

Association of Schools  
Collett, FHEC, St Luke's  
Policies, Guidance and Procedures



# School Information Published on a Website

Updated: October 2017

Review: September 2019

**The Collett School, St Luke's School and Forest House  
Education Centre are an Association of Schools.**

## Our contact details:

### The Collett School

The Collett School, Lockers Park Lane, Hemel Hempstead, Hertfordshire HP1 1TQ

Email: [admin@collett.herts.sch.uk](mailto:admin@collett.herts.sch.uk)

Telephone: 01442 398988

**Contacts:** Mrs Fritha Chambers, Mrs Jan Madden and Mrs Goska Panasiuk answer reception calls. Information for parents could be provided by their class teacher, alternatively, the Head of School, Mrs Pam Stocks. Stephen Houlton-Allen is the Executive Headteacher.

### St Luke's School

St Luke's School, Crouch Hall Lane, Redbourn, Hertfordshire AL3 7ET

Email: [admin@stluke's.herts.sch.uk](mailto:admin@stluke's.herts.sch.uk)

Telephone: 01582 626727

**Contacts:** Mrs Mary Ellis answers reception calls. Information for parents could be provided by their class teacher, alternatively, the Head of School, Mrs Carol Morris. Stephen Houlton-Allen is the Executive Headteacher.

### Forest House Education Centre

9 Forest Lane, Kingsley Green, Harper Lane, Radlett, Hertfordshire WD7 9HQ

Email: [admin@foresthouse.herts.sch.uk](mailto:admin@foresthouse.herts.sch.uk)

Telephone: 01923 633241

**Contacts:** Mr Huw Bucknell, Teacher in Charge. Stephen Houlton-Allen is the Executive Headteacher.

## Admission arrangements

### Community schools

Hertfordshire local authority decides on the school's admissions, parents can find out more about admissions on our website and should contact the local authority to find out about our admission arrangements.

## Ofsted reports

We publish:

- a copy of our most recent Ofsted report
- a link to the report on the Ofsted website

## Exam and assessment results

### Key stage 2 results

We publish the following details from our school's most recent key stage 2 results:

- average progress scores in reading, writing and maths
- average 'scaled scores' in reading and maths
- percentage of pupils who achieved the expected standard or above in reading, writing and maths
- percentage of pupils who achieved a high level of attainment in reading, writing and maths

## Key stage 4 (end of secondary school) results

You must publish the following details from your school's most recent key stage 4 results:

- [Progress 8](#) score
- [Attainment 8](#) score
- percentage of pupils who got a good pass in English and maths
- percentage of pupils achieving the [English Baccalaureate](#) combination of subjects (this means pupils who got a GCSE grade C or above in English, maths, 2 sciences, a language, and history or geography)
- student 'destinations' (the percentage of students who continue in education or training, or move on to employment at the end of 16 to 19 study)

## Performance tables

Here is a link to the [school and college performance tables service](#).

## Curriculum

We publish:

- the content of our school curriculum in each academic year for every subject is published on the website
- the names of phonics and reading schemes we're using in key stage 1 are identified in the Literacy component of the school's website
- a list of the courses available to pupils at key stage 4, including GCSEs is available on the school's curriculum website
- how parents or other members of the public can find out more about the curriculum your school is following is outlined on the school website

## Behaviour policy

The school's Behaviour Policy and statement is online: The policy complies [Section 89 of the Education and Inspections Act 2006](#).

Read [advice on developing and publishing your school's behaviour policy](#).

## School complaints procedure

The school's complaints procedure is identified in several areas on the school's website: it is compliant with: [Section 29 of the Education Act 2002](#).

## Pupil premium

Our published strategy and outline of spending for the school's use of the [pupil premium](#). We no longer have to publish a 'pupil premium statement'.

For the current academic year, we include:

- your school's pupil premium grant allocation amount
- a summary of the main barriers to educational achievement faced by eligible pupils at the school
- how you'll spend the pupil premium to address those barriers and the reasons for that approach
- how you'll measure the impact of the pupil premium
- the date of the next review of the school's pupil premium strategy

For the previous academic year, we include:

- how you spent the pupil premium allocation
- the impact of the expenditure on eligible and other pupils

Pupil premium funding is allocated for each financial year, but the information we publish online refers to the academic year, as this is how parents understand the school system.

## **Year 7 literacy and numeracy catch-up premium**

Our school received [year 7 literacy and numeracy catch-up premium funding](#), we publish:

- our funding allocation for the current academic year
- details of how we intend to spend our allocation
- details of how we spent our previous year's allocation
- how last year's allocation made a difference to the attainment of the pupils who benefit from the funding

## **PE and sport premium for primary schools**

We receive [PE \(physical education\) and sport premium funding](#), and, we publish:

- how much funding we received
- a full breakdown of how we've spent the funding or will spend the funding
- the effect of the premium on pupils' PE and sport participation and attainment
- how we'll make sure these improvements are sustainable

## **Special educational needs (SEN) and disability information**

We publish a SEN information report on our school's policy for pupils with SEN.

The report complies with:

- [section 69\(2\) of the Children and Families Act 2014](#)
- [regulation 51](#) and [schedule 1](#) of the Special Educational Needs and Disability Regulations 2014

You can find details of what to include in [schedule 1 of the Special Educational Needs and Disability Regulations 2014](#), and [section 6 of the 'Special educational needs and disability code of practice: 0 to 25 years'](#).

## **Accessibility Plan**

We also publish the accessibility plan we've prepared in compliance with [paragraph 3 of schedule 10 of the Equality Act 2010](#).

## **Governors' information and duties**

We publish:

- details of the structure and responsibilities of the governing body and its committees
- information about each governor's:
  - business interests
  - financial interests
  - governance roles in other schools

more [advice on publishing information about your school's governors](#).

## **Charging and remissions policies**

We publish our school's charging and 'remissions' policies (this means when you cancel fees). The policies includes details of:

- the activities or cases where your school will charge pupils' parents
- the circumstances where your school will make an exception on a payment you would normally expect to receive under your charging policy

Read about [school charging and remission](#).

## **Values and ethos**

Your website includes a statement of your school's ethos and values.

## **Requests for paper copies**

If a parent requests a paper copy of the information on your school's website, we provide this free of charge.