

Why Choose Knightsfield?

Here are some of the things our pupils say about our school

“Knightsfield knows the best way to teach hearing impaired pupils. The lessons are really good.”

“There are smaller classes and it is quieter so you can hear the teacher clearly. People are friendly, also if you need help they will come.”

“Knightsfield helps you to improve your speech and listening, so you learn and understand better.”

“It is like a family, everyone knows your name. No-one is left out.”

“It makes children feel safe because sometimes people that are not deaf make fun of you, but at Knightsfield this does not happen because we are all the same.”

“It is a unique school suitable for hearing impaired children. It is also good because you have something in common with other children.”

“The children are very caring for each other and help each other when help is needed. This is a great school and I feel very ‘at home’ here with the teachers and other pupils.”

“It is the best school and it helps you so much and you can improve anything that you find difficult. They help you achieve your targets.”

“I have learnt a lot of things at Knightsfield, I have more knowledge and I understand things a lot better.”

“It has good activities days, activities week and theatre week. I like the way the teachers organise the days out so you are learning outside of school”.

“Parents should sent their child to Knightsfield because it is a good school. It will help their child improve, they will make more friends and have lots of fun.”

Why not come and see for yourself?



Headteacher: Mrs L.M. Leith

A specialist, secondary, sensory academy

Knightsfield School
Knightsfield
Welwyn Garden City
Herts, AL8 7LW

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Parents' and Pupils' Comments

The parents of one of our pupils made the following comments:

"We knew exactly what we were looking for in a secondary school for my child, but had given up hope of finding it until we visited Knightsfield. On our first visit, we were immediately impressed by the calm and happy atmosphere. The bright, modern building, incorporating acoustically treated rooms and the latest equipment create an ideal learning environment."

"Pupils are encouraged to develop independent learning skills, and receive as much support as initially required enabling them to achieve this goal. Our son, like so many deaf children, needs small classes, specialist teaching, and speech and language therapy in an aural/oral environment, with access to hearing peers."

"The teaching staff have high expectations for the pupils in all areas, and development of independent learning skills and good self-esteem are actively encouraged in the structured, yet caring and supportive environment. The opportunity for integration into Monk's Walk School is an added bonus and makes the provision offered by Knightsfield truly unique. Each pupil's programme of integration can be individually tailored and we believe that this flexibility of approach and attention to specific needs provides an optimum learning environment for pupils."

"When I leave my child at school in the mornings, I know he is in the ideal place, with professionals who share my belief that his deafness should not stop him from reaching his potential."

"There is no one in this country and maybe the whole world that could provide a better education for my daughter than Knightsfield School."

"Knightsfield is exactly what we had hoped to find for our son. Nothing else came close. He settled in immediately and, whenever asked about his school, he describes it as 'absolutely fantastic'. What more can we say?"

The following are comments from older pupils :

"There are many good things at Knightsfield School. I feel that this school has helped me a lot. Without their help, I am not sure how I would have coped with being deaf and integrating into Monk's Walk School. I am able, because of Knightsfield School, to cope with lessons and to keep up with the work. I am lucky, I have support in every lesson and someone is always there when I need help, even at lunch time."

"I have only recently been at this school and notice the difference already. The teachers are always there to help with problems, be they work or emotional problems. I can see from my grades how this school has helped, and thanks to the school, I should get all the grades I need to apply for a place in the sixth form."

Application for a Place

Parents wishing to consider Knightsfield School as a secondary placement for their child should first contact the school to arrange a visit. This visit will normally last about an hour and a half, during which time parents will have an opportunity to look round the school and visit the mainstream link school. There will be the opportunity to see pupils at work and to ask questions about Knightsfield. If possible, parents should bring their child with them to visit the school.

Following the visit, parents, who would like their child to be considered for a place, should complete an assessment visit request form. The school will then invite the child to spend a day at the school. A number of language and listening assessments will be completed by the audiology co-ordinator. The child will also be observed working with other pupils in lessons and interacting socially. The purpose of the assessment visit is to ascertain whether the school can meet the child's needs, with particular emphasis on communication needs.

Once this assessment has taken place parents should contact their own Local Authority for the request to be made formally. Requests for placement for non-Hertfordshire children should be made by the Authority directly to Knightsfield School. Hertfordshire parents would normally discuss placements at the Annual Review of their child's Statement or EHC Plan.

Placement for Hertfordshire children will be considered by Hertfordshire's SEN panel. For other Authorities the request for placement will be considered by Knightsfield directly. If an assessment visit has not taken place, the child may need to visit immediately, as the school has to respond to requests within a very short time scale.

If a placement at Knightsfield School is considered appropriate then an offer of a place will be made through the Local Authority and parents would be informed. If the school is not an appropriate placement for the child the reasons would be notified to the Local Authority.

Post 16

Places are available for hearing impaired students within the 16 to 19 Consortium. A range of A level and BTEC vocational courses are offered. Students are supported by staff from Knightsfield. This support can take the form of notetakers, use of radio aids and/or soundfield systems and individual tutorials. A separate sixth form leaflet is available on request. Students wishing to follow courses in the sixth form must meet the entry requirements for the subjects they choose. Students also have lessons at Knightsfield School to support their courses and may have English or Maths lessons if necessary.

Charging and Remissions Procedure

The Governing Body recognises the valuable contribution that the wide range of additional activities, including short visits, day trips, after-school activities for resident pupils and residential experiences, can make towards pupils' personal and social education. The Governing Body aims to promote and provide activities both as part of a broad and balanced curriculum for pupils of the school and as additional optional activities.

The Governing Body reserves the right to make a charge for optional extras at full cost, but will aim to subsidise some school activities, provided that sufficient funds can be found for that purpose.

Complaints Procedure

The Governing Body, the Headteacher and staff of the school aim to establish and maintain a high level of parent and school partnership, in the best interests of each child. We hope that regular contact between staff and parents will enable us to settle any problems before they become a serious concern.

The school has adopted the Academy arrangements for complaints regarding the curriculum and collective worship in line with Education Law and Regulations.

Many complaints or potential complaints can be resolved in discussion with the Headteacher or other staff of the school or in informal discussion. If, after this first stage of the complaint procedure, you are not satisfied, a formal complaint can be made to the Governors under Stage 2. Most complaints are the responsibility of the Governing Body, and will be resolved by them.

We are required to provide parents with information regarding school policies. Some of these documents are fairly lengthy so have not been included in these additional sheets. The following policies and full versions of those referred to on other pages are available on request from the school office or on the school website.

Attendance Policy	Assessment, Record Keeping and Reporting
Child Protection	Drugs Education
Examinations Appeals	Health and Safety
Internet Use	Sex Education

Chair of Governors	Mr. G. Kelso
Headteacher	Mrs. L. Leith
Deputy Head	Mrs. J. Shareef
School Business Manager	Mrs. L. Pope
Partnership & Liaison Co-ordinator	Mrs. S.Parker
Language & Literacy Co-ordinator	Mrs. M. Alcott
Additional Needs Co-ordinator	Mr. K.Poole
Audiology Co-ordinator	Mrs. L. Ruck

Teaching Staff

English	Mrs. M. Alcott/Mrs. J.Shareef
Mathematics	Mrs. L. Ruck/Mrs. S. Parker
Science	Mrs. S.Sharma
Art and Design Technology	Mrs. L. Wilson
Humanities	Mr. K. Poole
Information & Communication Technology	Miss F. Ahmet
Modern Foreign Languages	Mrs. S. Parker
Music	Miss. J. Rotchell/ Miss. J. Onacko
PSHCE	Miss F. Ahmet, Mrs L. Wilson
Sports Leader	Mr S.Williams

Classroom Support Staff

Mrs. L. Arnold	Mrs R. Brown
Mrs. S. Coleman	Mrs. C. Schnorr-Beck
Mrs R. Davies Mr S. Dodman	Mrs. A. Johns
Mrs. M. Preedy	Miss. V. Simmons
Mrs. N. Smith	Mrs. J. Swansborough
Art/DT Technician/TA	Mrs. S. Ramsay
ICT Technician/TA	Mr. B. Berry
Science Technician/TA	Ms. S. Hines

Other staff

Speech & Language Therapist (NHS Trust)	Mrs A. Cox/Mrs. C. Pinney
School Counsellor	Mrs. J. Clarke
Senior Administrator/Exams Officer	Mrs. N. Jarman
Clerical Assistant	Mrs. T. Wheeler/Mrs. L. Chilton
Midday Supervisory Assistant	Mrs. L. Chilton/Mrs. L. Arnold
Caretaker/Driver	Mr. D. Shields
Domestic Staff	Mrs. H. Tyler

Uniform

The school aims to ensure that all pupils are dressed as smartly as possible in the approved uniform. We believe that children who are well dressed will feel good and will present a favourable image of the school to Governors, parents, staff, visitors and to the local community. The Knightsfield School uniform is the same as that worn at Monk's Walk School to facilitate inclusion.

Blazer **	Navy blue blazer with embroidered KS logo.
Skirt / Trousers	Plain black. Skirt style : 'Charleston Style' or black, hipster front pleat skirt. Skirts must be worn at knee length, touching the kneecap. Trousers style : Tailored fit (Corduroy, denim or jeans material or style are not allowed).
Blouse (girls)	Plain white open-neck revere style blouse (long or short sleeve), worn tucked in, without a tie.
Shirt (boys)	White shirt (long or short sleeve). These should be worn tucked in, with a school tie and the top button done up.
Tie (boys only) **	Knightsfield school tie. This should be tied with a Windsor knot and worn at an appropriate length.
Pullover (optional)	Navy blue, V-neck with sky blue trim, available from Stevensons.
Socks	Black ankle or long socks, not patterned or trainer socks. Black or flesh coloured tights.
Shoes	Black shoes. No backless slip-on shoes. No trainers. No soft shoes. Heels no higher than 6cm.

** Available from school – price list and order form can be obtained from the office.

All other items above can be purchased online at Stevensons or Smarty Schoolwear.

Hair styles and colour must be appropriate for school. Hair should not be shorter than a 'number 2' cut. Fashion gimmicks are not acceptable e.g. tramlines or logos. No extremes of colour e.g. reds, blues. Long hair must be tied back for safety when necessary. Make up must not be worn on school premises.

Hats/caps must not be worn on school premises.

Pupils are not allowed to chew gum in school.

All items of clothing and equipment should be clearly labelled with your child's name. This will help us return them if they are lost.

The only jewellery allowed will be one plain finger ring and one pair of earrings, which must be plain studs or sleepers and **only one in each ear**. No other facial or body piercing/decoration is allowed.

Pupils are not allowed to use their mobile phones or MP3 players inside the school building. Phones must be switched off during the school day and kept in pupils' bags or lockers. Pupils may use their mobile phones outside the building at break times and lunchtimes. Pupils are not allowed to take photographs or video on their phones. The school cannot accept responsibility for lost or stolen phones.

Other Information

Absence 2014/2015

The school is required to provide the following information regarding pupil absences.

Authorised absence	7.5%
Unauthorised absence	0.4%
Total absence	7.9%

Authorised absence included attendance at audiology and medical appointments.

Destination of all Year 11 Pupils in September 2015

Knightsfield School/FE college link courses	5
Other FE college courses	1
Other School Sixth form courses	0
Apprenticeship	0

Equal Opportunities

Knightsfield School aims to be an inclusive school. We actively seek to remove the barriers to learning and participation that can hinder or exclude individual pupils, or groups of pupils. This means that equality of opportunity must be a reality for our pupils. We make this a reality through the attention we pay to the different groups of pupils within our school:

- girls and boys;
- minority ethnic and faith groups;
- pupils who need support to learn English as an additional language;
- pupils with special educational needs;
- pupils with medical/health needs;
- gifted and talented pupils;
- pupils who are at risk of disaffection or exclusion;
- children looked after;
- travellers and asylum seekers.

There are a number of policies which relate to this aim and the strategies the school employs to ensure we achieve this aim.

- Special Educational Needs Policy
- Race Equality Policy
- Equality Scheme
- Education of Children in Public Care
- Education of Pupils Unable to Attend School
- Behaviour Policy
- Anti-bullying Policy
- Inclusion Policy

Autumn Term 2015

Wednesday 02 September	INSET day closed to pupils
Thursday 03 September	Term begins for pupils at 8.40am
Monday 26 October to	
Friday 30 October	Half term closed to pupils
Friday 27 November	INSET day closed to pupils
Thursday 17 December	Term ends at 2.30pm

Spring Term 2016

Monday 4 January	Term begins for pupils at 8.40am
Friday 12 February	INSET day closed to pupils
Monday 15 February to	
Friday 19 February	Half term closed to pupils
Friday 25 March	Good Friday school closed
Monday 28 March	Easter Monday school closed
Friday 01 April	Term ends at 2.30pm

Summer Term 2016

Monday 18 April	INSET day closed to pupils
Tuesday 19 April	Term begins for pupils at 8.40am
Monday 2 May	Spring Bank Holiday school closed
Monday 30 May to	
Friday 3 June	Half term closed to pupils
Friday 22 July	Term ends for pupils at 2.30pm
Monday 25 July	INSET day closed to pupils

The Knightsfield School Day

The school day is timetabled to match that of Monk's Walk School (our neighbouring mainstream secondary school) so that periods of integration can be arranged with the minimum of disruption to other lessons carried on within Knightsfield School's premises.

The daily timetable is as follows:

- School starts at 8.45 a.m.
- Lunch is from 12.25 p.m. to 1.15 p.m.
- Last lesson ends at 3.20 p.m.

Pupils are required to arrive at school no later than 8.40 a.m.

Pupils should be collected at **3.20 p.m.**

PE and games can be purchased from Stevensons or Smarty Schoolwear online unless otherwise indicated:

Girls

- Games jersey
- Polo shirt
- Plain navy shorts or plain navy skirt (can be bought from any retail outlet)
- Plain navy socks (can be bought from any retail outlet)
- Rain jacket
- Black or navy swimming costume (one piece)
- Trainers (can be bought from any retail outlet)

Boys

- Games jersey
- Polo shirt
- Rain jacket
- Plain navy shorts (can be bought from any retail outlet)
- Plain navy socks (can be bought from any retail outlet)
- Football boots (can be bought from any retail outlet)
- Trainers (can be bought from any retail outlet)
- Black or navy swimming shorts/trunks (can be bought from any retail outlet)

Optional items for boys and girls

- Navy tracksuit bottoms
- Shin pads
- Towel for all outdoor PE lessons

Jewellery is not allowed to be worn in PE lessons.

It is essential that all pupils wear the correct uniform and footwear for PE.

Other Equipment

Each pupil should have the following equipment available each day: A pencil, pen, ruler, rubber and other books and equipment requested by individual subject teachers. A suitable bag will be required for carrying these items from lesson to lesson during the day.

All pupils are expected to provide a deposit of £2 for a locker key. Individual lockers are provided for storage of personal items and pocket money. Pupils should not bring valuable items to school, such as jewellery, electronic equipment, laptops or tablet computers to avoid loss or damage. The school cannot take responsibility for the security of such items.

External Examinations

Pupils are currently prepared for the following public examination syllabuses. This list includes subjects studied at Knightsfield School and Monk's Walk School or other establishments in the Welwyn Garden City Consortium.

Knightsfield School is accredited to offer Entry Level, GCSE, vocational and post-16. The following subjects are studied at Entry and/or GCSE Level:

- Art
- Design Technology
- English
- German
- Humanities
- Information & Communication Technology
- Mathematics
- P.S.H.C.E.
- Science
- Sports Leaders

In addition, a range of other GCSE and vocational subjects are offered at Monk's Walk School. Currently Knightsfield pupils are studying:

- Art
- Drama

Within the Welwyn Garden City 16-19 Education Consortium, over 30 different A Level and vocational courses are available post 16. Currently Knightsfield students are studying:

- Art and Design BTEC
- Animal Care BTEC
- Sports Science BTEC
- Chemistry A Level
- Beauty BTEC
- Sports Studies BTEC
- Biology A
- Psychology A Level

Examinations Entry Policy

All pupils and students following courses leading to examinations at 16+ or 18+ are usually entered for the examination at the school's expense. Occasionally, where there has been evidence of defaulting on coursework and other set tasks, pupils and students may be asked to pay all or part of the entry fee as a deposit. This is returned if all components of the examination are completed.

If a parent wishes their child to be entered for a public examination against the advice of the school, the Governing Body will charge the full cost of entering that candidate.

Examination Results

The following information is provided to give an overview of examination results:

Key Stage 4 2015

Subject	% A* to G
English GCSE	50
Maths GCSE	50
Science GCSE	50
Art GCSE/BTEC	33
Design & Technology (Food)	50
Humanities	50
ICT (OCR Nationals)	100
Personal, Social and Health Education Level 2	67
Sports Leaders Certificate	n/a

Total number of GCSE entries for all subjects	22
Average point score	219
Average capped point score (best 8)	193

Other External Examination Results

Entry Level Certificate (NB some Entry Levels are taken in Year 9)

Total number of Entry Level entries for all subjects	38
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Subject	% Pass Rate
German	100
Maths	100
DT	100

Key Stage 5

There were 4 students in Year 12.

There was 1 student in Year 13.

100% students achieved Level 2 and 3 qualifications.