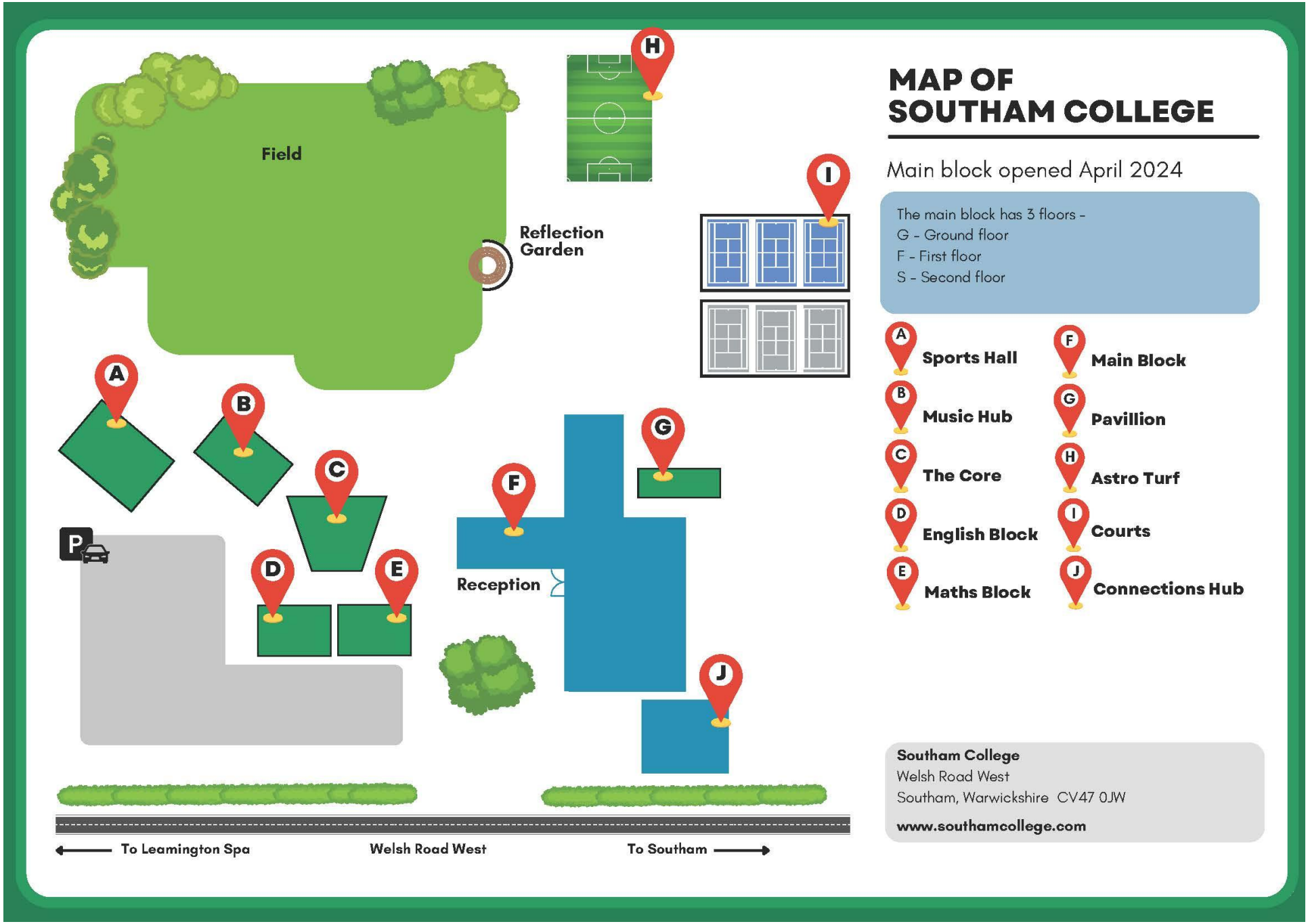
Southam College

2026/2027

Parent Guide

World Class Schools



MAP OF SOUTHAM COLLEGE

Main block opened April 2024

The main block has 3 floors -
G - Ground floor
F - First floor
S - Second floor

- A Sports Hall
- B Music Hub
- C The Core
- D English Block
- E Maths Block
- F Main Block
- G Pavillion
- H Astro Turf
- I Courts
- J Connections Hub

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HEADTEACHER'S INTRODUCTION

I am extremely proud to be Headteacher of Southam College as I know what a unique and supportive place of learning our school is and it is a privilege to work with the students and staff here. I thank you for entrusting your child's education and welfare with us. This is a responsibility that we take very seriously. We aim to ensure that by working in partnership with all parents and carers we can provide students at Southam College with a first-class educational experience; an experience that allows students to succeed academically and gain the confidence and skills which will allow them to become outstanding 21st Century citizens. **As parents and carers, I would like to state that this is your school, so please come and talk to us about any matter relating to your child.** I hold a monthly Parent Forum where you can come and have face to face discussions about the school. Our vision is for all students to believe that anything is achievable by being the best they can be. We will support students to leave us with excellent academic outcomes and want them to have the skills that equip them for their future: to be kind, confident and resilient learners.

School Priorities

- Provide students with as wide a range of memorable experiences as possible and instill our values of **Kindness, Confidence and Resilience.**
- Develop learning and teaching so that every lesson embeds previous learning and insitgates new learning.
- Raise achievement so that every student fulfills their potential.

Leaders have a secure understanding of the strengths of the school… They ensure staff and governors are fully involved in developing improvement priorities. Leaders recognise the importance of developing staff. Staff describe a culture of 'We are all learners here.'

Ofsted 2026

Finally, I hope that this guide reflects our commitment to your child and that it answers any questions you may have.
Miss Mason
Headteacher

BACKGROUND INFORMATION

Southam College is an 11 – 18 mixed comprehensive school which forms part of the Stowe Valley Multi Academy Trust. It occupies a pleasant, spacious and well-equipped site on the edge of the town. The most recent Ofsted report (April 2026) recognised that all areas as 'green', at expected or strong standard. Ofsted quotes appear in green boxes throughout this guide. This builds on the outstanding gradings given to the school in its previous Ofsted reports in 2014, 2011 and 2021. As a result of a constant drive to

innovate and improve, students' performances in external examinations are consistently above the national averages.

The college has a caring approach and a strong pastoral system which helps to foster a special community atmosphere. Students are placed in house-based, mixed ability tutor groups with a tutor and Head of Year responsible for monitoring each student's progress and development.

Discipline is based on care, consideration and respect for others to ensure that high expectations are consitently met, with consequences for non-compliance. In the classroom R.E.A.C.H structures expectations and learning is underpinned by routines. These routines are consistently used by all teachers with both adaptations and aspirations for students. Uniform is compulsory and Home Learning is set for all students on a regular basis via an online platform 'ClassCharts'.

Leaders are rightly proud of the 'memorable experiences' offer... a vast range of clubs, visits and activities that are tailored to pupils' interests.

Ofsted 2026

There is ample opportunity for students to pursue individual interests and strengths through a wide variety of extra-curricular activities.

Our daughter has been so fortunate to have had some lovely teachers who not only taught their subjects brilliantly, but who genuinely invested in her as a person

Parent comment 2026

The curriculum has been designed to encourage all students to achieve their full potential and to lay firm foundations for their future careers.

In Years 7 and 8 all students follow a broad range of subjects. These courses are in English, Mathematics, Science, Philosophy and Ethics, History, Geography, Modern Languages (French, German or Spanish), Music, Design and Technology, Computing, Physical Education, Art, Drama and Character and Culture.

Teachers have secure subject knowledge. Teachers check pupils' learning effectively.

Ofsted 2026

In Years 9 all students study English Language, English Literature, Mathematics, Science, Philosophy and Ethics, Physical Education, Character and Culture, History, Geography and a Modern Language in addition to their option subjects. In their option choices students select an additional three subjects for Year 9. In Years 10 and 11 students take 4 options subjects (which include History or Geography) in addition to the Core curriculum which usually leads to 9 qualifications. Options subjects on offer are varied and include Technology, Computing, Vocational and Arts based courses.

The Sixth Form is a thriving part of the college and the local community. It has a well established record of high educational achievement and offers a wide range of Post 16 courses which enable students to progress on into higher education, employment or further training. We are especially proud of the personal development offer of societies, work experience and student leadership positions in the Sixth Form, to develop students personally as well as academically.

At all key stages significant emphasis is placed on students developing personal learning and thinking skills. Promoting the development our school values of kindness, confidence and resilience. We realise that education is far more than learning facts and figures. We want students to develop skills and character that will help them learn effectively throughout their life and making them responsible citizens.

There is a comprehensive personal development programme. Pupils develop a deep understanding of others and the world around them.

Ofsted 2026

The college values close communication with parents and carers and aims to keep them fully informed about the college's activities and the work of their own child/ren. Please review our regularly updated website at www.southamcollege.com and the information shared via Classcharts to keep up to date with activities and achievements. Regular updates and information can also be found on Facebook.

Parents' Evenings with subject teachers enable parents and students to review progress and agree targets for further improvement. These events are run virtually via School Cloud. Additional meetings are held to brief parents about curriculum developments, option choices and other special issues. Progress Reports are issued each term and meetings with individual teachers are arranged if this is appropriate. There is also a very active Parent Teacher and Student Association (PTSA) to which all parents automatically belong, and it is hoped that parents will give this their full support. Please visit our PTSA page on the website http://www.southamcollege.com/PTSA or Southam College PTSA Facebook for further information.

"Thank you for the fantastic support and care offered to our children, on a daily basis. Southam has an excellent SEN team, and we both really appreciate everyone's hard work and dedication".

Parent Comment 2026

A POSITIVE ATTITUDE

Experience shows that a positive attitude and regular attendance are most important in ensuring that progress is maintained - more important than how academically able someone is. For example, we have repeatedly had a number of students who entered the college with achievement levels in the bottom 10% of their intake year and who went on to achieve five or more GCSE grades at 9 – 4 (previously A*-C) including English and Maths. We help students to develop and maintain a positive attitude in a number of ways:

Pupils have a detailed understanding of fundamental British values and show excellent cooperation, confidence and independence.

Ofsted 2026

- Through our Character and Culture curriculum, registration programme and cross curricular links to this area.
- Through a tutorial/mentoring programme which helps students to appreciate the importance of setting themselves goals and pursuing these with full commitment.
- Through a careers education and guidance programme which helps students to decide on a career pathway and to understand the qualifications needed for its pursuit. At Southam College we employ a full-time careers adviser – Mr A Hughes. His main responsibilities include providing independent impartial careers information, advice and guidance for all Southam College students. Mr Hughes is also responsible for engaging with local employers to support and raise the aspirations of Southam College students as well as co-ordinating work experience placements for Year 10 and 12 students.
- Through regular House competitions in which House Achievement Points (HAPs) are awarded for effort and for exceeding previous best performances in individual subjects as well as rewarding courtesy in students.

- Through our setting arrangements which are carefully tailored to the demands of different subjects and are regularly reviewed. Students in Year 7 are placed in mixed ability groups for all subjects with the exception of Maths, Science, PE, Technology and English where students are set, based on information from primary schools, KS2 results and early assessment. Learning in mixed ability groups is differentiated to allow all students to achieve their full potential. Setting by ability is introduced for some other subjects at the start of Year 8 and continues into Years 9, 10 and 11.

HOME/COLLEGE PARTNERSHIP

Parents and carers can have a very important influence on the attitude which their child brings to their work. We encourage you to ensure that yours is a very positive influence by:

- Ensuring that your child attends college regularly (no more than 3 days absence in a school year), on time, properly equipped and wearing their uniform correctly.
- Not taking holidays during term time.
- Showing interest in your child's work and taking every opportunity to praise their efforts and to tell them how well they are doing.
- Helping your child to manage their time and providing the opportunity to research widely.
- Scrutinising your child's written work, reading 'FAR marking' comments and discussing these with your child.
- Encouraging your child to read regularly at home and providing a suitable environment for the successful completion of home learning.
- Encouraging your child to set ambitious educational and career goals and to maintain them in the face of setbacks.
- Monitoring your child's home learning and behaviour by checking the ClassCharts platform or app regularly.
- Supporting the college's policies for behaviour and attendance.
- Making an appointment for face to face meetings and attending meetings with staff as appropriate, generally maintaining close contact with the college.
- Ensuring that students do not bring expensive items or large sums of money to college. This includes personal entertainment equipment. The college can not accept responsibility for these items if students bring them onto the college site.
- In line with statutory requirements, it is mandatory for mobile phones and any web-enabled wearable devices such as smartwatches to remain switched off in students' bags from the moment they enter school site until the 15.20 bell, for all students in Years 7-11. Specific information for Sixth Form students can be found below.

- Phones will be confiscated if seen outside of a bag and secured in the Student Office. On every instance of confiscation, parents must collect the mobile phone and it will be secured in this office until collected by a parent. The same procedures apply for smartwatches and other wearable internet-enabled devices. Students are responsible for informing parents of confiscation and any collection arrangements.
- If a student refuses to hand over their phone or smart-device, they will be placed on internal, until they hand in the device. Please note that headphones/ear buds are not permitted to be used in school, and will be confiscated in line with the procedures set out above.
- Phones are permitted for use after the 15:20 bell for purposeful activities such as checking ClassCharts, news or for checking bus apps. Phones will still be confiscated if used inappropriately such as watching videos, taking photographs, making calls, or playing music out loud.
- Students within the Sixth Form will be able to use mobile phones and other internet-enabled devices within the Sixth Form-only areas, which are the Quad and the Sixth Form Study Room. Sixth Form students will be required to ensure that mobile phones are switched off and placed inside bags in all other areas of the school site including the cafeteria. Mobile phones should remain in bags during Sixth Form lessons, however when students are in a lesson without a teacher due to staff absence they will be allowed to use their phones to check ClassCharts when in their allocated classroom. If a Year 12 or 13 student's mobile phone is seen outside of the Sixth Form Study Room, Quad or lesson without a teacher, it will be confiscated and secured in the Student Office. A parent will be required to collect the phone from this office at the end of the school day. The Head of Sixth Form has produced an acceptable use guide for mobile phones, which has been shared with all Sixth Form students and this must be adhered to at all times.
- Encouraging participation in the wide range of extra curricular activities that are available; and taking on appropriate roles and responsibilities.
- Making the college aware of any concerns, problems or medical conditions that might affect your child's wellbeing/work/behaviour.

Leaders have developed a curriculum in the sixth form that is both accessible and challenging… Students produce work of a consistently high standard.
Ofsted 2026

For its part, the college will endeavour to:

- Ensure that your child achieves their full potential as a valued member of the college community.
- Provide a balanced curriculum which meets the individual needs of your child.
- Help your child to enjoy their learning and achieve high standards of work and behaviour through building good relationships and making a positive contribution as a responsible citizen.

- Keep you informed about general college matters and about your child's progress.
- Prepare your child for economic wellbeing in the future.
- Be open and always welcoming and offer opportunities for you to become involved in the life of the college.
- Promote healthy living and care for your child's safety and happiness.

EXPECTATIONS OF STUDENTS

REACH routine has been designed with our Teaching and Learning priorities in mind and is shorthand for our high expectations of behaviour and 'being the best you can be' by breaking these down into five simple factors. REACH is centered around every student taking responsibility for maximising their learning and enhancing the learning of others. REACH encompasses our school values of Kindness, Confidence and Resilience. This allows students to be ready, engaged, accountable, able to communicate respectfully and helpful. This promotes success in their learning and personal development.

Consistently teaching and practicing our high expectations will help students become well rounded and grow in confidence.

Students are also expected to bring the following items of equipment with them to college each day:

- black or blue ballpoint pens
- pencils
- pencil eraser
- ruler
- protractor
- calculator
- re-fillable water bottle
- pencil sharpener
- pair of compasses
- **reading book** (or revision materials for Years 11, 12 and 13)
- coloured pencils/fine fibre tips
- transparent pencil case
- dry-wipe board pen

The following equipment is recommended but is available for use in classes:

- Glue Stick
- Scissors

Correction fluid/erasing pens are not allowed in college and must not be used in any written work.

Textbooks and items of specialised equipment are sometimes issued on loan and students will be required to pay for any loss or damage to college property.
Exercise books will be replaced when full. If they are lost, students will be expected to pay for a replacement.

If students lose something, they should enquire at the Student Office, as well as checking the lost property storage. If the item has not already been handed in students should inform their tutor. **It is important that all items of student's property (including uniform and textbooks) are clearly marked with the owner's name.** Lockers are available for students to hire.

HOME LEARNING

The purposes of home learning are:

- improvement of skills
- promoting independent learning
- consolidation/practise
- preparation for assessment
- revision
- research
- completing learning activities
- controlled assessment research

Each subject has an amount of time given for home learning based on the number of periods taught for each subject within the year group. Students will be given the home learning and a date by which it is to be completed for each task. They will able to access this via the 'Class Charts' website/app at any time.

If a student is having difficulty completing home learning or finding an environment that is conducive to carrying out home learning, the Home Learning Club can be considered as an option on Monday, Wednesday and Thursday evenings from 3.30 pm. to 4.45 pm. This is based in the College Library and several members of staff are available to work with students. The college's computer network is also available

at these times for students who wish to complete classlearning, home learning or controlled assessments.

The college provides late buses on Monday, Wednesday and Thursday evenings in order to allow students to remain behind without having to make their own arrangements to get home safely. These buses are **only** for student who have remained in school during this time and will leave the college site at 5.00pm. Students who leave site whilst waiting for regular or late buses and return to access these buses will not be allowed to do so. Instead, parents will be contacted to arrange alternative transport home.

> "Thank you so much for all the time, effort and support you offer our daughter, with teachers like yourselves we have no doubt that she will achieve her full potential in life."
>
> Parent Comment 2026

A system of progressive sanctions is implemented to ensure that all students complete their home learning as instructed:

Initial response by subject teacher
↓
Department level sanctions
↓
After school detention
↓
Contact with parents

MARKING AND WRITTEN FEEDBACK

Formative assessment is an ongoing practice that informs both the teacher and the student of areas of strength and areas for development. Teachers will use 'Cold-calling' and 'Revise in 5' each lesson to formatively assess students. They will provide written feedback from the teacher to the student on a regular basis, using our Feedback, Action, Response (FAR) approach.

Summative assessments take place at scheduled points throughout the year in all subjects. These provide information on what a student has and has not remembered and learnt and inform the progress reports that students and parents receive throughout the year.

Students will also receive regular positive feedback on the effort and quality of their work. The aim of this is to acknowledge and promote students' pride in their work.

The 'FAR' approach is used by teachers across all subjects in marking to provide constructive written feedback and target areas for development:

Feedback – You will be able to read teacher comments as to how well your child achieved the success criteria for the task. Emphasis is placed on positive aspects to encourage and motivate but feedback is still analytical.

Action – Teachers then write specific, subject related targets to allow knowledge, understanding or skills to be developed further. This may be written in the form of a question for the student to answer.

Response – Students will be given time to respond to their actions, answering any questions directly, telling them how they have completed their action, asking the teacher a question or responding in any appropriate way to the feedback given. Students must respond to all marking in this way in order for it to be meaningful and to allow it to further their learning.

LITERACY AND READING

The FAR marking policy means that students will be expected to correct errors in punctuation and spelling in their work. Teachers will use the following codes.

Sp= **Sp**elling error **G**= **G**rammar error **C**= **C**apital letter error

N.B. You might find that not every error will be corrected in your child's books because teachers need to prioritise assessed pieces of work, subject specific keywords and obvious/repeated errors.

Students should take pride in their work and ensure they proof-read their work.

How should students proof-read their work?

Students can proof-read in a different coloured pen to that of their original writing: this will show them and their teacher that they have improved their work. Reading aloud is an excellent way to check spelling and punctuation. If it is difficult to read out, then it probably needs more punctuation to help the writing make sense.

How can I help with spelling?

We all make mistakes in spelling – the English language is very tricky! However, the best ways to help with spelling are by modelling your own strategies for spelling. How do you correct your spelling? Show how you do it.

- Sound out words a syllable at a time: in-tro-duc-tion
- Write it down – does it look right?
- Type words into Word – use spell check.
- Use a dictionary

- Use an app or website such as dictionary.com
- Be ambitious – don't dismiss a word because you can't spell it!

Leaders carefully promote opportunities for reading. This helps all pupils access the curriculum.

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READING AT SOUTHAM COLLEGE

There is no doubt that reading for pleasure is a clear indicator of future academic success for a child, and so at Southam College we encourage a great deal of reading. Students have a dedicated "Registration and Read" session with their tutor once a week where they will read a novel (Year 7) and non-fiction (Years 8-10) together as a form. Students in years 7, 8 and 9 will also have a fortnightly library lesson where they read with their English teacher. Students should also have a reading book in their bag as part of their everyday equipment for school.

How can you support reading?

Ideally, students should be reading for at least twenty minutes every day. Reading should be part of the everyday routine.

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)

At Southam College our vision is to create a positive ethos which promotes inclusion of all students to achieve their full potential within a supportive, caring atmosphere.

To achieve this, the following principles govern the inclusive way in which we work:

- All children are valued equally i.e. children of all abilities and disabilities, from all cultures, races and gender identity.
- All children have an entitlement to the full curriculum and, whenever possible, are fully integrated into mainstream classes.
- All teachers are committed in ensuring that the individual needs of children are met by adapting aspects of the curriculum and teaching styles to ensure all students achieve their full potential.
- All teachers accept and understand their responsibility within the overall college policy for meeting Special Educational Needs and Disabilities.

To meet the special educational needs of individual students:

- The SEND Code of Practice sets out stages for SEND provision and Southam College's strategies for meeting SEND are aligned to these stages.
- The needs of students with SEND are identified, assessed, provided for and regularly reviewed by class teachers and the SEND team.
- Southam College has a team of Learning Support Assistants who support children in accessing a range of supported interventions. They also provide some in-class support where appropriate.
- Additional support is available according to individual students' needs, including home learning support sessions, shared reading and mentoring.
- Southam College works in close partnership with parents/carers and other relevant agencies, as appropriate, in supporting students to reach their full potential.
- Families are invited to meet with our SENCO and Assistant SENCO on a weekly basis through online meetings to discuss concerns and ensure regular communication is maintained.

Teachers have high expectations of pupils with special educational needs. They generally provide specific support that helps pupils to learn.

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THE CONNECTION HUB

The Connection Hub is an area of the SEND Department that is used to support students within school. Students may work with Learning Support Assistants, in this space, on a scheduled basis to meet the needs of the student. Staff in the Connection Hub also support students to return to learning following periods of absence. The space has our Nurture room and Ready to Learn spaces, providing support for both emotional regulation and access to learning. Interventions also take place within the Connection Hub to support learners.

HIGH ATTAINING STUDENTS

High attaining students will receive additional activities to challenge them appropriately and are actively encouraged to complete stretch and challenge opportunities they are provided with in lessons. Departments are asked to ensure that these students receive suitably differentiated learning activities to develop their full potential. There is also a program of extra-curricular activities that take place throughout the year.

BEHAVIOUR FOR LEARNING

The primary purpose of Southam College is to help each student to achieve their full potential. Fulfilment of this purpose requires a calm, orderly, safe and co-operative environment that is supportive of high achievement.

We expect the following behaviours of our students:

- Students must wear full uniform and a high standard is expected at all times.
- The college only approves of conventional hairstyles in one natural colour.
- Make-up is not permitted, this includes false eyelashes.
- Students are not permitted to wear any colour of nail varnish in school. Students will be taken out of circulation until varnish is removed, if this is worn in school.
- Nails must be a suitable length to complete all required activities in school.
- Students are allowed to wear clear French tips. Below is examples of what is acceptable and not acceptable for school.

- Only a single pair of small earstuds may be worn. Facial or other piercings must be removed whilst in school and cannot be covered by a plaster. Entirely clear plastic retainers may be used in established piercings. Further advise can be sought from your child's Head of Year prior to carrying out new piercings. No other jewellery is allowed except for a watch.
- Illegal substances, alcohol, tobacco and smoking/vaping paraphernalia are not allowed on the college site and their use is strictly forbidden. The use of such substances, supplying them to others or their repeated possession may lead to permanent exclusion. In addition, offensive weapons are also banned from the college site.
- Smoking and vaping are forbidden on college premises, on the way to and from college, when wearing college uniform and on college transport.
- Toy guns and water pistols must not be brought onto the school site. These items may be perceived as replica weapons and are treated very seriously. Possession will be sanctioned in line with other prohibited items (e.g. illegal substances), and their use on school grounds is strictly forbidden under all circumstances.
- Lifts are for authorised use only – any students trying to access lifts without staff permission or hindering the correct use of a lift will lose all social time, for failure to act in a sensible and appropriate way.

- Students should not bring expensive items or large sums of money to college. This includes personal entertainment equipment. The college can not accept responsibility for these items if students bring them onto the school site.
- In line with statutory requirements, it is mandatory for mobile phones and any web-enabled wearable devices such as smartwatches to remain switched off in students' bags from the moment they enter school site until the 15.20 bell, for all students in Years 7-11. Specific information for Sixth Form students can be found below.
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- If a student refuses to hand over their phone or smart-device, they will be placed on internal, until they hand in the device. Please note that headphones/ear buds are not permitted to be used in school, and will be confiscated in line with the procedures set out above.
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- Students within the Sixth Form will be able to use mobile phones and other internet-enabled devices within the Sixth Form-only areas, which are the Quad and the Sixth Form Study Room. Sixth Form students will be required to ensure that mobile phones are switched off and placed inside bags in all other areas of the school site including the cafeteria. Mobile phones should remain in bags during Sixth Form lessons, however when students are in a lesson without a teacher due to staff absence they will be allowed to use their phones to check ClassCharts when in their allocated classroom. If a Year 12 or 13 student's mobile phone is seen outside of the Sixth Form Study Room, Quad or lesson without a teacher, it will be confiscated and secured in the Student Office. A parent will be required to collect the phone from this office at the end of the school day. The Head of Sixth Form has produced an acceptable use guide for mobile phones, which has been shared with all Sixth Form students and this must be adhered to at all times.
- Students must keep to the left in corridors, on stairs and on paths around the college site. Movement should be in single file and should always be in a quiet and orderly manner.
- Litter should always be placed in the bins provided.
- Students must not eat in classrooms during break or at lunchtimes. Food may be consumed on the field, in the clearly designated area only, in the Hall or in the Canteen. There are also designated picnic tables for eating outside.
- The chewing of sweets or chewing gum is not allowed during lessons. Chewing gum should **not** be brought to college.
- Students should always be punctual for lessons, registrations, appointments etc.

- Students must behave in a quiet and orderly manner whilst travelling on college transport. Failure to do this is likely to result in travel passes being withdrawn.
- Bad language should never be used and courteous behaviour is expected at all times.
- All property including textbooks, should be clearly marked with the owner's name.
- Students must remain on the college site at all times during the school day, unless they have a lunch pass to return home for lunchtime. Students travelling by bus must remain on site from arrival at school to leaving via the appropriate bus. Students who have left site and return to access buses will not be allowed to do so. Instead, parents will be contacted to ensure safe transport home.
- The code of conduct, which has been agreed by staff and students, must be followed at all times.

SANCTIONS

Failure to keep to the college rules could result in one of the following sanctions:

- **Extra work** - this may take the form of repeating work or writing an essay in order to extend students' learning.
- **Withdrawal of privileges** - this may take the form of a student being excluded from their social area during break and/or at lunchtimes.
- **Litter duty** - a student may be asked to do 'litter duty' during break, at lunchtime or after school.
- **Detention** - daily break time detentions are held for those students who fail to follow the school expectations and show misbehaviour around the school site. Students that fail to attend their break time detention will have their detention upscaled to a lunch time detention, failure to attend a lunch time detention is upscaled to an after school, failure to attend this can lead to a Head of Year detention and a 2-hour Headteachers detention. Parents will be aware of any detentions via a notification message in their ClassCharts app. Students can also be kept in to do extra work during break or after lessons have ended for the day. If it is after school detention parents will always be informed beforehand via ClassCharts.
- **Incorrect uniform Detention -** staff will log instances of incorrect uniform in ClassCharts. However, a breaktime detention will only be issued in the following circumstances
  - If a student receives a second uniform infraction on the same day.
  - If a student accumulates a total of five uniform infractions within a week.

  This means that if, for example, a shirt accidentally comes untucked, it will be noted but will not result in a detention for that single occurrence.

  Lateness and lack of equipment Detention - for every second ClassCharts log in a week that a student receives, they will be issued a break time detention, the first log will go on ClassCharts but will not generate a sanction.

- **Home Learning detention** - this after school detention is for students who persistently fail to complete Home learning or fall behind with controlled assessment tasks.
- **'On Report'** - as a result of misbehaviour or a poor attitude to work, a student may be given a report card which each teacher has to complete at the end of the lesson. Initially, students who are 'on report' will have to report each day to their tutor to have the card checked and countersigned. The Head of Year will check on a weekly basis, or more regularly, if the situation does not improve. If a report period is failed, the student will report to the Head of Year, Assistant Head, Deputy Head or eventually the Headteacher.
- **Lunch Time Detentions** - given as a result of being off-site without permission or inappropriate behaviour at social time. Students who go home for lunch must apply to the Student Office for a lunch pass and sign in and out each day.
- **Lesson attendance/punctuality report** - given as a result of being late for lessons/registrations.
- **Truanting** – a staged approach has been implemented to gain an understanding what the difficulty is if a student is not attending registration or lessons. If a student is found truanting, they are placed on internal exclusion. A face-to-face meeting with parent and student with the Head of Year will take place before the student returns to the mainstream school and a connection plan is created. If this behaviour continues a meeting will take place with an Assistant Headteacher and eventually the Deputy Head- Behaviour Lead.
- **Uniform report** - given as a result of repeated non compliance with college uniform requirements.
- **Referral** – when a student recieves 3 warnings in a lesson they will be removed to work in an alternative classroom.
- **'On Call'** - is used as an immediate response to a serious poor behaviour in a lesson or misbehaviour in a Referral Room and the student is placed, under supervision, in the 'On Call' room. After the lesson an after school detention will be arranged. This effective sanction means that one child cannot ruin the learning of others in the classroom.
- **Period of Refocus** - students will work in the Refocus Centre for an agreed period of time where a joint 'Refocus Achievement Plan' will be produced to provide strategies and targets for future success. Agreed rewards and consequences will be devised to further boost motivation.
- **Internal Exclusion** - the student will work alone for a fixed length of time, e.g. a half day or a whole day (following two On Calls in one day) and will be supervised to complete lesson work and at social times. If a period of internal exclusion is over a day parents are required to attend a face to face meeting.
- **Suspension** - a suspension will only be used in the case of very significant misbehaviour. In such cases, parents are required to meet with senior members of staff to discuss the terms of re-admission. Unfortunately, it is very occasionally

required to permanently exclude a child for persistent defiance or for a very serious offence.

Parents will be contacted in cases of behaviour which gives cause for concern and are encouraged to share any concerns with the college to ensure close collaboration.

> *In lessons, pupils are respectful. There is very little disruption. Pupils are polite and courteous… They move around the building calmly and with purpose.*
>
> *Ofsted 2026*

REFOCUS CENTRE

The Refocus Centre is used to support students with their individual needs. This involves working with students to develop positive patterns of behaviour and attitudes, so that it has a positive impact on their learning and the learning of other students. Students who are having difficulty with any area of school or their lessons can be supported either within the Refocus Centre or by Refocus staff within their usual classes, this is arranged by the Head of Year. Within the Refocus Centre students are engaged in a positive and calm manner with work to complete. During breaktimes and lunchtimes students may seek support from the Refocus Centre. Timings of the Refocus Centre can be different to the internal timing of the standard school day. Where students fail to meet our expectations, parents will be asked to attend a brief morning meeting with their child to ensure a successful day.

REWARDS

House Achievement Points (HAPs):

Students earn house achievement points which are issued and recorded electronically on ClassCharts. Students can regularly earn a range of points and badges for their effort and the progress they make. They will also be able to 'buy' items in our student-run online rewards shop via ClassCharts. A similar scale applies to the quality of class work and home learning relative to their ability level. Students can earn special points awards for a variety of reasons e.g. Student of the Month, Competition entries, Courtesy Tickets, or a range of bespoke points awards.

Each year a range of award certificates will be presented:

Award	Criteria
Diamond Award	Top points scorer in the whole school
Platinum Award	Top points scorer in the year group
Gold Award	In the top 5% of points scorers in the year group
Silver Award	In the top 10% of points scorers in the year group
Bronze Award	In the top 25% of points scorers in the year group
Tutor Award	Top points scorer in the Tutor Group.

The House Councils are regularly consulted to discuss age specific motivational rewards linked to the table of awards above. Students will be presented with the highest award they have achieved. All points gained will count to the house competition and may inform separate rewards per subject, per class or per tutor group. Our ClassCharts app allows parents and students ongoing access to their achievement record and points tally.

Postcards: College staff enjoy sending praise postcards home to inform parents when their child has achieved something that merits positive comment.

Annual Award Ceremonies: The college holds two awards ceremonies each year. The first is in December when the previous year's Year 11, 12 and 13 students receive their examination certificates and subject awards are made for outstanding effort and academic achievement. The second awards ceremony is in July when Year 7, 8, 9, 10 and 12 students receive certificates for academic achievement and effort, as well as full attendance and service to the college awards. Heads of House also hold award assemblies at the end of the Autumn and Spring Term to recognise achievements throughout the year.

OUR LEARNING ROUTINES

Southam College

"We are what we repeatedly do.
Excellence, then, is not an act, but a habit."
Aristotle

4 LEARNING ROUTINES

USING THE POWER OF ROUTINES TO ACCELERATE LEARNING

Southam College is committed to supporting your child to be the best they can be by providing them with an outstanding education and we know that it is most often through the power of consistent routines that students flourish in the classroom. Bearing this in mind, we want to keep you informed about our four key learning routines:

1 SILENT STUDY

It is tempting to think of "working in silence" as a form of punishment but a plethora of research shows that students need a period of silence in every lesson to engage in deep thinking. Students will spend a minimum of ten minutes in every lesson working independently in silence to help build their resilience and most importantly practise and apply what they have learned.

2 REVISE IN 5

If you have ever tried to remember something you were told two minutes ago you will understand that our "working memory" (our capacity to store brand new information in our memory) is finite. A multitude of research has demonstrated that the best way to transfer knowledge into our long-term memory is through regular testing and quizzing. Every time we try to "retrieve" information from our memory it strengthens our ability to remember. Students at Southam therefore will begin every lesson with a short "Revise in 5" activity which will help them to remember the key knowledge that will allow them to learn and make progress.

3 COLD-CALLING

Questions are at the heart of learning. What do we know? What are we yet to learn? What do we want to know more about? A wealth of research has demonstrated links between the amount of questions a student is asked and the progress that they make. Therefore at Southam teachers will be selecting students to answer questions rather than only picking from the students who already have their hands up. This means that when a teacher asks a question, it is for everyone to consider. Contrary to the connotations of the name, "cold-calling" is not about catching students out or putting them on the spot, it is an inclusive process that ensures every student has an opportunity to share what they are thinking and be heard.

4 R.E.A.C.H.

Ready to Learn **E**ngaged **A**ccountable **C**ommunicate respectfully **H**elpful

REACH is centred around every student taking responsibility for maximising their learning and enhancing the learning of others, REACH encompasses our school values of kindness, confidence and resilience and allows our students to 'be the best they can be' breaking down our behaviour expectations into 5 different categories allowing them to be ready, engaged, accountable, communicate and help to be successful in their learning and personal development.

We know our students will benefit from a focus on clearly defined and explicitly taught routines, both academically and in terms of their personal development.

If you have any questions, please get in touch via **southamcollege@stowevalley.com** | page 1

HOUSE SYSTEM

All students are placed into one of four houses: Godiva (Blue), Webb Ellis (Yellow) Shakespeare (Purple) or Whittle (Red). The aim of the house system is to create the best possible ethos for students' personal and social development and for the achievement of their potential in all aspects of college life. This is achieved through encouraging all students to take part in house activities and to give a sense of belonging and participation, whilst at the same time helping others less fortunate than themselves through charity work. Older students are encouraged to play a nurturing role to create a family atmosphere.

The four houses compete to win the annual house competition, the winning house being the one with the most points at the end of the Summer Term. Students in the winning house have the opportunity of taking part in a house trip the following academic year. Students can gain House Achievement Points in a number of ways including effort in lessons, sport, charity events, reading competitions, full attendance, various department competitions, etc.

Students also have the opportunity to represent their house and tutor group by being elected onto the Year Council which is chaired by the Head Students.

Each year, our students select and vote for a 'Charity of the Year' and the proceeds of our fundraising efforts including Charity Week and Non-uniform days go towards it. Each House competes to raise the most money for additional HAPs.

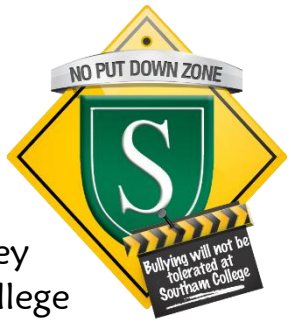
ILLNESS, ACCIDENTS AND MEDICINES

If students feel unwell, or have an accident, during social time, they should go to the Student Office where a trained first aider will take care of them. If they are unwell in lesson time their teacher will call for a staff member to come to their class to support. If they are too ill to remain at college, or if hospital treatment is necessary, you will be contacted to make appropriate arrangements or an ambulance called. **Students must not use mobile phones to call home when ill.**

If students need to take medicines and/or tablets whilst at college, they must be given a letter from you stating when they need to be taken. The General Office will look after and issue medicines which need to be kept in a refridgerator or held by a member of staff. The college is not allowed to give students aspirin, paracetamol, antibiotics or any other tablets. All PE staff are first aid trained.

Southam College is committed to safeguarding and promoting the welfare of children and young people and believes that keeping children safe is everyone's responsibility. Please contact a member of the safeguarding team if you have any concerns about the safety or welfare of a child.

BULLYING



Southam College is a caring school with a clearly stated policy of 'No Put Downs' and 'No Hands On'. We will not accept bullying of any kind. This includes verbal, physical, racial, homophobic and/or cyber bullying. If students are bullied or they know of someone who is being bullied, it is important that the college is informed immediately with specific information to allow detailed investigation to take place. Bullying can be reported to any member of staff, key staff are tutors and Heads of Year. Students can also report anonymously via the 'Student Voice' platform (see website). Swift decisive action will be taken against bullies and a record of bullying incidents are kept to ensure strong action is taken against repeat offenders. Southam College promotes the National Anti-Bullying Week to help ensure that bullying has no place at our friendly school. A copy of our Anti-Bullying Policy is available on our website.

Leaders have established an open culture in which safeguarding is everyone's responsibility, pupils are made safer and feel safe. Leaders respond quickly and effectively to the small number of bullying incidents that occur.

Ofsted 2026

PEER MENTORS

Our students are a real credit to us. Many Sixth Form students act as trained peer mentors to support groups or individuals normally at least two years younger than themselves.

COUNSELLING & MENTAL HEALTH NURSE

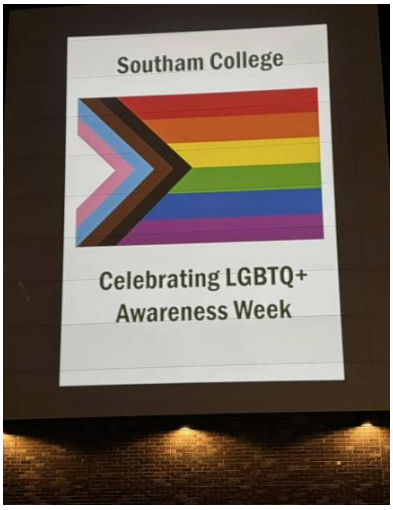
A trained CBT Counsellor works in school to help students who are experiencing emotional and mental ill health, we also liaise with the Mental Health in Schools Team (MHST). These services are optional, confidential and an invaluable support service for students. We also have an Art Therapist who is in school one day a week and we commission mentoring from Lifespace to support students through their journey to adulthood.

COMPASS

Advice and support are available in relation to alcohol and drug misuse via the external agency CGL.

SAFER COMMUNITY TEAM

The school has built strong links with the local Police Community Support Officers who regularly visit the school. PCSOs and PCs may lead assemblies on themes such as Road Safety, Internet Safety, Bullying, Hate Crime etc. The PCSOs also help with Character and Culture lessons to discuss topics such as Drug Awareness and Knife Crime. The PCSOs will speak to students whilst on site. These informal conversations will allow students to ask questions and allow the flexibility to deal with any issues as they arise in an advisory capacity. The PCSO's role is to guide students, parents will be informed if anything arises that requires a more formal meeting.



SCHOOL TERM DATES 2026/2027

Please do not book holidays in term time.

Autumn Term

Tuesday 1st September	Teacher Training Day
Wednesday 2nd September	Teacher Training Day
Thursday 3rd September	Autumn Term Starts
Monday 26th - Friday 30th October	Half Term
Friday 27th November	Teacher Training Day
Friday 18th December @3:20PM	Autumn Term Ends

Spring Term

Monday 4th January	MAT Teacher Training Day
Tuesday 5th January	Spring Term Starts
Monday 15th – Friday 19th February	Half Term
Thursday 25th March	Spring Term Ends

Summer Term

Monday 12th April	Summer Term Starts
Monday 3rd May	Bank Holiday
Monday 31st May – Friday 4th June	Half Term
Friday 16th July @ 3:20PM	Summer Term Ends
Monday 19th – Wednesday 21st July	Teacher Training Days

Parents' Evenings (5.00pm - 7.30pm unless otherwise stated)		
Autumn Term	**Spring Term**	**Summer Term**
Y12 Information Evening 14th September, 7pm	Y8 Parents Evening 7th January	Y7 Parents Evening 22nd April
Open Evening 17th Sept 5:30 – 8:30pm	Y8 Option Evening 28th January 6-8pm	Y10 Parents Evening 17th June
Y7 Tutor Evening 1st October	Y9 Parents Evening 4th March	Y6 Induction Evening 7th July 6-9pm
Y11 Parents Evening 15th October	Y11/12/13 Intervention Evening 18th March	
Sixth Form Open Evening 5th November 6-8pm		
Y12/13 Parents Evening 12th November		

USEFUL INFORMATION

Address:	Southam College Welsh Road West Southam CV47 0JW
Telephone No:	(01926) 812560
E-mail:	southamcollege@stowevalley.com
Web Site:	www.southamcollege.com
Headteacher:	Miss M Mason
Deputy Headteacher:	Miss C Harwood
Deputy Headteacher:	Mr G Martin
Assistant Headteachers:	Mr J Johnson Mrs M Browne Miss A Hawkes Mrs A Lynch Mrs S Campbell-Birch Miss L Crutchley
Associate Headteacher:	Mrs E Callan
DSL	Mrs M Browne
Deputy DSL	Mrs T Taylor

Heads of Year:	Mrs L Erroi	(Year 7)
	Miss J Lindley-Phillips	
	Mr W Jefferies	(Year 8)
	Ms J Sabin	(Year 9)
	Miss C Fell	(Year 10)
	Mrs C Thomas	(Year 11)
	Miss R Pitts	(Year 12)
	Mrs A Smith	(Year 13)

Special Educational Needs Co-ordinator:	A Hawkes
Inclusion Lead:	K Coombs-Prole

Heads of House:	Mr C Hall	(Godiva)
	Mr C Elkerton	(Webb Ellis)
	Mrs N Morten	(Whittle)
	Mrs L Turton	(Whittle)
	Miss S Dicken	(Shakespeare)

PA to Headteacher	Mrs S Holden
Office Manager:	Mrs C Long
Administrators:	Miss K Harmer
	Mrs L Kelland
6th Form Administrator:	Mrs L Powell
Senior Attendance Officer:	Mrs S Rowland
Attendance Officers:	Ms K Wincote
	Mrs C Murrin-Foyle
	Mrs J Sensecall
Student Office:	Mrs V Gladden
	Mrs S Courtnage
	Mrs A Burch
Senior Finance Officer:	Mrs E Hill
Family Support Worker:	Miss V Almond
	Ms C Solomon
Safeguarding Pastoral Support:	Miss S Roijers
Pastoral Support:	Miss C Griffin
SEND Administrator:	Mrs L Coombe-Perry
Teaching School Administrator:	Mrs C Potter
Exams Officer:	Mrs D O'Neill
Exams Administrator:	Mrs H Prescott

COMMUNICATION WITH PARENTS

Please review our regularly updated website at www.southamcollege.com for the latest activities and achievements.
Our Facebook page is: https://www.facebook.com/southamcollege
For information specific to your child please download the ClassCharts app or login via: https://www.classcharts.com/parent/login

If you have any worries or concerns regarding any aspect of your child's education at Southam College, or if you would like to arrange an appointment to meet with a member of staff you should, in the first instance, contact Mrs Long (Year 7), Miss Harmer (Years 8-9), Miss Austin (Year 10-11) or Mrs Powell (Years 12-13). They will then pass your query or concern on to the appropriate Head of Year who will aim to get back to you within 24 hours. Please do not arrive for a meeting without having made an appointment first. If the concern cannot be dealt with by phone or email, a meeting will be arranged at the earliest possible opportunity. This meeting may involve the Head of Year, Tutor, Head of Department/Subject Teacher or, in some cases, an Assistant Headteacher, a Deputy Headteacher and/or the Headteacher.

We have set up a dedicated email address for parents and carers to use, if you have contacted school via phone, email or ClassCharts, and have not had a response by the fifth working day.
Whilst we hope that you are not in this position, I would ask that you use this email address as required so that we can action any concerns with communication in a timely manner. Please email SOUCommsEscalation@sco.svmat.uk on the fifth school day if you have contacted us and not received a response, when one is required. Please note that this email account is only monitored for escalation, please continue to use southamcollege@stowevalley.com for initial contact.

In order to ensure an immediate and effective exchange of information between home and college it is important that the college is kept fully informed as to any changes in family circumstances which may affect a student's work or progress. We ask that **we have an up-to-date email address** as we use a system called 'School Comms' to email school letters and newsletters home and to inform parents of relevant information. Paper copies are no longer given as standard. To help with this process, a data checking sheet for each student will be sent home at the beginning of each academic year and you are asked to check the contact telephone numbers, e-mail addresses, medical information, etc. carefully before returning it to the college. In addition, we produce extensive college e-newsletters on a half term basis to celebrate student achievement and keep parents up to date with latest events. For every day queries about homework or other school matters you are able to use ClassCharts to message you childs teacher or tutor.

ATTEND TO CONNECT

Your child's progress academically as well as socially is our shared priority. We are committed to all our students having the **best possible education** and **positive experiences** during their time with us – **making positive connections with** their tutor, peers, subjects, through memorable experiences in school, trips and extra-curricular opportunities. To achieve this, we expect that students attendance is no more than 3 days absence in a school year.

There are a variety of reasons for students missing school. Some reasons are unavoidable, but we are committed to working with you to ensure that your child fully benefits from coming to school to form strong and lasting connections.

How to let us know

When letting us know about your child's absence, please always give a reason. All absences have to be coded and then become part of your child's attendance record. **If we are given no reason, we have to mark this absence as unauthorised.**

Please report the absence on the first day of absence, via our ClassCharts app.

Please ensure you have the app installed and **notifications enabled** as we will communicate with you via the app if your child is not in school without a reason.

You are also able to email, text or call:

1 - Telephone: 01926 812560 – press 1 for Attendance

2 - E-mail SOUAttendance@stowevalley.com

For each day of absence, please inform the attendance officer of the reason they are not in college. If your child has any conditions which may affect their attendance, please inform the appropriate Head of Year. You are also able to book online appointments with our attendance lead should you wish to discuss further support options. Absence is continually monitored and letters are sent home when concerns about absence are raised. These are designed to inform but also to be part of a conversation about support that can be offered. We genuinely want to help and encourage students and parents towards excellent attendance.

Dental/medical appointments should be made outside school time where possible. If appointments are during the school day you should inform the attendance officer in advance. Please ensure you provide a note explaining the reason for absence so students are allowed to leave their lesson. In addition, all students arriving or leaving during the day, including break and lunchtimes, must sign in/out at the Student Office.

If a telephone call/text/e-mail has not been received, the Attendance Officer will try to contact you during the day to find out why your child is not in college. All students

must be on site by 8:45am and in their tutor rooms, ready for the register to be called by 8.50am in the morning. Students who arrive after the end of registration must report immediately to the Student Office.
If a student is absent for more than five consecutive days, we will request medical evidence for the absence, for example, an official medical/dental appointment card, letter or prescription showing the student's name and the date.

If you wish your child to return home for lunch, you will need to complete and return an application form to the appropriate Head of Year to request permission each year. Only students who live in Southam will be eligible for a lunch pass. If approved, your child will be issued with a lunch pass, which your child must keep with them at all times for inspection on request. In addition to the pass, students who go home for lunch must also sign out and back in at the Student Office. Lost passes will be replaced at a cost of £1.

Leave of Absence

New Government guidance came into effect September 2022 to ensure that children attend school regularly "so they get the most out of their school experience, including their attainment, wellbeing and wider life chances. Improving pupil attendance at school is everyone's business."
As a parent/ carer you are legally responsible for making sure your child/children attend school regularly. It is important that you and your child/ children develop a positive attitude to school attendance and punctuality so that they do not miss out on the opportunities at school. These qualities of punctuality and reliability are also important in adult life.
We want our students to feel safe in school and secure. Southam College, in partnership with Warwickshire Attendance Service (WAS) will have strict arrangements for the authorisation of absence taken during term time. Authorisation will only be granted in exceptional circumstances for religious or unique personal reasons, by the headteacher,

on **a case-by-case basis**. In the absence of leave being granted and absence occurring, consideration will be given by WAS to impose a fine as detailed here: https://www.warwickshire.gov.uk/pupilnonattendance*

Headteachers are no longer permitted to authorise absence for holidays taken during term time. They are only permitted to grant leave for exceptional circumstances. If you think you have exceptional circumstances, please talk to us without delay and before arrangements are entered into or money committed. If exceptional circumstances are accepted, the Headteacher and the School Governors will determine how much absence will be authorised.

Excellent attendance is no more than 3 days absence in a school year

We greatly appreciate parental support to reduce the total amount of days lost due to absence. We are committed to working in partnership with you to enable your child to reach their academic targets and to support their social development and for this to happen, we need to keep individual attendance as high as possible and we all need to play our part.

If a child achieves 80% attendance, this means that they have missed approximately 40 days of education over the academic year, averaging 1 day per week. If a child's attendance equates to 80% over their time in secondary school, they will miss more than a full year of education.
If a child achieves 90% attendance, most people would see this as a very high percentage. However, this still means students miss approximately 18 days of education, four weeks of lessons and missed opportunities to strengthen their sense of connection with their learning and peers. More than 18 days of absence are classed by the government as "persistent absence" and reported to the local authority.

If children are taken away for a two-week family holiday every year and have an average number of days off for sickness and appointments, they will have missed the equivalent of a year off school by the time they are 16.

Evidence shows that children with low attendance are less likely to succeed academically and are more likely to be NEET (not in education, employment or training) when they leave school.

***It is important to note**, Fixed Penalty Notices are issued to <u>each parent of each absent child</u>, (for example 2 children and 2 parents, means <u>each</u> parent will receive 2 invoices in the amount of £160 each, totalling £320 for both children, this is reduced to £80 per child if paid within 21 days).

THE COLLEGE DAY

The timings for the college day are as follows: **Arrive by 8.45am.**

08.50	-	09.10	Morning Registration/Assembly/Tutor Time
09.10	-	10.10	Period 1
10.10	-	11.10	Period 2
11.10	-	11.30	Break
11.35	-	12.35	Period 3
12.35	-	13.15	Lunch
13.15	-	14.15	Period 4
14.15	-	15.15	Period 5
15.15			Dismissal of students

CLOSURE DUE TO BAD WEATHER

If the college has to close because of bad weather or other emergency, local radio stations will be contacted:

- BBC Coventry & Warwickshire 94.8 FM, 103.7 FM & 104 FM
- Free Radio 97 & 102.9 FM

Information will also be available on the college website www.southamcollege.com and our social media.

COLLEGE TRANSPORT

All information relating to home to school transport is available at: www.warwickshire.gov.uk/schooltransport and www.westnorthants.gov.uk/school-travel-assistance

For those students attending from outside the catchment area who do not qualify for free transport, passes are available for various routes operated by private bus operators on routes which operate to and from the college. Details of rates, routes and passes can be obtained by contacting: Catterall's Coaches Catteralls Coaches (travelcatteralls.co.uk) Tel: 01926 813840, Stagecoach www.stagecoachbus.com

The local authority provides free transport for students in Years 7-11 who live within the priority area of the college and at a distance of more than three miles from the college or they live outside the catchment area and Southam College is their nearest secondary school. Bus passes must be carried at all times – operators will make checks and will refuse to transport students who do not have their passes to college. If the pass is damaged in any way, it is liable to be confiscated. Lost or damaged cards must be replaced immediately as there is no facility to pay on the bus. Replacement school

bus passes can be ordered and paid for over the phone by calling the Education Transport Department on 01926 412929 or downloading the replacement bus pass form. For bus passes you purchase directly please contact your operator.

For the safety of our students, they are required to use the seat belts provided on school transport. All parents and students will be asked to sign a home to school transport agreement covering behaviour and safety. Whilst travelling on college transport it is important that students behave responsibly at all times in accordance with the agreement. It is an offence to misbehave or interfere with safety equipment on a school bus. Transport operators have the right to refuse to carry any student who causes a nuisance or risks the safety of others. Students will be held responsible for any vandalism or damage caused to college transport and operators will prosecute offenders.

Occasionally buses are delayed due to traffic or breakdown. In these circumstances students are advised to stay at their stop until the bus or a replacement arrives. Except for scheduled services a replacement bus will always be dispatched as soon as possible. Please contact Warwickshire Transport or Southam College if the bus is late to get any up to date information.
Catterall's Coaches. Both parents and students can access the live vehicle tracking feature via the ShuttleID platform, they also providing a social media feed which can update you and your child if there is going to be a delay.
www.travelcatteralls.co.uk/buspass and www.facebook.com/catterallscoaches.

We are advising parents and students to update their mobile phones with these contact details. If you have any concerns about college transport, you should contact Warwickshire Education Transport; Tel 01926 412929 or e-mail to@warwickshire.gov.uk

After School Buses

Southam College operates free buses on Monday, Wednesday and Thursday evenings to support specific extra-curricular activities only. **This is not a free bus service for students not attending a recognised school activity. Please check on Catterall's website to confirm which village / area the buses cover follow this link - Southam College**
Buses leave at 5pm to coincide with regular school activities and the Home Learning Club.

The responsibility remains with the parent or carer of each student to make arrangements for their child to get home if they are staying for activities after school or to be available should they not be able to use the free bus service.

Students who leave site without permission whilst waiting for regular or late buses and return to access these will not be allowed to do so. Instead, parents will be contacted to arrange alternate transport home.

TRAVELLING TO COLLEGE & PARKING

Students who live within walking or cycling distance of the college are expected to walk or cycle to school. Year 7 to 11 students who wish to travel to college independently by bicycle or motorbike must first obtain written permission from their parents and from their Head of Year. Sixth formers can park on site. When parking off site, Sixth Formers must not park opposite, block or park either side of residents' driveways or double-park opposite other vehicles. Selfish parking is likely to aggravate local residents and can prevent access for emergency vehicles.

STUDENT SAFETY & WELSH ROAD WEST

Students who are brought to college by car should be dropped off within walking distance of the entrances to the college site. Parents may use the front bus bay for dropping off in a morning but should **stop nearest to the exit side only** to prevent obstructing access for cars and buses arriving. Parents must not drive onto the school site at the end of the school day. Stopping in the entrance for picking up children is not allowed as this obstructs buses and is dangerous to students. **The section of Welsh Road West directly opposite the college entrances and the yellow zig zag road markings should not be used as a dropping off and/or collection point** as parked vehicles restrict access to the college site for school buses, forcing them into the middle of the road and are therefore a danger to students and other road users. Warwickshire Police will routinely check parking and have advised parking anywhere along Welsh Road West between the Primary School and the Leisure Centre at the end of the school day constitutes a road traffic offence of obstruction outside a school and is subject to a fixed penalty notice.

VISITOR PARKING

Four spaces are provided for visitor parking in the main car park, opposite the main building for use by parents to attend meetings or who need to come into the school from 8.30am to 4.00pm. Visitors should avoid leaving the site between 3.15pm to 3.45pm due to buses arriving, there is no other exit to leave the school at this time. These spaces should not be used for dropping off and picking up students unless the student has a disability, injury or large items. Parents are requested to exercise caution when driving a vehicle on the school site. **The site speed limit is 5mph.**

EXTRA CURRICULAR MUSIC TUITION

Why should I get extra music lessons?

Music lessons offer a wide range of benefits that extend far beyond simply learning an instrument or to sing! Some key advantages of extra music lessons include:

1. Cognitive development – Music tuition enhances various cognitive skills such as memory, attention span, and problem-solving. It stimulates the brain by improving coordination, pattern recognition, and spatial-reasoning skills.
2. Emotional well-being – Music is the perfect way to allow yourself to express your emotions and your creativity. It can serve as a powerful outlet for emotional release, stress reduction, and boosting self-confidence.
3. Discipline & perseverance – Musicians develop patience, time management, and the ability to set and achieve goals, as well as committing to regular practice and overcoming challenges.
4. Social skills – Participation in music lessons and ensembles promotes teamwork, cooperation, and communication. It provides opportunities for collaboration, empathy, and building lasting friendships with fellow musicians.
5. Academic performance – Numerous studies suggest a positive link between music education and academic achievement. Music tuition helps improve language skills, mathematical abilities, and overall academic performance.
6. Cultural Appreciation – Through music lessons, students gain exposure to diverse musical styles, genres, and traditions, developing a broader understanding and appreciations for a variety of different cultures.

How does it work?

The music department works closely with the Warwickshire County Music Hub and The Steel Pan Academy to provide high quality and competitively priced music tuition.

Tuition is available in a wide variety of instruments and singing, including:

- Brass (trumpet, cornet, horn, trombone, tuba)
- Drum Kit and percussion
- Guitar (acoustic, electric, classical, bass)
- Piano / keyboards
- Steel Pans
- Strings (violin, viola, cello)
- Voice (in any style – classical, musical theatre, pop, etc)
- Woodwind (flute, saxophone, clarinet, oboe, bassoon)

How long are lessons?

Lessons are available for individuals or small groups, for 20 or 30 minutes. These will be timetabled on rotation during the school day, so that students don't always miss the same class each week.

How do I apply?

The Warwickshire Music Hub (https://www.warwickshiremusichub.org/) use a 'direct billing' scheme. You book and pay for tuition directly with them, and the timetable is then shared with our Music Department.

Create a free account here: https://warwickshiremusic.paritor.com/. Then choose 'In School Tuition – Direct Parent Billed (DPB)'. Select Southam College, then the instrument (or multiple) you are interested in. If the instrument you would like is unavailable, please email music@warwickshire.gov.uk.

Steel Pan lessons are provided by The Steel Pan Academy. These are group lessons of 30 minutes. Please see the letter on the school website for further information and use the reply slip to apply, or contact: dianahancox@hotmail.com

What music groups can be joined?

Making music as part of a group is especially rewarding; it strengthens musicianship, encourages friendships, and gives a sense of belonging.

The Music Department is committed to offering memorable experiences through a wide variety of music groups and performances throughout the year. All musicians are encouraged and supported to get involved – further details will be provided in September.

EXTRA CURRICULAR SPORT

All students, regardless of ability, are encouraged to make full use of the college's sporting facilities and to participate in the outstanding range of sports practices, house sport competitions, inter-school fixtures and county/regional tournaments that take place during the year.

- **Commitment to training** – a register is kept at all training sessions to instil enthusiasm, loyalty and good organisational skills. If there is a clash with any other college activities, students should inform the appropriate members of staff as soon as possible.

- **Fixtures** – fixture lists are issued at an appropriate time during the season for each sporting activity. Students should inform the appropriate member of staff as soon as possible if they are unavailable for a fixture. Majority of fixtures are midweek with the exception of some Saturday morning fixtures for rugby and cross country. Finish times will be detailed on the fixture list and communicated with parents/carers.

- **Protection** – all students should ensure that they have appropriate protection both for training and for fixtures e.g. Safety studs, shin pads and gum shields.

- **Transport** – transport is provided for away fixtures. After practice sessions on a Monday, Wednesday and Thursday there are late buses departing at 5.00pm. Parents will have to make their own transport arrangements for fixtures that go beyond 5.00pm on a Monday, Wednesday or Thursday, or for practices/matches on different days.

- **Collection** – students will be given an estimated time of return from away fixtures or a collection time after home fixtures. These times are approximate, and students are always allowed to use the college telephone to arrange collection. They can also use a mobile phone with their teacher's permission.

- **Photo Consent** – Please be aware that we like to share photos from our sporting events. For this to happen we must have full parental consent, and photos cannot be shared without this.

PE UNIFORM 2026-27

If you experience any difficulty or financial hardship in purchasing the college's PE kit, please contact our suppliers who may offer a payment plan. Alternatively, contact the school in confidence to speak to a member of the pastoral team who may be able to offer some financial assistance towards the cost.

Compulsory PE Uniform

Colours – Black and emerald

- Black and emerald polo shirt with Southam College logo
- Black and emerald ¼ zip top or plain black sweatshirt (not hoodie) (Girls)
- Emerald reversible rugby shirt with Southam College logo - for outdoor and winter usage or plain black sweatshirt (not hoodie) (Boys)
- Shorts *or* skort – either plain black from stockists or black and emerald with Southam College logo
- Plain emerald football socks *or* black and emerald football socks
- Trainers
- Football or rugby boots with safety studs for **ALL** students **(consider short plastic blades that can be worn on grass and Astroturf to minimise cost. Moulded studded footwear will be required for activities taking place on the astroturf pitch as trainers are not suitable)**
- **Shin pads for ALL students.**
- Gum shield for **ALL students.**
- **YEAR 7 ONLY** - Swimming shorts or costume (no two-piece swimming attire)
- **Students may require a towel to dry themselves after a lesson if weather conditions are wet as most lessons take place outside.**

Optional Extra PE Uniform

Colours – Black

- Sports base layers for warmth – plain black
- Leggings – plain black (leggings may **ONLY** be worn underneath shorts or skort)

Please note, where plain black is stated, there should be **no visible logos.**

UNIFORM

Southam College looks to parents to provide the strongest possible support in maintaining our high standard of uniform. The uniform is smart and functional and can often prove the cheapest way of clothing students.

Uniform

- Southam College logo black uniform trousers, worn at full length (meeting the shoe)
- Southam College logo skirt, this must be worn at knee length
- Bottle green blazer with badge – single breasted
- White shirt (tucked in)
- Clip-on bottle green tie with house stripe
- Shoes – black leather (not boots, pumps, trainers including Nike air, open toes, sling backs or high heels)
- Socks or tights – black, grey, white or bottle green (not patterned or visibly branded e.g. Nike)

Optional Items:

- Bottle green, grey or black "V" neck pullover with or without sleeves (no cardigans, sweatshirts or round necked jumpers)
- Belt (should be one colour, dark grey or black)
- Scarf – solid colour in black, grey, white or bottle green
- Plain, dark-coloured top coat (no embellishments and longer length than blazer). Reflective coats are permitted (these will be grey rather than a dark colour) but casual hooded tops and tracksuit style tops are not permitted.

Which Type of School shoes are acceptable?

Students in Years 7 to 11 will wear PE kit, instead of school uniform, in cases of **significantly high temperatures**.

- This adaptation will be considered when the temperature is consistently forecast to be above 25 degrees for part of the school day.
- The decision to move to PE kit for the day will be taken by the Headteacher.
- The decision will be communicated to parents and carers no later than 24 hours before the proposed date.
- If no communication is sent out from school, students attend in their full school uniform.

All students are required to wear their PE kit for these identified days, blazers are not required but if your child wishes to wear their blazer with their PE kit this is permitted as we know this is a practical preference for some students.

Sixth form students will follow a 'short sleeve order' uniform policy on these days. They will not be required to wear a jacket, jumper or tie on these days but should adhere to the rest of the sixth form uniform policy. Shorts are **not** permitted as part of the sixth form uniform.

If your child is in receipt of Pupil Premium funding their £120 allocation can be used for uniform if you wish. In addition, if any parent/carer experiences any difficulty or financial hardship in purchasing the college's uniform, please contact the school to speak to a member of the pastoral team who may be able to offer some financial assistance towards the cost. We have expanded the range of trousers available to give a variety of pricing and the PE Uniform has also been expanded to offer cheaper options for key items.

Our **uniform suppliers** are:

Stitchtech Ltd
7C Jenton Road, Sydenham Industrial Estate,
Leamington Spa, CV31 1XS
Tel: 01926 883366
Email: sales@stitchtech.co.uk

Tailor Made Signs & Embroidery
6 Prospect Way, Daventry, United Kingdom
Tel: 01327 311125
Email: sales@tailormade-online.co.uk

SIXTH FORM

Sixth Form students are expected to dress in a smart manner appropriate to those engaged in a serious course of study. Full details of the Sixth Form Dress Code are included on the school website. When participating in Sports Recreation they must wear appropriate sports clothing and footwear.

> *The sixth form is an integral part of the school. The range of courses on offer is extensive. .... Student life in the sixth form is much more than simply academic study. For instance, all students join one of many sixth-form societies, from debating to football. They are very well prepared for their next steps in education, training or employment* *Ofsted 2021*

FREE SCHOOL MEALS

Families who receive the following are eligible for free school meals:

- income support
- income-based Jobseeker's Allowance (JSA)
- income-related employment and support allowance (ESA)
- guarantee element of state pension credit
- Universal Credit (with an annual income of less than £7,400)
- Both income-based and contribution-based JSA/ESA if you receive the same amount for both. You should also qualify if you receive both but the income-based amount is greater, but not if the contribution-based amount is greater.
- Families who are awarded Child Tax Credit and have an annual income, as assessed by HMRC, not in excess of £16,190 are also eligible to claim free school meals providing there is no entitlement to Working Tax Credit (unless in respect of a 4-week 'run-on').

**4-WEEK TEMPORARY QUALIFYING BENEFIT:

Working Tax Credit 'run-on' – the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit. Once the 4-week temporary entitlement period expires the claimant must be awarded one of the other benefits listed above in order to continue claiming free school meals.

HOW TO APPLY:

On-line: www.warwickshire.gov.uk/freeschoolmeals

By telephone: 01926 742060 (Customer Service Centre)

NB Eligible children must be attending a maintained school or nursery both before and after the lunch break to receive a free school meal **If you believe you qualify for temporary entitlement because you are receiving a four week run-on of Working Tax Credit you need to complete a hardcopy application form (available from the Customer Service Centre or as a download from the webpage) and send it to us.

Please tell us on the form or in a letter that this is why you are applying and give the date your employment ended.

PUPIL PREMIUM

The school receives additional funding for Disadvantaged Students:

1. Each child registered as eligible for free school meals at any point in the last 6 years
2. One of their parents is serving in the regular armed forces, one of their parents served in the regular armed forces in the last 3 years, one of their parents died while serving in the armed forces
3. Each child who has been looked after for 1 day or more
4. Each child who was adopted from care or left care under:
    - a special guardianship order
    - a residence order

This money can be spent on supporting both the cohort as a whole, with strategies such as appointing an Intervention Tutor, and individual children by providing educational resources or financial support for educational trips.

At Southam College, each child entitled to pupil premium funding receives £120 annually. This is held in trust by our finance team and parents/ carers can direct this funding as they wish by contacting the finance office directly or speaking to your child's Head of Year.

Pupil premium funding cannot be used towards the cost of transport.

Early Expenditure for Year 7 Parents

The start of your child's secondary career can be expensive. There are the obvious uniform costs and school meals/packed lunches. We are listing the following probable costs in the first half term to help parents budget effectively:

Item	Approximate costs:
County Music Lessons (Optional) These Termly Costs are an Approximate only	£66 – £100 shared £130 - £200 individual
Technology Materials Donation	£7.50
House Trip (Winning House only)	Approx. £30
School Photographs	£11+
Swimming lessons	Approx £25

TRIPS & RESIDENTIALS

When deciding whether to send your child on a residential trip, parents often appreciate an idea of possible trips available to their child throughout their school career. The following list from previous academic years is an indicative guide and not a guarantee of trips to be offered in the future.

Year Group	Trip	Month	Cost estimate
7	Isle of Wight Residential -PGL	March	£300
7,8,9	Netball Weekend Residential	May	£200
8	Germany Trip	June	£675
9	Battlefields Trip - Belgium	July	£500
10	Ski Trip	February	£1450
10	GCSE Geography Cranedale Trip	October	£300
10,11,12	Netball Weekend Residential	October	£200
11	High Attainers residential	April	£170
12	A Level Cranedale Trip	March	£300
12,13	Iceland Trip	February	£975
9	Duke of Edinburgh - Bronze	Varies	£270
10	Duke of Edinburgh - Silver	Varies	£375
12	Duke of Edinburgh - Gold	Varies	£525
12,13	World Challenge	July/August	£4,500

Exam Dates

Year Group	Date
11	19th October – 06th November 2026
8	30th November – 4th December 2026
9	11th January – 15th January 2027
12/13	18th January – 29th January 2027
11	08th February – 26th February 2027 (Feb Half Term included)
10	15th March – 26th March 2027
7	21st June – 25th June 2027

USEFUL INFORMATION

Address:	Southam College Welsh Road West Southam CV47 0JW
Telephone No:	(01926) 812560
E-mail:	southamcollege@stowevalley.com
Web Site:	www.southamcollege.com

Headteacher:	Miss M Mason
Deputy Headteacher:	Miss C Harwood
Deputy Headteacher:	Mr G Martin
Deputy Headteacher:	Mr J Miller

Assistant Headteachers:	Mr J Johnson Mrs M Browne Ms A Hawkes Mrs A Lynch Mrs S Campbell-Birch

DSL	Mrs M Browne
Deputy DSL	Ms T Taylor

Heads of Year:	Mrs L Erroi	(Year 7)
	Mrs J Sabin	(Year 8)
	Mrs L Walker	(Year 9)
	Mrs C Thomas	(Year 10)
	Miss C Fell	(Year 11)
	Miss M Caves	(Year 12)
	Mrs A Smith	(Year 13)

Special Educational Needs Co-ordinator:	A Hawkes
Inclusion Lead:	K Coombs-Prole

Heads of House:	Mr W Jefferies	(Godiva)
	Mr C Elkerton	(Webb Ellis)
	Mrs N Morten	(Whittle)
	Mrs L Turton	(Whittle)
	Miss S Dicken	(Shakespeare)

PA to Headteacher	Mrs S Holden
Office Manager:	Mrs C Long
Administrators:	Miss K Harmer
	Miss T Sealey
6th Form Administrator:	Mrs L Powell
Senior Attendance Officer:	Mrs S Rowland
Attendance Officers:	Ms K Wincote
	Mrs C Murrin-Foyle
	Mrs J Sensecall
Student Office:	Mrs V Gladden
	Mrs S Courtnage
	Mrs A Burch
Senior Finance Officer:	Mrs E Hill
Family Support Worker:	Miss V Almond
Safeguarding Pastoral Support:	Miss S Roijers
Pastoral Support:	Miss C Griffin
SEND Administrator:	Mrs L Coombe-Perry
Teaching School Administrator:	Mrs C Potter
Exams Officer:	Ms J Proctor
Exams Administrator:	Ms J Hunter
Reprographics Technician:	Miss J Allen

Number of Students on Roll (2025/26): 1,622

THE GOVERNING BODY

The Governing Body is made up of a combination of Parent, Staff and Community Governors. The Chair of Governors is Mrs K Boucher.
Governor contact details can be found at https://www.southamcollege.com/about/governors

WORRIED?
NEED TO TALK?

Stowe Valley
MULTI ACADEMY TRUST
SAFEGUARDING & CHILD PROTECTION

YOUR SAFETY IS IMPORTANT TO US

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Are you worried about someone and their safety online and who they are talking to? Report it at www.thinkuknow.co.uk
NEED HELP?
REMEMBER
YOU ARE NEVER ALONE
COMPASS
Want to chat about your physical health? Your mental Health? Your sexual health?
Text the COMPASS 'Chat health' line on 07507 331525
TEXT SHOUT TO 85258
Shout is a 24/7 UK crisis text service available for times when people feel they need immediate support.
EATING DISORDER
For support with an eating disorder, children and young people can ring Beat's Youthline on 0808 801 0711
DOMESTIC ABUSE SERVICE
Worried about domestic abuse or domestic violence?
Call the Warwickshire domestic abuse service on 0800 408 1552
THINK NINJA
The Think Ninja is an app that educates 10-18 year olds about mental health, emotional wellbeing and provides skills young people can use to build resilience and stay well.
MENTAL HEALTH SUPPORT
For urgent mental health support for children and young people 24/7 call CWRISE support line on 02476 641799
Find help online at Young Minds website.
Call Childline on 0800 1111 • Call the Mix on 0808 808 4994 • Find help online at the NHS website
SEXUAL EXPLOITATION HAPPENS If you are being exploited or you know someone who is, get help. If you think something isn't right, it probably isn't.
Visit https://warwickshirecse.co.uk/for more help and advise.
If you are in an emergency situation then call 999
Stowe Valley
MULTI ACADEMY TRUST
SAFEGUARDING & CHILD PROTECTION

Nut Free

Please support us in making Southam College a nut free school

People who suffer from nut allergies can develop severe and potentially life-threatening allergic reactions.

One in fifty children in the UK have an allergy to peanuts and nut allergies can equally impact adults.

Reactions do not just occur when nuts are eaten, they can be from traces touching a person's skin or be airborne. The only way to protect both staff and students is to not bring nut products into school or on to school transport and trips.

We appreciate your support with this. If you have any queries please do not hesitate to contact the College