold or silver lobe stud earrings only
- Long hair must be tied back with a plain dark hair tie
- A discreet religious symbol on a chain

Non-permissible Jewellery & Grooming

- Body piercing of any type
- Make-up, nail varnish or false nails
- Inappropriate hairstyles or coloured hair

Universities

The majority of our students leave SCHS to read a range of degrees at the UK's leading universities. Some choose to undertake Art Foundation courses or attend universities in the USA and Europe. The team support our girls in their applications through a structured higher-education programme delivered throughout their sixth-form career.

APPENDIX

Senior Leadership Team



Head Ms Cathy Ellott BA (Oxon), MA (London), PGCE



Deputy Head Pastoral & Designated Safeguarding Lead Miss Amy Smith



Director of Finance and Operations Miss Alison Bullock



Assistant Head (Co-curricular & Partnerships) Mrs Tiffany Philipsen



Academic Director Mr Mark Weatherhead BEng (De Montfort), MA (St Mary's, London), PGCE, NPQH



Assistant Head (Sixth Form) Millie Simpson BA (Oxon), PGCE

Heads of House



Carter House Mistress Mrs Mary Evans BA (Exeter), PGCE; Drama



Fawcett House Mistress Ms Jane Flanagan BA (Nottingham), Msc; Geography



Knights House Mistress Miss Dior Lewis* BA (Leicester), PGCE



Paston Brown House Mistress Mrs Rachel Grant BSc (Loughborough), PGCE; Sport



Franklin House Master Mr Michael Spooner BSc (Bristol), MA (Warwick), PGCE; Physics

Assistant Head (Teaching & Learning) from January 2024 Sarah Elliot

Director of Marketing & Communications Diana Young

APPENDIX

Heads of Department



Art Ms Rebecca Baker BA (Falmouth), PGCE



Computing Mr Paul Frost BA (Lancaster), PGCE; ACMA



Classics Miss Hayley Walker BA (Kings College London) PGCE



Drama Ms Penelope Thane-Woodhams BA (Loughborough), PGCE



Futures and Aspirations Mrs Laura Cooper** BA (Nottingham), QTS



Biology Miss Katherine Ferguson-Burke MA (Glasgow), PGCE



Chemistry Ms Sharon Akintunde BSc (UCL), MSc, GTP



Design Technology & Engineering Mr Christopher Haynes BA Hons (KIAD), PGCE

English Mr Joe Taylor



Geography Mr Andrew Doddridge BSc (UCL), PGCE



History Mr David Lee BA (Manchester), PGCE



Mathematics Mrs Juliana Kirby BA (Leicester), PGCE



Music Ms Polly May BMus (Edinburgh)



Physics/Science Miss Sarah Fitzgibbon BSc (Leeds), PGCE



Psychology Dr Esther van Heerden BA (Stellenbosch, SA) BA, BEd, MSc, DPhil, PGCE



Learning Support Mrs Carol Weatherhead BA (London), MA (Warwick), PGCE, NASENCo (Middlesex)



Modern Foreign Languages Ms Fiona Helszajn BA (Edinburgh), PGCE



Philosophy, Religion & Ethics Mr Thomas Punt BA (Lancaster), PGCE



PSHCE Miss Dior Lewis BA (Leicester), PGCE



Sport Mrs Ciara Eves BA (St Mary's, London), QTS

Parents' code of conduct for driving to/from school

The school is in a residential area, well served by public transport, and as such discourages the use of private motor vehicles for the purposes of dropping pupils at, and collecting them from, the school. Traffic is a danger to the pupils and staff who walk or cycle to school, and congestion on Abbotswood Road is both a nuisance and a danger to the residents who constitute our neighbours. We urge all parents to consider whether they are able to encourage a means of travel to school which is not reliant on private motor vehicles (such as arrival by foot, by cycle, by public transport, or by the school minibuses) or, if this is not possible, to share cars in the morning and after school.

We do require that all parents dropping off or collecting their daughters from/to school adhere to the following code of conduct:

- For those parents who drive from the direction of Bedford Hill, we request that they proceed past the main gates and drop off/collect their daughter(s) adjacent to the school playing fields after the second set of yellow zig-zag lines.
- Our traffic marshal/premises team will seek, as far as is possible, to prioritise this area as a drop-off zone in the morning/afternoon and will assist you in dropping off/collecting and moving on. We have employed a traffic marshal, Mr Peter Petchey, for this purpose, who is on duty from 7.45 to 8.45 am and from 3.45 pm to 4.45 pm. From 8 am to around 8.20 am and from 4 pm to around 4.20 pm he is assisted by a member of our premises team.

- Under these arrangements, no-one is permitted, under this guidance, to stop, wait, drop off, or pick up on the "no stopping on school entrance" yellow zig-zag lined areas; these are marked off to protect our pupils near the school gates.
- Once you have dropped off/collected your daughter(s) please continue down Abbotswood Road and leave the area by Drewstead Road and then Woodfield Avenue.
 Please do not return down Hoadly Road or conduct a U-turn and exit back along Abbotswood Road to Bedford Hill, as this will defeat the aim of our traffic measures.
- For those parents who drive from the Streatham
 Hill direction, we request they drive down Hoadly
 Road and turn right outside the school gates along
 Abbotswood Road and adhere to the arrangements as
 detailed above.
- Residents' drives should not be blocked, even during short periods of 'waiting' where the car is attended.
- Due regard should be given to the directions of the school's traffic marshals, who are present to advise on and enforce this Code of Conduct.
- No vehicle should wait or be parked on the zig-zag lines outside the school.
- Vehicles should be driven in a calm manner which causes least disturbance to residents.

We are sure that these stipulations make common sense, and that all parents driving to and from school will wish to ensure that there is no breach of this code of conduct. Any breach causes the school considerable reputational damage, and accordingly the school craves the cooperation of all parties driving to and from school.

The school is most grateful to you.

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In keeping with our commitment to reduce our carbon footprint, this guide has been carbon balanced in partnership with World Land Trust.







HIGH SCHOOL



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