

Hackney New School

**Guide for students
and parents**

Spring term 2019-20

January 2020

Introduction

Dear students, parents and carers

Hackney New School is entering a new and exciting time in its development. The school is undergoing a lot of changes to make it the best place to learn and grow in the local area. Since arriving at the school at the beginning of July 2019, my team and I have seen potential in every area of school life to ensure that every child makes excellent progress, achieves their academic potential, is kind and caring and makes a positive contribution to their community. To do this we need to ensure everyone is clear on their roles and responsibilities so that we can create a professional learning environment where everyone is safe, happy and learning.

In November 2019 Ofsted commented that we have created “a calm place to learn” and that there are “systems and structures to teach pupils how to behave respectfully.”

This guide will help you and your child understand what is expected at HNS. Based on feedback from staff, students and parents, we have made some changes ready for January 2020 - these are indicated in bold.

Please read the following information very carefully. It is expected that students familiarise themselves with the information laid out in this document and adhere to the rules. As a school we cannot let standards slip and we cannot accept excuses. Please make sure your child is fully prepared for the school year. We must start as we mean to go on and all students must arrive with the right equipment, uniform and ready to learn. There will be a quiz upon returning to school. Parents are advised to keep this document to hand as it will help you and your child navigate through the changes to school life successfully.

I am very excited about the coming school year and beyond. We all have a lot of work to do, but I know that with parents, staff and students all pulling together for a common goal, we will achieve great things here.

Best wishes

Charlotte Whelan

Headteacher



HNS values for students and staff

- We strive to become exceptional learners
- We have high expectations
- We act quickly
- We don't waste time
- We try new things
- We do what's right
- We strive for accuracy
- We are kind
- We respond positively to feedback
- We work together to improve our community

The School Day

	Time	Min	Mon	Tues	Wed	Thurs	Fri
Arrive to school and line up	Gates close at 8:20am.						
P1	8:30am – 9.20am	50					
P2	9:20am – 10.10am	50					
Break +line up	10.10am – 10.30am	20	B	R	E	A	K
P3	10.30am – 11.20am	50					
P4	11.20am – 12.10pm	50					
Lunch +line up	12.10pm – 1.10pm	60	L	U	N	C	H
P5	1.10pm – 2.00pm	50					
P6	2.00pm – 2.50pm	50					
P7	2:50pm - 3:40pm	50	Mentoring, PHSE and Assembly	End of day students. Staff training.	Mentoring, PHSE and Assembly	Mentoring, PHSE and Assembly	End of day students.
Exam Skills for year 11	M,W,Th: 3.40pm to 4.40pm T,F: 2.50-3.50	60	Science	English	Maths	Humanities runs to 17.30	MFL
Learning Hub	Takes place after exam skills	50	Learning Hub	Learning Hub	Learning Hub		

Creating a professional environment

School is a training place for work. It is tough out there and very competitive. We want students to go on to have very successful lives when they leave us. We are the kindest bosses they will ever have. Please read the following very carefully.

Uniform

Students wear our uniform to look professional and demonstrate belonging to our school community. Most professional environments have a dress code. This is ours. The expectations for uniform are laid out below.

Uniform items must be plain, without accessories, logos, decoration or any other colours.

- **Blazer:** HNS grey blazer with school badge
- **Shirt:** Plain white shirt with collar
- **Tie:** HNS tie, worn to the waist
- **Jumper (optional):** HNS navy V-Neck with logo
- **Trousers:** Plain navy, tailored, regular fit (no denim, coloured pocket zips)
- **Skirt:** Plain navy, knee-length
- **Socks or tights:** Plain black
- **Shoes:** Plain black leather school shoes, providing adequate protection and support (no casuals, fabric, canvas, trainers, sandals, pumps, 'work' type shoes e.g. Doctor Martins, high heels, boots, coloured laces, coloured stitching)
- **Coat:** Plain black, to be removed in class (no leather, suede, denim, hoody, sweatshirt, sports top, body warmer, gillet) **or HNS logo blue coats**
- **Hijab, abaya, prayer cap, turban, patka:** Plain matt black

Jewellery, decoration and other items

- **A single necklace or bracelet for religious reasons**
- **Hats:** Plain black woollen hat, only to be worn outside the buildings during cold weather (no bobbles, visors)
- **Hair bands and fasteners:** Plain black, navy or plain white
- **Earrings:** Small plain studs (under 5mm in diameter), matching pair or single

- **Belts:** Plain black, plain buckle (no oversized buckles)
- **Make-up:** To be modest and discreet (no lipstick, false eyelashes, acrylic nails)
- No body jewellery, hair dyes, coloured hair extensions, tattoos, visible undergarment
- **Scarves:** plain black only

PE Kit: Required items

- **Shirt:** Blue HNS polo shirt with logo
- **Shorts:** HNS navy football shorts with logo
- **Socks:** white socks
- **Swim Suit:** one piece, in a dark colour
- **Towel**

PE Kit: Optional items

- **Tracksuit bottoms:** Plain navy available from the uniform shop
- **Tracksuit top:** Plain HNS sports top with logo available from the uniform shop

Some important points to note:

What will happen if a student is in incorrect uniform?

- Students arriving to school dressed incorrectly may be sent home to change. If they are then late for school, they will receive a late detention.
- Non-uniform items such as hoodies, accessories, trainers will be confiscated. Students will receive a uniform slip and will be given a detention on the following day. Confiscated items will only be returned to parents after school by appointment with their child's student manager. If something is confiscated twice in a term, the item will only be returned to parents on the last day of the school term in December, April and July by appointment with their child's student manager. If there is a uniform emergency, parents must email or call their child's student manager. Students will be issued with a uniform lanyard by their student manager for one day only. Parents should ensure that uniform is correct within 24 hours. If no contact has been made, students will be given a uniform slip and a detention.
- Piercings (other than one in each ear) and acrylic nails are not allowed in school and under no circumstances should students attend with them. Students will be asked to remove all extra piercings and soak off acrylic nails. They will also be sanctioned subject to our behaviour policy.

Where can I buy uniform from?

The sole uniform supplier for HNS uniform items is:
TRUTEX HACKNEY(CROSSBOW)
31 BROADWAY MARKET
HACKNEY E8 4PH
TEL: 0207 923 9313

Can my child wear religious dress?

Yes, the following items may be worn:
Hijab, abaya, prayer cap, turban, patka: plain matt black

How can I help my child not to lose any items of their uniform?

You should write your child's name clearly in black permanent pen on every item of their uniform, including their PE kit. Lost items will be taken to reception and kept for two weeks. Unnamed items will be given to charity.

Can my child wear jewellery?

The wearing of jewellery is limited to the following items:
A single necklace or bracelet for religious reasons
Earrings: Small plain studs, matching pair or single

Can my child wear make-up?

Any make-up worn must be modest and discreet.
Lipstick, false eyelashes and acrylic nails are not allowed.

What happens in hot weather with blazers?

All students will be expected to wear their blazers to and from school. Classroom teachers will decide whether students can remove their blazers inside the classroom. Jumpers must never be worn without a blazer.

Conduct

We have a politeness policy for staff, students and visitors. Students are expected to be polite, friendly and compliant with school rules. Students will be rewarded with merit slips when they are seen modelling our politeness policy.

The politeness policy aims to ensure:

- Everyone promotes the aims and values of the school
- An expectation of a high level of social etiquette
- A professional, calm and welcoming atmosphere is established
- Students understand how to self-regulate and model politeness at all times
- All learners are enriched with lifelong skills which prepare them for the wider world

This includes but is not limited to the following behaviours:

- Wishing each other 'good morning' and 'good afternoon'.
- Making eye contact and smiling when appropriate.
- Using 'please' and 'thank you' at every opportunity.
- Helping others by holding doors open, letting others go before you, offering to carry things etc.
- Waiting patiently for your turn to speak. Avoiding interrupting conversations until others have finished.
- Using titles when speaking or referring to adults for example, 'Sir', 'Miss', 'Mr', 'Mrs' plus their surname. Staff will address students by their given name or 'young man' or 'young lady' if they don't know their names.
- Being self-aware by not shouting, blocking or pushing others and walking on the left when inside the school building. Dealing with issues calmly to create an approachable and welcoming atmosphere for everyone.
- Always using polite and appropriate language in speech and written communication. Avoiding using slang.
- Respecting the physical environment by using the bin for litter, cleaning up after yourself and offering to help others to look after the environment.
- Being punctual for all scheduled events i.e. lessons, meetings, duties. If there is an occasion beyond a person's control when they are late, they should apologise immediately and if they know they will be late or absent, they must let the person in charge know in advance.
- Serving the school community by volunteering to go above and beyond. It is our school.

Attendance and punctuality

Attendance is a key value at HNS. Students are expected in school everyday unless they are extremely unwell. Whilst minor illnesses such as a cold are unpleasant, they should not be a reason not to come to school. If a student is incapacitated and can not attend school due to illness, please call the school each and everyday of absence. Key numbers are available at the end of this document.

Attendance of all students is tracked and any students falling below expected attendance targets will be monitored. This could include:

- Attendance meetings
- Home visits
- Attendance agreements
- Referral to and involvement of outside agencies
- Parental fines and court action

It is expected that students are on time and ready to learn. The school gate will close at 8:20am and any student who is late after this time will receive a detention. Similarly students who are late to lessons will receive a detention. Students with good punctuality use the following strategies:

- They allow plenty of time in the morning for their journey allowing for transport delays
- They use apps such as City mapper to plan their journey
- They have breakfast at school
- They use an alarm - setting it earlier than required
- They have a wrist watch for use in school
- They prepare their school uniform and equipment the night before
- They don't linger during lesson changeovers

If a student is late for school, arriving after 8:20am, they will receive an automatic 20 minute detention completed the next day after school. In order to encourage students to build positive punctuality habits, we have introduced a new system whereby if a student arrives the next day before 8am and signs in for breakfast club this will count as their detention time and they are able to forgo their after school detention. We have already seen this new system working effectively for a number of students.

Behaviour expectations

We have very high expectations of students' behaviour and we expect them to make the right choices. We have Behaviour and Rewards policies which are designed to support students in making the right choices. Below are outlined some important points. You can read the full policies on our website.

We expect students to:

- arrive on time to school and lessons
- be in correct uniform and be smartly presented
- follow reasonable instructions
- engage in lessons fully
- try hard to complete classwork, homework assignments and Non-Examination Assessments
- treat other students and all of the school community with respect
- follow instructions first time
- be helpful, polite and honest
- show care and compassion to others
- walk on the left and remain quiet in the corridors
- adopt the SLANT position when requested to demonstrate active engagement

The following are some examples of what we consider to be unacceptable behaviour, the list is not exhaustive:

- defiance
- physical contact other than handshakes
- swearing
- violence or threatening behaviour
- damage to property
- being in possession of a weapon
- rudeness
- not following instructions
- distracting others
- not completing class work, Non-Examination Assessments (NEAs) or assignments
- bullying
- discriminatory language such as homophobic or racist comments
- lateness to school or lessons
- truancy from school or lessons
- abuse of the school email or ICT network
- smoking including the use of vaping and e-cigarettes

- inappropriate use of social media and ICT
- disrespecting members of the school community
- bringing the school into disrepute
- theft

These are the key strategies we will use to deal with students who behave unacceptably:

- recording a demerit on the school information system
- sending students home to change their uniform
- asking students to make up for lost time
- a verbal reminder of expected behaviour in and around school using a reminder followed by a warning and then a sanction
- letter or phone call to parents
- parental meeting
- withdrawal from lessons on a temporary basis and being placed in the Behaviour Improvement Room
- confiscation of items
- internal exclusions
- fixed term exclusion
- managed move to another school
- direction to an off-site provision
- permanent exclusion for the most serious offences or persistent violation of the behaviour policy

We have a sanctions ladder which we aim to follow to deal with poor behaviour. Reasonable adjustments are made for students with SEN diagnosis.

Some behaviour is highly unacceptable and is therefore highly likely to lead to permanent exclusion. This includes, but is not limited to, the following:

- persistent disruptive behaviour
- threats and/or assaults on a member of staff
- possession of an offensive weapon such as a knife
- possession of drugs
- racist, sexist, homophobic or discriminatory behaviour
- criminal or alleged criminal behaviour
- vandalism of school property
- sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation. In the event of a serious sexual assault incident, the school will not wait for the outcome (or even the start) of a police investigation before protecting the victim, alleged perpetrator and other students and adults in the school. (This is explained in the sexual violence and sexual harassment between children in schools and colleges - May 2018.)

The following items are prohibited:

- Mobile phones, tablets, internet enabled watches and similar
- Chewing gum
- Sharp objects
- E-cigarettes, vaping products, cigarettes
- Illegal substances
- Accessories not included in school uniform list.

A Guide to Rewards and Sanctions

<p>Merit</p>	<p>Students are awarded these for good behaviour and conduct such as good work, good contributions in class, kindness and politeness. They are recorded on the school system. Heads of Learning run reports regularly and students are awarded different coloured lapel pins according to how many merits they have received. Students wear their pins with pride.</p>
<p>Golden Ticket</p>	<p>In each lesson the teacher will award one golden ticket. This is for the student who has put in the most effort. Students will bring these home with pride to show their families.</p>
<p>Reminder, Warning, Sanction</p>	<p>Students are supported in making the right choices by members of staff using this 3 stage process. If a student is not following the behaviour policy, staff will say the following:</p> <ol style="list-style-type: none"> 1. I am reminding you to..... 2. I am warning you to..... 3. You will now be sanctioned. <p>If a student has got to step 3 in a lesson, or an assembly, they will be removed and will spend time in the Behaviour Improvement Room (BIR).</p>
<p>Conduct Slip</p>	<p>At lesson changeovers students can receive a slip. These can be positive and negative. Positive slips are for positive conduct linked to our politeness policy such as holding doors open. These will be recorded as merits on the</p>

	<p>school system.</p> <p>Negative slips are for unacceptable conduct such as physical conduct, shouting and not walking on the left. Receiving one will result in an end of school detention.</p>
<p>Detentions</p>	<p>Detentions are issued centrally and are held each day at the end of school for up to 1 hour. They are set for the following reasons:</p> <ul style="list-style-type: none"> ● Receiving a negative conduct slip ● Arriving late to school or a lesson ● Not having the correct equipment ● Uniform infringements ● Insufficient homework or classwork completed. <p>In detentions students will complete work on knowledge maps. If students self regulate and take themselves to detention they will serve only a 20 minute detention.</p>
<p>Behaviour Improvement Room (BIR)</p>	<p>Students who are defiant will spend time in the BIR. This lasts up to two lessons. In the BIR students are expected to complete work provided which involves copying exemplary exam answers. If a student receives more than 5 referrals in the BIR they will receive an exclusion as determined by their place on the sanctions ladder.</p>
<p>Internal Exclusion</p>	<p>Students who are in breach of the behaviour policy either through a serious incident or persistent disruptive behaviour will receive an internal exclusion. Students will complete work in the Internal Exclusion room and will remain in the room for break and lunch time. This replaces an external exclusion in the first instance.</p>
<p>External Exclusion</p>	<p>Students who are in breach of the behaviour policy either through a serious incident or persistent disruptive behaviour will receive an external exclusion if this is the next step on the sanction ladder. Students are required to remain at home and should not be in a public place during school hours. Students who receive up to 5 days external exclusion in one year are at risk of permanent exclusion.</p>
<p>Pastoral Support Plan (PSP)</p>	<p>Students who are at risk of permanent exclusion will be supported with a PSP.</p>

Lessons

Learning is our key focus at HNS. We expect lessons to be well planned, organised, informative and engaging. Students should come prepared to learn and teachers should have high expectations of their students. Please note the following information:

Start of lesson

- Lessons start on time
- Students are greeted at the door by their teacher
- Teachers check uniform and students enter class immediately
- Students sit according to the teacher's seating plan
- Students will usually be sitting in rows
- Students must come in and complete the starter activity immediately
- Students ensure they have the correct equipment on their desk
- Students' belongings should be placed on the back of their chair
- Teachers will follow the HNS routine for handing out equipment
- Students put their completed homework out on their desk on the correct day
- Students will 'SLANT' when their teacher or another person is talking

S Sit up/stand up straight

L Listen

A Ask/answer questions

N Never interrupt

T Track the speaker

During the lesson

- The teacher uses 'reminder, warning and sanction' when required
- Teachers award merits for good effort. These are recorded by a nominated student in the reward book
- The DPR is displayed to review learning
- The DPR is displayed to review assignment expectations
- A memory task is used to strengthen memory recall

- Students are asked questions by the teacher. The teacher uses 'pose, pause, pounce' to direct questioning. Students must attempt an answer
- Teachers use modelling to help students know what to do
- Instructions are clear and effective by the teacher
- Students are expected to do extended writing or equivalent in every lesson
- Students must attempt all work. Teachers will ensure it is differentiated for those who need more support or who need stretching
- Students must raise their hand if they need support or wish to speak
- Teachers will circulate to live mark students' work
- There will be opportunities for 'fix-it time' where students improve their work with green pen
- Students must not get out of their seat without permission. They must raise their hand to ask.
- Students will not be permitted to leave the room except in very exceptional circumstances. This will be with a note
- Students should adopt a professional posture at all times. They should not slump on their desks
- Students should not bring out any equipment or belongings not required by the teacher for the lesson
- Students should not call out, speak to others or make a noise without teacher permission
- Teachers check homework and set homework if relevant

End of lessons

- Teachers indicate when it is time to end the lesson. This will usually be 3 minutes before the bell
- Students pack away and give back resources using the HNS routine
- Students stand behind their desk
- Students SLANT
- Teacher uses 'pose, pause, pounce' to check student understanding of key objectives
- Teacher awards golden ticket to one student
- Teacher stands at door and dismisses in rows
- Students move directly to their destination

After lessons

- Students check DPR and homework
- Teacher adds merits on the system

- Students keep books safely

Routine for handing out equipment

- Equipment is passed from the left side of the room to the right
- Students take one and pass it on
- Students at the end of the row on the right are responsible for collecting and organising equipment and returning it to the teacher

Break and Lunchtimes

Breaktimes

- Breaktime is 15 minutes
- Students should use this time to use the toilet, get water, have a snack
- Fruit will be available from the canteen.
- All students should queue up in their line up spot at the end of break at the bell in the playground
- Students should be in a single file, straight line and silent
- A senior member of staff will dismiss students according to their teacher's name
- Students should follow their teacher to their class on the left, single file and quietly

Lunchtimes

School meals

- All students are required to have a lunch in school
- Parents should top up money for lunch using the schoolmoney system. Log on details are available from admin@hackneynewschool.org Students who are entitled to free school meals will be automatically topped up on schoolmoney.
- **School lunches cost £2.80 per day. There is now a choice of lunch options. Please ensure you top up your child's account in advance with at least £14 each week.**
- **Any student who does not have sufficient funds on their schoolmoney account on any day will be asked to go to reception at lunchtime by their HOL. Parents will be contacted to check why this is and they will be informed if a Lunch Pass has to be issued for that day. Parents are then expected to top up funds, including payment of the lunch pass within 48 hours, and/or provide their child with a packed lunch for the remainder of the term. Any parent who has a problem paying for school lunches**

should contact the Family Support Worker Laura Purcell to discuss it.
(laurapurcell@hackneynewschool.org)

- Each day there will be three options of food, catering for all dietary requirements
- **If a parent wishes their child to have a packed lunch for the term, they need to email admin@hackneynewschool.org stating their child’s name and making it clear they will be providing their child with a packed lunch every day for that term. If they do this they will not be charged. However students must take either packed lunch or school meals for the term, not change on a daily or weekly basis.**
- If a student has allergies or intolerances, their parent or carer should contact the Family Support Worker to discuss them and provide any medical evidence. An appointment will be set up with the chef for parents to discuss where relevant.

Lunchtime routines

Dining schedule

	Hall One 12:10-12:25	Hall One 12:25 -12:40	Hall One 12.40 - 12.55	Hall Two 12:10 -12:30	Hall Two 12:30-12:50	Hall Two 12.40- 12.55
Monday	Year 9	Year 10	Year 11	Year 7	Year 8	
Tuesday	Year 9	Year 11	Year 10	Year 7	Year 8	
Wednesday	Year 10	Year 11	Year 9	Year 7	Year 8	
Thursday	Year 9	Year 10	Year 11	Year 7		Year 8
Friday	Year 9	Year 10	Year 11	Year 8		Year 7

- Students will be permitted to go to the park weather permitting. Park day for each year group is in bold. Students will eat in the canteen on their return at 12.40pm.
- All students on park lunch should leave via Downham gate

Lunchtime Activities

Other students can do the following activities when it is not their park time:

Indoor activities

These activities run everyday and require a pass available from the member of staff or student leader on duty at lunch at the bottom of the stairs in the Canal building.

Activity	Location
Library activities	Library C307
Private study	Computer room C114
Music clubs	Music classrooms and practice rooms C111/C102
Games club	Drama room C407

Outdoor activities

Activity	Location
Football	Playground
Basketball	Playground
Table tennis	coming soon...

Lunchtime Clubs

Day	Club	Location	Staff member (see them for a pass before day of club)
Monday			
Tuesday	Science Club Art and Crafts	C504 K301	Mr Uddin Ms Andre
Wednesday	Drama club Manga Club	C407 K401	Ms Landon Ms Parfitt
Thursday	Choir	Music room	Ms Larkin
Friday	Master Mission/Wellbeing club	TBC	Ms Notowitz

Additional clubs will be added to the timetable in January.

Before and After school activities

Before School

The school will be open each day from 7:45am. Students who wish to work can use a chrome book to do homework in the main hall as well as have a free breakfast. All students must be in the playground by 8:20am each day.

After School

There will be a series of activities after school each evening.

Activity	Details
PE clubs	See website for details. Spring term clubs will be published here in January.
DPR/ private study club C114	This takes place in the computer room C114 each day. Any student can attend but they are required to sign in and out. If there is a high demand for spaces this will be on a first come/ first served basis. Ms Landon (SENCO) and her team also provide additional support in

	completing homework for identified students at this club.
MAS club	This will be for identified high achieving students. Mr Uddin (AHT) will be in touch with students and parents directly.
Mathletics	This club runs on a Thursday after school. All students keen to develop their maths skills are welcome
Year 11 Exam skills C407	These are compulsory for all year 11 students and will directly affect their final grade. The timetable for Exam Skills is on page 3 of this booklet.
Learning Hub C407	Learning Hub runs on a Monday, Tuesday and Wednesday for Year 11 students after the end of Exam Skills. It will include those students in Year 11 who have to do a detention as well as target students who need to do additional work. Any student in Year 11 who wishes to stay and work in school is also welcome to attend Learning Hub.

School trips

Educational visits are a key part of the curriculum and enhance and extend the learning of students for their lessons. Parents will receive a letter if their child is due to attend an educational visit. There is a school trips day for all students in the summer term.

Lost property

All equipment and uniform should be clearly marked with students' names. Any lost property will be returned to a student if it includes the child's name. **If it is not collected by the end of the half term, items will be on display in the playground in the final week and any uncollected items will be donated to charity due to space constraints.**

Equipment

All students should have the following equipment each day.

- Black pen
- Pencil
- Ruler
- Rubber
- Reading book
- Green pen

- Scientific calculator
- Geometry set
- Clear pencil case

They should attend school with all equipment in a named rucksack. Fashion handbags, small bags are not suitable. Detentions will be issued for lack of equipment. Parents and students should see their student manager for any problems that arise.

Assignments/Homework

Homework is an essential part of students' learning. Homework will be set by each subject and will be due one week after the day it is set. Homework will be set on the DPR. Detentions will be issued for insufficient and incomplete homework.

Other information

Students will receive a planner with other essential information. This guide will also be updated and added to our website at the beginning of each term.

Events for the Spring Term

Week	Week beginning	Date	Event	Time	Location	Lead
15	06/01/20	10/01/20	Parents' Coffee Morning	08.45-09.15	Headteacher's office	CW
16	13/01/20	14/01/20	Ski trip meeting	18.00-18.45	Main hall	JD
17	20/01/20		Year 11 Parents' Evening	16.30-19.00	Main hall	SF
		28/01/20	Y10 Aspirations Day	All day		BM
18	27/01/20	31/01/20	Parents' Coffee morning	08.45-09.15	Headteacher's office	CW
19	03/02/20	04/02/20	Year 10 Parents' Evening	16.30-19.00	Main hall	SF
		11/02/20	Safer Internet Day			JU/RG
20	10/02/20		LGBT awareness			JS

H/T	17/02/20	17-20/02	Year 11 Exam Intervention			JU
21	24/02/20	25/02/20	Year 8 Parents' evening and Options evening		Main hall	SF
22	02/03/20	05/02/20	World Book Day - fancy dress			HM
		02-06/03	National Careers Week			BM
23	09/03/20		Science Week			JU
24	16/03/20		Master Mission awards evening	18.30-19.30	Main hall	HN
25	23/03/20	23/03/20	Year 10 Core Prelims begin			BMG
		23/03/20	Year 11 GCSE exam timetable on website			GD
		24/03/20	Year 9 Parents' evening	16.30-19.00	Main hall	SF
		27/03/20	Parents' Coffee morning	08.45-09.15	Headteacher's office	CW
26	30/03/20	02/03/20	National Autism day			RL
		03/03/20	Early closure last day of term and non uniform day			SF
	Easter break		Year 11 Exam Intervention			JU

Useful Contacts

To help contact the right person, please see below. Email is the preferred method of contact. Staff should reply within 48 hours.

To report your child's absence Please call each and everyday of absence	studentservices@hackneynewschool.org Shahidul Alom Phone: 0207 617 7181 Ext 3803
For ongoing medical issues	Family Support Worker: Laura Purcell laurapurcell@hackneynewschool.org
For concerns regarding Special Educational Needs and Looked After Children	SENDCO: Rebecca Landon rebeccalandon@hackneynewschool.org
For support with family issues such as bereavement, financial difficulties, separation, health, referrals to outside agencies	Family Support Worker: Laura Purcell laurapurcell@hackneynewschool.org
Year 7 queries regarding pastoral issues, behaviour, attendance, learning across the curriculum	Head of Learning: Julia Douglas juliadouglas@hackneynewschool.org Student Manager: Lee Huzzy leehuzzy@hackneynewschool.org
Year 8 queries regarding pastoral issues, behaviour, attendance, learning across the curriculum	Head of Learning: Betty Barnes bettybarnes@hackneynewschool.org Student Manager: Ebou Cole eboucole@hackneynewschool.org
Year 9 queries regarding pastoral issues, behaviour, attendance, learning across the curriculum	Head of Learning: James Davis jamesdavis@hackneynewschool.org Student Manager: Ebou Cole eboucole@hackneynewschool.org
Year 10 queries regarding pastoral issues, behaviour, attendance, learning across the curriculum	Head of Learning: Julia Douglas juliadouglas@hackneynewschool.org Student Manager: Lee Huzzy leehuzzy@hackneynewschool.org
Year 11 queries regarding pastoral issues, behaviour, attendance, learning across the	Head of Learning: Gromyko Dumuje gromykodumuje@hackneynewschool.org

curriculum	Student Manager: Geniece Watson geniecewatson@hackneynewschool.org
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