



Year 7 Student Guide September 2020



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Dear Student,

In this booklet there is a lot of information which will help you to understand what our school is all about.

You will find out further information when you have your induction.

I look forward to welcoming you into the Kineton High School community where you will be able to learn new skills, enjoy new opportunities and make new friends.

Yours sincerely

Louise Hardwick
Transition

Student Code of Conduct

We expect all members of our community to live by and model our ethos and values, demonstrating these in their day to day behaviours.

Values: Respect, Equality, Collaboration, and Resilience

Culture: Ambition and Support

Homework

- Provide written communication from home if homework deadline is not going to be met before lesson
- Attend homework/subject clubs for more support if needed
- Complete the homework to the best of their ability

This Code of Conduct applies to behaviour on school transport and while travelling to school. In addition:

- Sit where requested by members of staff or the bus driver.
- Treat the bus driver with respect.

Attendance

It is a proven fact that the more you are in school, the more you learn and the greater your chances of achieving your personal best in exams and especially in Year 11 and Year 13.

Your target for attendance should be 96% for each year. Missing the odd day for medical appointments and being poorly can very quickly add up. Just missing one day of school could put you behind and at a disadvantage in your next lesson for those subjects.

Facts:

Attendance of 95% for the year equals 10 days that you have been absent, that is 2 full school weeks for that year.

- Attendance of 90% for the year equals 19 days that you have been absent, that is almost 4 school weeks missed.
- Attendance of 85% for the year equals 29 days that you have been absent per, that is almost 6 school weeks missed.
- Attendance of 80% for the year equals 38 days absent per year that is over 7 school weeks missed.

If you are unable to come into school, make sure you contact the school absence line to let us know and this should be followed up by either a letter or an email to your tutor.

Your attendance will also help your tutor group in the house competition against the other groups in your house and the other houses in the school.

There will be chances for winning prizes throughout the year based on your attendance.

Key people involved in your move to Kineton include:

Transition

You will meet the transition team when you have your transition day. There will plenty of opportunities to ask questions to alleviate any concerns you have.

Personal Tutor

You will see your Personal Tutor every morning and afternoon for help with day-to-day school life.

Head of House

You will see a lot of your Head of House as they are responsible for overseeing a range of activities including assemblies, House competitions and behaviour.

Student Services

Mrs Bennett and her team are there to help look after you. After your Tutor they should be your first point of call for questions about for example lost property, buses, first aid etc.

Leadership Team

You will meet our Headteacher, Mrs Bridge, and our Deputy Heads, Mr Mitchell and Mr Gowney - Hedges around school and in assemblies.

Other people you will meet:

Your subject teachers	Teaching assistants
Office staff	Librarians
Caretakers & cleaners	Lunch-time staff
Sixth form mentors	Other students

At KHS **everybody** in the school is considered valuable and important. We treat everyone with respect and help each other as much as we can.

Tutor Groups and Houses

When you arrive at Kineton High School you will be placed in a tutor group. In your tutor group there will be students from Years 7 – 11. This is called 'mixed-age' tutoring. Your tutor group will help you learn more about Kineton and point you in the right direction as you find your way around the school. You will stay with your tutor group as you progress through the school.

You will see your tutor group in the morning during tutor time.

Your tutor group will belong to one of our four houses. We are proud of our House system. All of the names are linked to famous, successful Olympic heroes.

They are:

ADLINGTON



AINSLIE



HOY



REDGRAVE



Housepoints can be earned in a wide variety of ways both in lesson time and in after school clubs. Throughout the year there are special events that allow you to earn extra points. There are also special points for outstanding achievement, which are accompanied by a letter home.

Each week, the highest scoring student receives a letter of congratulations from the Headteacher. The House winning the most points over the year wins the coveted House Trophy!

A Typical Day

Students arrive at school by 8.20 am. Most students travel by bus, but others walk or get a lift. You could arrange to meet friends in the hall. If you have missed breakfast, you can buy food and a hot or cold drink from the canteen before school.

8.20 – 8.50	Registration	Tutor time takes place at the beginning of each morning. The register is taken, The Daily Bulletin is displayed by the Tutor for students to read. This provides important information and messages for students. Sometimes there will be a house activity or quiz. There will also be a weekly House assembly.
8.50 – 9.50	Lesson 1	We have five lessons each day – check your timetable to see which subjects you have where the lessons take place.
9.50 – 10.50	Lesson 2	
10.50 – 11.10	Break	We have two breaks in the day when you can eat and drink. Some people bring healthy snacks and a packed lunch from home, but you can also buy a wide range of food and drinks from the dining room with our fingerprint recognition scheme. (Lunch costs about £2.50 per day depending on what you choose.)
11.10 – 12.10	Lesson 3	
12.10 – 1.10	Lesson 4	
1.10 – 1.45	Lunch	During break and lunch time you can meet and chat with your friends, play outside in fine weather, go to the Library for books or to use the computers.
1.45 – 2.45	Lesson 5	At 2.45pm lessons end for the day. On Tuesdays, Wednesdays and Thursdays , you can stay behind to join in after school activities. The bus will come back to take you home at 4.00pm – check the late bus timetable.

After School Clubs – Out of Hours Learning

A variety of activities take place after school, mainly on a Tuesday, Wednesday and Thursday. These include: **Sports** – team and Individual clubs, **Drama**, **Library**, **ICT**, **Art**, **Independent Learning**, **Music** etc. Details of these can be found on the school website.

Example of Timetable

At Kineton High School we have a two-week timetable. Your timetable shows you what lesson you have, who your teacher is and what room the lesson is in.

	1Mon	1Tue	1Wed	1Thu	1Fri
1	Phys.Ed JED FIELD1	P.S.H.E. JK 39	Drama GL 62	Science JST Sc3	Art & Design SE 33
2	Des. Tech PL 3	Art & Design SE 33	English LAH En4	History SRE 26	Phys.Ed. JED FIELD1
3	History SRE 26	English NLO En5	Science JST Sc3	Computing JK 39	English NLO En5
4	Spanish HS 50	Des. Tech PL 3	Maths SRI 2	Music JMA 60	Science JST Sc3
5	Maths SRI 2	Rel.Ed. SB R1	Geography MS 40	Maths SRI 2	Spanish HS 50

	2Mon	2Tue	2Wed	2Thu	2Fri
1	Maths SRI 2	History SRE 26	Art & Design SE 33	Maths SRI 2	Computing JK 39
2	Rel.Ed. SB R1	Science JST Sc3	Music JMA 60	English NLO En5	Spanish HS 50
3	Geography MS 40	Phys.Ed. JED FIELD1	Des. Tech PL 3	Drama GL 62	History SRE 26
4	Music JMA 60	Des. Tech PL 3	English NLO En5	Phys.Ed. JED FIELD1	English NLO En5
5	Spanish HS 50	Maths SRI 2	Geography MS 40	Science JST Sc3	Science JST Sc3

Subject

Teacher

Room number

At Kineton High School some subjects have regular weekly homework but we also have Independent Learning Tasks (ILTs) – these are subject based projects and individual tasks set over a longer time period. Year 7 students can expect to spend about one hour each evening in independent study

Equipment

To make the most out of your learning, you will need a pencil case that contains the following:

- blue or black pens
- pencils
- rubber
- coloured pencils
- pencil sharpener
- glue stick
- pair of compasses
- protractor

You will also need a:

- calculator (a Casio Scientific calculator is required, the fx83gt plus or the fx85gt plus)
- ruler (30cm)

Our Library sells stationery at cost effective prices.

You will need a sensible school bag to bring your books and equipment in each day. You will also need a smaller bag to bring in your PE kit on appropriate days (see next page for PE kit).

If you have access to a computer at home it would be useful to have Word, Power Point and Excel. You will also be able to access these programs via our Office 365 package. Do not worry if you have not got a computer and internet access at home as you will be able to use these facilities at school in the Library and in after-school clubs to help with your independent learning.

PE and Sport

You will be familiar with taking part and enjoying sport from your Primary School. In fact many of you will have taken part in tournaments and festivals at Kineton High School so you will already know what facilities we have.

When you join us at Kineton High School you will take part in PE & Sport at least twice a week. You will take part in many different activities: Hockey, Rugby, Tag-Rugby, Netball, Football, Dance (boys & girls), Gymnastics, Tennis, Badminton, Orienteering, Athletics, Fitness, Swimming, Cricket and Rounders.

You will need to organise yourself to make sure you remember your PE kit. There are lots of students in the school all wearing the same or similar kit so please make sure you put your name in it – including your trainers!

We have high expectations for each of our students – we always encourage you to perform to the best of your ability and set targets so that you can rise to new challenges.

There will be sporting opportunities which you can get involved in after school. You may even be selected to represent the school.

Kit List – This can be ordered from Sportswear International (SWI). Please follow the link on our school website.

ALL – Trainers - towel - Kineton sports socks – KHS Training Top.

BOYS – Technical rugby shirt – Training top - black shorts - swim shorts - shin pads – studded foot wear (screw in safety studs or moulded studs are recommended for rugby and football).

GIRLS – Training Top, Black shorts/skort - black leggings for Gym & Dance - one piece swimming costume - black tracksuit bottoms are permitted for colder days (as advised by your PE teachers) – shin pads (for hockey).

Recommended for girls and boys – gum shield.

During the Year

First Day/Week

Your chance to settle into your tutor group and the school through some serious and some fun activities.

Parents' Information Evening

Parents can come into school find out more about school and especially Year 7 (first term).

Parents' Consultation Evening

Parents can come in and speak to subject staff regarding their child's progress.

Charity Week

Organised by the Sixth Form and has a variety of fun events for all students to take part in and to raise a lot of money for several charities (December).

Flexible Learning Days

These are days throughout the year when you won't follow your normal timetable, instead you will learn new skills and experience a range of different activities.

World Book Day

The whole school celebrates and encourages a love of reading. (March)

Enrichment Week

A week in early July when we suspend the normal timetable and do extra-curricular trips and exciting activities.

Celebration Week

All students celebrate their achievements, with certificates and prizes awarded to many students (July).

Other Events

Sports Day, Inter-House Activities and Competitions.

Home School Agreement

Our Mission: To provide an outstanding learning experience in order for all to achieve their personal best.

Values: Respect, Equality, Collaboration, and Resilience

Culture: Ambition and Support

It is vital that the school, parents/carers and students work together effectively to achieve the best outcomes for our young people. This agreement is intended to cement the partnership between the school, student and the home and hence ensure the highest educational achievements and well-being of our students. On joining the Kineton High School community, students, staff and parents all agree to fulfill their part of this home school agreement.

School Commitment

Kineton High School will undertake to:

- Make clear what is expected of students as outlined in the Behaviour Policy and Codes of Conduct.
- Work with students and parents/carers to resolve any issues relating to attendance, punctuality, bullying, or unacceptable behaviour through prompt action, support and the appropriate use of sanctions.
- Give parents 24 hours' notice of their child being detained after school for a detention.
- Provide information, advice and guidance alongside care and support when required.
- Provide a pleasant, safe, caring and healthy environment where all students are valued, nurtured and respected.
- Keep parent/carer fully informed about the life of the school
- Provide a range of opportunities in order to promote a healthy lifestyle.
- Respond to concerns raised by members of the community or parents in a timely fashion.
- Provide the information and guidance to parents on how to support students in the appropriate use of technology and e-safety.
- Provide a broad, balanced curriculum, which provides students with a wide range of learning opportunities.
- Provide high quality teaching and learning.
- Encourage the pursuit of excellence by developing the talents and abilities of all our students.
- Focus on improvement from previous personal best.
- Use rewards and praise to motivate and recognise students' achievements and effort.
- Provide a planned programme of homework that is marked and monitored regularly.
- Provide students and their parent/carer with regular information about their progress through interim reports, annual report and parents' consultation and information evenings.
- Provide opportunities for out of hours learning.

Parent/Carer Commitment

I/We will undertake to:

- Be supportive of the school and buy into the school's ethos and values
- Act as ambassadors for the school, particularly with regard to social media
- Be aspirational for their children
- Be 'fearless' in bringing concerns to the school's attention, using appropriate channels
- Attend parents' evening and other meetings to support their child's progress and wellbeing
- Support school policies and sanctions
- Equip students with the required uniform and equipment
- Provide positive and constructive feedback as appropriate
- Work in partnership with the school to provide consistent messages for students
- Support students with homework tasks and alert school if a student needs additional time or help

Student Commitment

I will undertake to:

- Have high expectations of myself and work to the best of my ability.
- Attend school ideally every day and be punctual.
- Ensure that I behave in such a way that promotes the school culture and values.
- Respect the right of other students to learn and not distract them from this.
- Respect all members of the school community and their property.
- Respect other people's different values, beliefs and opinions.
- Dress in accordance with the Uniform Policy and follow the school expectations regarding jewellery and makeup.
- Be responsible for helping to maintain a tidy, welcoming learning environment, keeping the school free from litter and graffiti.
- Be well organised and equipped for learning.
- Accept the responsibilities and consequences of my own actions when things go wrong.
- Abide by the school's Code of Conduct.
- Actively engage with the learning process, completing all work set in school and for completion at home to the best of my ability.

Please note Kineton High School is a non-smoking and non-vaping site and this applies to all visitors, staff and students.

Kineton High School is committed to safeguarding and promoting the welfare of children and young people and expects all members of the school community to share this commitment.

School Uniform

Year 7-11

Students are expected to wear their uniform with pride as ambassadors for the school. The correct uniform should be worn on all school occasions unless otherwise directed by members of staff. **Shirts should be worn tucked into trousers or skirts.**

The school colours are black, red and silver. The school badge is a silver crown.

All items of our school uniform and PE kits can be ordered online using the link on our school website, which can be found under the 'Links' tab on the homepage.

The company providing our school uniform is called Sportswear International (SWI). On visiting their website you will need to set up an account and then you will be able to select 'Kineton High School' and whether you are shopping for girls or boys school uniform.

We do ask that all uniform including P.E. kit is purchased from SWI to ensure consistency and high standards.

Orders over £70 qualify for free delivery and returns are also free of charge. Orders under £70 will be charged for delivery or alternatively you can opt to have uniform delivered to the school. This delivery option is free of charge and available for collection from school on a Wednesday.

We are grateful for your support in ensuring all our students are wearing the correct school

The uniform is made up of the following items:

Blazer	A blazer which is stylish and functional with a fitted design for girls. Each blazer has the KHS crown already embroidered onto the pocket. Compulsory for all girls and boys.
Trousers	Tailored, plain black polyester viscose. Should have a plain waistband. Should NOT have flares which extend over the shoe. Should NOT touch or drag on the floor. Should NOT have decorations, bows, adornments, stitched creases or be made of a stretchy, clingy material. Belts, if worn, should be of a conventional narrow type, black, threaded through loops with an unobtrusive buckle.
Skirt	A standard pleated black school skirt is compulsory
Shirt or Blouse	Long or short sleeved, plain white polyester cotton to be worn with our school tie, buttoned to neck with enough material allowance to stay tucked into waistband.
House School Tie	Compulsory clip on tie - school colours with the student's house colour.
Socks or Tights	Plain black or white ankle socks or black tights.
Shoes	Plain black (not suede/no logos) traditional school shoes. All footwear must be suitable for the school environment. In the interests of health and safety, high heels, open toe, sling-backs, platforms, canvas, trainers or boots are not permitted for use around school.






The following items are optional additions to the uniform:

Outdoor Coat	Any outdoor coat which is worn should be plain, without graffiti or badges. No denim, leather, suede, or hooded, sweatshirt-type tops/jackets. The purpose of the outer coat is to afford protection from adverse weather conditions, i.e., rain. If pupils are walking or cycling to school, we advise the use of safety armlets or stick-ons.
School Sweater	Plain black, v-necked Full length sleeve and body. Cardigans and cropped sweaters are not permitted.







Hairstyles	Students with long hair should tie it back. Extreme and/or exhibitionist hair-styles are not permitted. Boys are to be clean-shaven, at least until the Sixth Form. Hair colour should be within the natural range of shades.
Jewellery	Students are permitted to wear a single stud earring in each ear. No other piercings or items of jewellery are permitted.
Make-up	The use of make-up is not permitted for students.

P.E. Uniform

GIRLS

	Compulsory - Training Top red short sleeve
	Compulsory – Training Jacket black full zip for cold weather
	Plain black sports shorts or skirt, either can be worn
	Plain black leggings for dance/gymnastics in Years 7, 8 and 9. Only leggings purchased from our school shop are permitted.
	Kinton High School official red socks. White ankle socks for summer and gym work.
Shin Pads	Recommended.
Swimming Costume	One piece, suitable for swimming not sunbathing.
Gum Shield	Recommended for hockey.

BOYS

	Compulsory - Training Top red short sleeve.
	Compulsory - Training Jacket ¼ zip - for cold weather.
	Training Pants black.
	Technical Rugby Shorts or Training Shorts - black, either may be worn.
	Technical Rugby Shirt – red and black.
	Kington High School official red socks. White ankle socks for summer and gym work.
Rugby or football boots	Recommended for rugby or football. Screw-in safety studs or moulded rubber studs.
Shin Pads	These are compulsory for rugby, football and hockey.
Gum Shield	These are advisable for rugby and hockey. Available from most sports shops and dentists.
Swimming Trunks	Designed for swimming rather than as fashion wear.

In addition to the above the following items are common to boys and girls PE kit:

Training Shoes	Suitable for sport <u>not</u> fashion
Swimming Cap	To be worn by pupils with long hair at the discretion of the PE teacher.
Towel	For swimming and showering.

Please make sure you have your name clearly marked and/or use sew in name tags

Valuables in P.E Lessons

During PE lessons, it is vital that watches and other valuables are handed in to a member of staff. This is for personal safety whilst participating and for the safety of the items. All items handed in must be named clearly. It is a good idea to have initials engraved on the back of a watch. Whilst every precaution is taken for the safe-keeping of watches, it is up to the students to collect them at the end of the lesson or at the end of the day.

Uniform Sales

To help parents economise, we sell second-hand uniform. This includes blazers, trousers, shirts, jumpers and PE kit. School ties are also available. If you have any queries, please contact the School Office. Information regarding new uniform sales is included in this pack.

General

MP3 players, iPod technology and mobile phones or similar should not be seen in school. Valuable items and significant amounts of money should not be brought to school. The school has no insurance policy to cover the loss or theft of personal property.

Term Dates

A full list of term dates and details of upcoming school events can be found on our school website:
www.kinetonhighschool.org.uk.

The term dates for 2020/2021 are:

Autumn Term 2019

Term Starts	Thursday 3 rd September 2020
Half Term	Monday 26 th October– Friday 30 th October 2020
Term Ends	Friday 18 th December 2020

Spring Term 2020

Term Starts	Tuesday 5 th January 2021
Half Term	Monday 15 th – Friday 19 th February 2021
Term Ends	Thursday 1 st April 2021

Summer Term 2020

Term Starts	Monday 19 th April 2021
Half Term	Monday 31 st May – Friday 4 th June 2021
Term Ends	Wednesday 21 st July 2021

Teacher Training days are still to be allocated. They will be published on the school website by the beginning of the school year.

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