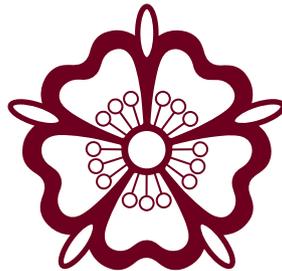


# The Detail



ROSE HILL SCHOOL  
ROYAL TUNBRIDGE WELLS



## MISSION STATEMENT

To provide a quality all-round education for all pupils which enables them to reach their true potential. Within a secure environment, based on clear Christian principles, children are encouraged to meet new challenges with confidence.

# Introduction

This guide is intended to provide a quick and easy reference to some aspects of Rose Hill School operations. It should be read in conjunction with the information contained on the school website and, for convenience, web links are given to key policies and procedures.

Additional information about the structure and daily routine of the School are included in the Parent Handbook together with lots of other useful facts and figures.

## CONTACTS

Rose Hill School, Coniston Avenue, Tunbridge Wells, TN4 9SY

### School Office

Telephone: 01892 525591

E-mail: [Office@rosehillschool.co.uk](mailto:Office@rosehillschool.co.uk)

Admissions: [Admissions@rosehillschool.co.uk](mailto:Admissions@rosehillschool.co.uk)

Head: [Head@rosehillschool.co.uk](mailto:Head@rosehillschool.co.uk)

### Chairman of Governors Mr Charles Arthur

Telephone: 01892 525591

E-mail: [charles.arthur@rosehillschool.co.uk](mailto:charles.arthur@rosehillschool.co.uk)

# Aims:

To provide the best possible all round education for each pupil in the school by:

- a. enabling every child to achieve his/her full academic potential (including Special Needs and Gifted and Talented provision) in small classes;
- b. helping all pupils to develop their individual personalities within the framework of a stimulating environment;
- c. providing a strong pastoral system which responds to the needs of the individual;
- d. developing a partnership, between home and school, by communicating the social and academic progress of each child to parents at regular intervals, through an all embracing system of parents' evenings, mid-term assessments, detailed end of term reports and personal contact;
- e. fostering many possible talents of the individual, eg musical, artistic, sporting, dramatic or other, by providing an environment which motivates the child to explore the wide range of activities available at Rose Hill;
- f. encouraging positive relationships, good manners, social awareness, and a sense of responsibility and discipline in a supportive Christian community.

# Pre-Preparatory

## The future starts here.

The Pre-Prep provides our youngest children with a wonderful foundation for a lifetime of learning. The children are supported by experienced staff with excellent qualifications who are dedicated and passionate practitioners. The classes are small with high staff ratios promoting a friendly and purposeful atmosphere. They also benefit from having access to the 15 acres of beautiful school grounds, including a woodland classroom.

### EARLY YEARS (KINDERGARTEN & RECEPTION)

Children from 3 years old explore, play and create in light and airy rooms with their own designated outdoor areas. The fantastic facilities in the Prep School such as the theatre, the computer suites and the swimming pool are available for the children to use and they also have specialist teachers to support their learning and nurture their interests. The activities and opportunities are designed to stimulate the natural curiosity with which young children learn about the world around them.

### LATER YEARS (YEARS 1 & 2)

As skills and confidence develop the children enhance their understanding through a range of teacher-led, independent and guided activities. There is an emphasis on Numeracy and Literacy. The Creative Curriculum challenges and excites the children to broaden their knowledge which enables them to make connections across all areas of their learning. Close liaison with the Lower School ensures a seamless transition into Year 3.

# Prep School (YEARS 3-8)

## Meeting new challenges with confidence

Rose Hill School is a place of learning, a place where boys and girls have wide-ranging opportunities to become fulfilled, skilful and happy young men and women. Ensuring this process of all round growth; academically, spiritually, morally, athletically and creatively is our aim. Every pupil is encouraged, taught and challenged to fulfil their potential, by being immersed in an environment of discovery and wholehearted participation. We strive to allow time and space for academic work to be balanced by sport, music, drama and art, along with a diverse choice of other co-curricular activities including service to the local community. Through these activities we aim to allow our young people to acquire a confidence in their relationships with adults.

In the Prep School pupils are organised into Forms that are small enough to enable staff and pupils to work closely together. A strong pastoral system provides firm foundations for learning:

happy pupils who feel well supported learn well. The role of the Form Tutor and Heads of Year is crucial in fulfilling our aim to provide a secure and structured communication for all pupils, in which these young people can fulfil their potential whilst learning to live and work together in a spirit of co-operation, kindness, mutual respect and enthusiasm, establishing harmonious interaction between pupils and between staff and pupils.

Confidence lies at the heart of successful learning. Small classes, an emphasis on individual needs and teachers who will go that extra mile ensure that every pupil at Rose Hill receives the time and attention needed to develop the confidence and desire to learn for life. Achievement is recorded in a personalised pupil planner which allows weekly communication with parents. The School's curriculum is rich and broad, meeting the demands for entry into a range of Senior Schools and also geared to the individual needs of each

pupil. National Curriculum guidance is used. Assessment is regular and on-going. Regular Parents' Evenings and written Reports provide parents with information on pupils' effort and attainment.

### ART

Children are encouraged to experiment with a wide range of materials and work covers drawing, painting, collage, pottery and three-dimensional design. Special talents are developed through art clubs with a view to future scholarship awards.

### DESIGN

In Design Technology pupils are asked to combine practical and technological skills with creative thinking to design and make products and systems that meet human needs. They are introduced to

techniques of working with a variety of media including card, wood, plastics and metal and cover subject areas such as electronics, graphics, systems and control mechanisms.

### MUSIC

Music embraces class teaching but also contributes to many areas of school life, including musical productions from Early Years up to Year 8 and the Carol Service. Regular concerts enable children, choirs, ensembles and soloists to perform to parents.

Visiting music specialists provide the opportunity for children to learn a variety of musical instruments through individual and group tuition.

CONTINUED...

# Upper School (YEARS 7 & 8)

## Realising potential

### DRAMA

Drama is highly valued and every year there are productions from Pre-Prep, Lower School and Upper School.

Classes perform assemblies for parents and drama is an integral part of the curriculum for many year groups.

### SPORT AND ACTIVITIES

Pre-Prep pupils benefit from specialist PE lessons which focus on their movement skills and ball sense. Specialist swimming lessons occur all year round.

All Prep School pupils are encouraged to enjoy a full range of sports and all have the opportunity to play for teams. Matches against other schools are played on Wednesday afternoons (Years 3&4) and Thursday afternoons (Years 5-8).

### WINTER SPORTS

Cross-country, hockey, football, netball, rugby, swimming.

### SUMMER SPORTS

Athletics, cricket, rounders, swimming.

We find pupils flourish in these final two years at Rose Hill School. We see children develop into self-confident, articulate and polite young adults. The additional time spent in a prep school environment allows them to develop a huge range of skills before they make the important step into secondary education.

Years 7 and 8 have a varied and exciting schedule of academic and co-curricular activities which are full of fantastic enrichment opportunities. Our year groups are small and nurturing and this enables the pupils to develop a true sense of self-worth and an understanding of how to be of value to society. This also provides excellent opportunities for the staff to support and fully extend the intellectual and academic growth of each individual.

We encourage pupils to be self-confident, inquiring and tolerant. We want them to lead by example, to develop a well-rounded character and have an independent mind. There is a focus

on learning new life skills through the Rose Hill Diploma. This promotes practical experiences which support the skills they will need in the future, these include filling in an applications form, budgeting and voluntary work.

The Upper School offers many opportunities for personal development through pastoral care, leadership responsibilities and representing the school in a host of different co-curricular activities. Pupils work alongside staff to uphold the school's high standards and values.

All pupils are prepared for the transition between primary and secondary education. They are encouraged to think more for themselves, plan maturely and organise themselves independently, take responsibility for their own actions and learning to meet deadlines.

# Pastoral Care

Through Mindfulness, PSHEE, assemblies, academic lessons, co-curricular activities and form time we support and promote the development of emotional intelligence.

Every child is encouraged to develop his/her own individuality whilst learning also that personal freedom involves responsibility to others. Our value-base, which is centred on the Christian ethos of the school, helps to give a firm moral basis in these times when so many attitudes, beliefs and ethics are questioned daily. Pupils are encouraged to develop tolerance and understanding between all members of our community and to value effort, kindness and good manners. Visitors often comment on the friendliness of pupils at Rose Hill School.

At Rose Hill we pride ourselves on prioritising the mental health of our pupils through a planned cohesive pastoral care scheme. The school adopts a holistic approach to teaching our pupils life skills that will empower them in adult life. They are given strategies to foster good mental health. This is carried out through the implementation of our 5 keys to success; resilience, confidence, organisation, persistence and getting along all of which are linked together by integrity.

We provide a wide variety of opportunities for pupils to voice any concerns that arise during the school day. There are drop-in sessions twice a week where pupils can pop-in for an informal chat.

We have observed that the levels of anxiety of our pupils are becoming more apparent over recent years so for those pupils demonstrating any concerns they are signposted to an 'active listener'. This is a designated member of staff who is there to support their emotional needs.

In addition to this, the school nurse is available each day to diagnose whether their ailments are psychological or physical. She is also the link between the school and an external counsellor who supports individuals on a weekly basis. The counsellor will see any pupils whose parents, or teachers, have requested some external support.

We have a Wellness focus week with activities integrated into the timetable to concentrate our pupils' minds on different strategies that they may never have experienced through fitness, connecting with and helping others, different styles of learning, and may be trying to be mindful more regularly.

Our key aim is to ensure our pupils feel valued and listened to as well as give them a wealth of wellbeing strategies that they can draw throughout their life.

# Learning Skills

The Learning Skills department at Rose Hill School is made up of a dedicated and experienced team of SEN professionals who work closely with the whole school to ensure that every child reaches their potential by removing barriers to learning.

The Head of Learning Skills is full time and is ultimately responsible for the provision of extra support available to children with Specific Learning Difficulties.

Ultimately the learning environment we aim to provide within Rose Hill is one in which every child matters and where the welfare and wellbeing of every child is paramount.

The Learning Skills team adhere to our Rose Hill SEND Policy which has been carefully written in line with the SEND Code of Practice 0 to 25 years. We follow the Assess-Plan-Do-Review (APDR) method of approach focusing on the three waves of intervention. Each Individual Learning Plan is carefully tailored to ensure that every child accesses the curriculum and extra support is carefully structured to meet the needs of the individuals in our care.

# Co-Curricular Activities

We run over 70 different clubs each week and they change each term. All children are encouraged to take part in lunchtime and after-school clubs.

**Among others, these include:**

- *Art*
- *Athletics*
- *Badminton*
- *Basketball*
- *Ceramics*
- *Chess*
- *Choir (Junior and Senior)*
- *Classics*
- *Cookery*
- *Cubs*
- *Dance*
- *Green Goblins*
- *Golf*
- *Indoor cricket*
- *Judo*
- *Music technology*
- *Rainbows and Brownies*
- *Swimming*
- *Tennis*
- *Triathlon*
- *Science*
- *Spanish*
- *Storytelling*
- *A range of squad practices.*

A full list of clubs can be found on the school website.

# Medical Care

Our full-time School Nurse works across the school (both Pre-Prep & Prep) to support and improve the pupils health and wellbeing; both physical and emotional. The Nurse's role is an integral part of the school community providing day to day medical care and ensuring the medical and emotional needs of pupils are being met.

Her role includes delivery of first aid along with the management of long term health conditions and implementation of individualised care in accordance with the pupils' Individual Healthcare Plans. The Nurse can provide specific support for families with complex needs such as diabetes and asthma, so that your child can continue to enjoy their education at school.

Responsible for Health Education and developing initiatives, alongside the teaching staff, across the school, she offers support with screening/signposting to services/facilitating health care programmes.

Our Nurse is also involved in delivering the Mindfulness programme (.b MISP) and implementing the Mindfulness Programme across the whole school community.

# Healthy Eating

We have our own kitchen and dining room where professional caterers provide a midday meal for all pupils. Menus are published weekly in the school newsletter as well as on the school website.

Breakfast is available before school through our Wraparound Care booking system.

We recommend that pupils are provide with a healthy snack and a bottle of water for morning break; we ask that pupils avoid bringing nuts into school.

PLEASE VISIT OUR WEBSITE FOR  
FURTHER INFORMATION.

[www.rosehillschool.co.uk](http://www.rosehillschool.co.uk)

# Wraparound Care

For all pupils of Rose Hill, the Wraparound Care provision includes a daily Breakfast 7.30-8.00am.

For all Pre-Prep pupils the 'morning session' runs from 8.00-8.20am. Children who are not collected at the end of the school day go to the Octagon where they are supervised until 4.00pm - the 'early session'. However, for those children who are staying later, the After School Care 'late session' begins at 4.00pm and runs until 5.15pm. Children are given drinks and a selection of sandwiches, fruit & snacks.

To guarantee a place these are booked before the end of the previous term using the online booking form found on the school website.

The After School Care agreement also needs to be completed and returned to the school office before your child's first session. Occasional bookings can be requested using the email:

*[afterschoolcare@rosehillschool.co.uk](mailto:afterschoolcare@rosehillschool.co.uk)*

However, places can't be guaranteed and will be dependent on availability.

# Holiday Clubs

During the Easter and summer holidays and October half term Ultimate Activity run holiday activity day camps for children aged 4-14 at the school. Children can sign up for one day or for the duration. Providing an exciting range of sport, art, creative and games activities.

*[www.ultimateactivity.co.uk](http://www.ultimateactivity.co.uk)*

# Social Responsibility

We are, by most definitions, privileged people. Through the various elements of our school life we work with local charities, fund (and awareness) raising, through presentations and visits. We aim to help pupils think about how people really make a difference to local, national and global issues.

We recognise our responsibilities and hope that through the experience and awareness gained at this school we can encourage our pupils to be leaders in compassion and to become the visionaries who will set the future agenda for beneficial social transformation.

Our projects have enabled us to support vulnerable children through the Christmas Shoe Box Appeal, Red Nose Day, Children in Need events, and the Poppy Appeal. Each year the School Council votes for a charity that the school will work with for the academic year. This year the NSPCC has been

chosen and a staggering £7,000 has been raised in the autumn term alone, through a sponsored run and carol singing events. Workshops and assemblies delivered by the NSPCC, teachers and pupils have raised awareness of the aims and work undertaken by the NSPCC.

Our Year 4 pupils also have links with a local care home which they visit once a week.

# Looking to the future.

Your child's future education is very important to us and we offer one-to-one guidance.

Tunbridge Wells and the surrounding area offer a wide range of secondary schools and our pupils gain places and awards to independent schools both locally and further afield as well as local Grammar Schools.

In January each year we hold a Future Schools' Fair with twenty-five independent secondary schools from across the south of England attending the event.

Over the past few years, destination schools for our pupils have included the following:

- *Ardingly College*
- *Battle Abbey School*
- *Bede's School*

- *Beechwood Sacred Heart School*
- *Benenden School*
- *Bennet Memorial*
- *Bethany School*
- *Brighton College*
- *Caterham School*
- *Eastbourne College*
- *Hurstpierpoint College*
- *Kent College*
- *Mayfield School*
- *Sevenoaks School*
- *St Gregory's Catholic School*
- *The Skinners' School*
- *Sutton Valence School*
- *Tonbridge School*
- *Tunbridge Wells Grammar School for Boys*
- *Tunbridge Wells Girls' Grammar*
- *Tonbridge Grammar School for Girls*
- *Walthamstow Hall*
- *Worth School*

# Admissions

You are very welcome to attend one of our termly open mornings or to come for a bespoke visit and meet with our Head, Emma Neville.

The next step is to register, using the Registration Form included with the prospectus. Receipt of this will put your child's name on the waiting list for their year group. Offers and confirmation for Kindergarten places are normally made a year in advance. If a place becomes available in other year groups (Reception to Year 8), the child at the top of the list is invited to attend the school for a taster session, during which there will be some assessments.

Following a successful taster session, the formal offer of a place is made in writing. At this point a deposit is required together with a signed Acceptance of Place form.

Full details are available in our Admissions Policy and Terms and Conditions.

# Awards

Awards to a maximum of 30% of school fees are available and open to all candidates for Year 7 & 8. Criteria for Awards is wide including academic, art, DT, drama, music, citizenship and sport. Parents accepting an Award do so on the understanding that their child will make a committed contribution to Rose Hill in the area of the Award and will fulfil the school's expectations of good behaviour.

# Bursaries

A means tested bursary, worth up to 100% of tuition fees may be awarded to pupils entering Year 7.

# Uniform

Current uniform lists are available on the website or from the Uniform Shop (located in the bungalow opposite the Sports Hall)

[uniformshop@rosehillschool.co.uk](mailto:uniformshop@rosehillschool.co.uk).

The shop is open term time on Thursdays from 3.00pm until 5.00pm and items can also be purchased online and then picked up from the school office. Blazers, ties, hats & caps are available from Simmonds and Son in Tunbridge Wells.

# Parents' Association

The Parents' Association meets regularly and organises a variety of social events throughout the year, which support the close partnership between parents and school.

Nominal fund-raising supports local charities and also provides useful extra resources for the children's benefit. New members of the Committee are always welcomed.

# School Policies

You will find much more information on our website, including a section which sets out the School policies and procedures covering the following areas:

- *Admissions Policy\**
- *Anti-Bullying Policy*
- *Accessibility Plan*
- *Behaviour Policy*
- *British Values Statement*
- *Complaints Policy*
- *Curriculum Policy*
- *Data Protection Policy*
- *EAL Policy*
- *Equal Opportunities Policy*
- *Exclusions, Expulsion, Removal and Review Policy*
- *Fire Safety Policy*
- *Gifted and Talented Policy*
- *Health and Safety Policy*
- *Medical Policy*
- *PSHEE & Citizenship Policy*
- *Recruitment Policy*
- *Safeguarding & Child Protection Policy*
- *SEND Policy*
- *Supervision of Pupils Policy*

\* Any personal information shared on the Registration Form is used in accordance with our Privacy Policy available on our website.

Alternatively, you can request that copies of these items be posted to you.

If you would like any further information or would like to arrange a visit please contact admissions.

## TELEPHONE

+44 (0)1892 525591

## EMAIL

[admissions@rosehillschool.co.uk](mailto:admissions@rosehillschool.co.uk)



ROSE HILL SCHOOL  
ROYAL TUNBRIDGE WELLS