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Head Teacher's Message

Hodge Hill Girls' School is a welcoming community school, where we strive to meet the needs of every pupil.

We take great pride in our motto ‘Educating Tomorrow's Women Today’, working in partnership with our families and the wider community to enable our pupils to thrive.

We aspire for our pupils to make the greatest personal, social and academic progress during their time with us, opening doors for a successful future.

Values

Hodge Hill 'Girls' are learning in a school with a rich cultural heritage which has served our families and community over generations in genuine partnership. We are committed to the principles outlined in the UNICEF ‘Rights Respecting Schools Award’ which put rights and responsibilities at the heart of all we do.

We are ‘Educating Tomorrow's Women Today' in mutual respect, where we encourage independence, personal responsibility for our actions and strong citizenship all of which support high levels of academic and personal achievement.

Aims

Pupils, Families, Staff and Governors working together in consultation to help every pupil make 'expected and better than expected' progress to meet challenging targets by:

- Ensuring pupils attend for a minimum of 96% and are not late
- Rewarding personal endeavour and community commitment
- Helping pupils overcome challenges in their work and behaviour
- Supporting physical health and emotional resilience
- Developing teaching and curriculum courses for high quality learning
- Developing the site, building and resources for best value 21st century learning

Professional Learning Standards are embodied within:

- Outstanding attendance and punctuality with no unauthorised absence
- Outstanding behaviour in and out of lessons
- Outstanding levels of care for others within and outside our community
- Outstanding uniform and manners
Outstanding support from school staff and families to help our girls overcome personal challenge

Home School Agreement

Our school sets a home-school agreement which is signed by school, parent and pupil. The terms of the agreement will help us achieve and maintain our aims and values.

Professional Teaching Standards means, we Hodge Hill Girls’ School make a commitment to plan, review and evaluate everything we do by:

- Helping your daughter to make outstanding progress to achieve her full potential
- Helping your daughter to develop as a responsible, thoughtful citizen who can 'Make Change Happen'
- Giving personal support and rewarding endeavour
- Setting high standards of work and behaviour

Professional Learning Standards means:

I (pupil name)__________________________ make a commitment to being in school every day, in every lesson and on time. I will:

- Help myself by listening carefully and bringing my books and equipment to school every day
- Helping others by noticing them and giving them my support
- Giving my planner to my family every day and talking about my work
- Shaping our school and positively making change happen

Working In Partnership with Families and Carers means:

We (parent/carer name)________________________________ make a commitment to ensure our daughter attends for a minimum of 96% and that she arrives on time every day. We will:

- Helping our daughter to become independent by bringing her work in and necessary equipment every day
- Helping our daughter dress smartly and behave courteously
- Giving our support by checking her planner and discussing her work every day
- Setting high standards for our daughter and share relevant information promptly

Attendance and Punctuality

At Hodge Hill Girls’ School all pupils are expected to have at least 96% attendance. We regularly view attendance and regard it as an essential part of a pupil’s academic and social success. Learning and friendship opportunities are also enhanced by sustained periods of unbroken attendance, and we rely on our partnership with parents and carers to ensure that this is achieved. Excellent attendance means that young people usually make excellent progress in their schoolwork. If a child is registered at school, parents and carers have a duty under the Education Act 1996 to ensure that their child attends regularly and is punctual. The school has high expectations regarding punctuality. If a parent or carer knows that their child is going to be late i.e. because
of a medical appointment, the school should be informed beforehand. Pupils marked as late twice within one week will be required to attend an 30 minute after school detention.

**Safeguarding**

It is essential that the school knows the whereabouts of all pupils during school times. Parents or carers should advise the school by 8.35am each day of absence; the reason for absence and an expected date of return. A message can be left on the answer phone. If a pupil is absent without explanation, parents or carers will be contacted by the school to ascertain the reason for the absence. If we are unable to make contact, we may ask Children’s Service and the Police to conduct a safe and wellbeing check.

**Illness**

We understand that there are going to be times when a pupil feels unwell, but it is important that together we build their resilience. Therefore, parents/carers are expected to encourage their daughters to attend school if they have a cough, cold, headache, period pains etc. However, if they are suffering from a contagious illness such as vomiting and diarrhoea, it is important that they are kept at home until they have recovered. Parents/carers may be asked to provide medical evidence where there are repeated absences due to reported illness.

**Medical/Dental appointments during the school day**

Where possible appointments should be made during school holidays or at the end of the school day. On occasions when this is not possible, pupils should come into school as normal, be collected and taken to their appointment and returned to school immediately afterwards.

**Holidays and leave requests during term time**

Whilst the school and Governing Body recognise that extended visits to the country of family origin provide a wealth of benefit to children, such visits must be arranged during the official school holidays. Similarly, it is not always appropriate for children to be absent from school (which offers a safe and familiar environment) for family emergencies that are being dealt with by adult family members. Term time holidays and leave of absence are NOT allowed by the Government. The Headteacher and Governing Body may only grant absence in rare and exceptional events, such as the critical illness or death of the pupil’s parent/carer or sibling.

If ever there is an exceptional reason why a pupil needs a leave of absence, a ‘Leave in Term Time Request Form’ must be completed by the parent or carer. The decision to authorise absence rests with the school and once the decision is made, it is final.

Where there is an unauthorised absence penalty notices may be issued by the Local Authority according to the law as follows:

- £60 per parent per child if paid within 21 days of receipt of the notice and
- £120 per parent per child if paid within 28 days.

Where a penalty notice remains unpaid, legal action will be pursued by the local authority.
Taking a pupil out of school without permission, or even when leave has been granted, failure of the pupil to return to school by the agreed date may ultimately result in the pupil losing her place at the school. Please note, pupils missing for 5 or more days of continuous absence without explanation or where they have left school and the destination is unknown, will be reported to the Local Authority.

**Signing Out**

If a pupil needs to leave school during the day, a signed letter from a parent/carer or the appointment card must be shown to their Pastoral Manager, who will then issue a yellow form which is used to sign out. The receptionist will provide a ‘permission to leave premises’ slip which may be requested by the police or other authorised agencies. For safety reasons pupils must ALWAYS ‘sign out’ when leaving school and ‘sign in’ on their return.

## School Uniform

All pupils are expected to wear school uniform. The basic colours are black and burgundy for Years 7-10 and black for Year 11.

Please ensure that all uniform items are clearly named.

- Plain burgundy sweatshirt with school badge embroidered on.
- Black skirt – length appropriate for school, trousers (not jeans style, leggings or crops). NB Shalwar chemise may be worn if school polo shirt or sweatshirt with badge are clearly visible.
- Polo shirt with school logo (available in white or burgundy) may be worn without school sweatshirt in the summer. However, the sweatshirt must be in school for wear at formal occasions, like assemblies and in changeable weather.
- Plain black sensible school shoes (not trainers, fashion shoes, canvas shoes etc.).
- Plain tights or socks—white or black.
- A plain black head scarf (No lace, edging or designer wear). In the interests of Health and Safety headscarves must be tied back securely in all practical activities.

**Please note the school badge denoting ‘Year Group’ must be visible.**

Year 11 as above, but with a plain black sweatshirt, with a gold school badge embroidered on which identifies them as the most senior pupils in the School.

## Jewellery and Make-up

The following only may be worn:

- One pair of stud earrings and a watch. If a nose stud is worn it must be flat to the nose and will need to be removed for Physical Education and Design Technology lessons.
- Nail polish, false nails and extensions are not allowed in school and only discrete make up is allowed for years 10 and 11.
- Make up is not allowed in Key Stage 3 at all.
Physical Education Kit

- Black micro fleece with school badge embroidered on.
- Black tracksuit bottoms.
- Electric blue polo shirt with school badge embroidered on.

All pupils who are well enough to be in school are expected to bring and wear their PE kit to every PE lesson, even if they feel a little under the weather or are nursing an injury. Under the guidance of their PE teacher the student will be given a different practical role to carry out during this time and their condition will be taken into consideration. It is expected that all Year 7 pupils have purchased their clothing needs before they start school in September. All items of Physical Education clothing must be clearly marked with the owner’s name before kit is worn for the first time. To create a healthy and safe environment and to meet Health and Safety requirements all pupils are expected to remove all jewellery before engaging in any physical activity. We ask parents/carers to support this in seeing that any body piercing is only undertaken at the beginning of the holiday, so it has time to settle down before removal. Any piercings which cannot be removed must be covered with a plaster. Pupils who forget their PE kits will be given a washed kit to wear. Once worn pupils must take the kit home to wash and bring back to school the following day.
Uniform Suppliers

Mansuri Schoolwear  
754-756 Stratford Rd  
Birmingham  
B11 4BP  
0121 778 2787

R A K - Uniforms  
603 Washwood Heath Rd  
Birmingham  
B8 2HB  
07466 521719

Clive Marks  
2282 Coventry Road  
Sheldon  
Birmingham  
B26 3JR  
0121 722 2286

School Bags and Equipment

The following equipment will be needed for every lesson:

• Pens, pencils and colour pencils
• Pencil sharpener and rubber
• Ruler
• Pencil case/holder
• Pupil Planner

These pieces will be needed in specialist lessons, e.g. Maths:

• Felt pens
• 2 set squares
• Protractor
• Scientific calculator – advisable and may be purchased from school

Pupils do not need to bring in scissors, compass or glue as these are supplied in school.

Mobile Phones / Valuable Items

The school does not allow electronic devices in school, including mobile phones, tablets, cameras and other items which are vulnerable to theft should not be brought to school. If a pupil carries a mobile phone on her journey between home and school, the phone may be left in the school office during the school day. No photographs should be taken at school.

Lockers

Lockers are available for all pupils at Hodge Hill Girls’ School. The locker rental for the five years has been set by the Governors at £10 payable at the beginning of Year 7. Replacement keys are available at cost (£6.00 currently). Lockers may not be shared and any damage will be charged at cost. Please note pupils taking internal and external examinations must leave all belongings in a locker and will not be able to take them into the examination. Locker keys will be purchased via ParentPay in September.
Times of the School Day

Pupils may arrive at school from 8:00am, if they wish to attend Breakfast Club. A range of healthy food is available from the canteen in the Lower ILZ. Pupils arriving at this time must come into the building and join a supervised club in the Lower ILZ. At 8:25am pupils may move around the school to visit toilets and lockers and prepare for the day. Supervision is provided from 8:25am. Any pupil arriving at school after the 8:35am bell will be considered late.

Below are the key times to the school day.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>8:25am</td>
<td>Start of the school day</td>
</tr>
<tr>
<td>8:35am – 8:50am</td>
<td>Registration / Assembly / Form Time</td>
</tr>
<tr>
<td>8:50am – 9:50am</td>
<td>Lesson 1</td>
</tr>
<tr>
<td>9:50am – 10:05am</td>
<td>Morning Break</td>
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<tr>
<td>10:05am – 11:05am</td>
<td>Lesson 2</td>
</tr>
<tr>
<td>11:05am – 12:05pm</td>
<td>Lesson 3</td>
</tr>
<tr>
<td>12:05pm – 12:45pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:45pm – 1:45pm</td>
<td>Lesson 4 (pm registration)</td>
</tr>
<tr>
<td>1:45pm – 2:45pm</td>
<td>Lesson 5</td>
</tr>
<tr>
<td>2:45pm</td>
<td>End of the school day</td>
</tr>
</tbody>
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Breaks and Lunchtimes

Mid-morning break is for 15 minutes, where pupils can either eat their own food or purchase refreshments from the school catering service. We offer a range of healthy snacks, approved drinks and fresh bottled water. We encourage all pupils to carry a bottle of fresh water with them during the day. We provide access to water filters before school, at breaks and lunch times to enable girls to refill bottles. Pupils may drink water during lessons, but not in Science, Information Communication Technology, Design Technology or lessons where electrical equipment is in use. Fizzy or caffeine-based drinks, crisps, gum or sweets are not allowed in school. We are not allowed by legislation to sell these items; therefore, we do not accept them in school. We also do not allow nut products on the school site.

Pupils are not allowed off site at lunchtime without prior notification and permission being granted. If you require your daughter to go home for lunch, a lunch time pass will be provided, and pupils must return to school in time for period 4. Please note once a lunchtime pass has been issued, pupils will not have the option to remain in school.

At lunchtime we have a wide variety of hot meals and a 'pasta and deli' counter, a sandwich and salad bar. All the meat and poultry is Halal. Copies of the current menus
are available on the school website. We are continually reviewing catering with pupils to encourage healthy eating habits. All food served meets nutrition guidelines and food standards set by the government. Signs warning of possible allergens are displayed prominently on all counters. The catering company purchasing software flags up relevant allergies when pupils make purchases. Parents who think their child might have an allergy, but testing has not yet been undertaken, must advise school immediately stating what the possible allergy may be. School will in turn advise the catering company "Taylor Shaw" and the School Nursing Team.

Pupils bringing sandwiches from home can purchase other refreshments that are on offer and eat their lunch with their friends.

We have 'Cashless Catering', which uses a facility that 'scans' a finger at time of purchase to deduct the cost from your daughter’s account. The preferred way to credit the account is online by Parent Pay. Revaluation units are available before school, during break and lunchtimes for pupils to credit their account with cash.

### Free School Meals

There are many advantages to claiming free school meals (FSM). Firstly, it can ensure FSM pupils receive a healthy meal during the school lunch break. Additionally, our school receives important additional funding to support the learning of our pupils on FSM. This funding is used in a variety of ways, examples include additional targeted support and mentoring, assistance with educational visit costs, access to online study resources and books.

You may be eligible to claim free school meals for your child, up to the age of 19-years-old, if you (or your child) get one of the following:

- Income Support
- income-based Jobseeker’s Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you’re not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

For more information and to complete an online application form visit:


Please note that if your child is already receiving FSM, a new application is not required as records will be transferred from the previous school.

### ParentPay

Hodge Hill Girl’s School is cashless and uses ParentPay, which provides parents with a secure payment method for all payments including school meals, trips, replacement planners and locker keys.

**ParentPay Activation**

When pupils join the school, parents/carers are issued with a "ParentPay Activation Letter" that contains a temporary ParentPay username and password. As part of the account activation, the parent/carer will need
to choose an email address and new password to use with ParentPay. Parents/carers should follow the instructions in the letter, and on www.parentpay.com to successfully activate their account. If you have more than one child at our school, or have children in other "ParentPay" schools, you can create a single account to manage them all.

ParentPay email Messaging Service

ParentPay is also used to email the weekly Parent Bulletin, Newsletter and other school letters. To ensure that parents receive these important communications a correct and current email address needs to be included in parent's ParentPay accounts.

ParentPay SMS Text Messaging Service

ParentPay is also the system the school uses to send important SMS text messages to you. Such communication will be sent to the identified first contact parent/carer on our system for all pupils. It is the parent/carer's responsibility to ensure that the school has a correct/current mobile phone number and ensure the relevant section of parent pay is completed to identify the relevant contact number for emergency messages.

Forgotten Passwords

If a parent/carer can't get into their ParentPay account, they should go to www.parentpay.com --> Login, and choose the "Forgotten password" link. Parents/carers should not need to contact school to regain access to ParentPay accounts.

Emergency Early School Closure

ParentPay SMS Text Messaging Service is used to support Emergency Early School Closure. This is when pupils are on site and an emergency necessitates the need to close the school and send pupils home. The decision to close the school will be made in consultation with the Chair of Governors, our first priority will always be to ensure the health, safety and wellbeing of pupils and staff. Our aim, should the need arise, is to evacuate the site totally as timely and safely as possible.

Following a decision to close the school a SMS text message will be sent to all parents via ParentPay explaining that the school has to close and the reason why. As most of our pupils live within the immediate vicinity of the school, it is requested that plans are made for pupils to walk home, to go to other family members or use public transport following a text message declaring school closure. All pupils with parent permission to travel home independently will be dismissed first. The school will also make arrangements for pupils who travel by private minibus to be collected early by the minibus. All pupils whose parents have requested they remain in school will remain until a telephone call has been made and an appropriate adult arrives to collect them. Please note that making individual telephone calls home is a lengthy process and we ask for your patience and support at these times.
Curriculum and Learning

Education should help pupils respond to the opportunities and challenges of the rapidly changing world in which we live and work. In particular, pupils need to be prepared as individual citizens, to respond to the changing pattern of work and leisure, the expansion of communication systems and the increasingly global nature of our world. In this context we have developed a balanced curriculum framework which allows a flexible, but coherent approach, to study for all pupils. We are committed to raising the achievements, attainments and aspirations of everyone in our school community and address equal opportunities by carefully considering the diverse needs for our young women with regard to ability and cultural background.

The core purpose of Secondary Education is to enable young people to learn and achieve. We work with determination to ensure that literacy, numeracy, Information Communication Technology and thinking skills continue to progress from Primary School and are integrated into the basic skills curriculum for all pupils. Curriculum extension and enrichment are key elements of the opportunities offered within the day, as an integrated part of our ‘Themed Activity’ days and in Out of Hours Clubs and Teams.

We have high expectations for our pupils, which are clearly communicated through our monitoring and target setting processes. Regular individual, as well as, group reviews and assessments provide information regarding pupil progress. It is using this information, along with class work, which will determine if intervention is necessary. Pupil progress is reviewed on a regular basis throughout the academic year.

If you wish to find out more about the curriculum offered at Hodge Hill Girls' School please visit the school website at: https://www.hodgehgs.bham.sch.uk/curriculum. Any further enquires can be emailed to enquiry@hodgehgs.bham.sch.uk.

Homework

We believe homework is a vital part of the learning process, allowing consolidation of what has been learnt in class and developing the habit of learning independently. Regular study at home is essential if a young person is to get the most out of their schooling. All pupils are issued with a homework timetable and a planner at the beginning of the academic year in which they record homework. A copy of the current Homework Timetables is available on the school website at https://www.hodgehgs.bham.sch.uk/parents/homework

GCSE Pod

All pupils in the school have access to GCSE Pod, an online resource that supports pupils in learning the required material for their GCSEs. GCSEPod is a collection of online videos or ‘Pods’. Each one is a concentrated, 3-5 minute burst of audio-visual learning and specialist subject knowledge for 25 curriculum areas. The Pods are written by expert subject teachers, then rigorously quality assured. Narrated by professional voice over artists and with visuals produced by our award-winning in-house design team, every Pod is mapped to GCSE and IGCSE exam board. It is recommended that all pupils use GCSE Pod to support
their learning and we thank parents for their support in encouraging their daughters to use GCSE Pod throughout the school year, but particularly during the holidays when there is plenty of additional time available for both consolidating previous learning and looking ahead to new learning.

Assessment

Pupils will be graded using the 9-1 GCSE grading system. A minimum expected grade will be allocated based on Key Stage 2 results. If a pupil is consistently working above their minimum expected grade they may be moved onto a higher flightpath.

Pupil grades will be shared with parents three times a year, along with an indication of whether the pupil is on track to achieve their minimum expected grade.

Pupils are encouraged to ask their subject teacher if they are not sure about a mark, grade or comment they have been given. We believe it is important pupils understand how well they are doing and what they need to do to improve.

Behaviour

Our pupils contribute to the management of the school through the School Council. In addition, there are opportunities to join steering groups, mini enterprise projects and charity events and to act as peer mentors and prefects.

Talents, ability and effort are rewarded through the School's Award System. Industry, enterprise and response to challenge are also recognised through our rewards system.

The School's philosophy centres on equal opportunities for all.

Enshrined in this is the recognition of:

- The right of every individual to develop to their full potential and the responsibility to see this right is afforded to others,
- The right of every individual to respect consideration and courtesy and the responsibility to show these to others, - the right to be listened to and the responsibility to listen to others,
- The right to learn and the responsibility to allow others to learn,
- The right to a safe and pleasant environment and the responsibility to maintain this for others,
- The right to be free from all bullying and threats and the responsibility to ensure others are not bullied or threatened.

This is a contract signed by every pupil and their parents on their acceptance of a place in the school. A copy is kept in each pupil's planner. Our expectations and the Behaviour Code is displayed in all teaching rooms. Pupils know how to seek help and support should it be needed.

Classroom Rules

The following classroom rules support our code of conduct:
• Arrive on time calmly and quietly with the necessary equipment and with coats off.
• Listen to and follow all instructions given by the teacher straight away.
• Get down to work and stay on task.
• Do not distract other pupils.
• Raise a hand to speak and wait for the teacher to give permission.
• Treat staff, fellow pupils and their work and property with respect.

Bullying

The school operates a no bullying policy. We feel very strongly about this and if anyone is found to be bullying another girl they are dealt with very severely. There is always someone to talk to:

• Form Tutor
• Subject Teachers
• Any other member of staff
• Pastoral Managers
• Dinner Supervisors
• Friends
• Parents
• Deputy Headteacher
• Headteacher

Rewards and Sanctions

Behaviour and Safety in the school has been judged outstanding in all recent Ofsted inspections. We understand that our high standards require a significant commitment from staff, governors, pupils and their families. Excellent behaviour and work is the 'norm' and we want to reward all pupils appropriately and to communicate this with you to share our appreciation.

You may receive letters of praise regarding your daughter. She may receive praise stickers in her book and receive positive points which may be redeemed at the end of each term with a reward.

When your daughter’s work or behaviour does not meet our high standards, we have a range of responses in place. Your daughter’s teacher may keep her for up to 10 minutes after school to provide explanation of work or discuss more appropriate ways to approach learning in lessons. Should your daughter be late to school or behave poorly a longer detention will be given.

More serious issues may result in fixed term exclusion or even a permanent exclusion. Please note permanent exclusions are rare. It is essential that we help pupils to understand that actions always have consequences. We all make mistakes and a polite, prompt apology which denotes our understanding is very important. Hopefully, as your daughters grow in maturity, their mistakes will reduce, and they will be in a position to mentor younger pupils in school.
Travel Arrangements

Walking – in the interests of long-term health, we encourage pupils to walk to school.

Cycles – Some pupils cycle to school and leave their cycles in the 'Cycle Shed' during the day. Pupils must have a cycle helmet for safety.

Please note: Cars/Taxis are not allowed on the school site without prior agreement. For example, Temporary/Permanent disability

Medicine Administration in School

It is a parents/carers responsibility to provide school with the appropriately prescribed medication for their child. This should be in date, and labelled for that child’s use, in the original containers as dispensed by the pharmacist and at the prescribed/printed dosage. This must be replaced before the expiry date or before it is empty. Medication purchased over the counter for allergies cannot be accepted. No child under 16 should be given prescription medicines without written parental consent. All medication will be stored appropriately. Written records of all medication administered will be kept.

School staff receive training on allergy awareness, which explains the condition, signs and symptoms, how, and when to administer medication by Epi-Pen and other emergency procedures. Training for staff is provided at the start of each academic year, and a list of trained volunteer staff prepared to administer medication is retained in school. Details of pupil’s medical conditions are accessible to staff via the medical information site on Office 365.

Asthma

All parents/carers will be asked to give full details of their child’s asthma, regular medication, emergency contact numbers, family GP and any relevant hospital details. Every pupil with an asthma diagnosis must have a spare reliever (blue) inhaler available in school for use in an emergency. This should be clearly labelled with the child’s name and will be held centrally in Reception. Parents/carers will be notified if the spare reliever (blue) has been used during the school day. It is the responsibility of the parent/carer to ensure medication is in date and replaced when necessary. Parent/carers should ensure their child carries their reliever inhaler (blue) with them at all times.

*Department of Education Supporting pupils at school with medical conditions. (2018)


Key Contact Information

The school address is: Hodge Hill Girls' School
Bromford Road
Birmingham
B36 8EY
Telephone: 0121 464 3094
Email: enquiry@hodgehgs.bham.sch.uk

A list of the key staff at the school for September 2019:

Mrs S Adu  Head Teacher
Mrs B Harper  Headteacher's PA
Mrs K Cooney  Deputy Head Teacher - Curriculum and Assessment, Deputy Safeguarding Lead
Ms S Nawaz  Deputy Head Teacher - Pastoral Care and Achievement, Designated Safeguarding Lead
Miss Claire Middlehurst  Assistant Head Teacher – Enhancement, Monitoring and Evaluation
Mrs D Woodcock  Assistant Head Teacher – Teaching and Learning
Ms C O’Hagan  Pastoral Manager (Year 7)
Ms E Wilcox  Pastoral Manager (Year 8), Deputy Safeguarding Lead
Mrs L Kennie  Pastoral Manager (Year 9), Deputy Safeguarding Lead
Mr I Ahmed  Pastoral Manager (Year 10), Deputy Safeguarding Lead
Ms S Khan  Pastoral Manager (Year 11)
Mrs B Morrison  Learning Support Manager, SENCO and Medical
Ms N Nazish  Careers

Mr Siva Yogaiswaran  Chair of Governors
Ms R Chowdhury  Clerk to the Governors

Term Dates

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<thead>
<tr>
<th></th>
<th>Autumn Term</th>
<th>Spring Term</th>
<th>Summer Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Starts</td>
<td>Wednesday 4th September 2019</td>
<td>Monday 6th January 2020</td>
<td>Monday 20th April 2020</td>
</tr>
<tr>
<td>Half Term</td>
<td>Monday 28th October 2019 to Friday 1st November 2019</td>
<td>Monday 17th February 2020 to Friday 21st February 2020</td>
<td>Monday 25th May 2020 to Friday 29th May 2020</td>
</tr>
<tr>
<td>Term Ends</td>
<td>Friday 20th December 2019</td>
<td>Friday 3rd April 2020</td>
<td>Monday 20th July 2020</td>
</tr>
</tbody>
</table>