



Lilian Baylis Technology School

# Prospectus





## Introduction from the Headteacher

Lillian Baylis Technology School has now been in its new building for 2 years. Students can take advantage of the excellent facilities in all subjects as well as being able to use the library, study spaces and ICT areas from 7.00am – 5.30pm.

Other highlights of the past year include:

- The success of the 'graduation' ceremony where the achievements of the Year 11 students moving on to the next stage in their lives were celebrated
- A huge range of Specialist Technology College activities including a Space Week, a visit to the European Space Camp and the introduction of our 'Learning to Learn' course which explicitly teaches students how to learn
- The school continuing to benefit from its partnership with business. The Worshipful Company of Information Technologists (a body made up of important players in the ICT world) has supported the school through careers events and by funding the introduction of GCSE ICT for Y9 students. Cushman, Wakefield, Healy and Baker (commercial estate agents) supported the school by providing study trips for all Y10 students to a European capital.

There have been significant improvements in the GCSE and KS3 results. The school is setting ambitious targets for this year's GCSE candidates and we expect to see further improvement next August. The value added, the progress made by students, continues to be graded by the government as 'very good' or 'outstanding' in all areas.

Lillian Baylis Technology School's dynamic vision and strong values are delivering improvements in results and in the quality of students' experience at school. I encourage you to read this prospectus to learn in more detail about how this is being achieved.

Gary Phillips



# School Vision

## Our Vision – a preferred future for the school

- We have a vision for the school. It is one where all our students leave the school as responsible citizens who believe in the power of learning to transform their lives
- We will develop a 6th form and a second specialism in sport. As a Technology Specialist College we will continue to work hard to meet the needs of all our students, and to reflect the diversity of our local community in all we do
- We will continue to develop our curriculum in new and exciting ways. We will implement 'personalised learning' ensuring that all students follow a curriculum which meets their individual needs. We will create a Y7 Centre so that Y7 students are supported at transition. We will introduce 'vocational diplomas' and will develop a 'Skills Centre' in which these and other vocational skills will be taught. Our teachers will continue to develop new teaching methods, understanding the variety of different ways students learn and by making good use of new technologies
- We will further enhance our ability to support families and students by becoming a 'Full Service Extended School' with a Partnership Centre where services such as counselling, housing and social services will be housed
- We will be proud when all our students leave us with a strong ambition and a clear vision of their future, and their capacity to achieve it. They will look back at LBTS, knowing they have Put Learning First.



## School Values, Aim and Objectives

### Values – the qualities we are working towards in our school

#### Equality of opportunity:

To ensure that all members of the school community are treated fairly regardless of disability, gender and social or ethnic background.

#### Achievement:

To unlock the potential in all students so they can enjoy and achieve in all areas of school life.

#### Personal responsibility:

To ensure that everyone makes a positive contribution to the school and the wider community of which they are a part.

#### Preparing for the future:

To support the development of all of our students into a healthy, confident, independent, thinking adults.

### Aim and Objectives – which are informed by our values

#### Aim:

- To transform the life chances of all of our students.

#### Objectives:

- To ensure equality through action
- Learning through a broad, balanced, relevant and personalised curriculum
- An active partnership with parents and the wider community
- A secure and stimulating learning environment
- To develop mature, responsible, considerate citizens
- To develop the self confidence of all students.

# The National Curriculum

At Lilian Baylis Technology School we constantly review the curriculum in order to ensure that our students have access to the most relevant courses available. We have recently introduced Applied GCSE Business Studies, GCSE Animation and BTEC Engineering so that students can study for qualifications in subjects they expect to study at University.

## Key Stage 3

All students follow the National Curriculum in:

- Art & Design
- Design Technology (Food, Electronics, Textiles & Resistant Materials)
- Drama
- English
- Geography
- History
- Information Communication Technology (ICT)
- Mathematics
- Modern Foreign Languages
- Music
- Citizenship and Personal, Social & Health Education
- Physical Education
- Religious Education
- Science
- In Y9 all students study for a GCSE in ICT.



The school also arranges for students to take a GCSE in any additional language in which they are familiar. Students have recently taken GCSE's in Bengali, Russian, Spanish, Portuguese, Urdu, Bengali and Arabic. Students are provided with support and additional lessons before the exam.

## Key Stage 4

Students follow a common curriculum in:

- GCSE Citizenship
- GCSE English and GCSE Media
- GCSE Mathematics
- Personal, Social & Health Education
- Junior Sports Leader Award in PE
- GCSE Religious Studies
- GCSE Applied or Double Science (Both courses are 2 GCSEs)

In addition to these compulsory subjects students can choose up to four of the following option subjects. The school usually offers:

- BTEC Engineering
- GCSE Animation
- GCSE Applied Business Studies
- GCSE Applied Leisure & Tourism
- GCSE Applied ICT networking (iPRO/CISCO)
- GCSE Triple Science (Physics, Chemistry, Biology)
- GCSE Dance
- GCSE Diploma ICT
- GCSE Drama
- GCSE French
- GCSE Geography
- GCSE History
- GCSE Music
- GCSE Physical Education
- GCSE Product Design
- GCSE Resistant Materials
- GCSE Textiles
- NVQ Construction
- NVQ Hair and Beauty
- NVQ Motor Vehicle Mechanics
- Young Apprenticeship in Business Administration
- Young Apprenticeship in Hospitality and Catering



## Careers Education

Careers Education is an integral part of Personal, Social and Health Education and tutor periods. Lilian Baylis Technology School works with Connexions and the Worshipful Company of Information Technologists, to provide careers education and opportunities for all students. The programme includes:

- A 6 week unit of work for every student each year
- Year nine - Students are supported in choosing their option subjects for year ten so that they compliment any career they might choose to follow in the future.
- Years nine, ten & eleven – Careers talks, careers interviews and a careers fair
- Year eleven - Students are supported in applying for places at College or on a Modern Apprenticeship as well as visiting local Colleges, Universities and work places
- A number of business immersion events when students work in teams to solve real problems set by companies such as EDF. These events last for 1 – 5 days and are often held in offices hired by the school in the City of London. This means that our students realise what is expected of them when they start work and what they should aim for.

Work experience is compulsory for all students in year ten. The programme is arranged in partnership with the Borough of Lambeth and the Worshipful Company of Information Technologists and involves placements in a variety of workplaces throughout Lambeth and the City of London. The school was recently awarded 'Investors in Careers' in recognition of the excellent careers programme at Lilian Baylis



## Personal, Social and Health Education and Citizenship (inc. Sex and Drugs Education)

All students have one lesson per week in which they follow a structured programme. Themes include sex education, drug education, equal opportunities, conflict management, emotional intelligence and human rights. Lessons are supported by a programme of talks, lectures and workshops from outside speakers and an annual "Health Day" in key stage 4.

If you do not wish your son / daughter to take part in lessons that relate to sex education you should write to the Headteacher and apply for exemption.

Copies of the school's drug education and sex education policies are available on request from the Office Manager.

## Physical Education (PE) and the Activity Zone

Physical Education at Lilian Baylis aims to give students as wide a range of opportunities as is possible and to teach the benefits of fitness. As part of our strategy to link PE with health students develop their understanding of health, smoking and diet by completing a project within their PE lessons on one of these areas each year.

All students must take part in PE lessons as part of the National Curriculum throughout their time at Lilian Baylis Technology School.

At Key Stage 3 each group of students has a double lesson per week of PE. Students follow a curriculum which includes gymnastics, athletics, football, netball, dance, basketball, cricket, rounders, badminton, trampolining and health related fitness. At Key Stage 4 students continue with a double lesson of PE and study for the Junior Sports Leader qualification. In addition, students may also take GCSE PE or GCSE Dance both of which have a considerable practical element alongside a theory element.

The new school has a purpose built sports hall, 3 basketball/netball courts and a floodlit AstroTurf pitch. The school also uses a number of local swimming pools.

The activity zone offers after school activities including, badminton, basketball, netball, football, judo, volleyball, African dance, Caribbean dance and table tennis. The school judo team is coached by the UK judo team captain Winston Gordon.

## Religious Education and Collective Worship

Lilian Baylis Technology School has no affiliation to any particular religion or religious denomination but encourages understanding of, and respect for, all faiths and ethical beliefs.

All students take part in acts of collective worship. As a multi-religious school we bring to the collective act of worship readings and thinking on a wide range of issues.

Any parent has the right to withdraw their son / daughter from all or part of the religious education and collective worship provided by the school. This must be done formally in writing to the Headteacher. Alternative arrangements will be made under such circumstances and consist of supervised independent study in the library.

Lilian Baylis Technology School welcomes Muslim students and supports them by:

- Providing a Friday Lunchtime prayer room
- Ensuring no pork is prepared or served in the Canteen
- Granting Eid el Fitr as a holiday.

The Headteacher regularly meets Muslim students to ensure that their needs are met.



# Learning Support

## Special Educational Needs (SEN)

The Governors seek to provide appropriate support for all students with SEN. During the last year the school has:

1. Further increased its use of the Education Psychology Service to support the identification and assessment of SEN students. In addition the school Support Co-ordination Group carries out a regular screening of all students in order to identify those who may need further support
2. Increased its use of external agencies to support students. The school now works in partnership with 'Family Friends' as well as 'Heartbeat' and 'Kids' Company' in order to better meet the needs of students
3. Continued to develop its resources for teaching literacy and emotional skills
4. Delegated SEN staff to subjects to ensure better targeting of support within subjects.
5. Revised the SEN policy to take account of changes in legislation regarding inclusion and support for SEN students.

## Areas identified for further development

- Strengthening the use of SEN information by class teachers to inform planning
- Developing the provision for students who require emotional and behavioural support
- Widening inclusion to cater for a greater variety of student needs including wheelchair users and autistic students.

## Effectiveness of SEN policy

The effectiveness of the SEN policy is monitored through:

- Analysis of student progress
- Observing students and staff in class
- Education Psychologist reports
- Visiting consultants' recommendations and self evaluation.

## Admission Arrangements

Students applying for admission to the school who have existing statements are referred to the Special Educational Needs Co-ordinator (SENCO) who advises the Headteacher as to how the applicant's individual needs can be met within the school. If appropriate an interview is then arranged with the SENCO to discuss the student's support before s/he starts.

## Supportive Curriculum

The Supportive Curriculum helps Year 7 and Year 8 students who are finding it hard to settle in mainstream classes. Supportive Curriculum staff use a variety of techniques including in-class support, withdrawal from lessons and specialist accelerated literacy and numeracy programmes.

## Students with Disabilities

### Admission Arrangements for Students with Disabilities

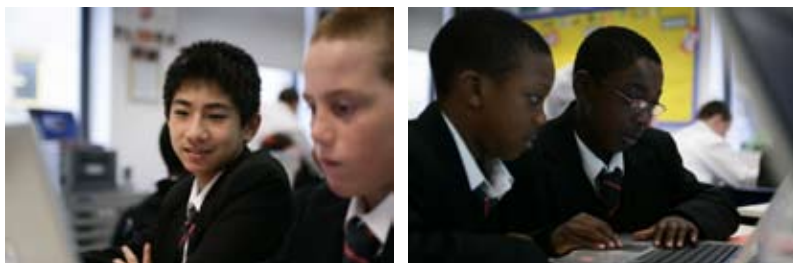
The school arrangements for the admission of students with disabilities follows the requirements of the 1996 Education Act and the 1995 Disability Discrimination Act together with appropriate Health and Safety legislation. On receiving a request for a statemented student with disabilities from the LEA, the Headteacher, with advice from the SENCO, considers the request and any concerns are forwarded to the LEA. If appropriate an interview is then arranged with the SENCO. It is school policy to find ways to include all those students who wish to come to Lilian Baylis Technology School in all the activities of the school.

### Facilities for Students with Disabilities

The new school building allows full and unhindered access to disabled students. The school ensures, subject to the conditions set out in section 317 (4) of the Education Act 1996, that students with disabilities join in everyday activities with other students. The school has a fully inclusive access plan which is available on request to the school. Last year the accessibility plan prioritised improving access for students who are visually impaired through signage and tonal painting. This year we are prioritising staff training and re-examining whether internal doors can be made easier to open.

### Students with Disabilities and Statement of Special Educational Needs

Students with disabilities are advised by the Local Education Authority (LEA) to name Lilian Baylis Technology School in their statement of special needs as the school is very accessible to disabled students. All students who do choose to attend Lilian Baylis Technology School who are identified as having a disability have an Individual Education Plan put in place. This ensures their full participation in all activities of the school. The school currently complies with existing and/or intended provisions contained in the 'SEN Act 2001', the 'Revised SEN Code of Practice' 2002 and the 'Disability Discrimination Act' 1995. Regular feedback is solicited from disabled students, external specialists, parents and staff to ensure that disabled students are not being treated less favourably than other students.



## Ethnic Minority Achievement Team (EMAT)

This EMAT team aims to cater for the needs of our students who have English as an additional language. Extra English classes are provided in small groups as well as in-class support. The department promotes and celebrates the cultural and linguistic diversity of the school as well as raising awareness of the issues surrounding refugees and asylum seekers.

In addition literacy support is provided for native English speakers and there are study support groups for Somali and Portuguese students.

## Library

The library offers a wide range of books and other resources supporting work across the curriculum. There is also a selection of newspapers, magazines and the latest fiction to provide reading for fun and personal interests. The library is open from Monday to Friday, 8.00am-4.00pm and is staffed by a full-time library tutor.

## Homework

Receiving and completing homework is a vital part of the learning experience at Lilian Baylis Technology School. Students are set homework in each subject every week. **Students record their homework in their student planners and the tutors and parents are expected to check and sign these every week.** All parents are sent a copy of their son/daughter's homework timetable at the start of each term and are encouraged to contact the school if they have any queries regarding homework.

## Learning Zone and Homework Zone

The Learning Zone provides a range of activities for students from 7.00-8.30, lunchtime and from 3.05-5.30 on weekdays. These activities support learning undertaken in the classroom through homework clubs. They also provide an opportunity to extend and develop skills and talents in different areas not covered by the normal curriculum. Last year's activities included: GCSE Drama, Extra English, ICT Club, Cine Club, Science Club and Keyboard Club. In addition the library, the literacy rooms and the ICT rooms become the Homework Zone from 7.00-8.30, lunchtime and from 3.05-5.30 for independent study.

## Saturday School

The school runs a very successful Saturday School. This is open to all students in Year 9/10/11 so they can get extra support, complete homework or study further in any subject.

## Residential Programme

The school runs an extensive residential programme at no cost to families. Students in Y9/10/11 have the opportunity to attend a number of residential study conferences throughout the year at our centre in Boxhill.

## Gifted and Talented (GAT)

The Gifted and Talented programme is aimed at supporting and encouraging those students who show particular enthusiasm or ability in either a certain subject, or across the whole curriculum. The programme provides students with exposure to examples of cultural, intellectual, sporting and artistic excellence. In addition each student takes part in a weekly mentoring session.

Recent activities included the 'Thinking Corner' for Y7 which equipped the students with the ability to think creatively, to share information and learn with others. Other events included:

- Visiting the Florence Nightingale Museum
- A chess competition
- GCSE Astronomy
- A one day study session at Imperial College
- A residential at Oxford University
- The Lambeth Maths enrichment project led by graduates from Cambridge University

Our gifted and talented programme has been described as 'exceptional' and 'ground breaking' by inspectors. The provision within the school has recently been taken to a new level with the creation of a new 'working party' to agree and implement changes that will improve the quality of teaching and learning for all students but especially gifted and talented students.





## In Class

### Assessment, Recording and Reporting

The school has a detailed assessment policy that guides its assessment, recording and reporting procedures. Students are directly involved in target setting and action planning with their tutors.

Every parent receives a termly Academic Review Day (ARD) report detailing their son/daughter's attainment, effort and homework in each subject as well as an attendance report. In conjunction with the report, parents are invited to come into school to discuss their son/daughter's progress and agree targets for the following term.

School exams are held at the end of years 7 and 8, and in the Spring Term of Year 9. School exams are held in the Summer Term for Year 10 and in December for Year 11.

### Behaviour, Discipline, Sanctions and Rewards

We have a strong and effective behaviour and rewards policy which is very popular with students and staff. It encourages high standards inside and outside the school. Parents are informed immediately if we have any concerns and regular Academic Review Days ensure regular contact with parents.

Students receive reward points for good work and/or behaviour and these can be cashed in at any time for prizes such as cinema tickets and book tokens.

### Uniform

Lilian Baylis is a uniform school and all students are expected to wear their uniform with pride at all times.

#### Girls:

LBTS bag  
 Grey or black skirt or trousers  
 White blouse and LBTS tie  
 LBTS jumper in cold weather  
 Black shoes. No trainers, 'boots' or 'kickers'  
 Black blazer and LBTS badge  
 Black coat with no logos

#### Boys:

LBTS bag  
 Grey or black trousers  
 White shirt and LBTS tie  
 LBTS jumper in cold weather  
 Black shoes. No trainers or 'boots' or 'kickers'  
 Black blazer and LBTS badge  
 Black coat with no logos

- PE:
- White LBTS sweatshirt with school logo (available from school office)
  - Grey LBTS tracksuit bottoms with school logo (available from school office)
  - Any trainers

- Students cannot wear hats, hooded tops, jeans, denim or leather jackets whilst on the school site under any circumstances
- Mobile phones, earphones and all music players are banned in the building.

# Attendance and Punctuality

## The School Day

Students should arrive at school at least 10 mins before the school starts at 8.30am.

08.30 – 08.45	Registration (Monday 8.30 – 8.55)
08.45 – 09.35	Period 1 (Monday 8.55 – 9.40)
09.35 – 10.25	Period 2 (Monday 9.40 – 10.25)
10.25 – 10.45	Break
10.45 – 11.35	Period 3
11.35 – 12.25	Period 4
12.25 – 01.15	Lunch
01.15 – 02.05	Period 5
02.05 – 02.55	Period 6
2.55 – 3.05	PM Registration

After school clubs, extension activities, homework support, library, sports and other activities run until 4.00pm.

The Flexible Learning Centres and ICT rooms are open from 7.00am until 5.30pm

## Absence and Lateness

Good attendance and punctuality are rewarded and encouraged at Lilian Baylis. We recognise achievement in this area by awarding monthly certificates and yearly cups. In addition 'Reward Points' are awarded every week to students who have 100% attendance and punctuality.

It is parents' legal responsibility to ensure that their child attends regularly and on time. Parents must contact the school immediately if their child is absent from school. Parents will be contacted by an agency, on behalf of the school, on a daily basis if their child fails to arrive at school and there is no known reason for their absence. Lambeth Council and Lilian Baylis Technology School work together to ensure all students attend every day on time. In the past year a number of parents have had court orders and fines issued for failing in their legal duty to ensure their child attends every day on time.

Holidays in term time are extremely disruptive to a student's education and can only be taken in exceptional circumstances and with the Headteacher's written permission.

The Attendance and Punctuality Officer can be contacted on 020 7091 9501.

# Pastoral Care

## Introduction

All students are placed in the care of a personal tutor who is responsible for registering attendance each morning and afternoon. Tutors play a very important part in the students' personal and social development. Each tutor will get to know his or her own tutor group, and it is to tutors that students normally turn if there is a problem.

## Home School Agreement

We encourage all parents and students to sign and follow the Home School Agreement. This is intended to encourage a partnership between home and the school by sharing responsibility for the educational and personal development of children who attend Lilian Baylis Technology School.

## Lunch time

The school canteen offers a variety of healthy meals and snacks throughout lunch time and at break. Students are not allowed to leave the school at lunch time under any circumstances. The school does not sell any fizzy drinks, sweets, crisps or 'fast food'. School food contains no additives or salt. No pork is served.

## Prefects

Prefects are qualified to mediate in disputes between fellow students, seeking to resolve conflicts peacefully to the satisfaction of both parties. We find this often leads to a more lasting solution and encourages the students to take responsibility for their actions. Prefects also take responsibility for supporting staff and students in class and in the playground.

## School Council

We believe strongly in listening to students in the running of the school. Students should have a say in the decisions that affect their daily lives. The School Council meets regularly to discuss and decide on important improvements and issues that affect the students in the school.

## Pastoral Team

The school employs 5 full time Pastoral Officers and a full time social worker. If you have any concerns please do not hesitate to contact the school on 020 7091 9500 and ask to speak to the Pastoral Officer responsible for your child.

# Important Information

## Charging

The Governors' Policy has been produced in accordance with LEA guidelines. Copies of this policy are available on request from the Office Manager. It should be noted that there are no charges made for educational trips, residentials, music lessons or GCSE coursework field trips.

## Complaints Procedure

Parents have the legal right to seek clarification about the National Curriculum, all Schemes of Work, Religious Education and procedures for Collective Worship. If at any time you are unhappy with the provision of the curriculum, there is a complaints procedure. In the first instance parents are invited to discuss their concerns with the Headteacher who will do his best to resolve any problems. If parents are still dissatisfied they can take their complaint to the Governors. Details of this procedure are available from the Office Manager. If there are any issues which worry parents or cause concern, the Headteacher would prefer parents to contact him via the Office Manager immediately.

## Free School Meals

Free School meals are provided for all students who satisfy the criteria laid down by the Government. If you believe your son / daughter is eligible for Free School meals please ask at Reception for an application form.

## Travel

Since 1 September 2005 everyone under 18 can travel for free on London's buses and trams. Students may collect an application form for an Oyster photocard from Reception or from any Post Office.

# Admissions

## Policy

As a County School, Lilian Baylis follows the LEA admissions policy. Priority is given to:

1. Looked After Children
2. Those who have a brother or sister already at the school
3. Those who have special additional needs supported by appropriate professional evidence
4. Those who live closest to the school.

We expect all students and parents/carers to support and uphold the values of the school outlined in the behaviour and rewards policy and in the home-school partnership agreement.

All admissions to Year 7 are administered by the Education Admissions Officer at International House in Brixton. Telephone number 020 7926 1000

Last year there were 407 applications for 120 places in year seven. The number of applications has risen dramatically during the last 3 years and is expected to continue to do so.



## Contact

Lilian Baylis Technology School  
323 Kennington Lane  
London SE11 5QY

General Office: 020 7091 9500  
Fax: 020 7091 9555  
E-mail: [school@lilianbaylis.com](mailto:school@lilianbaylis.com)

### Public Transport

Nearest stations: Vauxhall & Oval  
Bus routes: 3, 36, 59, 77, 77A,  
109, 133, 159, 185,  
196, 333