
Ellesmere
Co-ed 7-18 Day and Boarding
Welcome to
Lower School

Welcome to Lower School!

This booklet is designed to help you settle into LOWER SCHOOL at Ellesmere College!

Lower School is a fun, friendly place to be, but we all know that starting a new school or moving up through a school to a different stage can be a bit worrying. It is only natural to have lots of questions. The first thing to remember is that every child you see at the school was also new once and whilst they may not remember it, they too felt like you do now.

The idea of this booklet is to help answer some of those questions that you will have and to help put your mind at rest. Undoubtedly you will have questions that are not answered here, in which case the most important thing you should do is ASK! Be it a classmate, teacher or anyone at the College, we will all do our best to help.

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What differences can I expect from what I'm used to?

For Years 3, 4, 5 and 6

Most lessons will be based in Lower School. In Key Stage 2 you will have a tutor who will teach you some lessons and you may be taught by one of the other Key Stage 2 teachers elsewhere in school. Therefore, you will need to organise yourself for each lesson as it may be in another classroom. You will get help from your tutor. Art, PE, Games and Swimming are taught in different parts of the School.

For Year 7

You will not be taught by just one teacher in one room. You will be expected to take all books and necessary equipment to the relevant lessons (all over the College), so you will need to learn to be organised. Your tutor will help you with this, but you should aim to start the process each day when you arrive at school, by checking your timetable and preparing the required books.

What happens in a typical day?

For Years 3, 4, 5 and 6 (Key Stage 2 or KS2) a typical day will have:

- Registration in your classroom, followed by Assembly, Chapel, Tutor time or House meetings
- Lessons in the morning with a break in the middle, with fruit available
- Lunch in the dining hall followed by a longer break – clubs available
- More lessons, some days will have a games session
- Another breaktime with a snack
- During the last hour of the day there will be squad training or an activity, depending on the day
- Home time

For Years 7 and 8 (Key Stage 3 or KS3), a typical day will include:

- Registration in your classroom, followed by Assembly, Chapel, Tutor time, PHSE or House meetings
- Lessons in the morning with a break in the middle, with fruit available
- Lunch in the dining hall followed by a longer break – clubs available

- More lessons, Squads on a Monday, Games on a Tuesday and Thursday and Activities on a Wednesday

- Another break with a snack
- During the last hour of the day there will be prep, squad training or an activity depending on the day
- Home time

How do I find my way around?

Easy! You will be buddied up with a pupil who has been here for a while and you can use the map at the back of this booklet. But please be careful as there are cars and lorries also moving around at the same time. You must return to Lower School immediately after Lunch, Prep, Squads and Games.

What do I call the teachers?

Either call them by name (e.g. Mrs Morgan) or you can call them 'Sir' or 'Miss'.

Where do I keep my things?

You have a locker in your classroom for your books and any personal possessions. There is also a bag room in which to keep your games kitbag. Use these wisely, keep them tidy and items will not get lost.

Can I have a mobile phone?

If you bring a mobile phone into school it needs to be switched off and then handed in to your tutor who will place it in a secure lock up box that is kept in the Lower School office. At the end of the day, you will be able to collect it and take it home, as it is only really necessary if you're travelling on the bus.

What do I do if I feel unwell?

Tell the person taking your lesson. They will contact the Lower School Secretary who will arrange for you to see Sister (the College's nurse), if necessary. At lunchtimes or break, tell a member of staff on duty.

Assessments

These take place every half term to see how you are getting on academically. Just try your best.

How will I make new friends?

By joining in with all that goes on and remembering that other children want to make friends too.

There are many exciting things to do in Lower School. There are lunchtime clubs and there is games equipment to use in the playground.

Are there prefects?

Yes, in both Lower School and Senior School. The Lower School Prefects are there to help Lower School run efficiently and guide new pupils. They will help you at break time or lunch time too. The Senior School prefects wear purple gowns and you are expected to respect their authority.

Can I wear jewellery?

A single pair of small earrings (i.e. studs) is permitted. A necklace and a bracelet can be worn. Hair should be neat and tidy and must not be cut or dyed in extreme styles. Long hair should be tied back for practical sessions such as Science, DT, Games and PE. See Parental Handbook for more information.

How do I know the rules?

There are quite a lot of rules and you will pick them up in time, but if you are polite, friendly, sensible and thoughtful you won't go far wrong. The rules are also published in the Parental Handbook and other information booklets you will receive.

What are the rewards and sanctions?

Each member of Lower School is in a Competitive House, the House names are Brownlow, Heywood and Phillips and house points can be earned for good work, helpfulness and generally positive behaviour.
Equally, points can be lost for negative actions. Each week these points are totalled to give the winners of the House Competition.

Reports on your work or behaviour take 3 forms:

- A commendation for outstanding work or helpfulness
- A report of a concern that a teacher may have over work, behaviour or attitude
- A detention for very poor work or behaviour

These reports are shared with your Tutor and Head of Lower School.

What do I do if I have a problem?

Most importantly, talk to someone.

YOU HAVE A TUTOR TO TURN TO IN THE FIRST INSTANCE, IF NOT THEM, THERE IS ALSO:

- Mrs Morgan (Head of Lower School & Deputy Safeguarding Lead)
- Lower School Assistant Head
- The Chaplain
- Sister (The College Nurse)
- The School Counsellor
- Mr Jonathan Shaw (Headteacher)
- Mrs Pritt-Roberts (Senior Deputy Head & Designated Safeguarding Lead)
- Dr Chatterjee (Deputy Head Pastoral)
- Lower School Secretary
- A prefect that you like
- Any other member of staff

Ellesmere Vocabulary

There are certain words or phrases that you will hear in your time at Ellesmere, you will pick them up in due course, but here are some for starters:

Big School	This is the large hall in the main school where we go for whole school assemblies.
Chapel	This is like the College's own church.
Common Room	This is the staff room (at one end of the main corridor in main school) and also the collective term for all the teachers.
Parrys	This is the large sports field across the road at the bottom of school, beyond the Sports Hall.
Period Grades	These are grades for attainment and effort that are sent home every 4 to 5 weeks.
Prep	This is work that you will be set and will usually be done at the end of the day.
Terraces	These are the stepped lawns at the front on the main College buildings, which Lower School pupils are not allowed to walk on.
Tutor	The person in charge of your form, who is your and your parents' first port of call if you have any concerns.

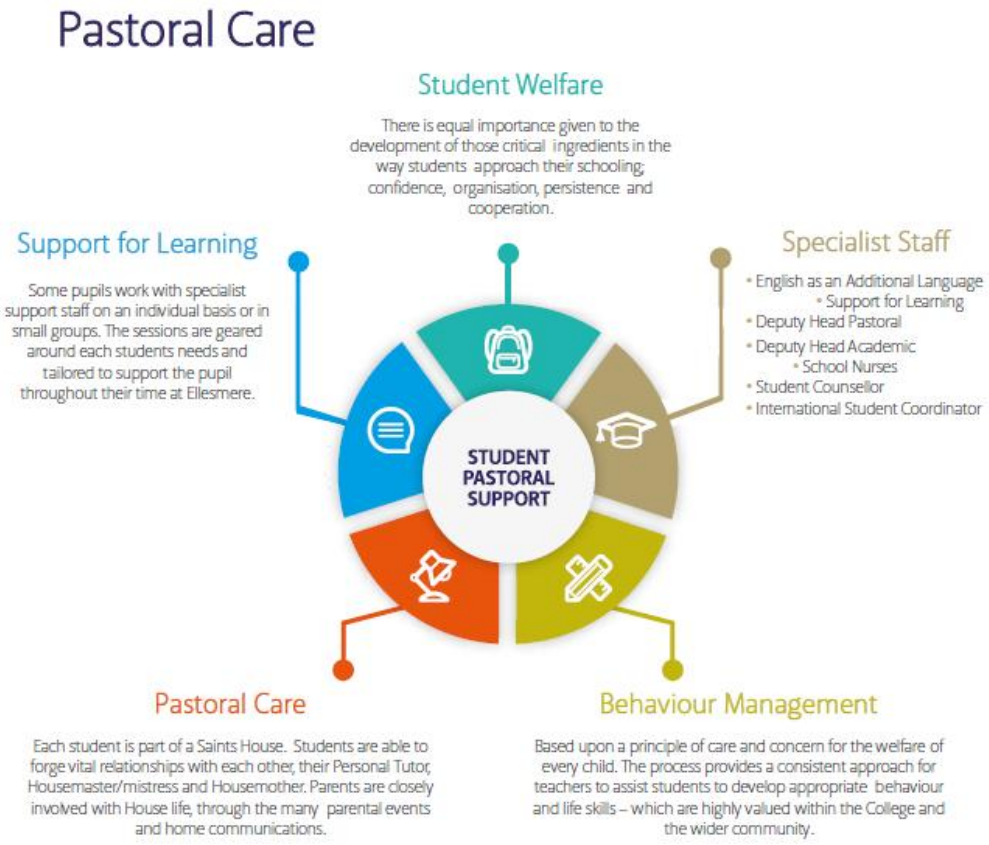
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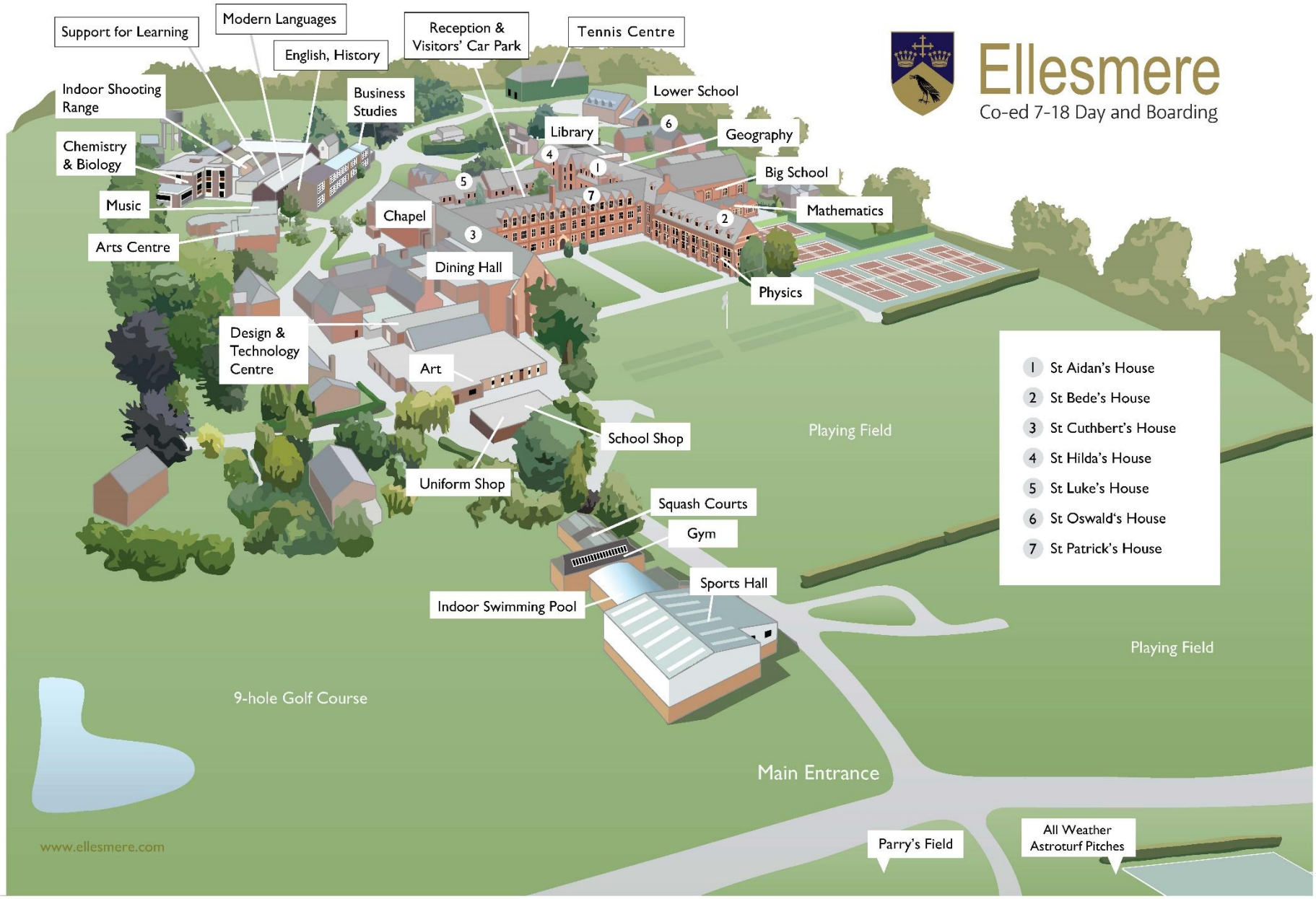
Tuck Shop operates from the dining room, and once a week, on a given day, you will be able to visit and purchase snacks, if you wish.

Pastoral Systems

Your Tutor will be an extremely important person for you during your time here. He or she will advise you on all academic and personal welfare matters. If you are having problems managing your time or resolving conflicting interests you should speak to your Tutor. This person will get to know you extremely well and, when the time comes to move on to the next stage of life will help you apply to university or with any other plan you might have.

Tutors are normally in touch with your parents or guardian at least every half term, so encourage your parent or guardian to reply to their emails: it does help!




Ellesmere
Co-ed 7-18 Day and Boarding
Support for Learning
Modern Languages
English, History
Reception & Visitors' Car Park
Tennis Centre
Indoor Shooting Range
Business Studies
Lower School
Chemistry & Biology
Library
Geography
Music
Chapel
Big School
Arts Centre
Mathematics
Dining Hall
Physics
Design & Technology Centre
Art
School Shop
Uniform Shop
Squash Courts
Gym
Sports Hall
Indoor Swimming Pool
Playing Field
Playing Field
9-hole Golf Course
Main Entrance
Parry's Field
All Weather Astroturf Pitches
www.ellesmere.com
1 St Aidan's House
2 St Bede's House
3 St Cuthbert's House
4 St Hilda's House
5 St Luke's House
6 St Oswald's House
7 St Patrick's House