



Dear Parents and Carers

1 November 2017

This week I would like to thank all the parents who braved the dreadful weather on the last Thursday before half term to attend our parents' forum and give us their views. It was a very positive event and we are following up on your enquiries and suggestions. For instance, our 1st departmental review of the year is underway and we are looking at homework across different sets as suggested by you. We have shared with all staff your request for greater clarity and support when issuing revision homework. We have changed the settings in Xpressions so that parents can now see the actual comment relating to sanctions and can therefore better understand and deal with the situation at home. These meetings are crucial in helping to address your concerns as parents and I am very grateful that so many of you take the time to attend. The presentations given on the night will be emailed to you shortly and will also be available on the website. The revision booklet is being reviewed and will be circulated next week.

PARENT GOVERNORS

We currently have 2 vacancies for parent governors to serve on the Governing Body of this school. We are very keen to encourage parents to nominate themselves to fill these places. Details of how to nominate yourself are attached to this newsletter as well as a nomination form and eligibility self-declaration form. If you have any queries, please contact Karen Anslow, Clerk to the Governing Body on kanslow@birkdalehigh.co.uk

JOB VACANCIES – EXAM INVIGILATORS

We have vacancies for the post of Examination Invigilator. Applicants must be available for the mock exam periods 27 November 2017 – December 2017, 22 January – 26 January 2018, and for the summer GCSE exam season during April, May and June 2018. A job description and application form are attached to this newsletter, and are also available on our website. If you have any queries, please email Karen Anslow on kanslow@birkdalehigh.co.uk The deadline for applications is Friday 10 November 2017.

BUS STRIKES

Please be aware that Arriva buses are going to be on strike on the following days: Monday 6 November, Wednesday 8 November, Monday 13, 20 and 27 November 2017.

GCSE SCIENCE REVISION GUIDES – YEARS 9, 10 AND 11

As we recommend ongoing revision for the new GCSE Sciences, we would like to suggest that you should buy a copy of the **NEW COLLINS GCSE SCIENCE REVISION AND PRACTICE ALL-IN-ONE** text that works alongside the text we use in school.

- Quick tests to check understanding.
- End-of-topic practice questions.
- Topic, review questions later in the book.
- Mixed practice questions at the end of the book.
- More topic-based practice and exam papers in the added workbook.
- EBook download with every book – this will enable students to study using computers / tablets / mobile phones.

The deadline for payment is this **Friday 3 November**.

For Combined Science: Trilogy students

You should buy a copy of the **NEW COLLINS GCSE SCIENCE REVISION AND PRACTICE ALL-IN-ONE** text. This book is now available at a reduced cost of £9.00. Payment is via "Parent Pay" so there is an additional administration fee of £0.50, totalling **£9.50**.

For Triple Science students

Collins Guides for Biology, Chemistry and Physics are available at a reduced cost of £3.99 each (rrp £10.99). Payment is via "Parent Pay" so there is an additional administration fee of £0.50. All 3 guides can be purchased for **£12.47**.

Mr Woodley

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MATHS CLASS CHAMPIONS

Congratulations to the boys below who are the class champions for October.

	U1 Mrs McGarry	U2 Mrs Thompson	U3 Miss Cain	U7 Mrs Woodcock	U8 Mrs Duffy	U9 Mr Crossfield	G15 Mr Marshall
Year 7	Thomas Dance	Owen Chappell	Michael Leffler (3) Toby Strom (4)	Thomas Marshall		Elliot Heap (6) Abdullah Albeedh (1)	
Year 8	Damian Niblett	Antony Hindle	Harry Lambert	Ethan Barnes	Anthony Waite Alex Campbell	Harry Goulding	
Year 9	Sammy Hunt	Oliver Simcock Sven Grutters	Oscar Thompson	Ethan Henshaw	Rayhan Lalmohamed	Charlie Kelly	
Year 10	Jack Green	Bradley Steele		Finn Cromack Elliot Brown		Marco Pinto Ventura	Finley Gifford
Year 11	Sam Cooper	Elliot Berisha Rob Watson	Paul Hodge	Alessio Francis	Harvey France Jamie Ball	Alex Stewart	

LOCAL BUSINESSES SUPPORTING BIRKDALE HIGH SCHOOL

Hallidays of Birkdale - (Fishmongers) - Birkdale Village

I would like to thank Joanne of Hallidays of Birkdale for her continued support in providing endless amounts of salmon and cod heads throughout the year for the Science Department. Many Fishmongers would charge for this service but Joanne kindly supplies them for free. We as a department are very grateful for her generosity.

As part of the Key Stage 4 curriculum the pupils dissect a salmon or cod head and learn about the ventilation mechanism in fish including the gill structure. The gills are observed through a microscope identifying the blood spaces inside the gill filaments.



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Discount Pets and Aquatics

Thank you to Tony of Discount Pets and Aquatics for providing food, equipment and also the majority of the animals we have in the Animal Club.

In addition to giving the school a major discount on all purchases throughout the year, his knowledge and advice on all things furry and scaly is invaluable.

Many Animal Club members have paid a visit to his shop on Eastbank Street over the years regarding advice either with purchasing or looking after a pet.

I would like to thank him on behalf of the Animal Club for his continued support.

Mr Leece

MUSIC – FUTURE DJs

We are starting our collaboration with Future DJs next Monday. All parents who have signed up on behalf of their sons should be receiving further details. If there are any problems about times boys should see Mr Waring in advance and any other boys who may be interested in learning how to DJ should visit FutureDJs.org or see Mr Waring.

Mr Waring

GCSE POD – GAMES

At the heart of GCSEPod are videos, or “Pods”. Each one is a highly concentrated, 3-5 minute burst of audio-visual learning and specialist subject knowledge for many curriculum areas. They are written by expert subject teachers then rigorously quality assured. Narrated by professional voice over artists with visuals, every Pod is mapped to GCSE exams. GCSEPod is a great way of guiding students through the curriculum and helps them know what they do know and what they do not.

This fantastic resource is available to all pupils in Years 9, 10 and 11 to support their lessons in school. Every half term a prize is awarded to the pupil who utilises this excellent resource the most. Between the start of the school year and half term the pupil who streamed and watched the most Pods was **Aaron Hayes in 11EJ**. Well done Aaron! Further information is attached to this newsletter.

Mr Moss

PE/SPORTS REPORT

Sefton Champions League Basketball Fixtures / Basketball Club

This half-term sees the start of the Sefton Schools Champions League competitions for boys from all year group teams. In preparation for these forthcoming fixtures all team members should attend Basketball Club during lunchtimes on Mondays and Fridays. Basketball Club for just Year 7 and Year 8 pupils will also take place on Wednesdays after school up until the Christmas break. This is open to all boys from those year groups and will run from 3.20pm to 4.20pm.

FORMBY HIGH SCHOOL SIXTH FORM OPEN EVENING

Formby High School is holding its Sixth Form Open Evening on Thursday 7 December 2017 between 7.00pm and 9.00pm. For further information, please email sixthform@formbyhighschool.com or ring 01704 835659.

CHRIST THE KING SIXTH FORM CENTRE OPEN EVENING

Christ the King Sixth Form Centre, Stamford Road, Southport is holding its Open Evening between 6.30pm-8.30pm on Thursday 2 November 2017. This event is aimed at Year 11 students [and their parents] from all local high schools who are considering continuing into post-16 education. The evening will begin with a short presentation at 6.30pm in the Main Hall. For further information, please contact the Sixth Form secretary on 01704 552000/565121 or by sending an e-mail to sixthformadmin@christtheking-school.com

SEFTON YOUNG ADVISORS

Sefton Young Advisors are recruiting. Joanne and the team at Sefton CVS are keen to hear from young disabled people and welcome applications from young people from a wide range of backgrounds. The following link provides more information <https://seftoncvcs.org.uk/projects/youngadvisors/>

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SEFTON PARENT CARERS FORUM

Sefton Parent Carers Forum are hosting an event in partnership with Sefton Council on Tuesday 7 November 2017 from 9.30am for 10am start until 2.30pm at Shoreline Church, Mornington Road Southport, PR9 OTS.

It is a day of presentations and discussions aimed at parents focused on Sefton's Action Plan which came about following Sefton's SEN/D Local Area Inspection which took place in November 2016. It will provide an opportunity for people to share their thoughts and enable things to move forward in a positive direction.

The attached flyer provides full details. Please book places by contacting Sefton Parent Carer Forum (SPCF) on: 07541 326860 or email: Sefton parent carers seftonparentcarerforum@gmail.com

Yours faithfully

Mr G Bourgade
Headteacher

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NOTICE OF PARENT GOVERNOR ELECTION

1 November 2017

Dear Parent/Carer

Birkdale High School - Election of parent governor: nominations

There are 2 vacancies for parent governors to serve on the governing body of this school. We are very keen to encourage parents to nominate themselves to fill these places. Details of how to nominate yourself are given on the reverse of this letter, and a nomination form is enclosed. If an election is required, all parents will be able to vote.

Parent governors are vital to our governing body. They share equally with other governors the responsibility for carrying out the governing body's wide range of responsibilities. Governors do not run the school day to day, as their role is at the strategic or policy-making level in the school.

If you join our governing body, you will serve for a four year term. Being a governor does take up time. There are 4 governing body meetings each year, and governors usually serve on at least one of 3 committees which meet once a term. You will need to set aside time to be able to be an effective governor: time to prepare for meetings, for visiting the school or meeting colleagues on behalf of the governing body, as well as undertaking training and updating your skills. The governors are asked to sign up annually to a Code of Conduct.

Before you decide to stand you may want to know a bit more about what is involved. Governors need not be experts in the field of education. What they do need is an interest in the school and in the welfare of our children and the time and willingness to get involved. The skills you have can be very useful to the governing board. Governors also need what is known as 'soft skills' – the ability to be able to build relationships with a range of people, to be able to work as part of a team, to be able to question, and to make connections between different types of information. All governors are expected to be able to read straightforward budget reports and data on school standards.

To find out more about what being a governor at this school is like, you can contact Karen Anslow, Clerk to the Governors, who will be very willing to answer any questions.

All governors are required to hold an enhanced criminal record certificate. You will be required to make an application to the Disclosure and Barring Service for an enhanced DBS certificate.

If you would like to take the opportunity to put yourself forward as a candidate, you may only do so on an official form, please complete and return the enclosed sheet to me by

Monday 13 November 2017. If it is necessary for there to be an election, I will contact you to let you know about the arrangements.

Yours sincerely

Mr G Bourgade
Returning Officer

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Who can stand as and vote for parent governors

The definition of a parent in education legislation includes:

- all natural parents of a child in the school whether they are married or not;
- any person who, although not a natural parent, has parental responsibility for a child or young person in the school and;
- any person who, although not a natural parent, has care of a child or young person in the school

Parents who are **NOT** eligible to stand in parent governor elections are:

- parents who are paid to work at the school for more than 500 hours in any consecutive 12 month period at the time of election.

How to nominate yourself

If you would like to put your name forward, you must complete a nomination form and a self-declaration form.

You should use the space provided on the form to write a brief personal statement to support your nomination.

The statement should be of sufficient length to set out:

- evidence of the extent to which you possess the skills and experience the governing body desires;
- your commitment to undertake training to acquire or develop the skills to be an effective governor;
- if seeking your re-election, details of your contribution to the work of the governing body during your previous term of office; and
- how you plan to contribute to the future work of the governing body.

Depending on the number of vacancies

If there is only one nomination this candidate will be elected unopposed.

If there is more than one nomination, an election will take place. The statements of all candidates will be typed in a standard format and circulated to all parents with a ballot paper.

Enclosed: Nomination Form (Appendix B), Eligibility Self Declaration Form (Appendix C)

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Appendix B

PARENT GOVERNOR NOMINATION FORM

BIRKDALE HIGH SCHOOL

This form should be returned to the Returning Officer at the school by **MONDAY 13 NOVEMBER 2017**

<p>I wish to serve as a parent governor and to be a candidate if an election is necessary. I confirm that I am eligible to serve as a school governor (and have completed a self-eligibility declaration form).</p>		
<p>FULL NAME <i>(TITLE, FORENAME & SURNAME)</i> <i>BLOCK CAPITALS PLEASE</i></p>	<p>ADDRESS</p>	<p>SIGNATURE AND DATE</p>
<p>Please use this space for your personal statement to support your nomination. This statement, typed in a standard format, with your name, which will be circulated to all parents in the event of an election.</p>		

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Appendix C

ELIGIBILITY SELF DECLARATION FORM

Grounds for Disqualification

General

- A governor must be aged 18 or over at the time of election or appointment.
- A person cannot hold more than one governor post at the same school at the same time.
- A parent who is paid to work at the school for more than 500 hours in any consecutive 12 month period at the time of election.

Failure to attend meetings

A person is disqualified from being a governor of a particular school if they have failed to attend the meetings of the governing body of that school for a continuous period of six months, beginning with the date of the first meeting they failed to attend, without the consent of the governing body. This does not apply to the head teacher or to foundation governors appointed by virtue of their office.

A foundation, local authority, co-opted or partnership governor at the school who is disqualified for failing to attend meetings is only disqualified from being a governor of any category at the school during the twelve month period starting on the date on which they were disqualified.

Bankruptcy

A person is disqualified from holding or continuing to hold office as a governor of a school if:

- Their estate has been sequestrated and the sequestration has not been discharged, annulled or reduced; or
- They are the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order.

Disqualification of company directors

A person is disqualified from holding, or from continuing to hold, office as a governor of a school at any time when they are subject to:

- A disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986;
- A disqualification order under the Company Directors Disqualification (Northern Ireland) Order 2002;
- A disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002; or
- An order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).

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Disqualification of charity trustees

A person is disqualified from holding, or from continuing to hold, office as a governor of a school if they have:

- Been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or the High Court on the grounds of misconduct or mismanagement
- Been removed, under section 34 of the Charities and Trustee Investment (Scotland) Act 2005, from being concerned in the management or control of any body.

Persons whose employment is prohibited or restricted

A person is disqualified from holding or from continuing to hold office as a governor of a school at any time when they are:

- Included in the list of teachers or workers considered by the Secretary of State as unsuitable to work with children or young people;
- Barred from any regulated activity relating to children;
- Disqualified from working with children or from registering for childminding or providing day care;
- Disqualified from being an independent school proprietor, teacher or employee by the Secretary of State.

Criminal convictions

A person is disqualified from holding or continuing to hold office as a governor if they have:

- Been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor
- Received a prison sentence of two years or more in the 20 years before becoming a governor
- At any time received a prison sentence of five years or more
- Been fined for causing a nuisance or disturbance on school premises during the five years prior to or since appointment or election as a governor

Refusal to make an application for a Disclosure and Barring Service check

A person is disqualified from holding or continuing to hold office as a governor if they refuse a request by the clerk to the governing body to make an application to the Disclosure and Barring Service (DBS) for an enhanced DBS certificate.

DECLARATION

I wish to register an interest in being appointed to serve as a parent governor.
I have read the grounds for disqualification and I am not disqualified on any of these grounds.

Signed Date

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Invigilator Job Description

Reporting to	Data & Exams Officer / SLT	Hourly pay rate	£8.50 (including holiday pay)
Hours of work	By negotiation during internal and external exam periods		

Experience

Experience is not essential, as training will be provided, although applicants will be asked to declare if they have invigilated previously elsewhere.

The ideal candidate will:

- Be flexible & reliable
- Have effective communication skills
- Be confident and a reassuring presence to candidates in exam rooms

This post requires an application and satisfactory enhanced disclosure from the “Disclosure & Barring Service”, formerly known as “Criminal Records Bureau”.

Main Purpose

- To support in the conduct of examinations in accordance with the Joint Council for Qualifications (JCQ), adhering to all Birkdale High School procedures.
- To play a “key role in upholding the integrity of the external examination / assessment process” [JCQ ICE 6]
- To work with other invigilators as a team, ensuring best practice, to combine skills / knowledge to support the exams and each other
- To ensure the protection of candidates from discrimination and avoidable harm

Duties will include

- Reporting to the Data & Exams Officer prior to each exam session
- Keeping all exam papers and materials secure, before, during and after exams
- Ensuring that exam rooms are set out to standard
- Supervise candidates leaving and collecting their belongings in the secure storage, before and after exams
- Support candidates entry into exam rooms
- Instruct candidates in the conduct of their exams
- Distributing the correct exam papers and materials to candidates
- Supervising candidates at all times, remaining vigilant throughout exams
- Keeping disruption in the exam room to a minimum
- Dealing with emergencies or irregularities effectively
- Reporting any disruption or irregularities
- Completing attendance registers
- Dealing with candidate queries
- Collection & sorting of exam scripts
- Dismissing candidates from the exam room
- To “check that the names on the scripts match exactly the details on the attendance register” [JCQ ICE 6]
- Securely returning all exam scripts and exam materials to the Data & Exams Officer
- Attending training, refresher or review sessions as required

Where required and where able, you may be asked to perform other tasks as requested by the Data & Exams Officer, for example, exams-related administrative tasks, supervision of candidates between exam sessions, facilitating access arrangements for candidates (training will be provided).



APPLICATION FORM: EXAMINATION INVIGILATOR

Applicants should read the enclosed job description before completing this application form.

Personal details		
Title	Last name	First name
Phone - mobile		
Phone - home		
E-mail		
National Insurance Number		
Address including post code		

Previous Invigilation Experience
Have you ever worked as an invigilator before? Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please give brief details and dates

Skills
Please give details of your knowledge, skills and experience (including employment, voluntary work and outside interests) which you feel are relevant to the requirements of this post



APPLICATION FORM: EXAMINATION INVIGILATOR

References	
Please provide two names from whom references may be sought. This should be someone who can assess your suitability for the role.	
Referee 1: Name & Address	Referee 2: Name & Address
Phone number	Phone number
E-Mail	E-Mail
Capacity in which known to you	Capacity in which known to you
Do you have any objection to references being taken up prior to interview? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Eligibility Information

Disabilities
Do you have any disabilities that could affect your supervision of students? (e.g. visual, hearing or mobility impairments) Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please give details on separate sheet and submit with your application

Criminal convictions
Have you ever been convicted of a criminal offence? (You are not required to detail spent convictions). Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please give details on separate sheet and submit with your application

A positive answer does not necessarily mean rejection of your application.

Declaration
I declare that the information contained in this application is correct to the best of my knowledge
I understand that I will need to confirm my right to work in the UK
In accordance with the Data Protection Act 1998, the information you provide on this form will be held and will not be released to any third party. If you do not continue with your application, this information will be destroyed.

Signed: _____ Date: _____



THE POD GAMES HAVE BEGUN!

BASK IN REGIONAL AND UNIVERSAL GLORY BY WATCHING GCSEPOD



Log in to gcsepod.com
for the chance to win awards and prizes!

**£150 shopping vouchers and
a whopping £1,000 for your school**

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 0191 338 7830

SEFTON PARENT CARER FORUM

Awareness - Engagement - Participation

are pleased to bring you a special event



OFSTED SEND INSPECTION

What happens next?

*A day of presentations & discussion for parents based
on the Sefton Action Plan required for improvement*

To be held on

Tuesday 7th November 2017

Arrive from 9.30 am for 10.00 am Start

Finish at 2.30 pm

at

**Shoreline Church, Mornington Road,
Southport, PR9 0TS**

Lead staff from Education, Health and Social Care will be attending to give information regarding their planned improvements to meet Ofsted requirements. There will be opportunities to ask questions.

Lunch and Tea/coffee will be provided.

Please book your **FREE** place by

emailing us: seftonparentcarerforum@gmail.com

message us on Facebook or call :07541 326860



SPCF - Sefton Parentcarerforum@gmail.com



@SeftonPCF