



An All-through Co-operative School  
Carlton Avenue East, Wembley HA9 8NA  
Head: Ms Beth Kobel

T: 020 8385 4040 F: 020 8908 2607 E: info@preston-manor.com  
www.preston-manor.com

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Dear Families

At the end of a very busy and successful term, I would like to thank the students for their diligence and achievements so far. We have so many success stories to share and good news items to celebrate together. I would also like to thank the staff for their dedication and hard work, as well as parents and carers for your continued support of Preston Manor School and our students.

I have thoroughly enjoyed my first term as Headteacher, leading Preston Manor School through new horizons. Already we have celebrated positive results in a new government performance measure used for schools, we have been awarded Gold Club status by the Mayor of London and we have developed our own consistency in enhancing learning. *Perhaps you have noticed a change in your own child's reflection on learning this term?* Please do ask them what 'DIRT' means. You can read more about any of these items mentioned above in our "Good News Stories" attached.

We continue to value your support and active involvement in our learning community. Let me take this opportunity again to encourage you to contact the school with any concerns you may have. I believe whole heartedly that good relationships between teachers, staff, children and parents are fundamental to the success of any school. Preston Manor is working to improve communication with families by using a variety of methods - including uploading information to our website, texting and emailing parents regularly. In order to ensure you do not miss out on valuable information, please inform the school as soon as possible with any changes to your personal email address or mobile number.

### Start of Spring term arrangements

Students will return to school for normal lessons on **Monday 4 January 2016** and should arrive in school **before 8.35am** ready for registration at the usual time of **8.40 am**. Please ensure your child is in school on time with the correct uniform and equipment so that lessons can commence with the minimum of disruption.

### Academic Review Day - Friday 15th January Years 7, 8, 9, 10 and Sixth Form

Your child will arrange a time for you to meet with their form tutor to discuss their academic progress. There will be no school for your child except when they attend this appointment with you.

### For Year 11 only

Your child will take part in a range of activities to identify, discuss and address their progress. Parents are not required to attend. Your child will be expected in the main hall at 08:50am. The day will end at 16:20pm.

Once again, I would like to thank you for your continued help and support. I hope you and your family have an enjoyable and restful break. I look forward to seeing your children refreshed and ready to learn in January.

Yours sincerely

Beth Kobel  
Headteacher



I would also like to draw your attention to the End of Term Newsletter for this term which can be found on our website at the following link:

<http://www.preston-manor.com/page/?title=End+of+Term+Newsletter&pid=103>

### **Good News Stories**

#### **2015 Summer Exams**

Students and staff celebrated an excellent set of A level and GCSE results this summer. In the A Level exams 82% were awarded an A\*-C and 59% were awarded A\* - B grades. In the GCSE examinations overall 62% of our students achieved 5 A\*-C grades including English and Maths, which is well above the national average of 56%. In addition, our students' results were outstanding under a new key measure for progress across eight subjects (progress 8 = .51). There were many top achievers this year, including 34 students who achieved 8 or more A\*-A grades at GCSE.

We are proud of the hard work and determination of all our students, especially those who have exceeded personal targets. These results reflect extremely well on many years of very hard work by students and staff alike, and I congratulate all those who collected their results this summer.

#### **Excelling in Learning**

In September we launched Preston Manor's **ACE Teaching Identity** with all staff. (Autonomy, Challenge, Effective feedback). These are the 3 key aspects of teaching and learning we are prioritising this year- developing students' ability to *take more ownership* of their learning, to *embrace challenge* and to *respond to teacher's feedback*. I believe strongly that all children should enjoy learning, be actively engaged and have high expectations of what they can achieve- always challenging themselves to realise their personal best. Our learning identity continues to be effective at developing student **autonomy**. At Key Stage 3, we will be reporting to parents on the *four learning dispositions* so that progress in these areas can be tracked and parents know how to support their child to be a better learner.

#### **Student Honours**

Fahad Hussein, Year 13 was awarded the ACE Book Award for a piece written for the Anglo-Somali Affairs Journal titled 'My Life So Far'. Lord David Brooks has written to the school expressing his delight with Fahad's entry.

Krishma Qudus and Fahad Hussein have been elected by peers and teachers as Head Boy and Head Girl for the 2015-16 academic year. Ria Lindsay and Danial Farooq have been elected Deputy Head Girl and Deputy Head Boy.

#### **YST Young Coaches Academy**

The Youth Sport Trust London Young Coaches Academy is a unique opportunity to focus on the coaches of the future. Its learning programme is deeply rooted in developing coaching skills of the young people. Only 100 young coaches have been selected from across London to take part in this programme. Three Year 11 students at Preston Manor have been successful in their application to the Young Coaches Academy.

*Arsalan Ghorl*

*Emese Lazar*

*Shangeth Ranjan*

### **Upper School Awards Evening**

On Tuesday 15 December we held our fourth annual Awards Evening, an event celebrating the achievement and progress of students from Years 7 to 13. Our Guest Speaker this year who presented the Special Awards was Abbas Ameli-Renani, a former Preston Manor student who works as a Global Emerging Markets Strategist and is an associate editor of the 'International Journal of Environmental, Cultural, Economic and Social Sustainability'. Several former students also joined us to receive their shields and trophies, and we had dance and music to entertain us from our Performing Arts faculty. The evening was hosted by our new Head Girl and Head Boy: Krishma and Fahad. Congratulations to all the award winners!

### **A Thousand Cranes**

On 25<sup>th</sup> and 26<sup>th</sup> November students from across key stage 3 and 4 performed the play 'A Thousand Cranes' by Kathryn Schultz Miller. This is a short performance piece based upon the true story of Sadako, a twelve year old girl who becomes very sick due to the bomb that exploded in Hiroshima in Japan, in 1945. The play was an outstanding success, and was showcased to students from local primary schools. Performances also ran on two successive evenings at which parents, families and members of the local community were in attendance. All who attended were moved and impressed by this remarkable performance. A more detailed write up of the event from Mr Felgate, Head of Drama, can be found in the end of term newsletter on our website.

### **The new approach to maintaining outstanding behaviour at Preston Manor.**

Preston Manor will be refining its current Behaviour and Reward system for students in years 7 - 11. From January 2016 we shall start a new P1 - P6 Rewards & C1 - C6 Behaviour consequence system. The key points for both will be that students will see more readily how their positive behaviour is encouraged. Rewards and sanctions will be more immediately acknowledged and students will better understand the value of positive behaviour. This new system will put Preston Manor in line with many other Brent schools recognised by Ofsted as being Outstanding.

### **Meat Free Monday - The featured School in the first MFM E-Newsletter**

Preston Manor has been a Meat Free Monday School for five years, promoting healthy lifestyle and recognising that going vegetarian for one day a week can make a positive contribution to our environment. At the recent Climate Conference, Meat Free Monday was cited as the way all Schools could actively tackle real concerns around global warming.

It is with great pride, that we can announce that Preston Manor will be the featured School on the first ever MFM E-Newsletter. In recognition of our support for Meat Free Monday, and the launch of the E-newsletter early next year, Preston Manor has been selected by Sir Paul McCartney's campaign as the model MFM School. The E-Newsletter will feature exclusive interviews and information on how Preston Manor has been leading the MFM way to promote healthy school meals. Perfect timing too, as we have recently introduced the new self-service salad bar.

### **Years 10 and 11 - GCSEPod and other technologies**

Please encourage your child to use GCSEPod and other technologies (e.g. Firefly, Google Classroom etc) to revise and deepen their learning of what they are studying at GCSE. GCSEPod is an award winning product focused on creating high quality audio visual mobile learning, mapped to the main GCSE (UK and international) exam boards, and is proven to raise GCSE attainment. Podcasts are available across 20 popular GCSE subjects.

### **Prince's Teaching Institute Mark**

The English Department was awarded the prestigious The Prince's Teaching Institute Mark for a second consecutive year. This Award is in recognition of their work in increasing challenge within the curriculum, further enthusing pupils through subject-based activities beyond the curriculum, and developing the staff's own subject specialist knowledge and subject-based links outside school.

### **'Gold Club' Status**

Preston Manor Upper School was awarded Gold Club status by the Mayor of London, Boris Johnson. This Award recognises exceptional schools in the capital. Preston Manor received the Award as we 'bucked the trend' by achieving exceptional outcomes for all of our pupils, whatever their circumstances.

### **Alumni Association**

Our Alumni Association continues to grow – now nearly at 1,100 members. This Association has been a rich source of speakers and guest visitors for Careers Days and other events which take place at the school. A number of work experience placements have also been offered by Alumni members.

### **An Author's Visit**

Preston Manor hosted the author and screenwriter, Mr Tony Lee on the 5<sup>th</sup> October. Mr Lee, a screenwriter for Dr Who, presented on the writing process to Years 7, 8 and 9 English classes, and to Years 1 – 6 at the Lower School.

### **Travel Safety**

The School has been working closely with the Brent School Travel Planning team on enhancing student safety on Forty Avenue. After several years of lobbying, we are hopeful to see the construction of a zebra crossing and island on Forty Avenue in the New Year.

### **Anti-Bullying Week**

Held in advance of National Anti-Bullying Week (November 16 - 20), the event gave students a chance to take part in workshops, give presentations and speeches to encourage their classmates to take a stand against bullying. Disha Dagli, chairwoman of Brent Secondary Student Anti-Bullying Council, was one of the attendees at the conference which also gave the young people an insight into the psychological and emotional effects bullying can have both on those who experience it, and those who inflict it.

### **Staff Achievements**

Colin Hegarty of our Maths Department, is one of three UK teachers who have made the final 50 in a competition to find the world's best teacher. The Prime Minister, David Cameron, praised Mr. Hegarty and the other two UK finalists for their "tremendous achievement in being shortlisted." We know you join us in wishing him every success in winning this competition.

## **REMINDERS;**

### **Attendance, Punctuality and Registration**

All students should arrive in school **before 8.35am** ready for registration. Please ensure your child is in school on time with the correct uniform and equipment.

The school has a dedicated absence line and if your child is absent for any reason or has to leave school to attend an appointment please call on **0208 385 4042** and leave a message. Please do not call the main switchboard. If your child has a dental appointment during the school day, please ensure that they bring an appointment card so that they can be allowed to leave school. However, we ask that you make these appointments outside of the school day.

Parents are reminded that the school should be informed promptly of any absence known in advance. **Holidays must not be arranged during term time.** Requests for emergency absences during term time should only be made in exceptional circumstances and should be made using a *Request for Exceptional Leave of Absence during Term Time* form available in reception **at least four weeks in advance.**

### **Emergency Contact Numbers**

It is a legal requirement for parents to inform the school of any changes to their home address, telephone number or of any change in circumstances which the school should know about. Please complete the attached form and return it to the General Office as soon as possible with any changes to your contact details.

### **School Website**

The Upper School website address is [www.preston-manor.com](http://www.preston-manor.com)

### **E-Safety**

We would like to draw your attention to the E-Safety section in the Parents' Area of the school website. In particular, we recommend that you look at the landing pages titled 'Parent Info' and 'Know It All – For Parents – A Video Guide to E-Safety'. Please make sure you are helping your child stay safe online. If you have concerns about your child being cyber-bullied, then please let your child's tutor or DSD know.

### **Equipment and Student Planners**

As part of our commitment to develop them as independent learners, all students are expected to come to school each day with the necessary equipment to take an active part in their lessons. As well as essential equipment such as a pen, pencil and ruler, students should have their planner and a reading book with them at all times. Student planners are a vital means of communication between home and school and should be checked and signed by parents once a week. They should also be used for any routine communication between home and school.

### **Home Learning**

Home Learning activities are set on a regular basis at Preston Manor and should be recorded by all students in their planner. As well as reinforcing and deepening learning which has taken place at school, Home Learning gives individuals the opportunity to develop their skills as independent learners. In addition, Home Learning is provided for students to practise applying the skills they have learned in lessons. Without this practice, students do not progress and reach their potential. Please check your child's planner every day or refer to Show My Homework to help support your child meet home learning deadlines. All parents/carers and students have been provided with usernames and passwords. If you wish to find out more about this product, there is a 'Show My Homework – A Parent's Introduction' video that can be viewed from the Parent's Area of the website.

If there are any queries or issues regarding Home Learning, please communicate this with form tutors through the Student Planner in the first instance. We appreciate your support in ensuring the best progress for your son or daughter.

### **School Uniform**

The Preston Manor uniform is an important part of the culture and ethos of our school. High standards of dress are expected at all times and students must come to school every day in neat, clean uniform as an indication that they take pride in belonging to the Preston Manor School community. We fully expect families to support the school in these high expectations.

Please can I ask for your support in ensuring your child is dressed properly by not sending them to school with a note to cover items of missing clothing/ footwear for any period of time beyond one day. *Any period of time beyond one day will not be authorised.*

A summary of uniform expectations is provided below. *(Please check this before making any purchases over the holidays.)*

#### **For all students**

- school shoes must be plain black leather or leather look *(no canvas or shiny patent materials)*. Kicker shoes are permitted as long as they are black and do not have contrasting stitching, laces or soles. No boots *(including Kicker boots)* of any description, no canvas or patent leather shoes.
- top buttons must be fastened and shirts must be tucked in
- ties should be knotted conventionally and worn to the waist
- navy blue blazers with the school badge must be worn at all times
- outdoor coats must be navy blue or black and have no logos, patterns or markings *(hoods should be kept down whilst on the school site and must not conceal any part of the face)*
- a plain black or blue simple woollen hat may be worn in outside spaces in cold weather at the discretion of senior staff
- hair must be worn in an appropriate style that would not undermine the ethos or discipline of the school *(eg no markings cut into the hair or eyebrows, brightly dyed hair or any other extreme of fashion)*
- jewellery is restricted to one pair of small, plain stud earrings and a watch *(no nose or other facial piercings of any kind)*
- make-up or nail varnish may not be worn

#### **For girls**

- navy blue or black knee length or longer school skirt, or navy blue or black tailored school trousers *(no jeans, 'skinny-fit' trousers or leggings)*
- plain navy blue or black religious headscarf (no other headwear of any kind is permitted and head scarves must not conceal any part of the face)

#### **For boys**

- dark grey or black school trousers

### **Mobile phones**

Mobile phones, personal stereos, ear-pieces and MP3 or MP4 players are not appropriate in a school setting and are banned from the Preston Manor site. The school cannot accept responsibility for any such items that are lost on site. Use of mobile phones to make calls or send texts during the school day will continue to be treated as serious breaches of the behaviour policy. Staff will continue to confiscate these items and will arrange for them to be collected by parents rather than returned to students themselves. Parents should contact the school in advance to arrange a time to collect items from their child's Director of Student Development as items will **not be returned without an appointment**. The school appreciates the support of parents/carers in upholding the mobile phone policy.

### **Behaviour in School and the Wider Community**

The vast majority of our students exhibit excellent and courteous behaviour at all times and are a credit to their families. The school has high expectations of the way that students behave in the local community and we expect them to be good citizens at all times.

In particular students:

- *must go straight home at the end of the day unless they are taking part in an organised school activity supervised by a member of staff*
- *must not congregate by the school gates after 3.20pm and if they need to meet younger siblings they should wait in the playground by the Art and Design Block*
- *must not arrange to meet friends who do not attend Preston Manor under any circumstances*
- *must not behave in an anti-social or inconsiderate way near local bus stops and shops, particularly in Preston Road*
- *must not hang around McDonalds at Wembley Park which has banned students from visiting their restaurant after school, unless they are accompanied by their parents/guardians.*

Due to the potential risk to the health, safety and welfare of all members of the school community, as well as possible damage to the school's reputation, any incidents when students fail to heed these instructions will be dealt with as a very serious matter. Students who behave in this way will place themselves at risk of fixed term or possibly permanent exclusion from Preston Manor.

### **Offensive Weapons**

Please support the school by emphasising to your children that research demonstrates that carrying a weapon makes young people more vulnerable to attack rather than providing security. Section 1 of the Prevention of Crime Act 1953 provides that "an offensive weapon is **any article made or adapted** for use for causing injury to the person, or intended by the person having it with him for such use by him or by some other person". This can include carrying any sharp objects such as a broken compass or sharpener blade (outside of a secure pencil case) as these can also be viewed as a weapon when not used for their intended purpose. I would like to remind Families that our school behaviour policy is very clear on the most serious sanction for an offensive weapon.

**SCHOOL TERM & HOLIDAY DATES 2015/2016**

<b>SPRING TERM 2016</b>	
<b>Term starts</b>	<b>Monday 4 January 2016</b>
<b>Half Term</b>	<b>Monday 15 February to Friday 19 February 2016</b>
<b>Term Ends</b>	<b>Thursday 24 March 2016</b>
<b>Easter Holidays</b>	<b>Friday 25 March 2016 to Friday 8 April 2016</b>
<b>SUMMER TERM 2016</b>	
<b>INSET day</b>	<b>Monday 11 April 2016</b>
<b>Term starts</b>	<b>Tuesday 12 April 2016</b>
<b>May Day</b>	<b>Monday 2 May 2016 – SCHOOL CLOSED</b>
<b>Half Term</b>	<b>Monday 30 May to Friday 3 June 2016</b>
<b>Term finishes</b>	<b>Wednesday 20 July 2016</b>

***Please pass this form to the General Office***

<b>STUDENT EMERGENCY CONTACT DETAILS</b>	
<b>Student SURNAME</b>	
<b>Student FIRST name:</b>	
<b>Form:</b>	
<b>Home Telephone no.:</b>	
<b>Mother Work no.:</b>	
<b>Mother Mobile no.:</b>	
<b>Mother Email address:</b>	
<b>Father Work no.:</b>	
<b>Father Mobile no.:</b>	
<b>Father Email address:</b>	
<b>OTHER EMERGENCY CONTACT DETAILS</b>	
Please give details of any <u>other person</u> to contact in case of emergency	
<b>Name:</b>	
<b>Telephone no.</b>	
<b>Relationship to child:</b>	
<b>Name:</b>	
<b>Telephone no.:</b>	
<b>Relationship to child:</b>	