



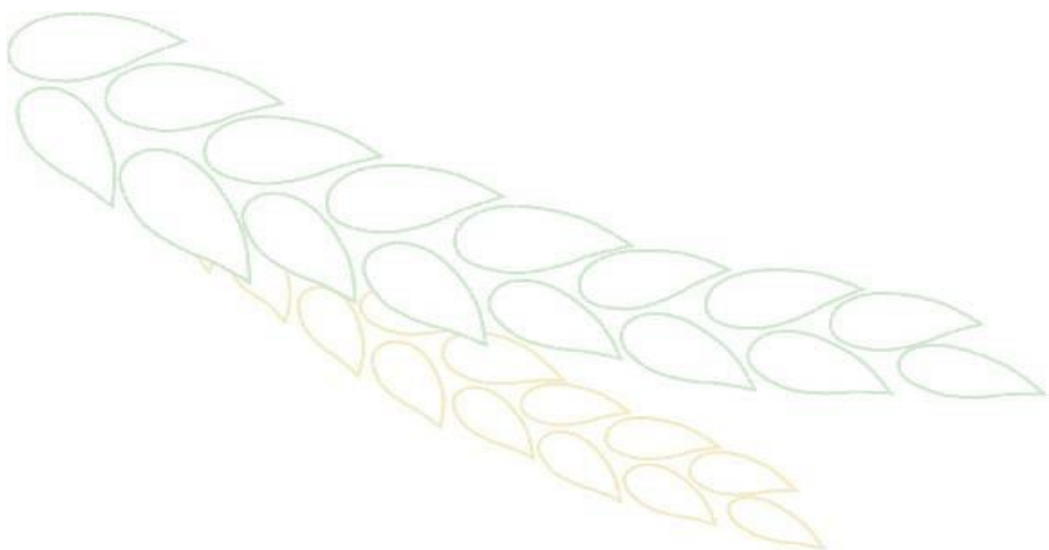
SANDBACH SCHOOL
OPPORTUNITY, ACHIEVEMENT, EXCELLENCE

Headteacher: Mrs S I Burns



SANDBACH SCHOOL

Year 7 Parents' and Carers' Information 2019-2020



Contents

The Home School Agreement	3
The School Day.....	4
Getting to School	
Breakfast / Break / Lunch	
Attendance / Absence	
Uniform / Personal equipment	
Homelearning	
School Closure	
School Facilities.....	6
LRC	
ICT Facilities	
Music Lessons	
Behaviour & Discipline	6
Behaviour for Learning	
Sanctions	
Mobile Phones	
Pupil Support	7
Pastoral Team	
Bullying	
Extra-Curricular Activities.....	7
House System	
Music Lessons	
Communication	8
SIMS Learning Gateway	
Review & Commendations	
Parents Consultation Evenings	
Key Events	9
Information Evenings	
Commemoration Day	
Awards Day	

Home School Agreement

The agreement will be signed by the school, parents and the student in advance of admission and includes:

Sandbach School Ethos

Our motto *Ut Severis Seges* 'As you sow, so shall you reap' encapsulates the school ethos of working hard to achieve. To facilitate this Sandbach School will endeavour at every opportunity to:

- Provide a safe learning environment to enable your son to achieve his full potential and build positive relationships
- Provide a balanced curriculum and meet the individual needs of your son
- Provide pastoral care, guidance and encourage positive behaviour
- Keep you informed about general school matters and about your son's progress in particular
- Be open and welcoming at all times and offer opportunities for you to become involved in the life of the school
- Offer opportunities beyond the classroom that will enhance your son's academic progress and personal development

Sandbach School Parental Expectations

- Ensure that my son attends school for a minimum of 97% of the time, is punctual, properly equipped and dressed in full school uniform all of the time
- Make the school aware of any concerns or problems that might affect my son's work or behaviour
- Support the school's policies and code of conduct
- Support my son in homework and other wider school activities
- Attend parents' evenings and discussions about my son's progress

Sandbach School Pupil Expectations

- Try to attain 100% attendance
- To embrace the school expectations of 'Ready, Respectful, Safe'.
- Be on time and properly equipped for learning
- Learn to the best of their ability in all of their lessons
- Complete homework as required in line with the school policy
- Build positive relationships with peers and teachers
- Wear the full school uniform properly all of the time
- Conduct themselves in a manner that reflects the school ethos including on journeys to and from school

The School Day

Getting to School

The provision of transport is the responsibility of the Local Authority. If you require any information you should contact School Transport, Cheshire East Council, Floor 6, Municipal Buildings, Earle St., Crewe, CW1 2BJ. schooltransportenquiries@cheshireeast.gov.uk Tel: 0300 123 5012

Students may choose to use bicycles to travel to school. They should use the Middlewich Road entrance and facilities are available for secure storage.

Breakfast / Break / Lunch

Boys in Years 7-11 are not allowed out of school at breaktime or lunchtime. The Refectory is available for boys to purchase a range of snacks / hot meals and drinks at both breaktime and lunchtime. It is also open for breakfast from 8am. Upon entry to the school the refectory team will take a scan of your son's fingertip so that he is able to use the cashless catering system. A cash loading machine is available for students to load cash onto their account. Alternatively parents can use the parent pay website to upload payments and set limits. A unique username and password will be issued to parents upon your son's entry to the school.

Students may prefer to bring packed lunches into school and provision is made for them to eat these within the refectory.

Social spaces are allocated to each key stage and students may also take up the opportunity of using the LRC, Homework Club, Games Club or any other of the clubs advertised in the daily bulletin.

The School Day

8.30 am	Registration
8.55 am	Period 1
9.55 am	Period 2
10.55 am	Break
11.15 am	Period 3
12.15 pm	Year 7 Lunch
12.55 pm	Period 4
1.55 pm	Afternoon registration
2.05 pm	Period 5
3.05 pm	End of school day

Attendance / Absence

A great deal of emphasis is placed on the importance of attendance. In the event of illness parents should telephone Main Reception on 01270 758870 explaining the reasons for absence. Parents should notify school each day of absence. If this is not possible your son must bring a note explaining the absence and hand this in to his form tutor on the first day of return.

If your son is unwell or injured during the school day he should go to the year group office where a member of staff can deal with the issue.

Uniform / Personal equipment

School Blazer
Sandbach School crested black V neck jumper (available only from Peever's)
White shirt
Clip on school tie
Black trousers
Black socks
Black shoes **NOT** Trainers

P.E. and Games Kit

Red round neck 't' shirt with school crest
Bottle green & red games shorts
White ankle socks (for summer activities)
Suitable non marking training shoes with good grip
Red swimming shorts (supplied by Peever's or Badged)
Red and bottle green reversible games shirt with school crest
Bottle green & red games shorts (as above)
Bottle green 1677 socks with red turnover
Studded boots
Mouthguard for rugby and hockey
Shin pads for football and hockey

Correct school uniform must be worn at all times. If for some reason your son cannot wear the correct uniform, you should send a note with your son explaining the circumstances. He may then be issued with loaned items (including shoes). Additional information regarding uniform can be found below. Please pay special attention to the information regarding haircuts.

Additional information

- Jewellery, other than a wrist watch, may not be worn.
- No piercings, including earrings are allowed.
- No makeup or nail varnish.
- No excessive number or inappropriate badges.
- Trainers are not allowed unless accompanied by medical authorisation.
- Hair must be of natural looking colour with no extreme styles.
- Hair which has been dyed or streaked with unnatural colours or unnatural combinations is not acceptable.
- Hair in which lines and/or shapes are cut into the hair is not acceptable.
- Extreme contrasts in length of hair are also not acceptable; for example, very short shaved hair overlaid with longer hair.
- Coats or jackets may be worn on top of blazer around the school site but must be taken off when entering classrooms. Hoodies or tracksuit tops may not be worn in place of a coat.

Students are expected to be PREPPED at all times. This stands for pen, ruler, eraser, pencil and protractor every day. A scientific calculator is also recommended for all lessons during their school week. This aspect will be checked daily by their Form Tutor and Subject Tutors.

Home Learning

At Sandbach School we use an electronic homework package called Show My Homework (SMHW). This package ensures that home learning is set effectively, allowing our students to easily stay organised, consistently meet home learning deadlines and have access to their requested tasks anywhere via their electronic devices. From a parental perspective, this system will allow you to take an active role in your son's home learning as attainment can be tracked and monitored using the SMHW system.

Your son will receive a home learning timetable at the beginning of the academic year. Staff will set home learning according to the home learning timetable. Failure to complete home learning will result in department sanctions which may include detentions.

School Closure

In the unlikely event of needing to close the school, due to heavy snowfall or some other unforeseen occurrence, parents will be contacted via text message in the first instance. It will be announced on both Radio Stoke and Signal Radio. The school website and social media pages will also have up to date information regarding the closure.

School Facilities

LRC

The Learning Resource Centre is open from 8am each morning and closes at 4.30pm (4.00pm Fridays). Students are expected to adhere to the loaning arrangements.

ICT Facilities

Students will use a range of ICT facilities whilst at Sandbach School. All students are asked to sign the school's acceptable user policy and adhere to its guidelines. Serious mis-use of ICT facilities is dealt with by a member of the Leadership Group.

Music Lessons

A range of peripatetic music lessons are available to students at a cost. Information about these is distributed during the transition process by the Curriculum Leader for Music.

Behaviour & Discipline

Ready, Respectful, Safe

Pupil behaviour and progress can often go hand in hand. We have a minimum expectation of how students should conduct themselves both within lessons and across the school site and expect all students to follow 3 key rules: Ready, Respectful and Safe.

Ready	Respectful	Safe
Attending above 97% Arriving on time PREPPED Having a positive attitude to learning	Walking with purpose to lessons Being polite and kind Following instructions Looking after our school and its reputation	Staying in bounds Looking after your belongings Actively preventing bullying Travelling to and from school sensibly

During every lesson your son will receive an Attitude to Learning grade by his subject teacher. This grade is on a scale of 1 – 5, 1 being an exemplary attitude to learning and 5 being an attitude to learning which impedes progress. The Attitude to Learning grades, positive or negative, will be acted upon by departments and be monitored by the pastoral team.

Sanctions

Sanctions will be applied for failing to follow school rules. These may be in the form of lunchtime or after school detentions within departments. An escalation of issues may result in a whole school detention, an internal exclusion or Headteacher's exclusion.

Mobile Phones

The current mobile phone policy is displayed on the school website and will be explained to your son upon entry to the school.

Pupil Support

Pastoral Team

Your son will have a form tutor who he should use as a first point of reference should he have a problem. The year group is overseen by a Learning & Intervention Manager and a Student Support Co-ordinator. These individuals will monitor your son's academic and social progress and inform you of any concerns. You may wish to speak to a member of the pastoral team and you can do so by calling school on 01270 758870. As well as organising academic intervention they also have access to a range of professionals both inside and outside of school to support your son. These include the school nurse and school counsellor.

Bullying

Incidents of bullying at Sandbach School are taken very seriously. If your son considers that he is being bullied he should inform his form tutor, Learning & Intervention Manager or Student Support Co-ordinator immediately. This will enable the issue to be dealt with appropriately. There is also a supportive provision supervised by some of our 6th Form students to allow students to discuss any issues regarding bullying. The 6th Form students will report any concerns to the pastoral teams on behalf of the younger students.

Extra-Curricular Activities

"The range of extra-curricular activities is outstanding. These contribute very well to students becoming well-rounded individuals" Ofsted 2014

House System

Upon entry to the school your son will be placed into one of four Houses (Lea, Craig, Ward or Welles). This will determine the colour of the crests on his tie. Across the course of the year there are a number of House events in which boys can compete. The House system culminates in Sports Day which takes place in July after which the House Championship is awarded.

Other Activities

There are numerous other activities available for your son to take advantage of. There is an extra-curricular booklet (Xtra) produced every term which outlines the activities available, the days and the times which they take place on. A copy of this can be downloaded from the school's website.

Communication

Review & Commendations

There are 3 Review periods across the course of the academic year. Your son will receive a Review sheet which indicates the current progress in each of his subject areas. Assessments will take place prior to each of the reviews and these will be fundamental in assessing student progress. In addition to this level/grade he will also receive an “attitude to learning” grade. This grade will translate into a number of commendations. Commendations are also awarded by form tutors, for extra-curricular involvement, for taking part in House events and other school commitments. Commendations are collected across the year and certificates are awarded for reaching certain thresholds. Commendations are also accumulated across key stages and can result in the awarding of school colours. The system of commendations will be explained to your son by his form tutor.

Parent Consultation Evenings

There will be a transition report which is sent home in the first half term. You are also invited to attend a Consultation Evening appointment with your son’s subject teachers. This will take place over one evening per year group and involves a 5 minute discussion about your son’s progress with up to 6 subject teachers.

School Website – www.sandbachschool.org

The school website has a wealth of information which you will find useful. Here you can download a copy of the school calendar. You can also follow the school on Facebook and twitter (@sandbachschool). All of the transition information and documentation will also be uploaded to the school website.

Social Media

Departments within the school make use of Social Media and many have a dedicated Twitter account. This is used responsibly to celebrate students success and share important information.

Key Events

Information Evenings & Forums

These are designed to give parents key information at important points in your son's school career. Information evenings for all year groups take place in September and will be publicised well in advance via the school website and social media. There are also regular Year group parental forums throughout the school year to discuss aspects pertinent to each year group.

Commemoration Day

Each year the school commemorates its founding in the Autumn Term. All year 7 students will attend the service at St Mary's Church in Sandbach and parents of all year 7 students are welcome to attend. The timings of the school day remain unchanged and further details will be sent out nearer the time.

Awards Day

This is an invite only event to celebrate the achievements of many of our pupils and takes place in early July.



Sandbach School, Crewe Road, SANDBACH, Cheshire, CW11 3NS
Tel: 01270 758870 (Main Reception)
enquiries@sandbachschool.org
www.sandbachschool.org