Co-educational | Ages 3 - 18 | Day & Boarding | 300 Years of Education

RISHWORTH
SCHOOL

The Year 7 Handbook



The Ultimate Year 7
Guide to Rishworth School

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"I can be myself at Rishworth."

Welcome

Welcome to Rishworth School

I am delighted to welcome you to the Rishworth School community. In the months leading up to your first day at Rishworth School, we will be working with you and your families to ensure a smooth transition from primary school to senior school through a transition day in June and a half day induction on the day before school begins. These days will help you to get to know your tutor, your classmates and our School.

This handbook is an introduction to how the School works. You will notice many differences between primary school and senior school, but our staff and the older students are here to help to make the move to Rishworth easier for you. You will soon find that Rishworth School is a friendly place, and anyone will be happy to answer your questions or help you if you have found yourself a bit lost.

Our school motto is Res Non Verba, which means ‘Deeds Not Words.’ We want you to follow this throughout your time at the School and take advantage of what is on offer, have a go at trying new things, do your best and do not be disheartened if things do not go right the first time. We are here to support you and to help you succeed.

I look forward to welcoming you to the School community in person very soon.



Mrs Jessica Sheldrick
Head

"Mrs Sheldrick is supportive and caring."

Being a Year 7

My favourite thing about Rishworth is all the EE I can do. I try new things each term and now have a passion for karate and Astronomy!

All the staff are really kind when I ask for help, advice or direction



Since coming to Rishworth, my confidence has grown, I have made more friends and enjoy getting involved in things around school.

We have small class sizes so we learn better and get more help from our teacher.

"The staff support me and help me reach my goals."

The School Day

The Daily Routine

8:40 am	Registration Monday, Tuesday & Wednesday - Tutorial Thursday - House Meeting Friday - Assembly
9:00 am	Period 1
10:00 am	Break
10:20 am	Period 2
11:20 am	Period 3
12:20 pm	Lunch and Enrichment
1:30 pm	Afternoon Registration
1:40 pm	Period 4
2:40 pm	Period 5
3:40 pm	End of lessons School buses arrive The Library is open for prep and after-school care
3:40 pm	Enrichment & Extension
6:00 pm	Library closes

Term Dates

Term dates can be found on our website in the 'About' section.

"Every day there is something fun and exciting happening."

Understand Your Timetable

Navigating your Timetable

Please note that this only shows a small section of a timetable.

Period/Time

Day

Week

P	Monday Blue	Tuesday Blue
TT B 08:40	[08:40 - 09:00] TT-9 BA3 IL 23	[08:40 - 09:00] TT-9 BA3 IL 23
P1 B 09:00	[09:00 - 10:00] PE-9_1 AJT SHall	[09:00 - 10:00] AR-9_B MN AR2
Break B 10:00	[10:00 - 10:20]	[10:00 - 10:20]
P2 B 10:20	[10:20 - 11:20] HI-9I DO 21	[10:20 - 11:20] EN-9I JT 22
P3 B 11:20	[11:20 - 12:20] PSE-9_B IL 23	[11:20 - 12:20] SN-9_3 TAD 9

Subject

Room/Location

Teacher

We operate a two week timetable, so lessons in a blue week are different to a red week.

"Older students are really helpful and look after me."

Help & Support

Pastoral

We pride ourselves on excellent standards of pastoral care and this is reflected in our ISI inspection report. The welfare of our students is paramount and our staff are committed to guiding and supporting our students in the School's values and vision.

Each form tutor is responsible for the pastoral welfare of their form group and is the main point of contact for students, parents and guardians. Form time occurs first thing in the morning and immediately after lunch and this allows students to build positive relationships with their peers, and our small class sizes enable form tutors and other staff to really get to know the students.

Medical

The Matronic staff can be found in the Medical Centre. The Medical Centre is open and first aid-trained staff are on call 24 hours a day. If you become unwell during the day, you must report to the Medical Centre. If you need to be sent home, Matron will contact your parents or guardians. It is important that you do not sign out of school if you feel unwell without seeing Matron first.

Academic and Learning Support

The Hub - A designated area with a team of staff available throughout the day for students to receive extra learning support.

Learning Support Sessions - These session run everyday after school as part of the EE timetable.

Subject Support Sessions - Teachers offer extra sessions to help with school work, coursework and exam prep. These are usually part of the EE timetable.

"The teachers here make my lessons fun... even Maths."

Need to Knows

Mobile Phones

All students will secure their phone in a personally assigned Yondr pouch when they arrive at school and will remain locked until the end of the school day.

Uniform and Bags

All students must follow the uniform code (see page 9).
Not following the uniform code, may result in a student being sent home.
Bags, when not in use, should be stored on the bag rack or in lockers.

Behaviour and Conduct

Students are expected to behave in a sensible and respectful manner and all students and parents sign a behaviour contract agreeing to this and acknowledging that poor behaviour could result in a detention (as detailed in the student planner).

Planners

Students will be given a planner on their first day of school. They are used to jot down homework, credits and make other useful notes and reminders.

Door Codes

Every external door around school has a code. Students will receive this from their form tutor on the first day of school.

School Email

Students will be provided with their own school email and are also expected to sign an ICT Acceptable Use Policy.

Lockers

Students will have the opportunity to reserve a locker. The lockers are located indoors and are big enough to store a student's PE kit as well as their school bag.

"The sports and inter-house competitions are my favourite things about Rishworth"

Meet the Staff



Mrs Sheldrick

Head, DDSL

Mrs de Ferrer

Deputy Head,
Head of Boarding, DSL





Mr Pitchforth

Teacher and Learning Manager

Mr Joyce

Head of Year 7



"I really like my form tutor - she is the best."

Meet the Staff

Mrs Devney

SENDCo





Mrs Robinson

School Matron

Mrs McArdle

School Receptionist



"There are loads of amazing facilities - even a swimming pool."

Enrichment & Extension

Find your new passion

Rishworth has over 90 clubs available each week, from sport to coding to theatre.
Here are some examples of some clubs you could join:

- Football
- Farming
- Netball
- School Production
- Warhammer / Dungeons and Dragons
- Snowsports
- Robotics
- Minecraft
- School Choir

Have you seen a club you like? The online booking system and options booklet will be sent by email before the start of term.

"I find it hard to choose my EE club because they are all so fun."

Uniform



Trousers
Regulation dark grey or black

Shirt / Blouse
Regulation plain white shirt – long or short sleeve with traditional collar

Socks / Hosiery
Plain dark grey, black or white socks or black tights

Bags
All bags should be of a dark colour. Parents are advised to consider the heavy weight of books carried by students when selecting a practical school bag

Coat
Winter coat/anorak in a dark colour

Blazer
Regulation maroon with crest

Pleated Skirt
Years 7 to 11 regulation pleated skirt, no shorter than 4-5cm above the knee

Sweater
Regulation grey v neck

School Tie
Regulation maroon with crest

Shoes
Sensible low-heeled black leather; heels exceeding 5cms or narrow heels are not suitable

Personal Appearance

Hairstyles - Neat & conventional

Facial Hair - Groomed & professional

Body Piercing - Single studs only

Jewellery - A wristwatch may be worn

Make up - Y9+ can wear natural make up

Nail Varnish - Clear only



"I feel proud to wear a Rishworth School uniform"

Equipment

Sports Equipment

Most sporting equipment will be provided for lessons and EE activities. You are required to bring in sporting clothes or equipment which include the following:

- School Rugby / Hockey Shirt
- School Rugby Shorts / Hockey Skort
- School Games or White Socks
- School Burgundy Crested Midlayer
- School Burgundy Fitness T-Shirt
- Trainers
- Navy Blue Tracksuit Bottoms
- Black Swim Shorts / Costume

Compulsory Equipment for relevant sports:

Rugby	Fitted Gum Shield, Rugby Boots
Football	Shin Pads, Football Boots
Hockey	Fitted Gum Shield, Shin Pads, Hockey Stick, Boots

Classroom Equipment

In most cases, classroom resources will be provided for you, however you are required to bring in the following:

- Laptop or Electronic Notebook (suggested for use at home)
- Pencil case (please note that a clear pencil case is required for examinations)
- Blue/black pen(s)
- Coloured pens e.g. red and green
- Pencil(s) and sharpener
- Highlighter(s)
- 30cm ruler
- Colouring pencils
- Notebook
- Protractor
- Glue stick and age appropriate scissors
- Scientific calculator (preferably Casio FX-85GT CW)
- School apron (ordered from Schoolblazer.com)
- Eraser
- Compass

Please ask the admissions team if any clarification is needed.

"The lunches at Rishworth are amazing. I prefer it to my mum's cooking."

Academic Progress

Year 7 Subjects

All pupils take the same subjects largely in mixed-ability tutor groups, although setting will take place in Mathematics during the year.





Subjects studied are:

English
Mathematics
Science (Biology, Chemistry and Physics)
Geography
History
French and Spanish
Design and Technology
Art

Food and Nutrition
IT and Computing
Music
Drama
Religion and Philosophy
RSE & PSHCE
Games and PE









Monitoring Progress

Academic Progress

In Year 7 you will complete a number of different assessments. This may initially sound quite scary; although assessments are important and need to be taken seriously, there is no need to be worried. Your Head of Year, Form Tutor and Teachers will support you throughout the year, ensuring that you are well prepared for each assessment task. These tasks are intended to establish what learning has taken place thus far and also which skills you have developed; formal progress checks take place within 'progress weeks' across the year, which allow staff, parents, guardians and yourself to reflect on progress made and to set meaningful targets and offer the right support for you as a learner.

Initial Assessment

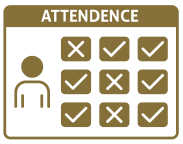
At the start of the year, you will complete a Baseline Assessment. This provides your Teachers, Form Tutor, and Head of Year with information on your potential academic performance. Your teachers will set you targets based on your performance within this assessment.

Wellbeing Surveys

You will complete Wellbeing Surveys at set points across your time in school. Information gathered from this survey will be used by your Teachers, Form Tutor, and Head of Year to assess your happiness, wellbeing and experience at school.

"My teachers offer extra support and advice in lessons."

Attendance



Registration & Attendance

Punctuality is an important discipline. Morning registration is compulsory and takes place in the form rooms at 8.40am prompt. This is an important time for students to touch base with their Tutor and to hear the daily bulletin. Students must be in their form room on time to avoid an absence or late mark.

Students arriving late to school must sign in at Reception.

Afternoon registration takes place in form rooms at 1.30pm.
Any student who will miss a morning or afternoon registration (for example, because of a music lesson or a sporting fixture) must register at Reception before attending that activity.

Student Absence from School



Where an absence is known about in advance, an Absence Request Form should be completed by parents or guardians and approved by the Head, ideally two weeks before the proposed absence. This includes boarders returning late at the beginning of term or leaving early at the end.

A copy of this 'Absence Request Form' can be downloaded from the School website or a paper copy collected from Reception.

If a student is unable to attend school due to illness, parents or guardians must inform us between 7.50am and 8.40am by calling 01422 822217 or by emailing admin@rishworth-school.co.uk.

If a student has authorisation to leave school before the end of the school day, they must sign out at Reception before leaving the school site.

"I am on the hockey team, in orchestra and in the school play."

Houses & Credits

Inter-House Stucture

All staff and students within the School are allocated to a House: Scammonden, Baitings, Boothwood and Ringstone. Each House has a Staff House Lead responsible for the House and there are also Student Heads of House appointed from the Sixth Form. All students are expected to take an active role in the House System. The House with the highest amount of credits at the end of the year will win the Credit Shield.

Ringstone Boothwood



Scammonden Baitings

Credits

Your teachers will want to reward you when you do well both inside and outside the classroom. They can do this by praising you, writing comments on your work, giving you high marks or by awarding you credits. You can gain credits for good work, for your general behaviour and for helpfulness around school. It is your responsibility to hand your work credits in to your Tutor. Activity credits will be handed in by the member of staff responsible. Your running total will be published at regular intervals but you can keep track in your planner. If you gain enough credits, you could be awarded a certificate and perhaps earn prizes.

Spotted Awards

Students can be spotted by staff or other students where they have done a good deed within the community. These awards are formally and publicly acknowledged in Assembly.

Commendations

If you are seen to be acting above and beyond within the community or in your academic work, you may be nominated by a member of staff to the Head for a commendation. This will be formally and publicly acknowledged in Assembly. A commendation will earn you 5 credits.

"I always feel proud receiving credits for my house."

Meals



Snack

10:00am

Students are able to get a drink and fruit during their morning break from the Dining Hall.

Lunch

During your designated time slot

Tasty, nutritious meals will be provided for you at lunch time. Students are able to select a main meal from the menu or they can choose to have a jacket potato, pasta and sauce and/or salad which are all available daily. Desserts including cake and sponges with custard, fruit, yoghurt are on offer. Main meal choices change weekly so it gives you the opportunity to try new things.

Dietary requirements and allergies can be catered to, so please ensure your parents or guardians list these on the New Starter Form.









"I now have friends from all over the world and am learning about new cultures."

Opportunities

Trips, Expeditions & Tours



Competitions

The staff at Rishworth keep a close eye on local and national competitions which you can get involved in e.g. Top of the Bench (Chemistry), Sporting Events & Maths Competitions.

Overseas Trips

Certain subject areas or year groups will arrange overseas culture trips for students. Previous trips have taken our students to Sorrento, Paris, and India.





UK Expeditions

We have smaller trips available, including themed walks, theatre visits, trips to towns or cities, and activities like skiing. Some activities are part of certain EE clubs.

Other Opportunities

We have huge talents amongst our staff at Rishworth; many who are practising in their professions who can help to support students. We aim to assist any student who strives to achieve success on a wider scale such as at county, national or international level. Please make us aware of your goals and we will do what we can to help you.

"All of the trips we go on are epic."

Trips and Tours



Year 7 Residential

Each year, the new Year 7 class attends a residential in the UK to have a fun-filled few days of team-building and outdoor activities

Snowsports Trip

Each year, we take a snowsports trip for both skiers and snowboarders. It's a very popular trip with a lot of fun activities planned into the itinerary.



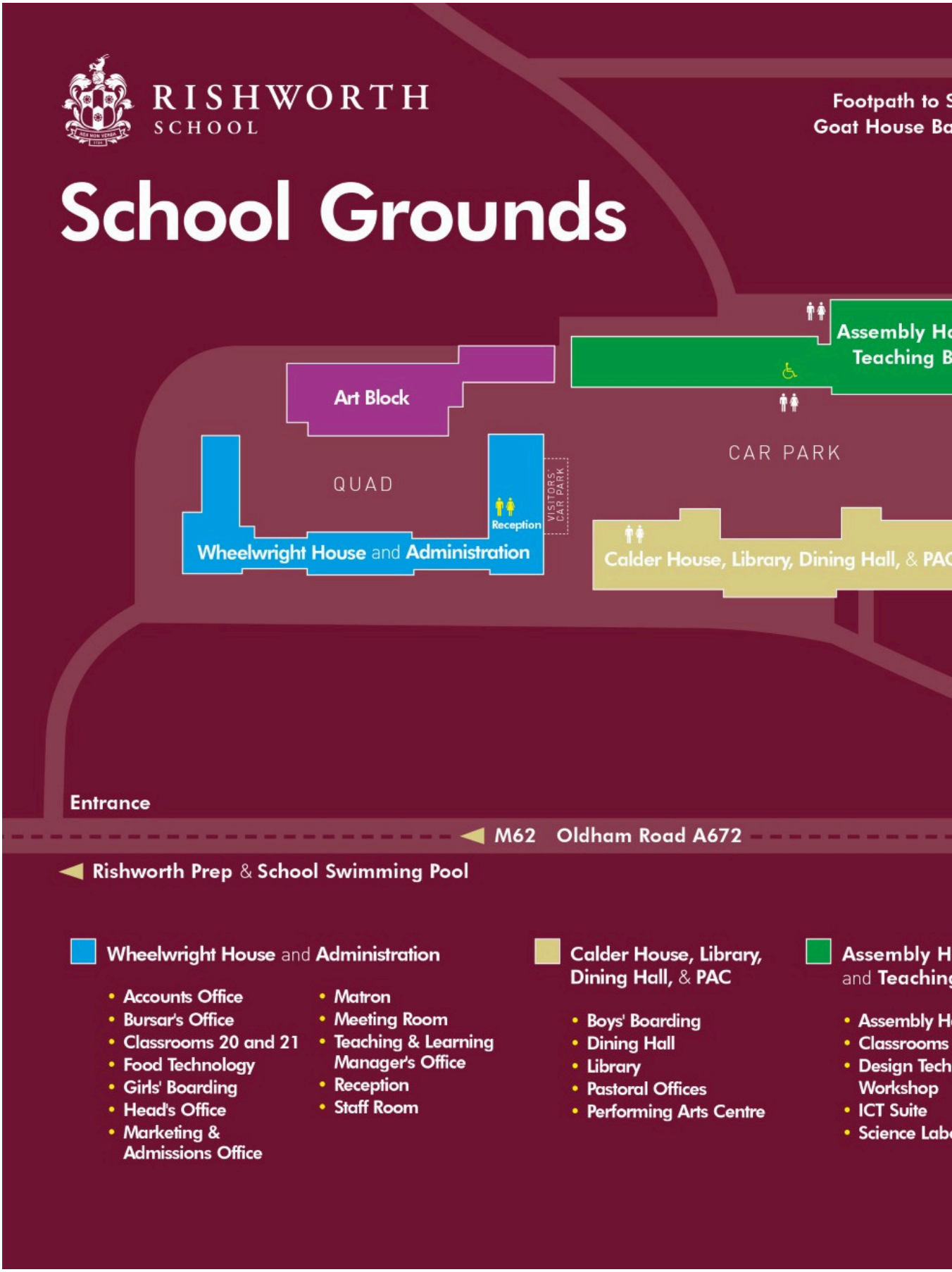




Sports Tour

Every two to three years, we undertake a tour to play sport against international clubs and to enjoy that country's culture. Previous tours have visited South Africa, Australia, Chile, Malaysia, Canada and Barbados.

"I love netball training and being part of a team."



"I never get bored at break times; there is so much to do."

School Map



"I have stayed friends with my buddy from taster day."

Contact

Who to contact if you...

Need support?

Speak with your form tutor to discuss who is best to help you.

Feel ill?

Head to Reception and ask to see Matron.

Are going to be absent?

Ask a parent or guardian to contact the school on 01422 822217.



General Enquiries

admin@rishworth-school.co.uk

RISHWORTH SCHOOL

Rishworth School
Oldham Road
Sowerby Bridge
Halifax
West Yorkshire,
HX6 4QF

+ 44 (0) 1422 822217
Email: admin@rishworth-school.co.uk

Learn more