



Halliford
School
SHEPPERTON

Independent Senior Day School
Boys 11-18 years Girls 16-18 years



General Information
2019-2020

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School Vision, Mission, Aims and Values

Vision

To be acknowledged as the small independent school of choice for 11-18 year olds, where we are proud to belong to a thriving, happy and aspirational community that is committed to each student as an individual.

Mission Statement

Halliford is a school based on strong family values where we know and respect every student as an individual. We encourage and support Hallifordians to flourish and become the best version of themselves that they can possibly be.

We aim for excellence by being academically ambitious but at the same time academically sensitive.

We inspire Hallifordians within a community that is founded on high quality teaching and learning, outstanding pastoral care and first class sporting, cultural and extra-curricular opportunities.

Aims

The School has five clear aims:

- To provide a sound academic education for boys 11-18 and girls 16-18
- To provide a balanced and wide-ranging extra-curricular programme
- To provide a warm-hearted family ethos in which every student is known and valued as an individual
- To provide a clear moral framework accessible to all students
- To provide a high level of individual attention and pastoral care

Hallifordian Values

Our students and staff identified the following values as being at the heart of what it means to be a Hallifordian:

- Respectful
- Warm-hearted
- Team players
- Intellectually Curious
- Creative
- Resilient



Admissions

Admissions Criteria

Halliford prepares its students for GCSE, A level and entry to Further Education. The principal criteria are therefore academic and based on the School's assessment as to whether a prospective candidate is suitable for the academic programme. The School will not accept students for whom success at GCSE and progression to the Sixth Form would be an unrealistic expectation. Progression to the Upper Sixth is dependent on a satisfactory performance in the Lower Sixth.

The family nature of the School is underlined by the fact that brothers and sisters are usually offered a place as long as they meet the minimum academic entry requirements. In addition, parental commitment to the School and its ethos is as important a factor as academic success when offers of places are made.

Students with special needs or disabilities are admitted to the School according to the same criteria as other students. This is provided that their admission is compatible with the provision of an efficient education for the children with whom they will be educated and with an effective use of resources.

Registration

Before a child can be considered for a place at Halliford the Registration Form must be completed and returned to the Registrar together with a non-refundable fee of £100 (for overseas candidates a registration fee of £150 is required). Registration for entry in September 2020 closes on Monday 9th December 2019. Applications received after the deadline will be considered at the discretion of the Registrar.

Admissions Procedure

Once a child has been registered they will be considered will be considered for entry to Halliford via the following procedure:

- An interview with the Headmaster or Deputy Head prior to the Entrance Examination
- A suitable reference from the candidate's current school
- A satisfactory standard in the entrance examination

11+ (Year 7) Entry (Candidates currently in Year 6)

Candidates will sit papers in English, Mathematics, Verbal and Non-Verbal Reasoning.

English: this paper is in two parts - comprehension and composition.

Mathematics: this is based on National Curriculum level 4.

13+ (Year 9) Entry (Candidates in Year 6 – seeking entry in 2022)

This test is similar in format to the 11+ entry examination. Unconditional places will be offered based on the result of these tests. Offers are not dependent upon results at Common Entrance or similar examinations, however the school welcomes information from these tests to assist students' transition to Halliford.

12+ (Year 9) Entry (Candidates in Year 7 – seeking entry in 2021)

If there are places available, candidates will sit age appropriate tests in English, Mathematics, Verbal and Non-Verbal Reasoning.

All of the above examinations will take place on Saturday 18th January 2020.

Sixth Form Entry

Students may apply to enter the Sixth Form to study for A levels. Entry into the Sixth Form is based on a satisfactory report from the previous school, an interview with the Headmaster (or Head of Sixth Form) and a minimum of five GCSEs at Grade 5 or above including English and Mathematics. Candidates are encouraged to visit the School either during the main school open days or, preferably, by attending the Sixth Form Open Evening on Wednesday 16th October 2019 from 6pm to 8pm. This will give them the opportunity to discuss Sixth Form options with members of the academic staff.

Entry at other points in the School

Students occasionally enter Halliford at other age points if there are vacancies. The entry procedure is, in principle, the same as for the stages described above.

Scholarships

The School offers scholarships up to the value of 10% per annum of the annual tuition fees for entry in Year 7, Year 9 and the Sixth Form. The scholarships are awarded for academic, artistic, dramatic, musical and sporting excellence. In the case of those applying for art, drama, music or sport scholarships an 11+ / 13+ Scholarship Application Form will be sent to all parents who have registered an interest inviting them to complete the application and return it to the School. This form needs to be returned to the Registrar by the given closing date. 13+ Scholarships will be assessed at the same time as the pre-test is taken.

11+ / 13+ SCHOLARSHIPS

Academic Scholarships

Academic scholarships are awarded to candidates who have performed at a very highest level in the 11+ entrance examinations and the 13+ pre-test. Following the entrance examination, potential scholarship candidates may be invited to a further interview with the Headmaster to determine eligibility for an Academic Scholarship.

Drama Scholarships

Candidates will be asked to demonstrate excellence in Dramatic Performance. They will be expected to demonstrate a strong appreciation of theatre, an understanding of production issues and knowledge of theatre outside the school context.

Candidates will be asked to perform a monologue piece of their choosing from a published play up to 2 minutes. Candidates should also expect to be assessed in a group setting where improvisation skills will be observed. Candidates will be asked about the performance they have given, previous performances (where appropriate) and their ambitions in this area. All candidates will also be expected to reach an appropriate standard in the entrance examination.

Art Scholarships

Awards will be made on the basis of the portfolios submitted by candidates and a practical examination held at Halliford. Portfolios must demonstrate a high level of personal achievement. The practical test will consist of a drawing test from still-life objects and an interview with the Head of Art. All candidates will also be expected to reach an appropriate standard in the entrance examination.

Music Scholarships

Music scholarships are available at 11+ and 13+ for talented students. Candidates will be required to undergo an audition consisting of two pieces of at least Grade 4 standard in their principal instrument / voice and one piece on an additional instrument / voice. They will also undergo a sight-reading, aural comprehension and theory test set by the Director of Music. For candidates offered a music scholarship at 13+ it will be expected that they will continue with their musical studies during the two years prior to entry to Halliford. All candidates

will also be expected to reach an appropriate standard in the entrance examination.

Sports Scholarships

Awards will be made on the basis of evidence of sporting achievement at county level or better and physical tests in agility and co-ordination run by the Director of Sport at Halliford. All candidates will also be expected to reach an appropriate standard in the entrance examination.

Sixth Form Scholarships

Scholarships up to the value of 10% per annum of the annual tuition fees are available for both internal and external candidates showing excellence whether academic, musical, artistic, dramatic or sporting. All applicants will need to meet the expected requirements for entry into the Sixth Form as detailed in the Sixth Form Course Guide. Application forms can be found on the School Website.

Sixth Form Academic Scholarship

Offers are made after GCSE results have been received. Candidates will need to have achieved a Grade 8 / 9 in each of their GCSE subjects and may be asked to attend for an interview with the Headmaster. Scholarships up to the value of 10% will be awarded for the full two-year A level course and are dependent on maintaining a good overall standard of achievement (minimum grade B in internal Lower Sixth examinations), endeavour (grades E / G on the academic review) and continuation of the overall standards expected of a scholar.

Sixth Form Drama Scholarship

Scholarship applicants must intend to study A Level drama for the full two-year course. An interview will be held with the Head of Drama in which the applicant should be able to discuss and produce evidence illustrating an active and ongoing involvement in drama and theatre either in their current school or externally. The applicant must prepare a two-minute monologue and be able to talk about it in detail.

Applicants must demonstrate to the Head of Drama they will make a positive contribution to the School. A willingness to participate in a varied programme of theatre visits, workshops and to assist in organising events within the school Drama Department.

Offers, subject to satisfactory final grades, will be made with confirmation after GCSE results have been received. Potential Drama Scholars will be required to achieve a grade 7 or above at GCSE. Scholarships up to the value of 10% will be awarded for the full two-year A level course and are dependent on maintaining a good overall standard of achievement (minimum grade B in internal Lower Sixth drama examinations), endeavour (grades E / G on the academic review) and continuation of the overall standards expected of a scholar.

Sixth Form Sport Scholarship

GCSE PE is not necessarily required, nor is the intention to study A Level PE. However, applicants will be required to take the lead in school sport and represent the school on a regular basis. Selection and participation in either one sport at county or national level in a Halliford School representative school sport or a range of sports at school and club level is required. Applicants must always demonstrate the highest standard of sportsmanship.

Mentoring and Coaching for younger players is expected. The applicant should have a passion for the subject and be willing, enthusiastic, reliable, and hard-working. Applicants must be committed to attending practices at lunchtime and after school along with matches on Saturdays and to participate in all team matches for which he or she is selected.

An interview will be held with the Director of Sport and applicants will need to provide evidence of their sporting ability and an external reference as to their competency, level achieved and aspirational level.

Offers, subject to final grades, will be made confirmation after GCSE results have been received. Scholarships up to the value of 10% will be awarded for the full two-year A Level course, dependent on maintaining a good overall standard of endeavour in academic studies (grades E / G on the academic review) and the overall standards expected of a scholar.

Sixth Form Music Scholarship

GCSE music is not necessarily required, nor is the intention to study A Level music. However, applicants will have to demonstrate passion and commitment in music. For example, by playing in an orchestra, singing in a choir and through grade examinations.

Applicants need to offer two instruments (one can be voice), one of which should be at least Grade 6 standard.

Music scholars are expected to make a significant contribution to the activities of the Music Department and to support the work of younger musicians through the school.

An audition will be held with the Director of Music and applicants will be required to play two pieces on their first study. These should be contrasting pieces. Applicants will then be required to perform a piece on their second study instrument / voice.

Applicants must be prepared to discuss their performances and to undergo a sight reading and aural perception test.

Offers, subject to final grades, will be made with confirmation after GCSE results have been received.

Scholarships of up to the value of 10% will be awarded for the full two-year A Level course, dependent on maintaining a good overall standard of endeavour in academic studies (grades E / G on the academic review) and the overall standards expected of a scholar.

Sixth Form Art & Design Scholarship

Applicants should intend to study A Level Art & Design for the full two-year course.

An interview will be held with the Head of Art in which the applicant will need to show a portfolio of their art work. The portfolio should contain all GCSE Art work. If the work is 3D or large then good, A4 (minimum) photographs of the work will be accepted. If you have done other creative work outside of your GCSE Art course then please include examples. If you have them, your portfolio should also include sketchbooks, journals and essays.

Applicants should demonstrate to the Head of Art that they will make a positive contribution to the School. The applicant should have great enthusiasm for the subject and be willing, reliable, hard-working, resilient, independent and resourceful with an aptitude for taking personal initiative and going the extra mile beyond the guidance given or the work set by the teacher. Intellectual curiosity, a willingness to independently visit galleries & museums and an interest in researching art & design in all of its forms are essential attributes. All Art Scholars are expected to demonstrate their commitment to the subject by participating in extra-curricular sessions offered by the school in addition to timetabled lessons.

Applicants will be invited to attend a drawing test for one hour along with an interview with the Head of Art.

Offers, subject to final grades, will be made with confirmation after GCSE results have been received. Scholarships up to the value of 10% will be awarded for the full two-year A level course and are dependent on maintaining a good overall standard of achievement (minimum grade B in internal Lower Sixth examinations), endeavour (grades E / G on the academic review) and continuation of the criteria above.

Expectations of Scholars

Those in receipt of scholarships are expected to take a leading part in the academic, dramatic, musical, artistic and sporting life of the School, as considered appropriate by the Deputy Head Academic, Heads of Art, Drama, and Directors of Sport and Music, for the duration of the scholarship. All scholars are expected to maintain a good standard of behaviour and academic work and this performance is reviewed annually.

Bursaries

Introduction

Halliford School is a charitable educational foundation committed to providing the widest possible access, regardless of income, to students from all social, religious and ethnic backgrounds. As part of its efforts to fulfil this remit the School offers financial assistance through bursaries for those otherwise unable to take advantage of what the school has to offer.

Availability and Allocation of Bursaries

Bursaries are available for entry at 11+ and into the Sixth Form and may also be awarded to relieve hardship where a student's education would otherwise be at risk; for example, where a parent is made redundant. Bursaries for entry at 13+ may also be allocated when available. Bursaries are awarded upon the basis of individual need and, as a result, there is no standard template. The value of the Bursary can be up to 100% of the tuition fees and, once awarded, will be reviewed annually and could be subject to change depending on parents' financial circumstances. It should be noted that anyone awarded a bursary must also have passed the entrance examination and received a positive recommendation from their previous school.

Application for Bursaries

An application form is available from the Assistant Bursar upon request. Applicants may be subject to a home visit and interview by the Bursar. For those applying for entry to 11+ and 13+ the application form must be with the School by Monday 9th December 2019. For those applying for entry into the Sixth Form the application form can be submitted when the candidate has registered with the School.

Expectations of Students with Bursaries

All students in receipt of bursaries are expected to work hard at their academic studies, maintain a good standard of behaviour and take part in the wider life of the school. Their performance is reviewed annually and may affect the bursary offer.



Term Dates

Autumn Term 2019

Term Begins Wednesday 4th September

Half Term Monday 21st October – Friday 1st November (incl.)

Term Ends Friday 13th December

Spring Term 2020

Term Begins Wednesday 8th January

Half Term Monday 17th – Friday 21st February (incl.)

Term Ends Friday 27th March

Summer Term 2020

Term Begins Tuesday 21st April

Half Term Monday 25th May – Friday 29th May (incl.)

Term Ends Friday 3rd July

Open Days

Halliford School warmly invites you to attend the following Open Days and Visitor Mornings.
Please register on the website or call reception on 01932 223593 to reserve your place.

Open Days

Saturday 5th October 2019 Tours 9.30am – 11.30am
Headmaster's presentation at 11.30am

Wednesday 16th October 2019; 6pm – 8pm Sixth Form Open Evening

Saturday 29th February 2020 Tours 9.30am – 11.30am
Headmaster's presentation at 11.30am

Visitor Mornings

Thursday 7th November 2019 Tours 09.30 and 11.30am

Tuesday 12h November 2019 Tours 09.30

Thursday 19th March 2020 Tours 09.30 and 11.30

Thursday 7th May 2020 Tours 09.30 and 11.30

If these dates are not suitable or you would prefer a personal tour of the School please do get in touch with the Registrar, Mrs Clatworthy who will be delighted to assist you. Telephone 01932 223593. E-mail registrar@hallifordschool.co.uk

The Curriculum

Years 7 to 9

In the Lower School the curriculum is broadly based with an emphasis on introducing students to as wide a range of subjects as possible as well as on helping them acquire a sound foundation of the basic skills that they will need to make effective progress as they move up through the School. All students study the following subjects: English, Mathematics, French and either German or Spanish, Latin (or Classical Civilisation from Year 9 onwards), Biology, Chemistry, Physics, History, Geography, Art, Drama, Music, Design Technology, Computer Science, Religious Studies and Physical Education.

Years 10 and 11 (GCSE)

In the Spring Term of Year 9 students select their GCSE options for Years 10 and 11. There is a compulsory core of English Language and Literature, Mathematics, a Modern Foreign Language (French, German or Spanish), the Sciences (the three separate sciences or the Trilogy Award). In addition, pupils choose a further three optional subjects from amongst the following: a second Modern Foreign Language, Latin, History, Geography, Religious Studies, Classical Civilisation, Art, Drama, Music, Physical Education, Computer Science, Business Studies and Design Technology (Product Design). All students also receive instruction in study skills, careers, citizenship and religious education.

The Sixth Form

The majority of pupils are expected to take three subjects at A-level along with an EPQ (Extended Project Qualification). Exceptionally able students have the option to study 4 A-levels.

The following subjects are available at A Level: Art, Biology, Business, Chemistry, Classical Civilisation, Design Technology (Product Design), Economics, French, Geography, German, Politics, Psychology, History, Computer Science, Latin, Mathematics and Further Mathematics, Music, Music Technology, Religious Studies, Physical Education, Physics, Spanish and Theatre Studies.

In addition to their principal subjects all pupils are given the opportunity to complete an Extended Project Qualification (EPQ) during their time in the Sixth Form. Universities look favourably on EPQ as it enables students to develop independent research skills that are extremely useful when they go on to university and some now lower their offers to students if they have achieved an A or an A* in this award.

Setting and Class Sizes

Class sizes range between 16-22 per class in Years 7-9. Setting is introduced in Year 8 for Mathematics and Modern Languages and in Year 9 for the Sciences. In Years 10 and 11 the core

subjects are all taught in at least four sets with the average size for all teaching groups at GCSE being 16 students. At A level the average size is 12 students or lower.

Study Skills

Study skills are taught at various stages throughout a student's career at Halliford. A new bespoke study skills course has been introduced in Year 9 to support students as they embark on their GCSE studies.

Potential High Achievers

Potential high achievers are identified early and their progress carefully monitored. At all stages staff are expected to challenge and encourage them. There is also a special programme which includes academic discussions and talks, attending lectures and going on specially selected visits. The programme is designed to deepen and broaden their intellectual interests.

Learning Support

All students joining Halliford School are expected to be able to manage in a mainstream classroom setting. Upon entry, all students joining the School are assessed using specialist diagnostic software. Those students identified or confirmed as having a special need will then have a specific programme organised as necessary. The overwhelming majority of students with identified special educational needs are supported by their teachers in the classroom. Staff are trained in the delivery of Quality First Teaching which means that they are expected to plan lessons with the diverse needs of their learners in mind.

In the overwhelming majority of cases the only support needed is staff awareness. In a few cases it may be necessary to provide some specialist teaching outside the standard programme. This teaching is provided in house by a full time Learning Support Co-ordinator. It is the task of the Learning Support Co-ordinator to arrange the testing and liaise with parents and staff in the creation of any programme. All staff are regularly trained in how to look after students with special needs but the School only provides a classroom assistant for a student with an EHCP (Education, Health and Care Plan). An additional charge will be made if students require additional one-to-one support.

PSHE

PSHE is taught throughout the School mainly via a co-ordinated tutor period once a week.

This is supported with a comprehensive range of outside speakers and visits, in School and House assemblies and by individual subject teachers within their subject areas when appropriate. In addition, the behaviour, attitudes and bearing of staff and senior students also provide positive examples.

Pastoral Care

Introduction

Providing effective pastoral care is central to the life and work of Halliford School. The School aims to create an environment in which students feel secure, their behaviour is respectful of others and discipline can be managed with a light touch. This is achieved by a mixture of personal example, by the obvious care taken of the needs of each individual student and through the existence of a nurturing ethos in which respect and concern for every individual are paramount.

The Deputy Head Pastoral supervises the workings of the pastoral system in conjunction with the Headmaster. A School Pastoral Committee meets weekly to discuss the wellbeing of students, conduct, rewards and progress.

The House System

The School is divided into four houses – Desborough, Greville, Russell and Wadham. Each house is supervised by a Head of House and has a dedicated tutorial team. The houses provide a focus for competition as well as pastoral care.

The Tutorial System

At the heart of the pastoral organisation of the school is the tutorial system which is house and year group based. There are four house based tutor groups in each year. A specialist team looks after Year 7. Thereafter in principle a student will retain the same tutor from Year 8-11. The Deputy Head Pastoral has overall responsibility for the day to day management of pastoral care. Sixth Form tutors then guide students in The Lower and Upper Sixth. The Sixth Form programme is overseen by the Head of Sixth Form.

Behaviour and Discipline

The school does not tolerate poor behaviour and will reward good behaviour and work. Any incidents of poor behaviour will be dealt with promptly and with fairness and consistency. We will involve parents in the process and hope that behaviour patterns can be rectified in a timely manner. Good behaviour is encouraged through the use of a rewards system including merits, benes and commendations. Poor behaviour is challenged by implementing a range of sanctions including work points, behaviour points and detentions. A copy of the School's behaviour policy, including the sanctions used by the School, can be found on the School website. It is also available on request from the school office.

Suspensions and Exclusions

Suspensions and Exclusions are infrequent and there are clear guidelines as to their use. The Headmaster and Deputy Head Pastoral may suspend students. This will be for a fixed term, between 1 and 5 days. Only the Headmaster may exclude students permanently and this is only after having consulted the Board of Governors. The policies covering suspension and exclusion can be found on the School website and are also available from the school office on request.

Anti-Bullying

The School does not tolerate bullying in any form. It takes active steps to discourage bullying and acts quickly when any bullying is brought to its attention, whether by parents, students or staff. A copy of the School anti-bullying policy can be found on the School website and is available upon request from the school office.

Child Protection

The Deputy Head Pastoral is the School's Designated Safeguarding Lead. All staff are also regularly trained in child protection. The School has a comprehensive policy and this can be found on the School website and is available on request from the school office.

Matron

The School has a full time Matron who provides care and attention as required. The School also has a large number of staff qualified in First Aid. The School ensures that appropriate first aid cover is immediately available for all home sports fixtures.

Counsellor and Chaplain

Halliford has a School Counsellor who works one day per week. Referrals are made through the Senior Tutor. The Rector of Shepperton is the visiting Chaplain to the School. He delivers regular assemblies and is available for counselling and guidance where necessary.

Typical Clubs and Activities

We are delighted to be able to offer our students a wide variety of learning experiences outside the classroom to support and enhance the learning that goes on inside the classroom. We believe these are an invaluable part of our students' education and strongly encourage students to participate. The school runs a number of day trips for students such as Theatre trips for Drama, or visits to academic conferences or Museums in academic subjects such as Art or Psychology for example and Geography Field trips.

In addition to this we have a long-standing annual exchange with the Holstenschule in Neumunster, Germany for our students learning German and biannual exchanges with the College Marrac in Bayonne, France and with a school in Salamanca for our students learning French and Spanish respectively.

Other recent overseas visits include the annual History Department trip to the Battlefields for Year 9, Music Department Rheinland Tour for Choir and Orchestra and the Theatre Studies Trip to New York.

On the sporting front, on top of our regular home and away fixtures in various sports, the Sports Department organises a big overseas tour every three years. Our rugby players are eagerly anticipating the Rugby Tour to Japan next year. Our annual Ski Trip in the Easter Holidays is also very popular.

The Duke of Edinburgh Award scheme is very popular at Halliford with almost two thirds of Year 9 and Year 10 students currently participating in the Bronze and Silver Award programmes. These involve either training at Halliford or on practice expeditions and also participation in their qualifying expeditions, usually in the Summer Term or in the first half of the Autumn Term. The highly prestigious Gold Award is also available to students.

Activities Week at the end of the Summer Term provides an ideal opportunity to get students of all ages involved in a variety of activities both on and off the school site, which include the Year 7 day trip to Le Touquet, Business Enterprise Day for Year 8, Sixth Form Careers training as well as Duke of Edinburgh Expeditions and visits to Liquid Leisure. We also offer a PGL activities week during the Summer holidays.

Extra-curricular Activities and Sport

Extra-curricular activities and sport play a significant role in the life of each student and of the School as a whole. The policy of the School is that every student should be involved in at least two extra-curricular or sporting activities each week. In practice most are involved in many more. Set out below is a list of the current activities on offer.

Clubs and Activities

- Armed Forces Club
- Art Club
- Badminton Club
- Basketball Club
- Biology drop-in session
- Brass Ensemble
- British Sign Language
- Chamber Choir
- Chess Club
- Choir
- Classics Revision Club
- Climbing
- Computing Club
- Coursework Clinics
- Cricket Nets
- Current Affairs Club
- Duke of Edinburgh Award
- EPQ Drop-In
- Football
- French Club
- French GCSE
- Geography Club
- German Conversation
- Guitar Ensemble
- Historical Fiction Club
- History Film Club
- Hungry Minds
- Italian Club - Parliamo Italiano!
- Jazz Band
- Junior Choir
- Literary Film Club
- Love Languages
- Maths Support
- Musical Theatre
- Music Technology Club
- Music Theory
- Orchestra
- Percussion Ensemble
- Physics and Biology Drop-In
- Physics drop-in session
- Physics Olympiad
- Podcast Club
- Psychology Club
- Puzzle Club
- Rock Band
- School Production
- Slugs
- STEM Science Club
- String Ensemble
- Table Tennis
- Touch Typing
- Wind Ensemble
- Young Enterprise
- Youth Speaks

After School Prep

The after school prep facility is available every day in the Library from 4-5pm and is supervised by a member of teaching staff. If you would like to register your son for this facility on a day to day basis, please do so by contacting the school reception by 2pm on that day..

Communication

Communication with Parents

Just as pastoral care is central to the life and work of the School, good communication with parents is central to the effectiveness of that care. Most communication is informal and takes place on a regular basis between parents, subject teachers and tutors. Formal communication begins with the Student Planner possessed by every student in the Lower School (Years 7 to 11). Parents are asked to ensure they read and sign the planner weekly.

Communication regarding academic matters should initially be made to the Form Tutor and Head of House, then if further communication is required, this should be directed to the Head of Department before being directed to the Deputy Head Academic should further support be required. Communication regarding pastoral and behavioural matters should initially be made to the Form Tutor and Head of House, then if further communication is required, this should be directed to the Deputy Head Pastoral if necessary. The Headmaster is available, often at short notice, if further communication regarding academic, pastoral or behaviour is required.

Complaints

A comprehensive complaints policy is available on the website or on request from the school office.

Contact with the Chairman of Governors

The Chairman of Governors can be contacted via the Bursar who is also the Clerk to Governors.

PTA

There is a flourishing Parent/Teachers' Association and there are a number of activities in which parents are cordially invited to take part. The Halliford PTA is a Registered Charity in its own right. While fund raising is an important part of the PTA's activities there are also opportunities for parents and teachers to meet socially.

Parents' Evenings

Every year there are two parent/teacher evenings for each year group to enable parents to discuss their child's progress with the staff who teach them. We encourage parents to bring their child with them to these evenings to engage in a discussion with their teachers and parents about their progress..



School Routine

School Day

The school day begins at 8.35am with registration and finishes at 3.45pm. There is a lunch break of one hour. Students are encouraged to have a cooked lunch, which is paid for termly in advance. The School has its own catering team who rightly pride themselves on the quality and variety of the food that they produce. There is a supervised homework period from 4.00pm to 5.00pm which is available for any student. A wide range of extra-curricular activities take place between 4.00pm to 5.30pm. Parents need to note that most sporting fixtures take place on Saturday mornings.

8.35 a.m.	REGISTRATION
8.40 a.m. – 8.55 a.m.	ASSEMBLY (Mon & Fri) House Assembly (Wednesday) Tutor Time (Tuesday & Friday)
8.55 a.m. – 9.35 a.m.	Period 1
9.35 a.m. – 10.15 a.m.	Period 2
10.15 a.m. – 10.55 a.m.	Period 3
10.55 a.m. – 11.10 a.m.	BREAK
11.15 a.m. – 11.55 p.m.	Period 4
11.55 p.m. – 12.35 p.m.	Period 5
12.35 p.m. – 1.35 p.m.	LUNCH – Societies and Clubs
1.35 p.m. – 1.40 p.m.	REGISTRATION
1.45 p.m. – 2.25 p.m.	Period 6
2.25 p.m. – 3.05 p.m.	Period 7
3.05 p.m. – 3.45 p.m.	Period 8
4.00 p.m. – 5.00 p.m.	Supervised Prep & Activities

School Uniform

All students in Years 7 to 11 are required to wear a uniform. In the Sixth Form they are required to conform to the same dress code as the teaching staff. Students are expected to take a pride in their appearance and the school uniform. They are expected to wear the correct uniform at all times when in the School and when travelling to and from the School. Hair length and style must be conventional and avoid eccentricity; it must be cut above the eyes at the front, above the collar at the back and be its natural colour. Jewellery of any kind, including studs and earrings may not be worn. Full details are available on the School website.

Fees and Charges

School Fees are payable in full on, or before, the first day of every term. The fees cover the normal curriculum together with most books and stationery. Public examination costs, however, are dependent upon the subject taken; consequently, they are invoiced as additional items which must be paid for.

The school also offers a number of optional extras; School Trips, School Lunches, School Bus Service, Fees Refund Scheme, AXA PPP Healthcare Scheme and PTA Subscription. Where a parent agrees to one or more of these extras being taken they will be charged as additional items on the termly invoice. School trips are charged for separately using online payment system ParentPay, and Music Tuition (Instruments and Voice) is invoiced directly from the music teacher. Personal Accident and Dental Insurance is included in the fees.

Fees and charges are reviewed annually and the Governors endeavour to restrict any fee increases to an annual increase effective from September. However, they reserve the right to increase the fees during the School year in the event of unforeseen circumstances.

All fees and charges are subject to the Standard Terms and Conditions; a copy of which, along with details of any of the optional extras, can be obtained from the Fees Administrator.

The current fees and charges for the Academic Year commencing September 2019 are:

Acceptance/Enrolment Deposits		
Parents resident in the UK		£1,000
Parents resident overseas (One Term's fees)		£5,530
Tuition Fees		£5,530 Per Term
School Lunches		
	Autumn Term	£305
	Spring Term	£255
	Summer Term	£240
School Buses		
	Single Journey (Outer Zone)	Autumn Term £335
		Spring Term £280
		Summer Term £260
	Return Journey (Outer Zone)	Autumn Term £500
		Spring Term £420
		Summer Term £390
Shuttle Bus Service from Walton		
	Single Journey	Autumn Term £115
		Spring Term £95
		Summer Term £90
	Return Journey	Autumn Term £225
		Spring Term £190
		Summer Term £175
Individual Music Lessons – 40 minutes (payable to Visiting Music Teacher)		£282 Per Term
Individual LAMDA Lessons – 20 minutes (payable to Visiting LAMDA Teacher)		£130 Per Term

In the event that your child wishes to cease music/drama lessons a complete term's notice must be given in writing to the school by the end of the first day of term (or half term to run into the next half term).

Examination Results and Value Added

GCSE Examination Results						
GCSE	2014	2015	2016	2017	2018	2019
Candidates	69	68	72	59	61	73
% Pass (Grades A* - C) / (Grades 4 – 9)	88.9	92.2	93.0	91	95	95
% Pass (Grades A / A*) / (Grades 7 – 9)	40.6	38.2	48.8	41	46	42

Value Added at GCSE
Halliford School achieves good value-added as demonstrated by comparing the percentage of students gaining 5+ A* to C grades at GCSE with the percentage indicated to achieve this in baseline tests. This has been a consistent pattern over the past six years.

A Level Examination Results						
A Level	2014	2015	2016	2017	2018	2019
Candidates	49	56	42	34	40	35
% Pass (Grades A*-E)	95.7	98.7	97.6	99	99	99
% Grades A*-B	38.8	53.6	48.0	54.1	58.3	45.6

Value Added in the Sixth Form
The individual care and attention given to Sixth Form students in their small A-level classes at Halliford School enables individuals to make excellent progress relative to their ability and ultimately to obtain places at their preferred choice of university.



University Entrance 2018 - 2019

Universities and courses students successfully secured:

University	Course
Aston University	Social Science
University of Birmingham	Business Management, Civil Engineering, English Literature, Geography, Mathematical Economics and Statistics, Philosophy, Politics and Religion, Sports Science
Birmingham City University	Business Finance
University of the Arts, Bournemouth	Modelmaking
Bournemouth University	Business Studies, Marketing
University of Brighton	Architecture
Brunel University, London	Economics and Mathematics, Music
University of Cambridge - Magdalene College	Natural Sciences
University of Chichester	Business Studies, Modern History
Canterbury Christ Church University	Drama
Coventry University	Acting, Sports Psychology
University of East Anglia	Economics, International Relations and Modern History
University of Exeter	Mathematics
Goldsmiths, University of London	English and Comparative Literature
University of Liverpool	Philosophy
Loughborough University	Aeronautical Engineering
University of Manchester	Economics
Liverpool John Moores University	Sports Business
Middlesex University	Veterinary Foundation
University of Nottingham	English Literature and Creative Writing
Oxford Brookes University	Business Management, History, Japanese Studies, Philosophy
University of Portsmouth	Economics, Mechanical Engineering, Product Design and Innovation
University of Reading	Environmental Management, Philosophy and Politics
Royal Holloway, University of London	Business Management, Economics with German
University of Southampton	History
University of South Wales	Rugby Coaching and Performance
University of Surrey	Mechanical Engineering
University of Suffolk	Accounting and Finance
University of Sussex	Economics, English and Media, Marketing and Management, Music, Philosophy and English
University of Swansea	Economics, Osteopathy
University of Warwick	Classical Civilisation, Hispanic Studies and Economics, Physics
University of York	Biochemistry, Interactive Media, Politics with International Relations

Governors and Staff

Governors

Mr K Woodward (Chairman)	Mrs P Horner
Mr C S Squire (Deputy Chairman)	Mr A Lenoel
Mrs N Cook	Mr N Maud
Mr M Crosby	Dr J Phillips
Mr R Davison	Mr P Roberts
Mrs K Gulliver	Dr M Sachania
Mr B Harris	

Senior Management Team

Headmaster	Mr J Davies
Bursar	Mrs E Sanders
Deputy Head (Academic)	Mrs C Cotton
Deputy Head (Pastoral)	Mr J Bown
Head of Sixth Form	Mr S Slocock until Jan 2020
Head of Sixth Form	Mr J MacLean from Jan 2020
Assistant Head Co-Curricular	Mr S Slocock from Jan 2020

Academic Staff

Art	Mr N Moseley [†]	Mrs R Bannister
Business Studies	Mr P Gale [†] Mr S Slocock	Mrs L Brown
Classics	Mr A Cunningham [†]	Mrs A Rooke
Computer Science	Mr T Lyons	Mr A Purden
Design Technology	Mr C Heeney [†]	Mr S Watson
Drama	Mr R Bruno [†]	Mrs A Rooke
Economics	Mr P Gale [†] Mr S Slocock	Mrs L Brown
English	Mrs D Mitchelmore [†] Miss N Killick	Miss J Butler-Smith Mr J McElroy
Geography	Mr J Willcox [†]	Mr M Aarons
History & Politics	Mr L McMillan [†] Mr A Cunningham Mr T King	Mrs F Wilbraham Mr J Bown Mr J MacLean
Latin	Mr M Shales [†]	Mrs A Rooke

[†] Denotes Head of Department

Mathematics	Mr P Diamond [†] Mr P Booth Mrs P Peacock Dr M Yacoot	Mr T Ackroyd Mr L Cupido Mrs C Whitlam
Modern Languages	Mr M Gruner [†]	
French	Mrs A Wain	
French & Spanish	Mr I Arriandiaga	Mrs E Whitticase
French & German	Mr M Gruner	Miss C Wilcockson
French/German/Spanish	Mr R Todd	
German	Mrs C Dutton	Mrs C Cotton
Spanish	Mrs M Moon	
Music	Mr A Williams [†] Mrs H Head	Miss N Killick Mr J Davies
PE	Mr J Greggor [†] Mr D Morriss	Mr P Hodgkinson
Psychology	Mr A Purden	
Religious Studies	Mrs V Wagner-Hall	Mr J Willcox
Science	Mrs D Samarasinghe [†]	Mr V Harden-Chaters [*]
Biology	Dr S Brooks Mrs M Turner-Smith Mr T Ackroyd	Mr D Howard
Chemistry	Miss H Foster Mrs M Turner-Smith	Mrs D Samarasinghe Mr T Ackroyd
Physics	Mr T Ackroyd Mr V Harden-Chaters	Dr S Brooks Mrs M Turner-Smith
Learning Support	Mrs P Peacock [†] Mr T King	Ms N Kritzinger
Librarian	Mr T King	
Visiting Chaplain	The Revd Christopher Swift <i>Rector of St Nicholas Church, Shepperton</i>	

Administrative and Support Staff

PA to the Headmaster	Mrs C Worrell
Registrar	Mrs F Clatworthy
Assistant Bursar	Mrs T McCummiskey
Marketing Assistant	Mrs A Bailey
Sixth Form Administrator	Mrs K Smallbone
Accounts Assistant	Mrs J Camplin
School Fees Clerk	Mrs J Egginton
Alumni Secretary	Mrs K Smallbone
School Receptionist	Mrs J Johnson
Data Administrator	Mrs S Hall
Matron	Mrs M Hammond and Mrs C Marismari

Technical Staff

Art	Miss J Aung
Design	Mr R Weidemann
ICT	Mrs J McRobb
Science	Mrs S Luterbacher Mr O Hackland-Crowther
Theatre	Mr P Abbott
Premises Manager	Mr R Mantle
Catering Manager	Mr A Murphy
Sixth Form Café Manager	Ms V Passmore

Peripatetic Music Staff

Brass	Mr D Horden
Electric, Bass and Acoustic Guitar	Mr P Savides
Piano and Jazz Piano	Mr R Dacey
Percussion	Mr B Brown
Saxophone	Mr S King
Singing	Mr G Thomas
Strings	Mr C Jones

How to find us



Halliford School
SHEPPERTON

INDEPENDENT SENIOR DAY SCHOOL
BOYS 11-18 YEARS, GIRLS 16-18 YEARS

Russell Road, Shepperton Middlesex TW17 9HX

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