



19 July 2023

Dear students, parents, and carers

As we approach a well-deserved summer holiday for students and staff, I would like to thank all members of the school for their contributions to a highly successful Summer Term. Successes this term have included students working to a high standard and achieving creditable test scores and exams results in Year 10 and Year 12, successful geography fieldwork visits, excellent standards of work in practical subjects including the arts and design technology, and three excellent cultural visits to France and Germany.

Contents

1. Curriculum Update	1
2. Staff Changes	1
3. Senior Leadership Team 2023-24	2
4. End of Term Arrangements	3
5. Summer Holidays	3
6. Exam Results Days and Sixth Form Enrolment	3
7. School Uniform	4
8. Report Feedback	5
9. Start of the Autumn Term	5
10. Revised school day from September 2023	5
11. Key Dates	6

1. Curriculum Update

As previously explained the current Year 7 students will spend three years studying their Key Stage Three subjects and will choose their GCSE option subjects in Year 9 to commence their GCSE courses in Year 10. Curriculum Leaders have been adapting and improving their curriculum plans. Details of the curriculum including a summary of the knowledge students are learning in all year groups will be posted in the curriculum section of the school website before the end of September.

2. Staff changes

The following members of staff will join us in September:

- Mrs Burnside as a teacher of science
- Mr Carter as Year Leader for Year 9 and teacher of PE
- Miss Coles as a teacher of history
- Miss Doshi as a teacher of modern foreign languages
- Miss Drew as a teacher of PE
- Miss Griffin as a teacher of mathematics
- Mrs Hunt as Sixth Form study room supervisor and learning mentor
- Miss James as a Teacher of Art
- Mr McClusky, teacher of accountancy
- Mr Morgan as Faculty Leader for PE
- Four Teaching Assistants: Miss Brimmell, Mrs George, Mrs Sensecall and Mr West

The following staff will be leaving us at the end of term:

- Mr Day, teacher of PE
- Miss Dix, Assistant Faculty Leader for PE
- Miss Duddy, teacher of art
- Mrs Goodall, subject leader for dance
- Mr Harris, teacher of ICT and computing
- Ms Healy, temporary teacher of geography
- Mr Kontarines, Faculty Leader for PE
- Mrs Law, Deputy Head of Sixth Form & teacher of psychology
- Miss Taylor, teacher of science
- Mrs Van Vuren, Assistant SENDCO

I would like to thank all of the above staff for their strong contributions to JMHS and wish them well in their new roles. I would like to particularly mention the long serving staff who have given us many years of excellent service including:

- Miss Dix who has been a great team player, led our DofE award for many years and assistant to Mr Kontarines as Head of PE
- Mrs Goodall who has led dance so well as a school subject and extra-curricular activity in addition to supporting our excellent Faculty of Performing Arts with so many shows and productions.
- Mr Kontarines for his dedication to sport and PE, leading his team so well and always supporting our students and staff
- Mrs Law for making psychology one of our most successful and popular A-Level courses and her strong commitment to our Sixth Form team.
- Mrs Van Vuren for her dedicated service to our Special Educational Needs and Disabilities team.

Change of SENDCO

After seven years of excellent work as SENDCO, Mrs Barker is taking up another important position in JMHS as a 'Lead Practitioner'. In this role, Mrs Barker will play a key role in improving the quality of teaching in the science faculty, with our new teachers and lead staff training for all teachers. We would like to thank Mrs Barker for her hard work and commitment as our SENDCO.

I am delighted to announce that after a rigorous interview process, we have appointed Miss King as our new SENDCO. For the past five years Miss King has been our Inclusion Co-ordinator and has successfully run The Hub which has provided high quality support for our students. Miss King has a deep knowledge of Special Educational Needs having previously been a SENDCO and a primary school headteacher.

If parents would like to discuss an issue relating to special educational needs and disabilities, please could we ask you to email Miss King at SEND@jmhs.hereford.sch.uk.

3. Senior Leadership Team 2023-24

The Senior Leadership Team are responsible for leading and managing JHMS. Members of the team and their roles are summarised below:

Headteacher: Mr Evans

Deputy Headteacher (Pastoral team, behaviour and attitudes): Mrs Limbrick

Deputy Headteacher (The curriculum and quality of teaching): Mr Osbourn

School Business Manager: Mrs French

Assistant Headteacher (Safeguarding): Mr Williams

Assistant Headteacher (Key Stage Three): Mr Hammond

Assistant Headteacher (Key Stage Four): Mr Hawksworth

Assistant Headteacher (Sixth Form): Mrs Laidler

The Extended Senior Leadership Team (ESLT) members are:
Senior Year Leader and Primary Transition: Mr Wyatt
Enrichment Curriculum and disadvantaged students: Miss Newnes
Special Educational Needs Co-ordinator: Miss King

4. End of Term Arrangements

The final day of term is next Tuesday 25 July. Students should bring their books and equipment for their first two lessons. After break, there will be a whole school assembly with live performances and presentation of the House Cups.

Students will depart from 12:15 and buses will leave at 12:30. If you are picking up your son or daughter by car, please could we ask that you delay entering the car park until 12:35 for the safety of students leaving the site on foot.

5. Summer Holidays

If you need to contact the school during the summer holidays, please email admin@jmhs.hereford.sch.uk rather than contacting an individual member of staff. We have a roster of senior staff who will deal with safeguarding and other important or urgent issues. They will be passed the relevant message from the admin email address, which is monitored once a day from Monday to Friday during the summer holiday.

6. Exam Results Days and Sixth Form Enrolment

A-level results will be available to collect from the Sixth Form Centre from 8.30am until 10.30am on Thursday 17 August. The Sixth Form team will be on hand to offer advice and support as needed for students.

GCSE results will be available to collect from the Sports Hall on Thursday 24 August from 9.30am until 11.30am. Our Careers Advisor will be available on the morning to provide advice for students who require it.

There will undoubtedly be students who will not be able to attend JMHS to collect their results due to family holidays, work commitments etc. Students who cannot be at JMHS on results day may request for their results to be emailed to their personal email address on their respective results day. For assurance and data integrity purposes, this request **must** be sent from their JMHS school email account to exams.officer@jmhs.hereford.sch.uk no later than Monday 24 July. The request must include the email address the student wishes their results to be sent to. Please note that the exam results are personal data that belong to the student and the school must ensure that results are only disclosed to students, not parents or any other third party. The student may, of course, wish to share their results once they have received them.

Enrolment for John Masefield Sixth Form

On GCSE Results day, if you have achieved the entry criteria for your chosen subjects you will have an offer letter inside your GCSE results envelope. If you are happy with your chosen subjects please fill in the details required, sign it and hand it in at the enrolment desk before you leave.

Tuesday 29 August 10:00 – 14:00: If you have not quite got the results you needed, wish to change your subject selection, or you missed results day, then you will need to attend this Enrolment day for approximately 20 - 30 minutes. You will be able to meet a member of the Sixth Form team to discuss your plans and suitability for your chosen courses, and then complete the enrolment form. Staff will be available on GCSE results day to answer questions so that you can consider your options carefully before coming in.

Post-Results Services

Members of staff will be available on both results days so that students can discuss their results and, if necessary, consider whether they wish to request a review of marking. Fuller details about this will be included in each student's results information.

7. School Uniform

Please could we encourage parents and carers to carefully check that students have school uniform that fits ready for September. The JMHS full uniform list is on our website and can be accessed from the link below.

<https://www.jmhs.hereford.sch.uk/parents-information/school-uniform/>

Details and links to our two uniform suppliers are given below:

- ClubSport, 24 The Homend, Ledbury, HR8 1BT, Tel: 01531 635242, Opening Hours – Monday to Saturday 9am – 5.30pm. ClubSport website for [online ordering](#)
- 'Your Name On It', link to local supplier for [online ordering](#). They can also take telephone orders on 01886 881 081.

We understand that purchasing a new uniform can be costly for parents and carers, and if you have concerns about meeting this cost please contact us at admin@jmhs.hereford.sch.uk and we will try and help. We have a supply of good quality second-hand uniform, including a limited supply of PE uniform, please contact Mrs Chadney at val.chadney@jmhs.hereford.sch.uk for more details.

Uniform and equipment checks

From September we will now be carrying out a daily uniform and equipment check during Registration in the morning. Students Services will be open before school for any student who has forgotten equipment or uniform items, students being proactive in this way will avoid any sanction. If students are not wearing the correct uniform after 08:40, we will ensure they are made aware, the issue is rectified and staff will log an S1 uniform. Senior Leaders and Year Leaders will circulate the school during Registration to support any uniform or equipment issues which need rectifying.

Students are expected to be prepared with the following equipment every day, to ensure prompt starts to lessons:

Pencil case with at least two black pens

A green pen

A ruler

A pencil

For Year 7 & 8: Reading Book

For Years 9-11: Scientific Calculator

Their school timetable (tutors will have copies)

A large water bottle

Long hair must be tied up for practical lessons – students with long hair will therefore also require a hairband as part of their equipment

PE lessons: Earrings and plastic nose studs are to be removed – students who have new ear piercings will be allowed to tape for 6 weeks to allow healing, then must remove piercings (if this is the case, please ensure students are prepared with their own earring tape).

Students are expected to wear their uniform correctly at all times:

Black shoes/plain black trainers

Black socks / plain black tights

Trousers / shorts / skirt at a professional length (no more than 10cm from the top of the knee cap to bottom hem of shorts/skirt)

Coats must not be worn instead of a school sweatshirt

Hoods on coats/jackets must only be worn up when outside and it is raining
Hooded coat/jackets without a full-length zip are not permitted
Permitted jewellery – 1 x watch, 2 x plain earring studs, 1 x clear plastic nose stud
(No bracelets, necklaces, hooped earrings – these will be confiscated until 15:20)
Students are not permitted to wear coats/jackets during Registration or lessons
No false nails or coloured nail varnish
No false eyelashes

Hair is to be natural colours - avoid “wash in” colours over the summer as these often cause issues on return in September

Please ensure any new piercings are done at the start of the school holidays to ensure studs can be removed on return to school in September

8. Report feedback

Thank you to parents and carers of students in Year 7 to Year 10 for acknowledging receipt of their son or daughter’s report and providing feedback. I am reading all of these comments and teachers have been asked to respond to any queries. For Year 8 and Year 9 this will be before the end of term and for Year 7 and Year 10 by the middle of September.

9. Start of the Autumn Term

Details for the start of the Autumn Term are given below:

Monday 4 September and Tuesday 5 September: Teacher training days. Please feel free to contact us on these days if you have any questions.

Wednesday 6 September: First day of term for students in Year 7, Year 12 and Year 13 (Year 13 to arrive for 10:20am). Year 7 students will be walked to the Sports Hall when they arrive. Sixth Form students should report to the Sixth Form centre.

Thursday 7 September: First day of term for Year 8 to Year 11. All year groups in school. Year 7 students should go to the Sports Hall when they arrive. Other students should go to their year group zone before school as detailed below:

Year 8: Modern Languages playground

Year 9: Quad between the computing block and science block

Year 10: Mathematics playground

Year 11: Area surrounding the astroturf road

Sixth Form: Sixth Form Centre

10. Revised school day from September 2023

Students must arrive by 08:40 when the warning bell is rung

Registration and check-in: 08:45-08:55 with tutors

PSHRE: 08:55-09:15 with tutors

Lesson 1: 09:20-10:20

Brunch: 10:20-10:40

Lesson 2: 10:40-11:40

Lesson 3: 11:45-12:45

Lunch: 12:45-13:20

Lesson 4: 13:20-14:15

Lesson 5: 14:20-15:15 (Years 7-9) and 14:20-15:20 (Years 10-13)

Students will need to arrive in school by 08:40, 5 minutes earlier than the current time. As now, students may arrive earlier.

The School Library opens at 08:00, the outside areas and year group zones are supervised from 08:15 and the Dining Room is open from 08:20 for any student wishing to have breakfast. We will liaise with bus companies to ensure all buses arrive on time.

After Registration, the equipment and uniform checks, and student announcements, students will participate in their PSHRE lesson from 8:55am. PSHRE may include class reading, Personal, Social, Health, Religious & Economic Education (PSHRE), a careers related session or an assembly.

At brunch all students will have the opportunity to buy a snack from one of two Dining Rooms. After lesson three students will have lunch. As now Year 7 will be released slightly early for lunch to enable every student in Year 7-Year 9 to eat their lunch in the main Dining Room and Year 8 will be released 5 minutes early to limit queue length. Students in Years 11-13 will be able to purchase food from the Community Lounge.

To prevent overcrowding as they walk home, students in Years 7- 9 will finish school at 15:15; students in Years 10 - 13 will leave at 15:20. As now, buses will leave between 15:25-15:30.

11. Key Dates

Key Dates for the Autumn Term

Mon 4 Sept – Tues 5 Sept: Staff training days
Wed 6 Sept: Term starts for Year 7, Year 12 and Year13
Wed 6 Sept: Year 12 Information Evening
Thur 7 Sept: Term starts for Years 8 – 11
Thur 21 Sept: JM6 Open Evening
Thur 28 Sept: Open Evening
Wed 4 Oct: Year 11 Next Steps day
Thur 12 Oct: Year 7 Information Evening
Tue 17 Oct: Staff training afternoon – students depart at 12:45

2023-2024 Term Dates

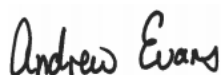
Autumn Term: Wed 6 Sept – Fri 22 Dec
Half Term: Mon 30 Oct – Fri 3 Nov
Spring Term: Tue 9 Jan – Fri 22 Mar
Half Term: Mon 12 Feb – Fri 16 Feb
Summer Term: Mon 8 April – Fri 19 July
Half Term: Mon 27 May – Fri 31 May

... And finally

I would like to thank all students, staff, parents and carers for your support and hard work this academic year. I greatly enjoy working at JMHS as I am fortunate to work with such great people.

Have a wonderful summer holiday.

With my very best wishes



Andrew Evans
Headteacher