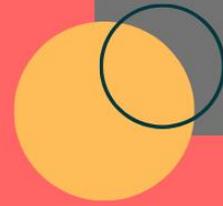




SHUTTLEWORTH COLLEGE

# Family Handbook 2022/23



Think  BIG



  
SUCCEED  
TOGETHER



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Dear Families

This handbook is designed to answer all your questions about college life.

Please get in touch if you remain unsure about anything and enjoy the summer break. I can't wait to see you all again on Thursday 1<sup>st</sup> September!

Yours sincerely

A handwritten signature in black ink that reads "R. England". The signature is written in a cursive style with a long, sweeping underline.

Mrs R England  
Headteacher

## When to get in touch and how to do it

### Address:

Shuttleworth College  
Burnley Road  
Padiham, Lancashire  
BB12 8ST

Phone: 01282 682300

Fax: 01282 682312

Headteacher's PA:

Mrs E Atkinson

[admin@shuttleworth.lancs.sch.uk](mailto:admin@shuttleworth.lancs.sch.uk)

If your child is going to be absent because they are ill: phone the attendance office 01282 682300 extension 11039/11158 or you can email at [attendance@shuttleworth.lancs.sch.uk](mailto:attendance@shuttleworth.lancs.sch.uk).

We also want to hear from you if:

- You are thinking about taking your child out of school for example for a holiday during term
- Your child has an appointment that is during the school day which cannot be rearranged
- There are changes to your child's circumstances that may affect their work
- You have any worries that your child might be being bullied
- You are having problems with our cashless catering system or if your child has any problems buying food at break or lunchtime
- Your child has any medical conditions we need to know about
- You are worried about your child's progress, their lessons or homework
- Your child is finding the work in lessons very difficult, much harder than their friends seem to
- Your child is having to look after someone else in the family
- There are any problems with your child's uniform
- Your child has lost something
- You would like to speak to a teacher or make an appointment to meet one

### Absence from school

We can only authorise absence for:

- Hospital appointments – you will need to provide us with an appointment card, letter or text from the clinic or hospital.
- Illness – we will ask you to call or message via the school app explaining the nature of the illness and will be required to provide medical evidence.
- Exceptional circumstances
- If your child is not in school you must call the attendance office and explain why your child will not be in school for each day that they are absent. Alternatively this can be reported via The Shuttleworth App.
- Every child should have a minimum of 96% attendance. For every day your child is absent it will become more difficult for them to achieve.



## Communication with Parents and Carers

When we will get in touch with you and how we will do it:

Our main method of communication is the Shuttleworth College app which you will receive an enrolment code for prior to your child starting school.

### Letters:

All letters will be published on the school website and a link will be sent through the Shuttleworth College app at the time of publication.

### General Information

All general correspondence regarding your child's school life will be communicated through the Shuttleworth College app.

### Telephone:

Teachers, your child's tutor or their Pastoral Leader will contact via telephone to talk about your child's progress or their attitude to learning. The school nurse will contact you via telephone if your child becomes unwell during the school day. We will always use the phone numbers in the order of priority listed on your child's application form.

To ensure you receive all communication from us you must let us know if you are moving house, changing your phone number or email address. This can be done through the Shuttleworth App.

Twitter & Instagram: We regularly update our Twitter & Instagram feed to share news and updates. You can follow us @Shuttle\_College and visit our website at <https://shuttleworthcollege.org/>



## Motto, aims, values and the Shuttleworth College pledge

### **Mission**

Shuttleworth College aims to ensure that all students experience an enjoyable and well-rounded education that will prepare them for further study and success. We believe that achievement is realised when students feel part of a supportive learning community and are taught to have resilience, perseverance, and pride in themselves and their school. It is our mission that through living our values, every student will excel.

### **Motto**

Our motto encapsulates our ethos within school.

**Think big. Chase dreams. Succeed together.**

### **Values**

Our values play a key role in our daily life in school. They signify *The Shuttleworth Way*, in every lesson, every day.

#### **Achievement**

We have high expectations of ourselves to reach our full potential.

#### **Resilience**

We overcome challenges together.

#### **Perseverance**

We give our best every day and never stop aiming high.

#### **Community**

We achieve our future purpose when we unite.

#### **Pride**

We are well-disciplined and respectful to our school community.



### The Shuttleworth College Pledge

**‘Each day is a new opportunity for me to fulfil my potential. I will achieve my best, overcome challenges, unite with others and be a proud role model within my community.’**



## Timings of the College day for all year groups

Year	Reg	PI	P2	Break	P3	P4	Lunch	P5
7	08:35-9:05	09:05-10:05	10:05-11:05	11:05-11:35	11:35-12:35	12:35-13:35	13:35-14:05	14:05-15:10
8	08:35-9:05	09:05-10:05	10:05-11:05	11:05-11:35	11:35-12:35	12:35-13:35	13:35-14:05	14:05-15:10

Year	Reg	PI	Break	P2	P3	Lunch	P4	
9	08:35-9:05	09:05-10:40	10:40-11:05	11:05-12:05	12:05-13:05	13:05-13:35	13:35-15:00	
10	08:35-9:05	09:05-10:40	10:40-11:05	11:05-12:05	12:05-13:05	13:05-13:35	13:35-15:00	

Year	Reg	PI	P2	Break	P3	P4	Lunch	P5
11	08:35-9:05	09:05-10:05	10:05-11:35	11:35-12:05	12:05-13:05	13:05-14:05	14:05-14:35	14:35-15:45

## Literacy

Shuttleworth College is passionate about developing literacy skills across the curriculum and aims to support all students in their efforts to improve. Strong literacy skills are the foundation upon which success is built; through a focus on reading, writing and oracy, we enable students to strengthen their literacy skills.

To help students' literacy skills develop throughout their time at Shuttleworth College, students will have reading time with their form tutors to explore and discuss a range of texts. We also expect that students have a reading book in their bag at all times which will be used for independent reading. In form time across the curriculum students will also develop their oracy skills to ensure they are confident communicators at Shuttleworth and beyond.

In addition students will read for pleasure in the English lessons at Key Stage 3 helping to improve students' reading stamina. Students will have the chance to experience a range of texts from different authors and genres throughout their time here.

Our well stocked library is used by a range of departments when students are required to read more widely around a topic or conduct research. The library is open for students and our Library and Literacy Co-ordinator runs a homework club after school.

We are proud that we meet the literacy development needs of all students and if additional literacy support is required, appropriate steps are taken to ensure that each student's individual needs are met within the classroom or through additional intervention. This ranges from a peer reading scheme, Reading Leaders, in which less confident readers are partnered with fully trained Year 9 and 10 students, to small group lessons or one-to-one support with teaching assistants. We utilise packages such as Lexia and also a phonics package which offer bespoke programmes for readers who need extra support.



## Developing reading stamina: How parents and carers can help

### **Before reading** you can:

- talk about ways children can find out the meaning of a word
- remind them of any predictions they made about a text last time
- focus on what they do well, encouraging them to build on their strengths

### **During reading** you can:

- Remind the reader to use the skills they have learnt when they become stuck on an unfamiliar word. Give them time to try these before you read the word for them. Remember: PAUSE, PROMPT, PRAISE
- draw the child's attention to how the text has been laid out and organised
- tell them you read yourself: show them that reading has a purpose and is enjoyable

### **After reading** you can:

- discuss the new words learned today and their meanings
- Talk about strategies that they used when reading. 'Did you picture the main character in your head?' 'What questions came into your mind when you were reading?' 'How did you feel about a particular issue, character or event?'
- discuss what the text made them think and feel

### **General advice for supporting young readers**

Remember that reading is like running - some people find it easier and can go faster than others!

Those who find it easy to read quickly generally enjoy reading more but may still choose not to read when alternative activities are available. Slower readers usually find reading harder work and so require more encouragement. They do need to persevere though as practice **will** improve their performance and they can go on to thoroughly enjoy reading. **The more they read, the better.**

Nevertheless, reading is not simply a process of ploughing through page after page. **Reading is an active process of constructing the meaning of the text.** Good readers make sense of what they read and reflect on what they have read. The ultimate purpose of reading is to understand and appreciate the writer's intentions so that a confident response can be made.

Discussing the text and the reason for reading is often useful. There are lots of different reasons for reading:

They should know:

- if they have to make a detailed response that will require close reading
- if they are looking for specific information so that they need to skim and scan the text, changing to close reading when they find the relevant sections
- if they have been asked to read the text for a very specific purpose, for example to compare it to something else
- if they have to get an overview of the plot/characters
- reading for pleasure

It may sometimes be useful to help the reader establish the social and historical context of what they are reading. When was it written/set? Why does that matter?

If readers are reluctant or the text looks as if it will be tough going, remember it is possible to support the process of reading without taking over. Avoid jumping in too soon if the young person hesitates over an unfamiliar word; try instead to encourage them to work it out for themselves. *'You read some, I'll read some and then we'll talk about it'* is a last resort but still better than reading the text for them. If possible, organise some little rewards for reaching certain milestones in the reading and know when to suggest a break.

After the reading, give praise for effort and perseverance where it is due and encourage the reader to say something about what he or she has read. Ask open questions that prompt description of what has been experienced without raising the fear of being wrong. Above all try not to reinforce the idea that reading is a chore that has to be endured. Focus instead on the constructive outcomes – what was discovered, what was enjoyed.



## **Personal Development (PSHE) at Shuttleworth College**

### **(PSHE Education – Personal, Social, Health & Economic Education)**

Education is not just about passing tests and we work hard to ensure a balance of academic excellence with the wider knowledge and understanding that children need to navigate their way through life safely and successfully. Our Personal Development programme, which we have called 'Bloom' at Shuttleworth is embedded throughout our whole school curriculum to fulfil this role and ensure students are supported and encouraged to 'bloom'.

When creating our Bloom curriculum, many aspects were taken into consideration that would enable pupils to achieve their best. The Bloom Curriculum includes aspects of PSHE, Well-Being, Study Skills, CEIAG (Careers Education, Information and Guidance), British Values, SMSC (Spiritual, Moral, Social and Cultural) and Religious Education. Our Bloom curriculum runs alongside the input students receive in timetabled PSHE lessons at KS3 across the year as well as the assembly rota. Students will complete the majority of their Bloom curriculum during their dedicated form time sessions with their form tutors, where in-depth discussions can be had to engage the pupils in key issues they may face, in an environment that is safe and welcoming for them.

Our PSHE curriculum allows students to understand how they are developing throughout their secondary school years personally and socially and tackle many moral, social and cultural issues that are part of their adolescent lives. In KS3 PSHE lessons, students will cover topics in the following themes: Health and Wellbeing, Relationships, Living in the Wider World. At Shuttleworth College, we understand the importance and fortune of living in a multi-cultural society, and therefore we provide our students with the opportunities to learn about different cultures to help them become a member of such a diverse society. By promoting opportunities to learn about rights and responsibilities both within school and outside of school, students begin to develop the ability to self-reflect and develop their own skills and are encouraged to develop their sense of self-worth by playing a positive role in contributing to school life and within the wider community.

RSE (Relationship and Sex Education) is a statutory requirement within schools, therefore all students will be taught about this. The government produces advice on what pupils should know about RSE before they leave secondary school. The aim of RSE is to give young people the information they need to help them develop healthy, nurturing relationships of all kinds, not just intimate relationships. It should enable them to know what a healthy relationship looks like and what makes a good friend, a good colleague and a successful marriage or other type of committed relationship. It will also cover contraception, developing intimate relationships and resisting pressure to have sex (and not applying pressure). It should teach what is acceptable and unacceptable behaviour in relationships. This will help students understand the positive effects that good relationships have on their mental wellbeing, identify when relationships are not right and understand how such situations can be managed.

Shuttleworth College is aware that the best knowledge students can gain is from experts, therefore we are working on developing our links with outside speakers to deliver Bloom sessions including Lancashire Women's Centre, Lancashire Fire and Rescue, NHS, Brook Clinic, Burnley Faith Centre and Manchester Jewish Museum. Making links with these organisations will enable the pupils to gain a deeper understanding of topics, as well as coming into contact with different career paths which links with our CEIAG curriculum.

Students will have a year group assembly once a week, where the Bloom Curriculum is at the core of each assembly. The core British Values of Democracy, Rule of Law, Mutual Respect, Tolerance and Individual Liberty will all be covered in detail, as well as key religious events throughout the year including Advent, Easter and Ramadan. Events such as Remembrance, Holocaust Memorial and Black History Month are also covered. Assemblies with a purely CEIAG focus will also be undertaken throughout the year by our Careers Adviser, Mrs Ackroyd.

Please see our school website for up to date curriculum information for both timetabled curriculum based PSHE and our *Bloom* form time schedule.

If you would like any more information, then please contact:

Lead Practitioner of Humanities

Lucy Binns

[lbinns@shuttleworth.lancs.sch.uk](mailto:lbinns@shuttleworth.lancs.sch.uk)

## **Careers Education, Information, Advice & Guidance (CEIAG)**

At Shuttleworth, we are proud of the Careers Education work we do – and we've even won awards! We adhere to the Gatsby Foundation's Benchmarks for excellence in careers education, which mean that through your child's journey through Shuttleworth, they will:

1. Experience a stable, progressive careers programme, which develops over their 5 years of study
2. Learn from career information and understand local Labour Market Information
3. Have experiences and information tailored to them as an individual
4. Learn how their curriculum subjects could enhance their career and develop their skills
5. Learn from employers and employees about different employment routes and industries
6. Experience workplaces and learn what it takes to succeed at work.
7. Understand the range of further and higher education and apprenticeship routes available to them after they leave Shuttleworth
8. Have personal guidance to help them make decisions.

You can find more information on our website: <https://www.shuttleworthcollege.org/curriculum/careers/>

Moreover, as our young people are entering a rapidly changing world of work, we aim to prepare them to manage change and decision making and understand how they can be positive about their own skills and attributes.



## **Assessment & Data**

Here at Shuttleworth we make sure we have as much information as possible about your child from their primary school to ensure that they are challenged and supported in their learning at a level that is appropriate for them. At certain points in the academic year your child's teachers will complete an academic report that we will send home to you. This shows you how much progress your child is making in each of their subjects, and also contains teacher judgments on their behaviour, effort, organisation and homework.



## **SEND**

SEND is an acronym for Special Educational Needs & Disabilities.

Does my child have SEND?

A student has SEND where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that is usually available to pupils of the same age.

What if my child is identified as having SEND?

If our team identifies a student as possibly having SEND, they are referred to our fantastic team of specialist teachers, who will work with every one of the student's teachers to adapt teaching to respond to the strengths and needs of all students. Special educational provision will then be matched to the student's identified needs.

They will then be supported in a variety of ways, dependent on their need. This could involve additional teacher advice or in class support; respite from a lesson and/or other additional support. Within this, we have several intervention schemes, including the Lexia literacy program, passport maths, alternative curriculum provision, alternative provision, Lego therapy for ASD (Autism Spectrum Disorder) & ADHD (Attention Deficit Hyperactivity Disorder), fine & gross motor skills intervention, a behaviour modification programme, and dyslexia support. Some of these interventions are ongoing whilst others run for a period of six weeks after which students are reassessed, new targets given, or returned to normal lessons.

If you would like more information then please contact:

Assistant SENDCo

Mrs. Julie Snaith

[jsnaith@shuttleworth.lancs.sch.uk](mailto:jsnaith@shuttleworth.lancs.sch.uk)

Cohort SEND

Claire Bowyer

[cbowyer@shuttleworth.lancs.sch.uk](mailto:cbowyer@shuttleworth.lancs.sch.uk)

## **Nurture**

At Shuttleworth College we take great pride in our Nurture programme, which we call *Aspirations*. As a result we have achieved the National Nurturing School Award.

We know that there is more to your child than high academic grades and aim to produce happy, healthy, and productive members of the community. That is why we have adopted the Nurture approach school-wide. To find out more about what we do and how you can assist your child, you can download the leaflet from the school's website by following the link below:

<https://www.shuttleworthcollege.org/wp-content/uploads/Shuttleworth-Nurture-Leaflet.pdf>



## Homework

From September, all homework tasks will be set through our Shuttleworth app. A teacher may choose to also give paper resources where it is needed for the task, but all your instructions will be on the app; children will be trained on how to use this in September.



## Extra-Curricular

Student enrichment is a fantastic opportunity for your child to participate in activities outside of the classroom, mix with peers outside of their form groups and learn new skills. These enrichment opportunities will help to create and maintain a year group community within school as students encourage each other to attend the clubs, support each other and enjoy the clubs together.

We have an exciting award to encourage all Year 7 and Year 8 students to participate in as many student enrichment clubs they can. All students can work towards 'The Shuttleworth Shield.' Students will be rewarded for completion of the award and will receive a special certificate at the end of the school year. Students could also potentially complete two awards in a year – depending on their perseverance and ambition! All students have seen an assembly explaining the clubs to them and I hope they have returned home excited to start!

To achieve the award students must attend three different types of student enrichment clubs: learning new skills, participation in volunteering and a physical club. Each section requires a minimum of one half-term attendance, apart from one section which must be completed for double the length of time.

This award is a condensed version of the Duke of Edinburgh Award which all Year 9 will be enrolled upon with the aim that when your child reaches Year 9 they too will be perfectly equipped to earn this prestigious award.

Alongside our extensive extracurricular programme students are given the opportunity to have private music lessons. Learning a musical instrument is a fantastic opportunity and we would love to offer your child the opportunity to do this when they start at Shuttleworth College. The peripatetic lessons which we offer are:

- Vocal, piano or woodwind
- Guitar & bass
- Brass
- Strings
- Drums

Lessons are paid for in sets of 10 which are carried out per term. It is £60 for group lessons (comprising of two students) or £120 for individual lessons. Each lesson will last for approximately 20 minutes. If your child is interested in peripatetic lessons then please contact Mr Olyott, Mr Davidson or Miss Wheal who will be able to give you more information.

- [molyott@shuttleworth.lancs.sch.uk](mailto:molyott@shuttleworth.lancs.sch.uk)
- [w davidson@shuttleworth.lancs.sch.uk](mailto:w davidson@shuttleworth.lancs.sch.uk)
- [iwheal@shuttleworth.lancs.sch.uk](mailto:iwheal@shuttleworth.lancs.sch.uk)



## **Student Voice at Shuttleworth College**

It is important that every student in school has a chance to have their voice heard at Shuttleworth College. Your views about the quality of education you are receiving; the teaching in the classroom; the behaviour around school; your safeguarding and wellbeing; rewards received in school; opportunities within school and extra-curricular activities are all valued by your school leaders.

There are also small bespoke groups of students who will be partaking in some extra student voice sessions. Some examples of these groups are: most able, transition, CEIAG and options.

Every student in school is entitled to have their views represented. As such each year group will complete a whole school questionnaire twice a year. Alongside this, a range of students from each year group will complete a departmental questionnaire twice a year and a session with Mrs Fox reflecting on responses.

Honesty is the best policy with regards to these questionnaires. If the school is unaware of issues it cannot change. If something is amazing and we do not know – we cannot share with everyone!



### **Staff list**

<b>Email Address</b>	<b>First Name</b>	<b>Last Name</b>	<b>Department</b>	<b>Ext Number</b>
<a href="mailto:rengland@shuttleworth.lancs.sch.uk">rengland@shuttleworth.lancs.sch.uk</a>	Ruth	England	Headteacher - SLT	11001
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Headteacher



Mrs S Sagar,  
Head of School



Mrs L Harrison  
Associate Deputy Headteacher



Miss K Lightfoot  
Associate Deputy Headteacher



Mr O Al-Khatib  
Assistant Headteacher



Mrs H Klee  
Assistant Headteacher



Miss L Pennington  
Senior Assistant Headteacher



Mrs R Turner  
Senior Assistant Headteacher



## Pastoral Team

Miss J Grice  
Year 7 Pastoral



Miss M Southern  
Year 8 Pastoral



Mr T Baiamonte  
Year 9 Pastoral



Mr C Turner  
Year 10 Pastoral



Mr D Fox  
Year 11 Pastoral Leader



# MEET OUR SAFEGUARDING TEAM



Ext. 11173

**Rebecca Bonny**

**DESIGNATED SAFEGUARDING LEAD**



Ext. 11059

**Tom Baiamonte**

Head of Year

**DEPUTY DSL**



Ext. 12223

**Tracy Selves**

**DEPUTY DSL**



**Jo  
Grice**

Ext. 11084  
Head of Year



**Melissa  
Southern**

Ext. 11062  
Head of Year



**Mel  
Thomas**

Ext. 11014  
Medical



**Melissa  
Burns**

Ext. 11113  
Inclusion

## DESIGNATED SAFEGUARDING OFFICERS

**Marie Shaw**

**SAFEGUARDING GOVERNOR**

We recognise our moral and statutory responsibility to safeguard and promote the welfare of students. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. Our aim is to provide a safe and secure environment for students, staff and visitors. If you have any concerns about the safety of a child please ensure you report it to a member of the safeguarding team:-

[safeguarding@shuttleworth.lancs.sch.uk](mailto:safeguarding@shuttleworth.lancs.sch.uk)

If your concern is of immediate harm or outside of school hours, please report to the Police or Children Social Care 0300 123 6720  
0300 123 6722 (evenings/weekends)

**Safeguarding is our top priority. Please help us in ensuring our school is a safe place!**

## Shuttleworth College Uniform Policy

### **Neat & Tidy, Monday to Friday!**

At Shuttleworth College, we believe taking pride in our appearance is an extension of taking pride in ourselves, so it is key that uniforms are correct at all times. Whilst they will be checked every morning by each form tutor, students can be challenged at any time to ensure students are always at their best.

#### **Standard uniform: Girls**

- Black blazer with gold and red twisted cords and college logo. This must be worn at all times except in lessons and sleeves must not be rolled up.
- Black, red and gold clip-on tie.
- Formal white shirt. Polo shirts are not permitted and shirt sleeves should not be rolled up.
- Black trousers which should be loose, not skinny; OR an on-the-knee black pleated/flared school skirt, worn with black tights or knee-high socks.
- Plain black school shoes. These must be leather, leatherette, suede or suedette. No pumps, boots or trainers, including branded trainers such as Converse or Nike, are permitted. No coats may be worn indoors.

#### **Standard uniform: Boys**

- Black blazer with gold and red twisted cords and college logo. This must be worn at all times except in lessons and sleeves must not be rolled up.
- Black, red and gold clip-on tie.
- Formal white shirt. Polo shirts are not permitted and shirt sleeves should not be rolled up.
- Black trousers which should be loose, not skinny.
- Plain black school shoes. These must be leather, leatherette, suede or suedette. No pumps, boots or trainers, including branded trainers such as Converse or Nike, are permitted.
- Both boys and girls may wear a black V-neck jumper with a red stripe on the 'V' and the college logo if they wish, but this is optional. No coats may be worn indoors.

Our suppliers for school uniforms are Whittakers & Moonline. Prices are as follows:

#### **Moonline:**

Boys' and girls' blazers:

- Size 29" chest £30.99 and go up in price by £1 for every increase in size up to £45.99 for a 52" chest.

Jumpers:

- Size 28": £10.99
- Size 30": £12.99
- Size 32" 34" 36": £13.99
- Size 38" 40": £14.99
- Size 42"44": £16.99
- Size 46": £18.99
- Clip-on Tie: £4.99

PE kit prices start from the price stated and increase with size.

- Polo Shirt from £13.99
- Embroidered Shorts from £10.99
- Embroidered Skort from £14.99
- Football socks £4.50
- Optional Falcon Hoody from £19.99

## **Whittakers School Wear (Website)**

- Boys' Blazer: From £31.00 up to £48.00 (28" up to 46")
- Girls' Blazer: From £31.00 up to £48.00 (28" up to 46")
- Boys' Jumper/Girls': £9.99
- Clip on Tie: £5.50

### PE Kit prices

- Polo shirt: From £13.99
- Shorts: From £12.99
- Skort: From £14.99
- Football socks: From £4.50
- PE Hoody: From £21.99

## **General appearance**

- Hair must be kept neat at all times. Long hair may be worn loose, however students should be prepared to tie back during practical lessons, such as science experiments. It must be a natural colour and only discrete dark hair accessories are permitted. There can be no shaved areas and boys' hair must be no shorter than a No.2 cut. Any drastic or attention-seeking hairstyles are also not permissible.
- No make-up may be worn, including drawn-on eyebrows and fake eyelashes.
- Jewellery: one small stud may be worn in each ear, however, no facial piercings are allowed, even with transparent plastic retainers. One watch may be worn but no other jewellery is permitted.
- Nail varnish or false nails are not allowed.

## **PE uniform**

- Black & red polo shirt with yellow piping and logo.
- Black & red shorts, though girls may purchase a skort if they prefer.
- Black & red hooped socks.
- Trainers should be chosen for safety and efficient movement, not their aesthetic qualities. The sole should provide stability and a base of support that is flexible and provides cushioning as well as traction. They should be predominantly either black or white, be of a non-marking nature and be suitable for both indoor and outdoor PE lessons.
- Football boots and shin pads, for boys only.
- Our PE kit suppliers are Whittakers & Moonline. Prices as shown above.
- Falcon ZR20 Polo Shirt
- Falcon ZR50 Embroidered Shorts
- Falcon ZR60 Embroidered Skort
- Hooped socks from
- Optional Falcon ZR34 Hoody from £19.99 – please note these are black & red with yellow edges and embroidered with the college logo. They can also be personalised with students' initials for an additional cost and will need to be ordered in advance.

## **Suppliers**

Whittakers Schoolwear

Pendle Village Mill, Hollin Bank Road, Brierfield, Nelson, BB9 5NG

[info@whittakersschoolwear.co.uk](mailto:info@whittakersschoolwear.co.uk) 01282 442424

Opening Times: Monday – Saturday, 10.00am-5.30pm; Sunday 10.30am-4.30pm

Moonline Fashions

33/37 Standish Street, Burnley, BB11 1AP 01282 423030

## Rewards

Here at Shuttleworth College, we believe that reward systems are one of the most effective ways of establishing a positive classroom environment, they promote good behaviour and incentivise students to achieve their best. All of our staff understand the value of our rewards being consistent, achievable and fair. We are continuously looking for our students to succeed and want to acknowledge this in many different ways.

### **Daily rewards**

Students can earn reward points in a variety of ways. They aren't just earned in the classroom, but through exemplifying school values, random acts of kindness, excellent homework, 100% attendance to name a few.

### **Weekly rewards**

Each week students will be updated on their total number of reward points during their assembly time. They will also be encouraged to reflect up their achievements of the week and set goals for the week after. Student successes are celebrated by:

- Their Pastoral Leader will relay any positive praise or 'shout – outs' they have received from teachers during the week
- Bronze, Silver and Gold certificates are emailed to students and their Pastoral Leaders for reward point totals for the week. These are again, celebrated in their weekly Pastoral Leaders assembly and shared on our school social media (photo consent permitting)
- Each week in KS3, the form with the most reward points, will receive a form break time treat
- Friday celebration assembly. Each week students are shown an assembly which records their successes from the week. It can include: praise from teachers, examples of fantastic work, student performances and student praise for each other
- Our departmental social media pages are also updated weekly with praise for students, excellent examples of work, sometimes competitions, interesting facts and challenges

### **Half termly rewards**

Each half-term we celebrate student successes further through prizes given on the last day along with subject certificates. These students will have been nominated throughout the half term by their teachers and Pastoral Leaders. There will also be a prize for the most reward points achieved that half term. Students who exemplify school values continuously will also receive a certificate and praise in assembly from Mrs England.

### **Termly rewards**

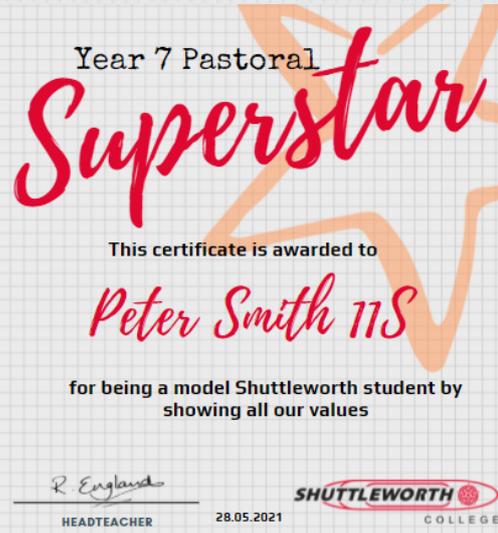
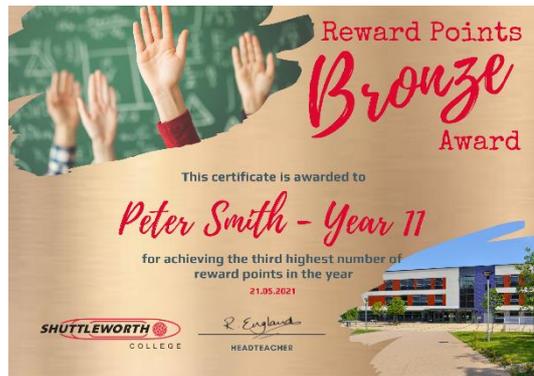
Each term students attend celebration assemblies, in which Mrs. England awards certificates and badges for academic achievement, commitment, and embodiment of the school values.

Parents will receive details of their child's progress regarding reward points on their child's reports. This helps us to celebrate success both inside and outside of school!

### **Annually**

Each year we celebrate student success with:

- Awards evenings for Years 7, 8, 9 and 10
- Leavers' activities including assembly and Leavers' book for Year 11



## Behaviour Policy

At Shuttleworth College our Behaviour Policy will aim to:

- Ensure that effective teaching and learning can take place.
- Ensure students feel happy, safe and secure.
- Reward good behaviour and encourage students to behave responsibly both in and out of college.
- Promote a range of positive values and attitudes and an understanding of rights and responsibilities.
- Provide systems for dealing effectively with incidents of unacceptable behaviour.
- Enhance and sustain the reputation of our college in the community.

Please see the full behaviour policy on our school website.



## Our College Culture

At Shuttleworth College we are responsible for the future success of the students that have chosen to be taught here. The environment we create for them must be one that facilitates optimal learning, supports strong relationships and allows students to develop holistically into confident, happy adults pursuing a future of their choice.

As a school we make no apologies for explicitly teaching our students exactly how to behave to the very last detail. It is only fair that students know exactly what we expect from them so this way there can be no ambiguity of our expectations.

Our college culture is summarised in our 4Ws. These form our core expectations for all our students to demonstrate all the time.

# College Culture - The 4 Ws

**WE**

work hard and  
are productive



- Students pay deliberate attention.
- 100% effort all of the time.
- Never cause a distraction to others.
- Sit up straight.
- No equipment in hands when listening.

resilience

**WE**

are respectful



- Use a respectful tone.
- Listen to staff and peers.
- Treat the building and equipment with care.

resilience

**WE**

follow directions  
the first time



- Directions taken first time from all adults.
- Adhere to the routines of the school.
- No time is wasted.

resilience

**WE**

are safe



- We keep our hands & feet to ourselves.
- We make others feel safe.

## **Student Council and Leadership**

### Student Leadership at Shuttleworth College

At Shuttleworth College we believe in developing students' leadership skills throughout their time in school. Our leadership programme runs from Year 7 right through to Year 11 when students have the opportunity to become prefects. The value of this programme develops the students' self-esteem and confidence helping them to fulfil their potential.

When students start at Shuttleworth College they will have the opportunity to become one of our student leaders; they can apply to become a student ambassador, where they will work in a team of ambassadors and prefects. Our student ambassadors are excellent role models and will work in teams to support enrichment, organise a community outreach activity and other opportunities. Ambassadors are exemplary role models who embody our school values of achievement, pride, resilience, perseverance and community.

Within our school we also have a successful student council to allow the student body to meet with the head teacher on a regular basis to discuss matters that affect them at school. Each Year 7 form will have two elected representatives who will take their form's ideas to the year team meeting and to the full council meeting with Mrs England. In addition to this the student council also run their own campaigns to benefit the local community; last year for example, they collected products for the local food bank. Successful applicants to the council or ambassador roles will receive a special badge to advertise their status with the school.