

# The Bishop's Stortford High School

## Parental Bulletin



Wednesday, 12th January 2022

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### Whole School

#### Sports facilities presentation

Thank you to those parents who joined the presentation last night regarding the sports facilities at the new school site. We will be giving the same presentation this evening at 7pm for those who were unable to join last night. We would be extremely grateful if you could spare the time, it will last less than 30mins. You can click [here](#) to join the event.

**Mr Reeve, Headteacher**

#### Years 11-13 - Survey

Please can parents/carers be reminded to complete the survey sent out via MyEd on 14<sup>th</sup> December – responses can then be included in an important evaluation of careers provision here at TBSHS. Here it is again:

*We provide a comprehensive careers and education information programme at key decision points in our students' lives. As a school, we are keen to understand how effective and useful this careers education is to you in your role as parents, carers and guardians supporting your sons and daughters.*

*Therefore, as you have a child(ren) in Years 11 to 13, I would be most grateful if you could spare a few moments to answer this anonymous survey designed by school governors and the careers team.*

<https://forms.office.com/r/jzBqydMHax>

*This will help us:*

- 1. To capture how you engage with and use the current careers / education provision to inform future developments*
- 2. To understand whether the careers / education provision enables you to provide practical, informational and / or emotional support to your child(ren).*

Thank you in anticipation of your response.

**Mr Reeve  
Headteacher**

#### Collection at the end of the school day

A polite reminder that no student should be collected at the end of the school day via the banjo exit on London Road. If collecting students via the Park Lane exit please show adequate consideration for the neighbouring houses by arriving just before the end of the school day and switching off engines whilst waiting. This area is very congested at this time so please park respectfully and remind pupils to be aware of their road safety.

**Kind regards, Natalie Miles, Assistant Headteacher**

#### Coronavirus - Reporting

Please complete the following form [Covid19 Reporting](#) online if your son/daughter has tested positive on an LFD test and arrange a PCR test as soon as possible. Please complete the [PCR Update form](#) when you receive the test result.

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### Publishing Houses and Supporting the School

If any parent has a connection with any Educational books Publishing Houses please contact

[rachel.engel@tbshs.org](mailto:rachel.engel@tbshs.org) as many organisations offer additional discounts to schools where parents work in the company. Similarly, if parents are connected to other organisations where the school can take an advantage of a discount, please contact me.

The School appreciates all offers of sponsorship and support from parents, if you feel you can help support the TBSHS in any way, please contact [rachel.engel@tbshs.org](mailto:rachel.engel@tbshs.org) and I will pass the information to the relevant members of staff. Offers of support for assistance to help us improve the marketing the School, sixth form or fundraising would be appreciated.

### Covid Vaccine follow up visit

The School immunisation team will be returning to school on 23<sup>rd</sup> February 2022. We do not have the consent letter at this time, it will be communicated to those concerned once we do. Please note the following information from the team.

- The team will endeavour to administer approximately 400 vaccines when we visit. If the school has consent from more than 400 students a second session will be scheduled.
- The second dose of the COVID-19 vaccine can be administered to all students aged 12 -15 years old no sooner than twelve weeks after their first dose. Students who wish to receive their first dose of the COVID-19 vaccine can also be seen at this session.
- Students who have tested positive for COVID-19 in the twelve weeks prior to the date above cannot be vaccinated.

### Overdue Books

Please note that reminders will be given to students with overdue books on their account this week. Please ensure that these item(s) are returned to the library as soon as students are able. If the book has been lost or damaged, you may be asked to cover replacement costs.

If for any reason a student is unable to return their books over the next couple of weeks, please ask them to send **Miss Bishop** an e-mail to avoid any unnecessary charges.

Thank you.

### The Bishop's Stortford High School Attendance/Reporting Absences Procedures

#### Reporting Absences - How to notify the school if your child is absent

**Any** student absence, whatever the reason, must be reported by 8.30am on **each morning** of absence, **using our dedicated school 'My Ed' phone App**. The Absence Hotline can be found under the Messaging Section of the App.

Please give a brief, detailed description of the reason of absence. Please note that reasons such as ill, poorly or unwell will be unauthorised.

#### **Change in Reporting Medical Appointments:**

All future medical appointments should also be reported using the **'MyEd'** App at least 2 days prior to the appointment, along with relevant confirmation of the appointment. A letter or screenshot of the appointment

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should be attached to the message. Appointments may not be authorised if you are unable to provide confirmation of the appointment.

**All absence queries and general queries should be emailed in to the School via the usual channels and **not** via the MYEd App, the messaging function is solely for daily absence reporting and the reporting of medical appointments.**

In the event of not being able to access the App then please call the Attendance Line Number - **01279 869555**  
Please do **not** report absences via the Admin School Offices or the main school number.

**Emails will not** be accepted for notification of absence.

**Late arrival/missed registration:** Any student missing a form registration, either morning or afternoon for any reason, should sign in at the main reception area. If they do not, an unauthorised absence may remain on their record and parents may be notified of absence unnecessarily.

If parents/guardians are aware of a reason why their child will arrive late on any occasion, they should notify the school by the **'My Ed' phone App**.

**Signing Out/In:** Students should sign out in the main reception. Any student needing to leave during the school day for an appointment, etc. should have already advised the School by using the MyEd App.

**Students will not be allowed off site if School has not received prior advice of the appointment and contact will be made with a parent/guardian. All students under 16 must be collected, they cannot travel independently to appointments even if authorised by parents.**

Signing back in on return from an appointment must also be done at the main school Reception.

### Attendance Information

We as a school set an individual target attendance of 96% and expect a student to achieve this to maximize their life chances. Did you know that?

100% Attendance = 0 lost learning hours

96% Attendance = 37.5 lost learning hours

90% Attendance = 95 lost learning hours

Please be aware that should your son's/daughter's attendance drop below 95%, we will contact you and if it continues to fall to 93% then we will contact you again and may invite you into school. If we are still concerned and attendance continues to fall you will be asked to provide proof of absence i.e. a doctor's note, appointment card or a copy of prescribed medication, in order for the school to authorise any future absences.

### Request for Absence from School for Exceptional Circumstances

As a school, following government guidance, we are no longer able to authorise absences in order that you can take a holiday. There may be applications for leave of absence that are considered to be exceptional circumstances and these may include:

- Service personnel returning from a tour of duty abroad where it is evident the individual will not be in receipt of any leave in the near future that coincides with school holidays.

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- Where an absence from school is recommended by a health professional as part of a parent or student's rehabilitation from a medical or emotional issue.
- The death of an immediate family member.
- To attend the wedding of a parent or sibling.
- Family graduation ceremonies or recognised awards ceremonies.

**These requests will need to be applied for at least 10 days in advance by completing and returning the form below to the school by hand to the main office (in an envelope clearly marked for the attention of the attendance officer) or by requesting the form via email using:**

[absence-request@tbshs.org](mailto:absence-request@tbshs.org)

[Absence from School for Exceptional Circumstances Form and Information for Parents.pdf](#)

**Only the school can authorise an absence.** An explanation given by a parent/carer is not always sufficient for the school to authorise it. An absence may only be authorised if the absence is due to:

- Genuine student illness where a detailed reason has been left via the phone App.
- "Leave" granted by the school for local medical appointments where either am or pm leave will be granted.
- The pupil being unable to attend due to exceptional unavoidable causes.
- Religious observance where applicable.

## Sixth Form

### Year 13 Mock Exam Results

Welcome back to Year 13 after their mock exams. They will receive their results via subject staff in normal lessons. Consolidated results will be available to parents/guardians to access on-line via the MyEd app by Consultation Evening on 27<sup>th</sup> January. **Mr R Stark**

### Year 13 Consultation Evening 27<sup>th</sup> January 2022

Full details about Year 13 Consultation Evening can be viewed here - [Year 13 Consultation Evening Invitation Jan22](#). **Mr R Stark**

### Year 12 Work Experience Week – 20<sup>th</sup> to 24<sup>th</sup> June

The school highly values work experience in developing students' employability skills and their understanding of the workplace and future career paths.

Following Monday's assembly, students have received all the paperwork needed for their work experience week in June. The information letter can be found here: [Year 12 Work Experience Letter](#). Links to the necessary documents, along with the consent form, have also been sent to parents via MyEd. **Mr R Stark**

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### Year 12 Post-18 Support – Key dates

Year 12's formal post-18 support programme starts this term now that they have settled into Sixth Form life. This programme builds upon the post-18 related information that they have already been receiving since starting in September (Post-18 Bulletins, Mrs Jonas' –our Careers Advisor- Careers News plus a variety of visiting speakers and competitive admissions sessions that have already been held. There have been some updates to the draft timeline originally emailed in December, e.g. Business Professional Interviews are now confirmed for 22 April and dates for Application education have come forward a week.

Please click [here](#) to view the updated programme.

Most activities are for the students and happen during school time but there are some key events to which parents and carers are also invited, e.g. see item below. Please note dates throughout the year may be subject to change. **Mrs F Price**

### Year 12 Post-18 Information Evening – Tuesday 1<sup>st</sup> March – 7pm online

This event is a crucial meeting for parents and students to outline the options available on completing their Sixth Form education. Please be saving the date and further information will be provided in due course. It will be held online at 7pm. There will also be an optional **Oxbridge Information Evening on Tuesday 8<sup>th</sup> March** for any interested students and parents. **Mrs F Price**

### Year 13 Post-18 Update – Reminder UCAS Deadline 26th January

As of 11<sup>th</sup> January, of the 168 students who have submitted applications, 65% of courses have already had a positive response rate. We are delighted that 2 students have just received conditional offers of places at Oxford University and await decisions from Cambridge in 2 weeks' time.

#### Still not used all 5 choices?

There are some students that have still not used up all their 5 choices. They are reminded that they should add these in their UCAS Hub Application by **6pm on Wednesday 26<sup>th</sup> January**, the final UCAS deadline. While remaining choices could be added later, universities are not obliged to give equal consideration to applications received after the deadline. **Mrs F Price**

### Year 13 Post-18 Next Steps Guidance Sessions – 3<sup>rd</sup> February & 24<sup>th</sup> February

After receipt of mock results and Year 13 Consultation Evening, I will be running sessions for Year 13 to outline key considerations and actions for those pursuing university and/or apprenticeship applications. Sessions will run at 2.30pm on a Thursday - **University Next Steps** will be covered on 3<sup>rd</sup> February and **Apprenticeship Next Steps** on 24<sup>th</sup> February. **Mrs F Price**

### A Level History Lecture Visit for Years 12 and 13 – Miss E Quinlan

One of the country's foremost historians on the Anglo-Saxon period, Professor Rosalind Love – currently the Elrington and Bosworth Professor of Anglo-Saxon at the University of Cambridge – will be visiting TBSHS to speak to our Sixth Form historians on **Monday 17<sup>th</sup> January**.

This will take place at the end of the day in the Library, running **from 15:35 to approximately 17:00**. There will be an opportunity for students to ask Prof Love questions at the end.

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The talk will focus on 'Reading Books in Alfred's England', and will thus be of very direct relevance to the Alfredian Renaissance unit of the A Level course. The visit will also provide our students with a fantastic chance to hear from a senior academic historian, and to greatly enrich their subject knowledge in general.

Whilst I am sure that none would want to miss such a valuable opportunity regardless, **full attendance of A Level historians across both Years 12 and 13 is expected, please.**

There will be no cost to students.

## Year 11

### Year 11 Post-16 Guidance Meetings 17<sup>th</sup> to 24<sup>th</sup> January - Update

By the end of this week, Year 11 students will have been informed of their Post-16 interview date and time.

The key purposes of the meeting and what students need to be prepared to discuss is detailed below:

- Every Year 11 has a ten minute appointment with a member of SLT or Sixth Form Team. **It is not an interview for Sixth Form – Sixth Form places are awarded only on the basis of meeting the academic entrance criteria**
- It is an opportunity, following on from mock results and Parents' Evening, for a student to discuss their current thoughts and plans for further education, training and employment with an experienced member of staff
- It will focus on assessing the appropriateness of a student's plans in light of current attainment and possible career aspirations, e.g. suitability of subject choices, and also help identify further necessary actions or support.

**Before their appointment:** they need to have thought about and be able to articulate:

- What their plans are for next year (including what they see themselves achieving in their final GCSE exams)
- Why they have chosen a particular A level or BTEC subject, course, apprenticeship
- Any questions that they might have regarding their plans.

**Mr R Stark**

## Sports

### Running Club

EVERY TUESDAY LUNCHTIME REGARDLESS OF WEATHER.

ALL PUPILS OF ALL RUNNING ABILITIES WELCOME AND CATERED FOR.

Bring a packed lunch and appropriate old footwear – you may get muddy!! Meet changed, in reception at 1.10pm.

**Mr Sadler**

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### Support the PSA when shopping at Amazon

AmazonSmile is a website operated by Amazon that lets customers enjoy the same wide selection of products, low prices, and convenient shopping features as on [amazon.co.uk](https://amazon.co.uk). The difference is that when customers shop through the URL [smile.amazon.co.uk](https://smile.amazon.co.uk), Amazon will donate 0.5% of the net purchase price (excluding VAT, returns and shipping fees) of eligible purchases to the charitable organisations selected by customers.

Just use your normal Amazon login details to log into the [smile.amazon.co.uk](https://smile.amazon.co.uk) website and enter the full PSA name "THE BISHOP'S STORTFORD HIGH SCHOOL PARENTS SPORTS ASSOCIATION" or our Charity Commission Registration Number "1144671".

All you just need to remember then is that to support the PSA that you just need to go through the [smile.amazon.co.uk](https://smile.amazon.co.uk) portal each time you shop with Amazon.

### Illness or Injury re: Participation in P.E. and Games lessons

Please can you refer to and follow the procedures described below in the event of your child not being able to participate in PE or Games due to illness or injury.

1. Please provide your child with a signed and dated hard copy note (hand written or word processed) that they can keep in their blazer pocket to show to the member of staff. This note should explain the reason for non-participation and have an approximate timescale of absence. This is due to it not always being practical for PE staff to always be checking emails or due to receiving them several days before the lesson.
2. Please ensure your child still brings their PE kit, ideally with one of the TBSHS warm up tops or ¼ zip tops to stay warm and dry. This is for a number of reasons;
  - A) Depending on the severity of the issue they may still be able to access the curriculum in an adapted format (such as a non-contact or non-running format).
  - B) If the severity is such that no adapted physical involvement can occur they can still take part as an umpire, referee, time-keeper, scorer or coach.
  - C) We also have the option for students to continue rehab in the gym by doing cycling, stretching or exercises from their physio.
  - D) The only exception to this is if the student has a broken limb or an injury where changing would be inhibited due to the severity of the injury.

It is a legal requirement for your child to participate in physical activity in school and we are careful with managing overuse, however there seems to be an increasing number of students who not doing PE because they're 'saving themselves for a big game on Sunday'. We get very few injuries in PE lessons and therefore students should be participating in some capacity in all lessons. Kind regards, **Peter Harris**



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### Careers, Opportunities & Competitions



*There are many more opportunities for Years 12 & 13 in the 6th Form Bulletin - issued every 2 weeks by Mrs Price.*

***Please note, students can find the careers section of the Parent bulletin in the 'Others' area of the Q Pool File***

**Click [here](#) for this week's Careers News**

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### PTFA

**It's back! The PTFA Black and Gold Quiz 2022!**

A quiz night for all the family.

Tickets will be available to purchase from 17 January 2022.

**QUIZ  
NIGHT**

**FRIDAY 11th MARCH**  
**7.00pm for 7.30pm start**  
**(maximum team size 8 people)**  
**Tickets £8**  
**(available on TBSHS website, under PTFA)**

**LICENSED BAR**  
**RAFFLE**

***PLEASE REMEMBER THAT ALL DRINKS TO BE  
PURCHASED FROM THE BAR, BUT YOU ARE  
WELCOME TO BRING ALONG YOUR OWN  
FOOD & NIBBLES!***



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### EXCLUSIVE TBSHS PROTECTIVE FACE MASKS



AVAILABLE TO PURCHASE NOW

# £5

**THERE ARE TWO WAYS TO PAY:**

Via ParentPay - Students can collect mask from school reception.

Or, students can purchase masks from school reception (*Exact money only please, no change given*)



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**TBSHS Golf Umbrella  
Only £22**

***(You'll need one at Jobbers Wood!)***