



WELCOME TO CHAILEY SCHOOL

We are a friendly, rural and vibrant community school. We believe that students achieve well in a happy and kind environment and this is what we promote. Whilst our brochure gives a flavour of the breadth of the education and opportunities at Chailey School, these information pages provide greater details and are updated annually. We also provide a wealth of information via our website, including copies of key documents, school policies, our weekly bulletin and our twitter account.

The best way to get to know us is to visit us. In addition to our annual Open Evening and Open Mornings, prospective parents/carers and their sons and daughters are always welcome to come and look around the school. Please contact the main school office to make an appointment.

THE CHAILEY STORY

Chailey School is known to be an incredibly caring, friendly and nurturing school where the outstanding relationships between students and staff bring out the best in everyone, as noted by Ofsted in January 2017.

"You have built on the established culture and ethos of the school, which is enhanced by the strong relationships between staff and pupils. Staff know their pupils very well and help them to grow in confidence while developing their knowledge and understanding. As a result, pupils make good, and sometimes better, progress. Pupils appreciate what staff do for them and, therefore, their conduct is typically exemplary, both in lessons and around the school. Pupils are encouraged to have high aspirations" (Ofsted 2017)

There is though, much more to Chailey School.

We are highly ambitious and aspirational for every single one of our students. We believe it is important to take them beyond their immediate horizons in terms of both educational outcomes and learning opportunities. To do that requires a team of dedicated and high quality teachers and staff. We gain amazing exam results and have been recognised nationally for these. We are proud to have won national awards for both exceptional examination results, the quality of teaching and learning and the breadth of learning that takes place outside the classroom.

Each student's experience of the curriculum matters. That is why we have been determined to retain a broad curriculum that embraces the arts and cultural activities as critical elements of a rounded education. We are proud that we participate in as many extra-curricular opportunities as possible, ranging from national and international competitions and events to trips at home and abroad. We continue to be successful against both state and private schools across a wide range of activities.

It is also important at Chailey that our teachers are active learners too; constantly refining and honing our skills through training and our annual programme of classroom-based research. This enables us to share our curiosity and enjoyment of learning with the students and challenge everyone in our Chailey community to aspire to achieve the very highest standards. We believe in the power of real experiences for our students and continue to work very closely with employers to bring the world of work into Chailey and to take our students into real work places.

Chailey School offers traditional British values of decency, mutual respect and discipline. These engender an inclusive environment that enables students and teachers to strive to be 'the best they can be.' Our aim is that every student who walks through our door is nurtured, challenged and given every opportunity to develop their knowledge, experience, character and leadership skills.

To prepare our students for the 21st Century local and global economy we strive to enable them to be able to use cutting edge industrial standard technology and work in a progressive and stimulating environment. We wish to inspire them to look beyond their immediate horizons and aspire to reach their dreams.



CHAILEY VALUES

- ❖ We inspire a lifelong love of learning and a curiosity about the world in a safe and stimulating environment, both in and out of the classroom
- ❖ We encourage collaboration, reflection, mutual respect and honest intentions both within our school and in our wider communities
- ❖ We believe that self-respect and behaviour supports great learning and we care about each other and our communities
- ❖ We promote inclusivity, providing opportunities for every individual to thrive within and beyond Chailey School
- ❖ We value hard work and resilience as key personal attributes in everyone
- ❖ We participate as active and valued citizens of the world, promoting democracy and guided by justice and compassion

SUPPORTING NEW STUDENTS AT CHAILEY

For parents and children, the move from primary school to secondary school is a big step. It is an exciting time but it can be worrying too. We recognise this and therefore, have a well-established and very successful transition programme to ensure that children and their parents have lots of support, information and opportunities to spend time here so that they feel ready for the start of Year 7. Our aim is for the children to feel excited and eager to join Chailey and for parents/carers to feel valued as partners in their child's learning journey. We want to get to know our new students before they come here as Year 7, and visits take place to all the children involved during the summer term, when Chailey staff visit the children in their primary school.

Informal opportunities to be part of the Chailey School community exist before children begin their school career with us. Some examples include: coming to see a matinee of our musical production, visiting the Art and DT exhibition, participating in competitions, curriculum days and taking part in gifted and talented maths activities.

We also have a special transition programme for children and parent/carers for those youngsters who may be particularly vulnerable at the crucial primary-secondary transfer. There are extra sessions for these children – with and without their parents – during the summer term. Those who are single transfers receive an extra day.

All Year 6 children spend two induction days with us in July. This is to ensure that the school is a more familiar place to the children, rather than somewhere they visit for a day and then go away again! This works really well and allows:

- friendships to be formed
- students to have more time to find their way around
- meeting and getting to know their tutors and other staff
- Establishing the rules and routines of the school

During this induction, there is a New Parents' Evening to provide information and begin to build that key relationship between school and home which is the foundation for a successful partnership for the next five years. We also provide two informal parent surgeries.

At the start of Year 7, our team of prefects looks after our new students, escorting them from lesson to lesson, into the Dining Hall at lunchtime and onto the buses and coaches at the end of the day. This support continues for the first two weeks of Year 7, by which time our new students are settled and happy in their new surroundings – sometimes it's sooner than that or sometimes it may take a little longer – but the prefects will be there as long as they are needed. In fact, the Year 7 prefect and peer mentor team remain working with their assigned tutor group all year – visiting regularly, running Circle Time and listening to them as and when necessary. Our student leadership is a huge strength of the school.



For new students joining other year groups – whether in September or at other times of the year – we have an experienced ‘buddying’ system to ensure that every new student has someone to support them as they settle into our Chailey School community.

SOME FACTS AND FIGURES

Number of students on roll (September 2021).....	803
Number of students with Educational Health and Care Plans	22
Percentage of student attendance achieved 2020-2021.....	94.5%
Length of taught week (excluding tutorial time) = 30 x 50 minute lessons = 25 hours	
Our published admission number (PAN) is 174	

School closed to students

Wednesday 1st September 2021
 Thursday 2nd September 2021
 Friday 1st October 2021
 Friday 26th November 2021
 Thursday 21st July 2022

TERM DATES 2022 - 2023

Autumn Term 2021

Friday 3rd September – Friday 17 December
 Half term: Monday 25 October – Friday 29 October

Spring Term 2022

Tuesday 4 January – Friday 1 April
 Half term: Monday 14 February – Friday 18 February

Summer Term 2022

Tuesday 19 April – Thursday 21 July
 Bank Holiday – Monday 2 May
 Half term: Monday 30 May – Friday 3 June

THE SCHOOL DAY

08.40 – 09.05	Registration and C&C
09.05 – 09.55	Period 1
09.55 – 10.45	Period 2
10.45 – 11.05	Break
11.05 – 11.55	Period 3
11.55 – 12.45	Period 4
12.45 – 13.25	Lunch
13.25 – 14.15	Period 5
14.15 – 15.05	Period 6

A warning bell is rung five minutes before the start of registration and at the end of Break and lunchtime in order to encourage a prompt start to lessons. Buses leave school by 15:10. Programmed after-school activities finish between approximately 16:00 and 16:15.



THE CURRICULUM

Keeping parents informed

Throughout a student's time at Chailey the school maintains close contact with parents in order that each individual student's potential and progress is monitored and maximised. Every student has two progress reports sent home each academic year. These are supported by opportunities during the year for parents/carers to meet with form tutors and/or subject staff. The partnership between home and school is crucial to ensure the best chances for academic and pastoral success for each student.

We communicate with parents through an educational app called 'Edulink'. This allows parents to receive timely information about rewards, sanctions and attendance. It also allows you to view and edit your contact details and stay in touch effectively. There are other great features too! Parents can book parents evening appointments and see progress reports and other key information.

We feel that the form tutor is a key person for our students. Each individual student will be mentored regularly by their form tutor. Learning how to study and take responsibility for their own learning is also an important part of our students' education. We aim to develop these skills in a strong moral, spiritual and cultural environment. Assemblies are an important part of this development and the themes explored during assemblies are aimed at deepening students' skills and understanding.

Key Stage 3 – Years 7, 8 and 9

Subject classes are organised either as mixed ability groupings or into sets organised according to the students' ability. We pay close attention to Key Stage 2 results and regular reviews of progress by subject and tutorial staff. Moves between sets are made as and when required and we are always sensitive to the requirements of individual students.

We believe in the importance of a broad education for our students in skills of languages and literature, science and mathematics, information and communication technology, cultural and spiritual awareness, artistic expression, physical activity and self-confidence. It is our aim to develop the whole person through varied and stimulating programmes of work, with personal and social education, citizenship, learning and thinking skills at the heart of our curriculum.

In Years 7, 8 and 9 students follow a common curriculum:

English	Geography	Art
Mathematics	History	Drama
Science	Beliefs and Ethics	Music
Design Technology	French	Physical Education
Computing	German or Spanish	Personal, Social and Health Education

At the end of Key Stage 3, students will choose some of the subjects they wish to study during Key Stage 4. Specific guidance for students and parents/carers will be given by form tutors, the Key Stage 3 Director, supported by members of the Senior Leadership Team. In Key Stage 4 students follow courses leading to the GCSE qualification. Some GCSE courses begin at the start of Year 9, while others being in Year 10. All GCSE examinations occur at the end of Year 11. All Students also have the opportunity to study 'Arts Award'.

Key Stage 4 - Years 10 and 11

We offer a wide range of opportunities for our students, making sure that they have the best possible career options open to them. We want all students to make the most of these opportunities and achieve the best that they can; progress is closely monitored and individual students are given clear targets for attainment. Individualised support and intervention are carefully targeted so that they can realise their full potential in public examinations.



All students at Chailey study the following subjects:

GCSE

- ❖ English Language
- ❖ English Literature
- ❖ Mathematics
- ❖ Science - Triple (three separate sciences of Biology, Chemistry and Physics or Combined Science (worth two GCSEs)
- ❖ A Modern Foreign Language (a number of students take two foreign languages by extra periods on their timetable)

Plus

- ❖ Core Physical Education
- ❖ Personal, Social and Health Education (PSHE) and compulsory Religious Studies (RS)

The subjects we currently offer for GCSE in addition to the core are listed in the table below.

❖ A second Modern Foreign Language	❖ Geography
❖ Art	❖ Graphics
❖ Business Studies	❖ History
❖ Computer Science	❖ Music
❖ Dance	❖ PE
❖ Drama	❖ Resistant Materials
❖ Food Technology	❖ Health and Fitness

There is an opportunity for hard working students to study a Further Maths qualification. A few students each year also follow alternative curriculum provision provided in partnership with local colleges, whilst our curriculum also ensures that able students have the opportunity to extend their study of mathematics with further maths, or to study as dual linguists at Key Stage 4.

We have a facility called 'The Study' which allows some students to have more support with their life at school.



CO-CURRICULAR PROGRAMME

At Chailey School we believe that education is not confined to the classroom. We believe we offer THE BEST range of additional experiences of any secondary state school in East Sussex. This includes, but is not restricted to:



- ❖ A week of work experience
- ❖ Duke of Edinburgh Bronze and Silver Awards (we will also support students with their Gold)
- ❖ Residential and day trips including cultural and language based trips to Europe and worldwide.
- ❖ Local, regional and national events and opportunities

LIFE AFTER CHAILEY

Almost all our Year 11 students continue into further education – typically to Sussex Downs College, Plumpton College, BHASVIC or Varndean. We have good links with all our post-16 partner organisations in order to support students' progression. A very small number each year (typically less than 6 or 7) go straight into employment or training. Changes in legislation mean that all students must now stay in education or training until the age of 18. We are proud that almost every year former Chailey students are accepted to the most prestigious universities, including Oxford and Cambridge.





GCSE RESULTS 2021

Number of pupils in cohort (at end of KS4)	160
Attainment 8 Score	55.8
Number of pupils achieving Grade 9-5 in English	131
Percentage of pupils achieving Grade 9-5 in English	81.9%
Number of pupils achieving Grade 9-4 in English	146
Percentage of pupils achieving Grade 9-4 in English	91.3%
Number of pupils achieving Grade 9-5 in Maths	98
Percentage of pupils achieving Grade 9-5 in Maths	61.3%
Number of pupils achieving Grade 9-4 in Maths	130
Percentage of pupils achieving Grade 9-4 in Maths	81.3%
Number of pupils achieving Grade 9-5 in English & Maths	94
Percentage of pupils achieving Grade 9-5 in English & Maths	58.8%
Number of pupils achieving Grade 9-4 in English & Maths	128
Percentage of pupils achieving Grade 9-4 in English & Maths	80.0%
English Baccalaureate Average Point Score ¹	5.29
Number of pupils achieving the English Baccalaureate (based on English & Maths grades 9-5)	60
Percentage of pupils achieving the English Baccalaureate (based on English & Maths grades 9-5)	37.5%
Number of pupils achieving the English Baccalaureate (based on English & Maths grades 9-4)	92
Percentage of pupils achieving the English Baccalaureate (based on English & Maths grades 9-4)	57.5%

Subject	% 9-7	% 9-5	% 9-4
ART & DESIGN	55	92.5	95
BIOLOGY	64.15	100	100
BUSINESS	31.37	64.71	82.35
CHEMISTRY	52.83	92.45	100
COMPUTER SCIENCE	46.15	76.92	84.62
DANCE	60	100	100
DRAMA	48	72	84
DT	50	79.41	100
ENGLISH LANGUAGE	33.12	80.25	92.36
ENGLISH LITERATURE	22.58	67.1	83.87
FOOD PREP & NUTRITION	24.24	51.52	69.7
FRENCH	22.22	40.74	64.81
GCSE PE	37.5	66.67	83.33
GEOGRAPHY	44.29	75.71	90



GERMAN	51.35	86.49	94.59
HISTORY	47.67	88.37	93.02
MATHS	24.84	62.42	82.8
MUSIC	53.33	86.67	93.33
PHOTOGRAPHY	40.54	75.68	86.49
PHYSICS	39.62	98.11	100
RE	34.78	73.91	91.3
SCIENCE COMBINED	9.35	42.99	73.83
SPANISH	40	58	82





UNIFORM REQUIREMENTS YEARS 7-11

This detailed information sheet about our uniform requirements is designed to make things as clear as possible for parents when purchasing these items for their children. The full list of uniform items, PE kit and equipment is given overleaf. Please do not hesitate to contact the Student Support Manager for your child's year group should you need further advice/clarification. Our Student Support Managers are:

Mrs J Hickman (Year 7)
Mrs L Hutchinson (Years 8 and 9)
Mr J Thorpe (Years 10 and 11)

General information regarding uniform

Please note: from September 2019 we introduced a new school skirt to the Year 7's entering Chailey. For academic year 2021-2022 Year 7, 8 and 9 will wear this skirt. New Year 7's will need to purchase this skirt when starting in September. The skirt can be purchased from any of our suppliers and is called the Taylor Tartan (GST). This can only be purchased in minimum length of 20" only and has an adjustable waist. No alternations are to be made to this skirt, as the minimum length is mandatory for all students, regardless of their height. The skirt must be worn at knee length or below the knee. Of course, students can choose to wear trousers instead. Students are expected to wear trousers or their skirt properly. Skirts and trousers must not be rolled up and any belt on trousers should be plain black or navy with a normal and discreet buckle. Denim or casual trousers (e.g. chino or combat-style) are not permitted.

The Chailey blazer is compulsory at all times in school. The school jumper may be added for extra warmth, but may not be worn instead of the blazer.

Fashion items in colours, fabrics or styles noticeably different from the items from our suppliers are not acceptable school uniform. Please do not allow your child to convince you otherwise. If in doubt please contact your child's Student Support Manager. The prescribed skirt length ensures that for all our students who choose to wear it, their skirt will be an appropriate length for school.

Plain, black school shoes are required. If in doubt, please note that shoes which are the same or equivalent to Adidas Stan Smith, or Vans Vulcanised are acceptable, however shoes (trainers) with a large sole, running style, not leather or with non-black features e.g. logo or with an air bubble (for example Nike Air 270 or Nike Air Hurache) are not acceptable to wear at school. Shoes must be well fitted and have enclosed heels and toes. Metal toe caps and ankle boots are not allowed. Please be advised that if shoes have a heel, this should be a safe, sensible height for moving around a busy school, including up and down stairs. Please do not allow your child to wear sandals, flip flops or canvas shoes/plimsolls – these result in wet and cold feet very quickly!

No jewellery other than a watch, one pair of plain gold/silver studs, one in each ear, and one chain necklace with a religious symbol, if part of your faith, may be worn. If you decide to allow your child to be pierced (beyond a single pair of ear studs) please note that they are not allowed to wear anything in that piercing at any time during the school day. This applies at all times, including the "healing" period. Make up should be discreet. Exaggerated hair styles, shaved hair or lines or multi-colours are not allowed.

Uniform stockists

Broadbridge's Ltd
2 Sussex Road
Haywards Heath
RH16 4EA

Tel: 01444 413466
www.broadbridges.co.uk

Intersport of Lewes
53 Cliffe High Street
Lewes
BN7 2AN

01273 475235
www.gameforlife.co.uk

Sussex Uniforms
Unit 1&2
Bridge Road Business Park
Haywards Heath
RH16 1TX

01444 227066
www.sussexuniforms.co.uk



School Uniform 2021- 2022

Compulsory Items – Year 7 and 8

*Navy blue blazer with school badge on pocket.

*Chailey School Tie (striped) – all students.

Plain pale blue tailored shirt

- *May be short or long sleeved, must be tucked in with top collar button done up. Any undergarment (e.g. vest or t-shirt) should be plain white and should not be visible.*

Either, plain, navy blue formal school trousers or long Taylor Tartan (GST) Skirt **(20" length minimum)**

Compulsory Items - Year 9

*Navy blue blazer with school badge on pocket.

*Chailey School Tie for boys (striped). Optional for girls.

Plain pale blue tailored shirt or plain pale blue tailored blouse – school style not fashion type

- *May be short or long sleeved, must be tucked in with top collar button done up. Any undergarment (e.g. vest or t-shirt) should be plain white and should not be visible.*

Either, plain, navy blue formal school trousers, or knee-length/longer Taylor Tartan (GST) Skirt **(20" length minimum)**

Compulsory Items - Year 10 – 11:

*Navy blue blazer with school badge on pocket.

*Chailey School Tie for boys (Plain with school Logo). Optional for girls.

Plain pale blue tailored shirt (plain white for Year 11) or plain pale blue tailored blouse – school style not fashion type - (plain white for Year 11)

- *May be short or long sleeved. These are to be worn properly fastened. Any undergarment (e.g. vest or t-shirt) should be plain white and should not be visible.*

*Plain, navy blue formal school trousers, or knee-length **(20" length)** navy blue multiple pleated school skirt ('Charleston' style)

All Students

Plain navy blue or black socks – knee length or ankle

Plain navy or black tights

Optional Item - All Students

*V-neck navy blue school jumper with school badge

PE Kit

*Navy sports T-shirt with pale blue inserts

*Plain navy blue shorts or skirt or navy blue 'skort'

Plain navy blue tracksuit or navy blue sweatshirt/jogging bottoms

Trainers

Football boots for extra-curricular use (other students needing boots will be notified by PE staff as necessary)

*Navy/sky blue reversible rugby shirt

Navy blue football socks

White sports socks

Shin pads

Please note that on the uniform and PE kit list overleaf items marked with an asterisk (*) are unique to Chailey School and must be purchased from our suppliers

Equipment Requirements

Black pen

Ruler

Pencil Case

Protractor

Coloured pencils

Whiteboard

Pencil

Rubber

Reading book

Compass

Notepad

Whiteboard pens

Purple pen

Pencil Sharpener

Calculator

Pritt Stick glue

Earphones (in-ear)

Highlighters

ALL STUDENTS ARE REQUIRED TO HAVE A READING BOOK WITH THEM AT ALL TIMES

No Tippex or other correction fluid is permitted in school



INCLUSION

At Chailey School we are committed to ensuring equal access to high quality education for all children and young people, including those who are gifted and talented or those with special educational needs and/or disabilities.

All students follow the National Curriculum and have equal access to all subjects. We value all students equally and aim to encourage respect for oneself and for others. Not only do we recognise that all students are entitled to the maximum possible access to a broad and balanced curriculum, we also ensure that consideration for students with additional needs crosses all curriculum areas and all aspects of teaching and learning. We have high expectations of all students, whatever their abilities.

We assess every student during the first few weeks at Chailey, enabling us to put additional programmes in place where necessary. Students who are identified as gifted and talented are provided with additional challenge, extension and opportunities and students who require additional or alternative support or provision are also catered for. Every teacher is made aware of each individual student's needs and student progress is monitored regularly. We strongly believe that the home-school partnership has a major role to play in helping all students overcome any difficulties in their school work.

Does a student need help with homework or access to specialist facilities? Homework Club runs from 3.05-3.45pm on Monday, Tuesday, Wednesday and Thursday. There is always help on hand and plenty of computer space. (Not to mention refreshments to keep concentration levels up at the end of the school day!)

For very able students, the emphasis is not on extra work on top of doing the same thing as everyone else in the class but on getting the work right in terms of level of challenge and pitch for our most able students in day to day lessons. Classwork and homework will be set which is either: more difficult, open to deeper understanding and interpretation, of a less structured more independent nature, covering more information, or linked to wider knowledge – perhaps beyond what would normally be covered in that particular year group. We check this is happening regularly.

In addition to the day-to-day experience, a range of activities and experiences will be available to very able students to include: UK Maths Challenge; BBC School News Report in English; G&T trips to London to focus on areas such as art, design technology and humanities; 'STEM' club in Science; English Speaking Union's Public Speaking competition; Rotary Club's Creative Writing competition; extra-curricular clubs in PE, Drama, Music, including opportunities to learn instruments; programming within ICT; the 'Philosophy for Children' programme run by our English Faculty; Library reading lists for our most able students and the Southern Schools' Book Award; extra-curricular teaching for able students to support additional GCSEs in Modern Foreign Languages and PE; specialist coaches and experiences within PE (e.g. rugby; cricket; tennis); and our successful Duke of Edinburgh Award Scheme – at Bronze and Silver Level.

Chailey School has worked hard in recent years to improve and increase access for disabled students to all parts of the school premises. Recent developments include wheelchair ramps, a levelling of school entrances and the installation of three lifts.

For full details of our provision for students with additional needs, please ask for a copy of our Inclusion Policy – which is also available to download from the School website. The School follows all statutory guidance and the Local Authority's policies in relation to equal opportunities, race relations, disability and sex discrimination and copies of these are available on request.



EXTRA-CURRICULAR ACTIVITIES

Students are encouraged to become involved with a wide range of clubs, which meet at lunchtimes and after school; some activities may also involve taking part at weekends or during school holidays. The following list of activities takes place regularly during each school year and we are also happy to organise a club or activity if students come to us with an idea or suggestion. All opportunities to extend the life of the school beyond the classroom are vital to an enriching education and also allow students and staff to get to know each other in a more informal environment. We also offer our unique 'Chailey Award' to students who successfully take part in a range of activities successfully.

Clubs and Activities

- | | | |
|-------------------|--------------------------------|---------------------|
| Art | Dodgeball | Netball |
| Arts Awards | Drama | Orchestra |
| Athletics | Duke of Edinburgh Award Scheme | Public Speaking |
| Badminton | Eco Group | Rounders |
| Basketball | Girls' Football | Rugby |
| Cheerleading | Homework Club | School Productions |
| Chess | Indoor Football | Science |
| Choir | Inter-form Competitions | Stool ball |
| Computing | Mathematics Club | Street Dance |
| Cricket | Music Club | Trampoline |
| Design Technology | (Instrumental and Voice) | UK Maths Challenges |



Trips and Visits

Throughout the year staff will organise social and educational events for students. There are visits to support studies to theatres, museums, galleries and sights of interest. There are also activity trips to Blackland Farm, Wales Camp and Skiing.



Exchanges, day trips and residential visits to Europe develop skills in Modern Foreign Languages and extend the History curriculum; field and study trips in England are part of the Geography and Science curriculum. The School also welcomes many visitors during the year – from our close links with our primary schools to our partner school in Nepal. We have developed an educational trip to Nepal to further extend our students’ cultural understanding.



Sports and the Arts at Chailey

We believe that healthy competition, skills development and teamwork are integral to a good education. All interested individuals have the opportunity to join clubs and to compete in school teams or for fun. There are a range of sports teams which enjoy great success – we have been the Ouse Valley Champions several times over and have many students who compete at County and National level.

Students are encouraged to enrol into the Arts Award. The programme is designed to inspire students across the arts to develop their own personal interests and to receive an NQF level award at the end of the year. Validated by the Arts Council, students can choose to be entered for the bronze or silver award

We take part each year in the English Speaking Union, Southern Schools’ Book Award, Rotary Creative Writing and Shakespeare Schools’ Festival, achieving success and recognition from the organisers. We also put on our own Productions with Christmas and Summer shows each year and annual school cabaret evening.

Alongside these clubs and activities, we run a programme of revision classes, support sessions and – for those students who prefer quieter activities at lunchtime - the Learning Support Unit and the Library are open for them to use.





GENERAL INFORMATION

ADMISSIONS POLICY

The arrangements for the admission of children each September to Chailey School at age 11+ are made by East Sussex County Council who follow the Government's statutory Admissions Code. A detailed description of the arrangements is contained in their booklet 'Applying for a school 2021-2022', which is available upon request from School Admissions at County Hall in Lewes (Tel: 0345 60 80 192) or can be downloaded from the County Council's website. Admissions during the academic year for all Year groups are arranged directly by the school and enquiries should be directed to the Chailey School Receptionist on 01273 890407 or office@chaileyschool.org.

BEHAVIOUR AND DISCIPLINE

Chailey students are noted for their excellent behaviour – our aim is to nurture self-discipline and we have high expectations in this regard. We expect students to dress correctly and smartly and to be truthful, honest and polite. We regard these qualities as essential in any civilised community. We prefer to encourage and recognise good behaviour and effort and have a system of rewards. Staff always seek to praise good work and behaviour.

We have a simple rewards and sanctions policy, which is applied consistently and communicated to families in real time using an app called Edulink.

For unacceptable behaviour, sanctions such as detention may be imposed. The School has a legal right to detain a child after school provided parents/carers are given 24 hours' notice so that they may make alternative travel arrangements for their child. In extreme cases a student may be excluded, in accordance with statutory guidance. In such cases parents/carers are always asked to come to school in order to work with us to avoid a repetition of such an unhappy occurrence. Very rarely a student may be permanently excluded. The School's behaviour policy is available to download from our website or on request.



'FRIENDS OF CHAILEY SCHOOL'

The School receives valuable support through the activities of the Friends, who raise much-needed funds for the school and provide refreshments at school events during the year. All parents of students at Chailey School are automatically members and are welcome to come to the Annual General Meeting in the Autumn Term or any meeting during the year to find out more and to meet other parents.



HOMEWORK

All students are expected to do homework. The amount and difficulty of homework will vary according to a student's age and ability and is set out on the homework timetable issued in September. Homework is set in class and details of it can be viewed by students and parents via 'Show My Homework', our online homework setting system that can be accessed via the CLZ, the School website or through the iPhone/Android app for smart phones.

LUNCH

Chartwell's is the school's catering providers and a choice of food, including vegetarian choices, is available in the Dining Hall. The menu is varied and meets the Government's Healthy Eating guidelines. Students may also bring packed lunches. Year 11 students have their own Common Room and dining facility. The School operates a successful and easy to use cashless catering system which parents/carers can add funds to via the Internet or a Pay Point in post offices etc. From September 2017 parents and carers have been able to view exactly what their child has bought from our caterers via their ParentPay account. Students who are entitled to free school meals will automatically have funds credited to their account on a daily basis and parents/carers who wish to apply for this benefit for their child should contact the main office at the School.



PEER MENTORS & PREFECTS

At the end of Year 10, students are selected to serve as Prefects during their final year in Year 11 at Chailey. This provides a rewarding and valuable experience to the students and parents, carers and staff value their work extremely highly. At the end of Year 9, a team of Peer Mentors receive special training to undertake this role in Year 10. Thus a framework of support for the students by the students ensures that there is always someone to listen and advise alongside the staff support structures.

Prefects' responsibilities include helping with tutorial time, acting as ambassadors for the school, taking a leading role at public events such as Open Evening, Open Mornings and New Parents' Evening, supervising during wet weather in classrooms and corridors, supervising on school buses and coaches, helping staff and setting a good example to their peers and younger students. Prefects are chosen through a formal application, selection and interview process involving the outgoing Head Boy and Head Girl, senior staff and the Head Teacher. In addition to the Head Boy and Head Girl and their Deputies, there are a team of Senior Prefects, Subject Prefects and Prefects with specific roles, for example, working within our Learning Support Unit or Library.

In addition to these positions there are many other opportunities for student leadership across the school, including our Student Council work, Charity Representatives, Form Representatives, Junior Librarians and Sports Leaders.



PERSONAL, SOCIAL AND HEALTH EDUCATION (PSHE)

The PSHE curriculum includes physical/emotional health, sex education, drugs/alcohol, careers and individual responsibilities. The full policy regarding these is available to download from our website or on request.



RELIGIOUS EDUCATION

All students receive beliefs and ethics education in accordance with the East Sussex Agreed Syllabus 2011 and many take a full GCSE examination at the end of Year 11. We recognise that nurture in a religious faith is the responsibility of home and church. While parents/carers have the right to withdraw their child from these lessons we believe that this diminishes the wholeness of a student's education and development of knowledge, understanding and tolerance. A full statement of our policy is available on request.

SEX EDUCATION

Sex education is included in PE, Science, RE and Personal, Social and Health education. We aim to prepare students carefully and sensitively for adult life and their responsibilities in personal relationships, promoting the regard for moral considerations and family life. We teach: sexual responsibility, including contraception; law relating to sexual activity; effects of promiscuous sexual behaviour; sexual abuse; how AIDS and other sexually transmitted diseases are spread. Our Sex Education and Relationships Policy was updated in September 2021 after a full consultation with our Chailey community. A full statement of the School's policy is available to download from our website.

SPECIAL EDUCATIONAL NEEDS/DISABILITIES

In accordance with Government legislation and Local Authority policy we recognise that many children have special needs - physical, emotional or educational - during part or their entire school career. Our trained Special Needs Co-ordinator (SENCO) supports all staff in implementing a whole school policy, liaises with primary schools and works with the children themselves. We have a number of teaching assistants who support children in and out of lessons. Full details of our Inclusion policy are available to download from our website or on request.

TRANSPORT

Transport is free for students who (a) attend the appropriate school; (b) live more than three miles from that school. Parents/carers receive the necessary application form from their child's primary school or the Local Authority. The Local Authority's Transport Department issues bus passes. Drivers may not carry students without a pass as such students would be uninsured. Should a student misbehave on a coach/bus (a rare occurrence) then they may have their pass withdrawn by the school for a short period of time.

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Thank you for taking the time to read this Information Pack. If you would like any further information please visit our website www.chaileyschool.org or email the school office at office@chaileyschool.org