



<u>YEAR 7</u>	<u>YEAR 11</u>
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WHOLE SCHOOL NOTICES

1. Uniform Reminder:

Listed below are the 6 Uniform Non-Negotiables:

1. Blazers – must be worn at all times.
2. Shirts – must be tucked in at all times. Blouses may remain loose.
3. Ties – must be worn at all times.
4. Shoes – must be black leather (or faux leather) school shoes.
5. Skirts – must be closer to the knee than the waist.
6. Jewellery – one gold/silver stud in each earlobe. No other jewellery.

If there is any reason why a student cannot wear the correct school uniform, then they should bring a letter or an email from home explaining why and for how long the situation is expected to last. A uniform card will be issued by the relevant Head of Year to any student who is not in full uniform for an “acceptable” reason. The card can then be shown to any member of staff who questions the deficiency.

2. Mobile Phone Policy Reminder

As mentioned in our email last week, we’ve seen an increase in students receiving calls or messages from parents during the school day, which can disrupt lessons and other activities. To help us ensure that learning stays the priority, please keep the following in mind:

Contacting students: If you need to reach your child urgently, please call the school office, and we’ll make sure your message gets to them.

Student use: Students shouldn't use their phones to contact parents during the day unless they've been given permission by a staff member.

This policy helps us create a consistent, distraction-free environment for all students. Thank you for your understanding and support—it makes a real difference in maintaining a positive atmosphere in school.

3. Birchwood News

The latest edition of Birchwood News is now on the website, showcasing everything our students got up to last half term. [Take a look here.](#)

4. PE Notice

As we welcome the students back to school after the Christmas break, I'd like to take this opportunity to remind the students of the need to pack warm clothing for their outdoor PE activities.

While we will always make use of the indoor spaces that we are fortunate to have, due to the number of teaching groups, we do still need to teach some activities outside.

We strongly encourage students to make use of additional layers of PE clothing for example, base layers, skins, black leggings or black tracksuit bottoms. The ¼ zip top and/or the rugby jersey can be worn with the white polo shirt. Gloves can be worn for outside activities such as netball, football, and running etc.

If for any reason a student is unable to fully participate in practical PE lesson, please remember that we still ask them to bring in kit so that they can get changed and be as fully involved in the lesson as is possible. This may involve umpiring or coaching, and where possible, we may be able to accommodate the student in a more suitable activity.

In addition, please note that jewellery (earrings and necklaces) along with watches should be removed for PE lessons.

Please see the list of PE club available for this [half term here.](#)

Wishing you a Happy New Year from all in the PE department.

Darren Jones
Head of PE

5. Charity Day – Thursday 13 February

Our next Charity Day will take place on Thursday 13 February 2025. This will raise money for the Animal Rescue Centre in Bishop's Stortford, which is our chosen school charity for this year.

PLEASE NOTE: THIS IS NOT A NON-UNIFORM DAY

Option 1 – Valentines day themed sweet cones £2.00. We will be selling Valentine’s Day themed sweet cones which you can pre-order or there will also be some available to purchase on the day.

NB. Payments made on the day are only taken using the contactless card machine and not cash.

Deadline for pre-order is **Friday 31st January 2025.**

Option 2 – Chocolate Raffle - £1.00 for 5 tickets.

House Captains will also be coming around during form times to sell raffle tickets as well as being able to pre order them.

The deadline for pre-order is **Friday 31st January 2025.**

Thank you for your continued support.

Mrs A Collyer
Head of House and Rewards System

6. Photography Competition

Enter our Winter Scenic Photography competition. All entries should be sent to Mrs Collyer by Friday 7 February. [Full details can be found here.](#)

7. The Library

We are very pleased to welcome Miss Shackleton as our new school librarian. Please can we remind you that the library opening times are 8:15 – 4:15pm, Monday - Friday. Students will not be able to access the library outside of these times.

8. HertsLynx

HertsLynx is Hertfordshire County Council’s Demand Responsive Transport (DRT) service, offering a flexible way to travel by bus; unlike traditional bus services, the HertsLynx service doesn’t follow a timetable or have any set routes, instead passengers can choose from a wide variety of pick up and drop off locations within designated operating zones across Hertfordshire. Passengers can select where and when they would like to travel by using the HertsLynx app, booking website or by calling the HertsLynx team. More information can be found [here.](#)

YEAR 7

Swimming Gala Reminder

Students taking part in District Swimming Gala on Thursday 16 January should all be aware. Students will be leaving school at breaktime and will be out of school for the rest of the day. Please contact Mrs Siczko if you have any questions.

YEAR 8

Parents' Evening – Tuesday 4 February

Welcome back and Happy New Year to all. Thank you for welcoming me to your child's year group after a busy and long first term it is exciting to be starting back knowing your child better. The main forthcoming event is the Year 8 Parents Evening, so please put this into your calendars: **Tuesday 4th February**. More details will be sent to you shortly on this. I look forward to meeting you all. This evening as always provides an important face to face opportunity to gather vital information about how your child is progressing and pose any questions you may have.

Swimming Gala Reminder

Students taking part in District Swimming Gala on Thursday 16 January should all be aware. Students will be leaving school at breaktime and will be out of school for the rest of the day. Please contact Mrs Siczko if you have any questions.

YEAR 9

Swimming Gala Reminder

Students taking part in District Swimming Gala on Thursday 16 January should all be aware. Students will be leaving school at breaktime and will be out of school for the rest of the day. Please contact Mrs Siczko if you have any questions.

YEAR 10

Year 10 Business Presentations

Reminder that Year 10 Business Presentations - Component 2 Business Ideas (Presentation Pitch) - will take place on Thursday 13 and Friday 14 March.

YEAR 11

Parents' Evening – Tuesday 21 January

Year 11 Parents' Evening will take place on Tuesday 21 January from 4.00pm to 7.00pm. These meetings will be booked online and held in-person at the school.

The online booking system will open at 7.00pm on Tuesday 14 January (tomorrow) and close at 10:00am on Tuesday 21 January. A link to the booking system and a reminder of how to log in will be emailed to you ahead of the booking system going live.

This is your final chance to meet with your child's teachers before their GCSE exams. It is an important evening for you to attend and discuss how your child can meet their full potential.

Year 11 MFL Speaking Mock Exams

Students arrive at the BDC (wooden building at the front of school) at the time allotted to begin their 12 minutes prep time of the role play and picture-based cards. They will be supervised by our invigilator, Mr Altham.

They will then complete the role play, picture, 1 minute presentation + follow-up questions, 2nd conversation.

Student specific times have been shared with students, are on class TEAMS posts, in the MFL exams notice board outside the MFL Office (near B18) and will be shared with tutors for reminders on the day via the tutor noticeboard.

- Tuesday 14 January 2025 - Spanish with Miss Roderick (lessons 1 - 3)
- Tuesday 14 January 2025 - French with Mrs Holland (lessons 3 + 4)
- Wednesday 15 January 2025 - Spanish with Miss Roderick (lessons 1 - 5)
- Wednesday 15 January 2025 - French with Mrs Holland (lessons 1 - 5)
- Thursday 16 January 2025 - German with Mr Bowman (lessons 1 - 3)
- Thursday 16 January 2025 - French with Miss Defay (lessons 3 - 5)
- Friday 17 January 2025 - Spanish with Miss Roderick (lessons 1 - 5)
- Friday 17 January 2025 - French with Miss Defay (lessons 1 - 5)

SIXTH FORM

Year 12 Parents' Evening – Tuesday 11 February

Year 11 Parents' Evening will take place on Tuesday 11 February from 4.00pm to 7.00pm. These meetings will be booked online and held in-person at the school.

The online booking system will open at 7.00pm on Tuesday 4 February and close at 10:00am on Tuesday 11 February. A link to the booking system and a reminder of how to log in will be emailed to you ahead of the booking system going live.

VACANCIES

Caretaker

We are seeking to appoint, for January 2025, an experienced Caretaker to join our site team and be responsible for ensuring the school grounds and buildings are clean and well maintained as a safe and healthy environment for all users of the school premises. You will make a significant contribution to the maintenance of the buildings, fixture and fittings.

More details can be found on [My New Term](#).




PE CLUBS: SPRING TERM 2025

MONDAY	Boys Football: Year 7 & 10 (ABT & RNT) Netball: Year 7 & 8 (LPT, CTE, CPT) Running club: Years 7 - 11 (CSO)
TUESDAY	LUNCHTIME: Year 7 Badminton, Sports Hall LUNCHTIME: Rising Stars (SHL) OG Cheerleading : Years 7 & 8 (External) Netball : Pink Ladies (LPT)
WEDNESDAY	LUNCHTIME: Year 8 Badminton (LPT) Girls Football : All Years (ARE) GCSE Badminton: Year 10 & 11 (CGK) Boys Football: Year 10 (SHL) Field
THURSDAY	LUNCHTIME: Senior Basketball (LPT) Boys Football : Year 8 (DJS) Girls Rugby: All years (CLE) Netball: Year 9,10 & 11 (LPT)
FRIDAY	BEFORE SCHOOL (8am): Indoor Cricket Nets: All years (DJS & HGK)

All afterschool clubs run approximately 3.15-4.15pm.



WINTER SCENIC PHOTOGRAPHY COMPETITION

Please send entries to 
acollyer@birchwoodhigh.org.uk
or on Teams.

Deadline to enter is Friday 7th
February