



CARLETON
HIGH SCHOOL

KEY STAGE 3 GRADUATION

NAME:

CONTENTS

Introduction	03
What do you need to graduate?	04
Attendance	05
Epraise	06
Behaviour	07
Attitude to Learning	08
Character & Wider Development	09
Activities to develop Character & Wider Development	10
Character & Wider Development Reflection Logs	12
Final Summary of Achievement	25



INTRODUCTION

As a school we are delighted to introduce the 'Key Stage 3 Graduation Programme' where students have the opportunity to attend a graduation ceremony towards the end of the final term of Year 9.

The aim of this programme is to give Key Stage 3 its own identity and to encourage our students to do the very best they can in their first three years at Carleton High School.

This will not only be an opportunity to celebrate and acknowledge students' achievements in their first three years, but also to mark the next step in their educational journey.

Students who graduate will be awarded a Third class, Second Class, Second Class (with honours) or First class (with honours) certificate for their achievements, based upon:

- Attendance.
- Epraise points.
- Behaviour.
- Attitude to learning.
- Character and wider development opportunities/ activities they have taken part in.

The special Graduation day will be celebrated in full academic dress, graduation gowns, caps and photography.

All parents are invited to share in the celebrations at the graduation ceremony.

We look forward to working in partnership with all our amazing students in order to achieve their full potential and more!

WHAT DO YOU NEED TO GRADUATE?



During the three years of Key Stage 3 students will collect points based on a number of categories, namely:

- Attendance.
- Praise points.
- Behaviour.
- Attitude to learning.
- Character and wider development opportunities/activities they have taken part in.

The total number of points achieved over the three years will determine if students graduate and what graduation certificate they will be awarded.

TOTAL POINTS **REQUIRED TO GRADUATE**

Third Class	Second Class	Second Class (with honours)	First Class (with honours)
75 points	150 points	210 points	250 points

ATTENDANCE

Research proves there is a very clear relationship between excellent school attendance and academic achievement. Year after year, the students with the best school attendance achieve the best results. As a result at Carleton High School we encourage all our students to have excellent attendance which is why we have included attendance as a category as part of our KS3 graduation programme.

How will I be awarded for Attendance?

Each year you will be able to achieve a maximum of 20 graduation points for attendance.

Attendance	Below 95%	95%+	96%+	98%+	100%
Annual graduation points awarded	0	5	10	15	20
What are you on track to achieve?	Not on track to graduate	On track for Third Class	On track for Second Class	On track for Second Class (with honours)	On track for First Class (with honours)

ATTENDANCE GRADUATION POINT TRACKER

My Year 7 Attendance Record

My attendance mid-year check	My attendance in year 7 was	The total graduation points I achieved for my year 7 attendance was
_____ %	_____ %	_____ /20

My Year 8 Attendance Record

My attendance mid-year check	My attendance in year 7 was	The total graduation points I achieved for my year 7 attendance was
_____ %	_____ %	_____ /20

My Year 9 Attendance Record

My attendance mid-year check	My attendance in year 7 was	The total graduation points I achieved for my year 7 attendance was
_____ %	_____ %	_____ /20

My Overall Attendance Record

Year 7 attendance graduation points	Year 8 attendance graduation points	Year 9 attendance graduation points	ATTENDANCE TOTAL GRADUATION POINTS
/20	/20	/20	/ 60

EPRAISE

Students are awarded Epraise points by teachers. Points can be awarded for displaying any of the Carleton student values of respect, responsibility, determination or excellence in lessons.

In addition, students also receive a weekly Epraise point for:

- 100% attendance weekly
- Zero behaviour points weekly

We encourage all our students to log all their Epraise points and we have included Epraise as a category as part of our KS3 graduation programme.

How will I be awarded for Epraise?

Each year you will be able to achieve a maximum of 20 graduation points for Epraise

Epraise	Below 50	50+	100+	150+	250+
Annual graduation points awarded	0	5	10	15	20
What are you on track to achieve?	Not on track to graduate	On track for Third Class	On track for Second Class	On track for Second Class (with honours)	On track for First Class (with honours)

EPRAISE GRADUATION POINT TRACKER

My Year 7 Epraise Record

My Epraise mid-year check	My Epraise in year 7 was	The total graduation points I achieved for my year 7 Epraise was
_____ Epraise POINTS	_____ Epraise points	_____ /20

My Year 8 Epraise Record

My Epraise mid-year check	My Epraise in year 8 was	The total graduation points I achieved for my year 8 Epraise was
_____ Epraise POINTS	_____ Epraise points	_____ /20

My Year 9 Epraise Record

My Epraise mid-year check	My Epraise in year 9 was	The total graduation points I achieved for my year 9 Epraise was
_____ Epraise POINTS	_____ Epraise points	_____ /20

My Overall Epraise Record

Year 7 Epraise graduation points	Year 8 Epraise graduation points	Year 9 Epraise graduation points	EPRAISE TOTAL GRADUATION POINTS
_____ /20	_____ /20	_____ /20	_____ / 60

BEHAVIOUR

We have high expectations for student behaviour so that teachers can teach and students can learn. We expect standards that would be displayed in any professional workplace. We encourage our students to be well presented, polite and courteous at all times and to uphold the student 'non negotiables'.

As a result, at Carleton High School we encourage all our students to have excellent behaviour and as such we have included behaviour as a category as part of our KS3 graduation programme.

How will I be awarded for Behaviour?

Each year you will be able to achieve a maximum of 20 graduation points for behaviour

Behaviour	30+ behaviour points	21+ behaviour points	11+ behaviour points	6+ behaviour points	0+ behaviour points
Annual graduation points awarded	0	5	10	15	20
What are you on track to achieve?	Not on track to graduate	On track for Third Class	On track for Second Class	On track for Second Class (with honours)	On track for First Class (with honours)

BEHAVIOUR GRADUATION POINT TRACKER

My Year 7 Behaviour Record

My behaviour points mid-year check	My behaviour points in year 7 was	The total graduation points I achieved for my year 7 behaviour was
_____ Behaviour points	_____ Behaviour points	_____ /20

My Year 8 Behaviour Record

My behaviour points mid-year check	My behaviour points in year 8 was	The total graduation points I achieved for my year 8 behaviour was
_____ Behaviour points	_____ Behaviour points	_____ /20

My Year 9 Behaviour Record

My behaviour points mid-year check	My behaviour points in year 9 was	The total graduation points I achieved for my year 9 behaviour was
_____ Behaviour points	_____ Behaviour points	_____ /20

My Overall Behaviour Record

Year 7 Behaviour graduation points	Year 8 Behaviour graduation points	Year 9 Behaviour graduation points	BEHAVIOUR TOTAL GRADUATION POINTS
/20	/20	/20	/ 60

ATTITUDE TO LEARNING (ATL)

Attitude to learning (ATL) is one of the biggest determining factors in the progress students will make at Carleton High School. ATL is a measurement of a student's effort in class and their engagement with their learning.

ATL scores are awarded by each teacher to assess students' attitudes in their classes, and these attitudes are reported home twice a year in their reports. The score ranges from a "1" (exemplary) to a "4" (often fails to meet expectations).

As a result, at Carleton High School we encourage all our students to have an excellent ATL score and we have included ATL as a category as part of our KS3 graduation programme.

How will I be awarded for ATL?

Each year you will be able to achieve a maximum of 20 graduation points for ATL

ATL	4 - 3.6	3.5-3.1	3.0-2.6	2.5-2.1	2.0-1
Annual graduation points awarded	0	5	10	15	20
What are you on track to achieve?	Not on track to graduate	On track for Third Class	On track for Second Class	On track for Second Class (with honours)	On track for First Class (with honours)

ATL GRADUATION POINT TRACKER

My Year 7 ATL Record

My ATL score mid-year check	My ATL score in year 7 was	The total graduation points I achieved for my year 7 ATL was
_____ Average ATL score from mid term report	_____ Average ATL score from end of year report	_____ /20

My Year 8 ATL Record

My ATL score mid-year check	My ATL score in year 8 was	The total graduation points I achieved for my year 8 ATL was
_____ Average ATL score from mid term report	_____ Average ATL score from end of year report	_____ /20

My Year 9 ATL Record

My ATL score mid-year check	My ATL score in year 7 was	The total graduation points I achieved for my year 7 ATL was
_____ Average ATL score from mid term report	_____ Average ATL score from end of year report	_____ /20

My Overall ATL Record

Year 7 ATL graduation points	Year 8 ATL graduation points	Year 9 ATL graduation points	ATL TOTAL GRADUATION POINTS
/20	/20	/20	/ 60

CHARACTER AND WIDER DEVELOPMENT

The development of students' character and wider development is at the centre of our curriculum.

Our four values of respect, responsibility, determination and excellence form the core of what we call the CHS Identity, the 'golden thread' which binds together all students who walk through our doors.

These values reiterate positive attitudes to build character and encompass everything that we try to instil in our students on a daily basis to support them to become the best versions of themselves they can possibly be.

As a result at Carleton High School we have set a number of activities linked to our student values that develop our students character and wider development and these activities form the final category of our KS3 graduation programme.

How will I be awarded for Character and Wider Development?

There are a number of activities linked to each one of the student values which we think will support students in building their character and developing their wider skills.

We will award one graduation point for each activity a student completes. In order for a student to achieve a graduation point for completing an activity, they must complete a character and wider development reflection log.

CHARACTER AND WIDER DEVELOPMENT GRADUATION POINT TRACKER

My Year 7 Character and wider development Record

My character and wider development mid-year Check	The total graduation points I achieved for my year 7 Character and wider development was
_____ Activities completed	_____

My Year 8 Character and wider development Record

My character and wider development mid-year Check	The total graduation points I achieved for my year 8 Character and wider development was
_____ Activities completed	_____

My Year 9 Character and wider development Record

My character and wider development mid-year Check	The total graduation points I achieved for my year 9 Character and wider development was
_____ Activities completed	_____

My Overall Character and wider development Record

Year 7 character and wider development graduation points	Year 8 character and wider development graduation points	Year 9 character and wider development graduation points	CHARACTER AND WIDER DEVELOPMENT TOTAL GRADUATION POINTS
			/ 26

WHAT ARE THE ACTIVITIES I CAN GET INVOLVED WITH TO DEVELOP MY CHARACTER AND WIDER DEVELOPMENT?

School Value	Year Group	Activity No.	Activity Description	Reflection log complete (Y/N)	Form Teacher Signature
EXCELLENCE	Any	1	Reading – Write a 200 word review of your favourite book.		
	Any	2	Competition – Describe a competition that you have taken part in.		
	Any	3	Achieve two Headteacher's Certificates.		
	Any	4	Miscellaneous – How have you demonstrated the school value of excellence?		
DETERMINATION	7	5	Co-Curricular – attend a co-curricular activity for at least 12 sessions.		
	8 or 9	6	Co-Curricular – attend a co-curricular activity for at least 12 sessions.		
	7	7	Attend a residential trip.		
	7	8	Revision – Create a revision timetable for your end of year exams and revise.		
	8	9	Revision – Create a revision timetable for your end of year exams and revise.		
	9	10	Revision – Create a revision timetable for your end of year exams and revise.		
	Any	11	Miscellaneous – How have you demonstrated the school value of determination?		

School Value	Year Group	Activity No.	Activity Description	Reflection log complete (Y/N)	Form Teacher Signature
RESPONSIBILITY	7	12	Represent the School – Represent the school at an event e.g sports team, student leadership team, open evening, choir member.		
	8 or 9	13	Represent the School – Represent the school at an event e.g sports team, student leadership team, open evening, choir member.		
	Any	14	Group Presentation – Take part in a group presentation.		
	7	15	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making.		
	8	16	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making.		
	9	17	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making.		
	9	18	Options Evening – Attend year 9 options evening.		
	Any	19	Miscellaneous – How have you demonstrated the school value of responsibility?		
RESPECT	7	20	Fundraising/Contribution to the wider community		
	8	21	Fundraising/Contribution to the wider community		
	9	22	Fundraising/Contribution to the wider community		
	Any	23	Act of kindness – What did you do?		
	Any	24	Respect for your household – What did you do?		
	Any	25	Environment – Arrange a litter picking day somewhere in the local community.		
	Any	26	Miscellaneous – How have you demonstrated the school value of respect?		

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	EXCELLENCE
Activity 1:	Reading – Write a 200 word review of your favourite book. Why was it your favourite book? Why would you recommend it to other students to read?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	EXCELLENCE
Activity 2:	Competition – Describe a competition that you have taken part in. What was the competition? Why did you choose to take part in it? What did you enjoy about taking part?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	EXCELLENCE
Activity 3:	Achieve two Headteacher's Certificates – Describe what you received the certificates for.
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	EXCELLENCE
Activity 4:	Miscellaneous – How have you demonstrated the school value of excellence? Can you give an example and describe it? Why is our excellence value important for your future success?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	DETERMINATION
Activity 5:	Co-Curricular – attend a co-curricular activity for at least 12 sessions. What session did you attend? Why did you attend? What did you learn?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	DETERMINATION
Activity 6:	Co-Curricular – attend a co-curricular activity for at least 12 sessions. What session did you attend? Why did you attend? What did you learn?
Year Group:	8 or 9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	DETERMINATION
Activity 7:	Residential Trip - Explain the ways you demonstrated DETERMINATION while on the trip. What activities did you take part in? What did you learn? What did you enjoy and why?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	DETERMINATION
Activity 8:	Revision – Create a revision timetable for your end of year exams and revise. Show it to your Form Tutor. What revision techniques did you use? What would you do differently for your exams in the future?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	DETERMINATION
Activity 9:	Revision – Create a revision timetable for your end of year exams and revise. Show it to your Form Tutor. What revision techniques did you use? What would you do differently for your exams in the future?
Year Group:	8
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	DETERMINATION
Activity 10:	Revision – Create a revision timetable for your end of year exams and revise. Show it to your Form Tutor. What revision techniques did you use? What would you do differently for your exams in the future?
Year Group:	9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	DETERMINATION
Activity 11:	Miscellaneous – How have you demonstrated the school value of determination? Describe what you did? Why is our determination value important for your future success?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 12:	Represent the School – Represent the school at an event e.g sports team, student leadership team, open evening, choir member. What did you do? What skills did you develop?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	RESPONSIBILITY
Activity 13:	Represent the School – Represent the school at an event e.g sports team, student leadership team, open evening, choir member. What did you do? What skills did you develop?
Year Group:	8 or 9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 14:	Group Presentation – Take part in a group presentation. Subject? Date? What went well? What would you do differently next time?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 15:	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making. What subjects are you doing well in? Why? What subjects do you need to improve in? Why?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 16:	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making. What subjects are you doing well in? Why? What subjects do you need to improve in? Why?
Year Group:	8
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	RESPONSIBILITY
Activity 17:	Parents Evening – Attend parents evening with your parent/carer and discuss with your teachers the progress you are making. What subjects are you doing well in? Why? What subjects do you need to improve in? Why?
Year Group:	9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 18:	Options Evening – Attend year 9 options evening. Did you find it informative? What subjects are you interested in and why? What subjects did you choose?
Year Group:	9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPONSIBILITY
Activity 19:	Miscellaneous – How have you demonstrated the school value of responsibility? Describe what you did? Why is our responsibility value important for your future success?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPECT
Activity 20:	Fundraising/Contribution to the wider community – What did you do, what went well and why?
Year Group:	7
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	RESPECT
Activity 21:	Fundraising/Contribution to the wider community – What did you do, what went well and why?
Year Group:	8
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPECT
Activity 22:	Fundraising/Contribution to the wider community – What did you do, what went well and why?
Year Group:	9
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPECT
Activity 23:	Act of kindness – What did you do? (e.g. completed the school kindness advent calendar). How did it make you feel when you completed your act of kindness?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPECT
Activity 24:	Respect for your household – What did you do? (e.g. completing chores, cook a meal for the family) Why is it important?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

CHARACTER AND WIDER DEVELOPMENT REFLECTION LOGS

School Value:	RESPECT
Activity 25:	Environment – Arrange a litter picking day somewhere in the local community.
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

School Value:	RESPECT
Activity 26:	Miscellaneous – How have you demonstrated the school value of respect? Why is our respect value important for your future success?
Year Group:	Any
Date completed:	
Describe what you did and what you learned by completing this activity	

FINAL SUMMARY OF ACHIEVEMENT

TOTAL POINTS REQUIRED TO GRADUATE

Third Class	Second Class	Second Class (with honours)	First Class (with honours)
75 points	150 points	210 points	250 points

ATTENDANCE

/60

EPRAISE

/60

BEHAVIOUR

/60

ATTITUDE TO LEARNING

/60

CHARACTER & WIDER DEVELOPMENT POINTS

/26

TOTAL KS3 GRADUATION POINTS I HAVE ACHIEVED

I HAVE GRADUATED

☐

YES

☐

NO

I HAVE ACHIEVED A

☐

THIRD CLASS

☐

SECOND CLASS

☐

SECOND CLASS (WITH HONOURS)

☐

FIRST CLASS (WITH HONOURS)




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