



# A Parents Guide to our Pastoral Processes

# Each Year Group



- Each Year has 10 tutor groups with one or more Learning Coach attached to each form
- In each year group 2 forms will be attached to one of five Houses
- We reward students each half-term in assembly with a prize giving
- We are proud of our Year Groups and like to celebrate our students talents
- We run charity events, inter-house competitions and lots of extra-curricular clubs and leadership opportunities for students to get involved in

# Tutor Groups



- Each form spends the first 25 minutes of the day with their Learning Coach and form.
- This encourages support, team work, security and familiarity.
- Students may have a Form responsibility
- All students follow a Form time programme that consists of:
  - An Assembly (face to face or virtual)
  - 2 days of PHSRE/Personal Development activities,
  - Literacy and numeracy activities
- A buddy system is operated to help new students settle quickly.

# Break & Lunchtimes



- We operate a **cashless** system. Parentpay is used for paying for meals (**£2.50 per day**) and school trips .
- If they have free school meals, money will be automatically added to their account.
- They will be able to eat their lunch at **either** break or lunch time.
- We serve hot and cold food and have halal and non-halal counters
- **Free breakfast** may become available as the year progresses



# Uniform Expectations



- All students are expected to wear the correct uniform for school everyday (Students will not be allowed to attend lessons if they do not wear the correct uniform)
- No jeans or jean type trousers, leggings or joggers are allowed.
- Headscarves (if worn) must be plain black with no tassels or patterns and ties must be visible
- Plain black shoes or trainers and no higher than the ankle bone.
- Each year group has their associated colour on their tie, swipecard and lanyard
- Lanyards and swipe cards must be worn and visible at all times



# Uniform Expectations



- No jewellery and make-up are allowed
- Only purple or black hair accessories
- Earrings/nose studs must be removed the day before school starts, any piercings will have to be removed.
- No nail polish, acrylic nails or lash extensions
- Mobile phones are allowed during social times only and must be switched off at all other times

# Attendance Expectations



- Attendance is made high profile – assemblies etc.
- Individual Attendance target for students - **100%**
- Students are expected to be on time to school and **ALL** lessons **EVERYDAY – late detentions**
- School must be notified by telephone on each day of absence
- If at all possible make dental and medical appointments out of school time
- All holiday requests during term time will be refused

1 School year at 90% attendance = 4 whole weeks of lessons missed

# Impeccable Behaviour



- We have high expectations from all students with regards to behaviour.
- We operate a consequence based behaviour system in lessons and on corridors.
- A **C1** is a initial warning given to students to change their behaviour.
- If they do not change their behaviour a **C2** is given as a final warning.
- If the behaviour still continues a **C3** issued and this results in a 30 minute detention after-school. A letter and text is sent home to inform Parents/Carers
- A **C4** is the highest sanction given out by a teacher and means that a student will spend a day in isolation (Internal or external) and a detention until 4.00.
- C5 and FTE
- Social time detentions may be issued for inappropriate behaviour during break and lunchtime
- **Gold awards** – Rewarded for excellent attendance, punctuality, behaviour and ATL – 5 per lesson



# Year 7 Journey Journal



The Journey Journal is both:

- ❖ A fun way to document students first year at Whalley Range, keeping a record of personal achievement and memories.
- ❖ A school diary and it should be used as a tool to keep students organised, especially with homework.
- There is space for Parent/Carers to write notes to their Learning Coach and the Journey Journal must be signed each week by a Parent/Carer and also Learning Coaches.
- The Journey Journal must be brought into school every day and be out in every lesson.



# Student Leadership Opportunities



- Student Senior Leadership Team
- Year/House/Subject Leaders
- Anti-Bullying Ambassadors
- Student Council
- Leadership fairs during HT1








# Values



- **Self Help** - We help people to help themselves
- **Self-responsibility** - We take responsibility for, and answer to our actions
- **Equality** - We ensure that every individual has an equal opportunity to make the most of their lives and talents.
- **Solidarity** - We share common interests and goals with every member of our school community
- **Democracy** - We enable every member of our school community to have their say in the way we run our school
- **Equity** - We treat people with kindness, honesty and integrity.

# British Values



-  **Mutual Respect**
-  **Tolerance of different faiths/beliefs**
-  **Democracy**
-  **Rule of Law**
-  **Individual Liberty**