

PROSPECTUS SUPPLEMENT

2020 - 2021

General Information



SOUTHEND HIGH SCHOOL FOR BOYS

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NB This supplement, together with the Examination Results supplement and information in the brochure, comprises the 'prospectus' of the school.

SECTION 1

ADMISSIONS POLICY & ARRANGEMENTS

(SEPTEMBER 2020 ENTRY)

The total number of preferences received for admission in September 2018 was 923. The Published Admissions Number (PAN) for September 2018 was 180. Of the 180 offered, 51 were taken up by pupils resident *outside* the Priority Admissions area (SS0-SS9) and 129 resident *within* the Priority Admissions area.

ENTRY 2020 – IMPORTANT DATES

There is an **Open Evening** on **27th June 2019** from 4.30-8.00 pm, which is an opportunity **for parents and pupils interested in admission to Year 7 in September 2020** to visit the school. For the September 2020 intake, the school's PAN is 180. The PAN for each year group (7-11) for 2020 is 180. Only children whose parents decide that they will take the selection tests and who attain the required standard in the prescribed arrangements for selection by reference to ability, are eligible to be considered for admission to a place at Southend High School for Boys.

Parents must complete a CSSE Supplementary Information Form (SIF) and return it to the Consortium Office in order to register their child to sit the 11+ tests. A copy of the form is available in the CSSE Information Guide and is also available on the CSSE website; registration may also be done online (www.csse.org.uk). Registration opens on **14th May** and closes on **1st July 2019** (deadline for those applying for SEND adjustments or access arrangements is also **1st July 2019**). Details about the test day will be sent to parents from the Consortium Office.

Candidates for the CSSE procedure sit two written papers in mathematics and English. The tests will be taken on **Saturday 21st September 2019**. (If your child is unwell on the day or cannot sit the tests on a Saturday for religious or other reasons, the alternative test date is **Tuesday 1st October 2019**.)

Results of the tests will be provided for parents by the CSSE on **14th October 2019**, together with a guidance sheet for application.

Parents must then express a preference for this school on their Local Authority (LA) Single Application Form (SAF) in order for their child to be considered for a place. Completed application forms for the September 2020 intake must be returned, for example, to Essex LA and Southend LA by **31st October 2019**. You should check with your own LA for their closure date if your home LA is not Southend or Essex. Offers of places will be sent out to parents by LAs on **1st March 2020**. Places will be offered to successful candidates who have placed the school as one of their preferences on the LA application form and have not been offered a place at one of their higher preference schools. The LA has set a deadline of three weeks for the acceptance of school places offered.

The selection procedure is available to children aged 11 years, but not more than 12 years, on 31 August 2020. Consortium schools will only consider applications from under-age applicants who have been registered in Year 6 of their primary schools from the first day of the school year in which they sit the selection test (further information about over- and under-age applications can be found at note E in the admissions criteria below).

Application forms and detailed guidance notes on how to complete the application form will be available in the Secondary Education 2020/21 booklet. Copies of this booklet will be available on the Southend Borough Council website in June 2019.

Specific queries about the selection procedure should be addressed to the Selective Schools' Secretary at the Consortium Office, PO Box 3087, Chelmsford CM1 3SY, Tel: 01245 348257, admin@csse.org.uk

Published admission criteria and arrangements for entry 2020

1. Southend High School for Boys is a selective single-sex boys academy grammar school. The testing for admission to the school at age 11 is determined through a selection procedure administered by the Consortium of Selective Schools in Essex (CSSE). These admission criteria are to be read in conjunction with the locally agreed co-ordinated admissions scheme.

Full details of the admission process is published in the secondary booklet available from www.southend.gov.uk/admissions. The application process, in summary, involves five stages:

- i. test registration for your child;
- ii. test attendance by your child;
- iii. receipt of test results for your child;
- iv. application, naming this school as a preference, to your Local Authority; and
- v. the allocation of places at this school by the Local Authority.

This document provides additional detail about each of these steps, waiting lists and appeals.

Test Registration

2. The CSSE Supplementary Information Form (SIF) must be completed in order to register a child to sit the selection tests and should be returned to the CSSE by the published deadline. It can also be completed on line and accessed through the CSSE website at: www.csse.org.uk. Parents intending to seek 'preferential consideration' (note A) must indicate their reason, at the time of test registration, on the SIF.
3. Registration to sit the tests is open to children who will be aged 11 on 31st August 2020. Younger or older children may, exceptionally, be allowed to sit the tests; but these applications must first be approved by the CSSE's Headteacher panel (note E).

Test Attendance

4. Tests in English and mathematics will be taken in September each year at a school determined by the CSSE. Parents may identify a preferred venue on the SIF. Sample practice papers are available free-of-charge on the CSSE website along with full details of the application process.

Test Results

5. The CSSE will issue individual results of the tests in October on the date specified annually.

Application to the school

6. All applications will be processed through the Local Authority Co-ordinated Admissions Procedure. Parents must express a preference for this school on their Local Authority (LA) Single Application Form (or Common Application Form) in order for their child to be considered for a place. [The deadline for completing this form if you live within the Southend or Essex Local Authorities is 31st October (subject to confirmation).]
7. For the September 2020 intake, the school's published admission number (PAN) is 180.

The PAN for each year group (8-11) for 2020 is 180.

Allocation of places

8. The offer of a place is dependent upon passing the selection tests. However, passing the selection tests is not a guarantee of being offered a place. A pass mark for the tests is set annually, which ensures that the entrance standard remains comparable to that which was applied in the period 1990 to 1994. No pupil, in any priority category, will be admitted below this pass mark. In each category, places are allocated in order of the mark achieved, higher passing candidates first.
9. The school determines admission in the order of priority set out below:
 - i) Children who have a statement of special educational needs or EHCP (note C) in which the school is specifically named. If the child passes the selection tests, the school and the Local Authority have a duty to admit the child.
 - ii) **Children whose normal/habitual place of residence (as assessed in the terms provided, annually, in the Southend Local Authority secondary admissions booklet) lies *within* the priority area postcode areas SS0, SS1, SS2, SS3, SS4, SS5, SS6, SS7, SS8 and SS9, subject to their passing the selection tests.** A quota of up to 5/6ths of the published admissions number (PAN) is reserved at this school for children in this category (150). 10% of *this quota* (15 out of 150) is designated for children from within the priority area who are entitled to '**preferential consideration**' (note A).

First, the 10% of places designated for 'preferential consideration' (note A) from within the priority area are allocated, in rank order of marks, to those exceeding the pass mark: candidates who score higher marks will be allocated places before those who pass at a lower level. Then, the remaining places within the quota are allocated, in rank order of marks, to any applicants from within the priority area who have exceeded the pass mark: candidates who score higher marks will be allocated places before those who pass at a lower level. The school is 'full' in this category when the quota has been reached, or when there are no more candidates from within the priority area who have passed and have listed the school as a preference.

- iii) **Children whose normal/habitual place of residence (as assessed in the terms provided, annually, in the Southend Local Authority secondary admissions booklet) lies *outside* the postcode areas SS0, SS1, SS2, SS3, SS4, SS5, SS6, SS7, SS8 and SS9, subject to their passing the selection tests.** 10% of the places remaining after the local quota has been deducted from the PAN (3 out of 30), is designated for children from outside the priority area who are entitled to '**preferential consideration**' (note A).

The 10% of places designated for 'preferential consideration' (note A) from outside the priority area are allocated, in rank order of marks, to those exceeding the pass mark: candidates who score higher marks will be allocated places before those who pass at a lower level. Then, all remaining places are allocated, in rank order of marks, to any applicants from outside the priority area who have exceeded the pass mark: candidates who score higher marks will be allocated places before those who pass at a lower level. Places will be offered until the total PAN has been reached.

Section 9 can be summarised as follows:

Priority 1	Pass mark exceeded <u>and</u> resident within SS0-SS9 <u>and</u> entitled to <i>preferential consideration</i> , in rank order of marks
Priority 2	Others resident within SS0-SS9, who have exceeded the pass mark in rank order of marks
Priority 3	Pass mark exceeded <u>and</u> resident outside SS0-SS9 <u>and</u> entitled to <i>preferential consideration</i> , in rank order of marks
Priority 4	Others resident outside SS0-SS9, who have exceeded the pass mark in rank order of marks

10. In the event of pupils achieving the same mark for the last available place, priority will be given to any child entitled to 'preferential consideration' (note A); then, if this does not differentiate, to the pupil who lives closest to the school as measured in a straight line from the front door of the child's normal/habitual place of residence (as assessed in the terms provided, annually, in the Southend Local Authority secondary admissions booklet) to the nearest pupil entrance to the school, with those living nearest being given preference. Distances will be measured using the Local Authority's computerised measuring system. If the same distance is shared by more than one pupil and only one place is available, the place will be awarded on the basis of a computerised random allocation process (supervised by someone independent of the Governing Body).

Waiting lists

11. Waiting lists, based on the test results, are maintained in each category until 31st December. If a place has been offered and is then declined, a new offer will be made to whichever candidate has the next highest score, exceeding the pass mark, in the same category. If there is no waiting list in the relevant category, the new offer is made from the waiting list in the next priority category. Any additional applicants, prior to 31st December, will be added to the waiting list, which will be re-ordered and ranked in line with the published oversubscription criteria. After 1st January, waiting lists are maintained, and places are offered, in accordance with the school's in-year application process. This may include re-testing.

Fraudulent applications

12. If a school place is obtained through fraudulent means, the offer of a place will be withdrawn. This can include the removal of a pupil once started at the school. Details on fraudulent applications are available in the secondary admissions booklet on Southend Borough Council's website.

Appeals

13. All parents have a statutory right of appeal against non-admission to those schools listed on their LA Single (or Common) Application Form. This right may be exercised only after school places have been offered on National Offer Day on 1st March. Appeals must be lodged directly with the school within 20 school days of the date of notification that their application was unsuccessful. Panel hearings take place within 40 school days of the deadline for lodging appeals.

Admission to the Sixth Form

Applications are also welcomed for entry into the school at Sixth Form level. The Sixth Form brochure and application form are available from the school's website: www.shsb.org.uk. Students should complete and submit the online application form by the published deadline.

The number of places offered to students from outside the school will depend upon the number of our own Year 11 students who achieve the Sixth Form course entry requirements below. The minimum number to be admitted is 15.

Minimum entry criteria to the Sixth Form are as follows:

- You will need to accrue at least 52 points from your 8 best GCSE grades (where numerical grades are scored at face value and A*=9, A=7, B=6). New grades below 6 and old grades below B do not contribute to this points score. Short course GCSEs may be included within this calculation.
- You must achieve at least GCSE Grade 5 in English and Mathematics.
- You must achieve at least GCSE Grade B or 6 in subjects to be taken at AS Level (or, in the case of new subjects, in related subject areas).

Should there be more candidates of the required level than places in a subject, selection will be based on rank ordering of predicted GCSE points scores and the combination of subjects a student wishes to study. In the event of pupils achieving the same mark for the last available place, preference will be given to the candidate in public care.

Post 11+ Admission ('in-year' admission)

The school maintains waiting lists for vacancies which may arise during Years 7-11. Those parents who wish their child to be considered for entry should complete and return an In-Year Application Form, which can be found on the school's website (www.shsb.org.uk). Requests for admission outside of the usual age group ('under age' or 'over age') should be provided in writing to the Headteacher.

Notes:

(A) 'Preferential consideration' is available to children who pass the selection tests, are in any of the following categories and indicated this on the CSSE Supplementary Information Form when registering for the tests:

- (a) Looked after children and previously looked after children (note B);
- (b) Children who appear to Southend-on-Sea Borough Council to have been in state care outside of England and ceased to be in state care as a result of being adopted;
- (c) Children in receipt of Free School Meals, or identified as recipients of the Pupil Premium Grant (note D), at the time of test registration.

(B) Looked after children and Previously looked after children – Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a 'child in public care at the time of application to the school'. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Looked after and previously looked after children are required to meet the required academic level before they can be considered for admission to selective and partially selective schools. Priority is given to these children if they tie for a place with another applicant.

(C) Statement of Special Educational Need (SEN) and Education Health and Care Plan (EHCP) – A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996, specifying the special educational provision required for that child. If a school is oversubscribed, the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, is mandatory, except in those schools where the admissions criteria override this requirement.

Specifically, children with an EHCP/Statement are required to meet the required academic level before they can be considered for admission to selective and partially selective schools. The school must have been named in the Statement or Plan.

(D) Pupil Premium Grant - The pupil premium is additional funding for publicly funded schools in England. It's designed to help disadvantaged pupils of all abilities perform better, and close the gap between them and their peers. Introduced in April 2011, the pupil premium is allocated to children including those who are, or have been, looked after by the local authority, those who have been eligible for FSM at any point in the last six years (also known as Ever 6 FSM) and for children whose parents are currently serving in the armed forces.

(E) Arrangements for 'under age' and 'over age' entry to the Selection Process at CSSE (Consortium) schools

The selection test for entry to selective places at the ten Consortium schools is normally available to children registered in Year 6 from the start of the academic year in which the test is to be taken and who are between 11 and 12 years of age on the following August 31, immediately prior to admission in September. Any test candidate who is 'under age' or 'over age' will need to demonstrate that their application is supported by the necessary relevant evidence.

The Governors of the ten Consortium Schools have jurisdiction over admissions to their schools. In the case of age at entry, this may be exercised through an investigation into the reasons for a child to be an under or over aged applicant, possibly leading to a refusal of admission where, in the Governors' view, the reasons given by parents fail to comply with the published rules. This jurisdiction is retained regardless of decisions made by the LA to accept or refuse under and over age applications.

A panel of Headteachers, selected from the Consortium Schools and with full delegated authority from those schools, will review all 'under age' and 'over age' applications. The panel's decision is binding.

'Under age' applicants: An applicant is under age if he or she will be under 11 years of age on 31 August immediately prior to admission in September. Consortium schools will only accept applications from under aged applicants who are registered in Year 6 of their primary schools from the first day of the school academic year 2018/19. This effectively requires that the decision to promote the child to the year group above his/her chronological age group must be taken by the primary school prior to the end of the summer term in the calendar year in which the child is to sit the selection test. Confirmation of this is likely to be sought from the Headteacher of the primary school concerned by the Consortium Office.

'Over age' applicants: An applicant is over age if he or she is not under 12 years of age on 31 August immediately prior to admission in September. Consortium Schools do not accept over-aged applicants unless there are verified exceptional circumstances, for example of extended illness, for a child to repeat one of the primary school years or to have been admitted 'late' at the start of primary school. The Consortium will seek verification from the Headteacher of the primary school concerned that an over-aged applicant has medically certifiable reasons or some other exceptional reason for being an over-aged applicant. The Panel will wish to investigate especially thoroughly the circumstances through which any child is found to be studying in Year 6 for the second time, especially if this should involve application to sit the selection tests for a second time. Medical evidence will be required for such applicants. If you have made your 11+ registration confidential then you will need to send the CSSE a written authority to enable them to contact your child's primary school.

For example, test registration may be refused where an investigation concludes that:

- × an over aged child who is repeating Year 6 does not have exceptional reasons for so doing;
- × an over aged child started primary school late, has remained in the 'wrong year', and there is no verifiable medical reason or other exceptional circumstance;
- × an under aged applicant was not registered in Year 6 from the start of the school year in which the selection test is to be taken.

SECTION 2

THE SCHOOL CURRICULUM

CURRICULUM POLICY

The Governors have a statement of policy on the curriculum which is available at the school. As well as the basic curriculum of obligatory National Curriculum core and foundation subjects, the school offers other subjects at various stages as well as promoting various cross-curricular approaches. The policy states that the curriculum should be delivered by a variety of effective teaching methods.

YEARS 7-8

In the first two years of education at Southend High School for Boys, all pupils follow a broad general course which builds upon the skills and experience of primary school (Key Stages 1 and 2) and prepares the ground for the more specialised studies that will follow (at GCSE and in the Sixth Form).

During Years 7 and 8 the National Curriculum core and foundation subjects are studied together with Religious Education (RE), Personal, Social & Health Education (PSHE) and Citizenship. In addition, all pupils have time with their Tutor during the week.

During the academic year 2018-2019, in Year 7 the allocation of 1-hour periods to the various subjects *per fortnight* is as follows:

English	6	Art	2
Mathematics	6	Music	2
Science	6	Games	2
French	5	RE	2
Spanish	4	Geography	3
PSHE	1	Citizenship	1
History	3	PE	2
Design & Technology	2	ICT	2
Food Technology	1		

Teaching takes place principally within a pupil's form group during the first two years. In addition, certain subjects are set at various stages.

YEARS 9-11

Since September 2010, a revised curriculum has been offered for Year 9, allowing pupils to commence GCSE study a year early. Our aim at school is to ensure an appropriate and balanced curriculum for each individual so that educational and careers needs are sensibly catered for during the Key Stage.

Government regulations promote the following subjects as compulsory:

- English (which leads to GCSE entries in English and English Literature)
- Mathematics
- Science (*either* Combined Science, leading to two GCSE awards *or* three separate GCSEs in Biology, Chemistry and Physics).

The school has decided that in addition, pupils should study the following:

- At least one Modern Foreign Language (either French or German or Spanish)
- A GCSE course in Religious Education
- At least one Humanity (Geography or History) is also strongly recommended

Pupils choose their non-compulsory GCSE subjects from the following list:

Art & Design	Geography
Computing	Citizenship
History	Music
French	Physical Education
German	Religious Studies
Drama	Spanish
Economics & Business Studies	
Design & Technology (Resistant Materials, Electronics or Graphic Products)	

Some pupils follow additional courses such as GCSE Further Mathematics.

In addition to the external examination courses, all pupils follow a programme of PSHE and Games.

THE SIXTH FORM (YEARS 12 & 13)

Students typically study four subjects to Advanced Subsidiary (AS) Level. AS is intended as a one-year course. The range of AS Level subjects offered to the current Year 12 is: Art & Design, Biology, Business Studies, Chemistry, Computing, Design & Technology (Product Design), Drama & Theatre Studies, Economics, English Literature, English Language & Literature, Government and Political Studies, French, Further Mathematics, Geography, German, History, Mathematics, Music, Music Technology, Physics, Physical Education, Psychology, Religious Studies, Spanish.

Both Sixth Form year groups have tutor time, elements of ethical and cultural education and a programme of enrichment activities. In Year 12 there is also a programme of Health & Wellbeing.

RE AND COLLECTIVE WORSHIP

There is provision for religious education for all pupils; it is non-denominational and in accordance with the Essex Agreed Syllabus. There is a regular act of collective worship for all pupils, with a mixture of whole school, year, form and House assemblies. Parents have the right to withdraw their children from RE and collective worship if they wish. Any parent intending to exercise this right is invited to discuss the matter in advance with the Deputy Head.

PERSONAL, SOCIAL & HEALTH EDUCATION (including Sex & Relationship Education & Citizenship)

Much of what takes place in school can contribute to the personal and social development of pupils, from the subjects of the academic curriculum to the system of pastoral care, from the provision of assemblies to the programme of extra-curricular activities. However, schools also identify certain timetabled lessons where the emphasis is more specifically upon enabling pupils to develop essential knowledge and skills in preparation for adult life. In this school, such lessons are entitled Personal, Social & Health Education (PSHE).

There is a programme of PSHE throughout the main school, whilst in the Sixth Form, the enrichment programme tackles similar issues in a more formal manner. Within the PSHE programme, there are modules on such matters as drug education. Careers education, sex and relationship education and citizenship are now expected of all schools. Sex and relationship education is considered to be part of health education which is in turn an element within the whole area of PSHE.

The school's sex and relationship education programme is designed to present facts in an objective and balanced manner so as to enable pupils to comprehend the range of sexual attitudes and behaviour in present day society; to know what is and is not legal; to consider their own attitudes and to make informed, reasoned and responsible decisions about the attitudes they will adopt both while they are at school and in adulthood. Whilst largely relying upon informal and non-didactic teaching methods, sex education (including education about contraception and sexually transmitted diseases) will be set within a clear moral framework.

Human reproduction is a topic within the Science curriculum whilst aspects of sexual relationships arise in subjects such as English and RE as well as in the PSHE modules.

Parents have the right to withdraw their child from the school's programme of sex and relationship education. Any parent intending to exercise this right is invited to discuss the matter in advance with the Headteacher.

Citizenship, which figures in the curriculum of all pupils in Years 7-11, is intended to enable pupils to become active, informed citizens.

SPECIAL EDUCATIONAL NEEDS & DISABILITY PROVISION

Every effort is made to provide for the differences of ability which exist even within a selective school. The school welcomes, and has expertise to support, able pupils with special educational needs. Legally, a child is defined as having special educational needs if he or she has a learning difficulty which needs special help. Although not mentioned in the 1996 Education Act, very able or gifted children can also be said to possess 'special' needs.

The school's SEND policy attempts to define various special needs and in particular, states how the school will:

- i) provide support for the minority of pupils who find the academic demands and pace of work excessive;
- ii) challenge and extend exceptionally able pupils;
- iii) provide, as far as resources allow, for those suffering from physical, sensory or medical impairment.

The school has an Special Educational Needs Co-ordinator (SENCO) who, for example, facilitates help for pupils who are experiencing difficulties in written expression or personal organisation.

The school has a More Able & Talented Policy in place and a member of staff is responsible for its implementation. The policy ensures that challenge exists for those pupils who are recognised as more able and/or talented. As such, the school offers a range of activities that stretch pupils, both as extension activities within the classroom and as extra-curricular activities. In May 2007, Southend High School for Boys was the first secondary school in Essex to obtain the Challenge Award for the quality of its provision for the able, gifted & talented. The school has since been re-accredited and is now a recipient of a third accreditation. The school has also been designated as a lead school for gifted and talented provision; as such, it is working with other Borough secondary schools in this regard.

Through the CSSE procedures it is possible for special arrangements to be made with regard to pupils with disabilities sitting the selective tests.

The school has an Equal Opportunities Policy, which declares our intention that disabled pupils will not be treated less favourably than other pupils. The school's most recent new accommodation is equipped with lifts for disabled access, whilst the ground floor of the main building is also accessible. The school has undertaken an accessibility audit and has an accessibility plan for a phased increase in access to the school by pupils with disabilities.

ASSESSMENT & EXTERNAL EXAMINATIONS

Assessment of pupils' work and progress is an ongoing process but formal internal examinations are held towards the end of every academic year. Mock external examinations are held in February for Year 11. Year 13 have mock exam tests during lesson time in February and Year 12 during January.

The school prepares pupils for the following approved external qualifications: the General Certificate of Secondary Education (GCSE) and the General Certificate of Education (Advanced Level and Advanced Subsidiary Level).

Appropriate syllabuses in the various subjects previously specified are followed.

The school enters pupils for the prescribed public examinations for which they have been prepared. Currently, most pupils take 10 subjects at GCSE level, 4 subjects at AS Level and 3 to A Level. However, the school reserves the right not to enter a pupil who has consistently failed by a significant degree to meet the standards required.

SECTION 3

THE SCHOOL WEEK & SCHOOL UNIFORM

THE SCHOOL WEEK

The school operates a timetable based on 50 1-hour periods per fortnight. Each day there are four periods in the morning and one in the afternoon.

The school session times are as follows:

	Morning	Afternoon
Monday	8.35 - 1.00	2.05 - 3.30
Tuesday	8.35 - 1.00	2.05 - 3.30
Wednesday	8.35 - 1.00	2.05 - 3.30
Thursday	8.35 - 1.00	2.05 - 3.30
Friday	8.35 - 1.00	2.05 - 3.30

Taught lesson time, excluding collective worship, registration and breaks, amounts to 25 hours per week. This conforms with the Department for Education (DfE) recommended time for pupils of secondary age.

SCHOOL UNIFORM

Uniform is compulsory for all years and consists of:

- the specified green blazer with the school badge (available only from the official uniform suppliers)
- a conventional white shirt
- black trousers (or uniform skirt for Sixth Form girls available only from the official uniform suppliers)
- a House tie, Sixth Form tie or representative tie
- black or dark grey socks
- plain black shoes (no boots or trainers)
- a black or grey v-necked pullover if required.

The official uniform suppliers are:

- Pauls, 38/40 Southchurch Road, Southend on Sea. Tel: 01702 466431
- Danielle's of Rochford, 7 Roche Close, Rochford SS4 1PU Tel: 01702 547738 and Unit 5B, Claydons Lane, Rayleigh Weir, Rayleigh SS6 7UP Tel: 01268 967542

Price lists are available at the school or from the suppliers upon request.

The definition of school uniform also extends to matters of personal presentation. Hair is expected to be neat and tidy and extremes of style are unacceptable. Slightly greater freedom in terms of hairstyle is permitted in the Sixth Form, for whom there is a separate uniform code.

SECTION 4

GENERAL INFORMATION & SCHOOL POLICIES

SOCIAL MEDIA @shsforboys

Please follow our news and events on **Facebook, Instagram and Twitter**. Information about the school can also be found on the website (shsb.org.uk).

POLICIES

Policies are available on the school's website or on application to the school (enquiries@shsb.org.uk). Similarly, copies of schemes of work and syllabuses, and the minutes of Governors' meetings may be inspected upon application to the school. Also available is the January 2015 report on the school by the Office for Standards in Education (Ofsted). A copy of the Ofsted report is enclosed with this Prospectus Supplement.

The school has a home-school agreement which parents are expected to support. Many of the school's policies are published on the website.

The following policies may be of special interest to parents:

- Anti-Bullying
- Behaviour
- Careers
- CCTV
- Charging and Remission
- Collective Worship
- Curriculum Policy
- Complaints Procedure
- Drugs
- Equal Opportunities
- First Aid
- Homework
- More Able & Talented
- Privacy Notice for Pupils and Parents
- Safeguarding and Child Protection
- Separated Parents
- Sex & Relationships
- SEND
- Spiritual, Moral, Social & Cultural Development
- Supporting Pupils with Medical Conditions

The Governors' Charging Policy

Education during normal school hours is free of any compulsory charge to parents but there are many valuable curricular and extracurricular activities which will, in part, depend upon support given by parents.

For example, the Governors' policy permits charges to be made for board and lodging costs on residential visits and for individual instrumental music tuition. Similarly, the school will charge for a public examination entry where the pupil has not been prepared by the school, or where a pupil has failed, for no good reason, to complete the requirements of an examination.

The school may request voluntary contributions from parents for extra activities in or out of school time. It will ensure that no pupil is excluded from such activities by reason of inability or unwillingness to make a voluntary contribution, but parents must acknowledge that it may not be possible for certain activities to proceed if there is insufficient voluntary funding overall.

In certain cases, a remission of fees will be possible for parents in receipt of various support payments and who are, or have been, eligible for Free School Meals. The Headteacher may be contacted in confidence on this or any instance where financial hardship is a factor.

NB Please note that the information given here in respect of Southend High School for Boys was correct at June 2019, but there may be subsequent changes affecting the relevant arrangements or some particular matter before the start of or during the academic year 2020-2021.