

# **Year 7 Information Booklet 2020**

Cheadle Hulme High School  
Woods Lane  
Cheadle Hulme  
Cheshire  
SK8 7JY

**Telephone:** 0161 485 7201 (8.00am – 5.00pm Mon to Thur and 8.00am – 4.30pm Fri)

**Email:** [enquiries@chhs.org.uk](mailto:enquiries@chhs.org.uk)      **Website:** [www.chhs.org.uk](http://www.chhs.org.uk)

### **Contacting School**

Please see below the names of staff you may need to contact at CHHS

Mrs E Geddis	Head of Year 7/ Safeguarding Deputy
Mrs W Searle	Deputy Headteacher/Safeguarding Lead
Mrs S Fern	SEND Lead

### **Timings of the School Day**

#### **Monday, Tuesday & Thursday**

Registration	8.30 – 8.45am
Unit 1	8.45 – 9.40am
Unit 2	9.40 – 10.35am
Break	10.35 – 10.55am
Unit 3	10.55 – 11.50am
Unit 4	11.50 – 12.45pm
Lunch	12.45 – 1.30pm
Unit 5	1.30 – 2.25pm
Unit 6	2.25 – 3.20pm

#### **Wednesday**

Registration	8.30 – 8.45am
Unit 1	8.45 – 9.40am
Unit 2	9.40 – 10.35am
Break	10.35 – 10.55am
Unit 3	10.55 – 11.50am
Unit 4	11.50 – 12.45pm
Lunch	12.45 – 1.30pm
Unit 5	1.30 – 2.25pm

#### **Friday**

Registration	8.30 – 8.55am
Unit 1	8.55 – 9.50am
Unit 2	9.50 – 10.45am
Break	10.45 – 11.05am
Unit 3	11.05 – 12.00pm
Unit 4	12.00 – 12.55pm
Lunch	12.55 – 1.40pm
Unit 5	1.40 – 2.35pm

The school term dates and holidays can be found on the school website under parents/carers information

## **Key Staff Roles**

### **Year 7 Form Tutors**

To be confirmed on Induction Day – Thursday 2<sup>nd</sup> July 2020

### **Head of House**

There are five Houses made up of forms from across the year groups. This exciting development engages the students and develops a competitive inter-House spirit through academic, sport and charity activities.

#### **CHHS Houses**

<b>House Name</b>	<b>Colour</b>	<b>Head of House</b>
Citius	Red	Mr H Oberg
Altius	Green	Mr J Boden
Fortius	Blue	Mr J Lancaster
Laurus	Orange	Miss V Blackledge
Magnus	Yellow	Mr W Gray

An equally important element of the House system is the pastoral and academic support of the students. The priority of each Head of House is to ensure that students at Cheadle Hulme High School remain on track to reach their potential.

It is important that our students develop the skills, motivation and focus in Years 7, 8 and 9 (Key Stage 3) to do well and achieve in Years 10 and 11 (Key Stage 4).

The Head of House aims to motivate, reward and inspire students to want to do well. They track student performance and implement intervention strategies, which students who are experiencing academic difficulties require.

Examples of intervention strategies may be:

- Individual learning conversations.
- Group learning conversations.
- Progression monitoring.
- Introducing new learning styles and techniques.
- Feeding back student needs to class teachers and form tutors.
- Student mentoring.
- Ensuring parents/carers are involved in intervention strategies whenever necessary.

## **Head of Year**

The Head of Year is expected to effectively provide pastoral support and create a positive ethos within the year group.

The role ensures the provision of a safe environment to maximize the learning of all students and the inclusion of all.

The Head of Year works closely with the students and their form tutors to build a sense of pride in the school and the students' own personal achievements.

The role establishes good communication with both parents/carers and students by operating an 'open door' policy. Teachers at Cheadle Hulme High School work together with students to help them understand the importance of learning.

### **Assessment for Learning**

All teachers at the school encourage students to make the connection between the impact of what they learn now and their future.

#### **How do we achieve this? By:**

- Sharing learning goals with students.
- Developing excellent working relationships with students.
- Helping students understand the individual standards they should be aiming for.
- Involving students in the assessment of their own work.
- Providing students with feedback and advice.
- Promoting self confidence.
- Teaching students the importance of reviewing and reflecting on work and progress.
- Sharing ideas on steps to improve.
- Encouraging students to be independent learners.

This helps students;

**1 – Learn new skills.**

**2 – Use new skills.**

**3 – Improve new skills.**

Assessment for Learning can be supported by parents/carers at home. You do not need to be an expert in a particular or specific subject to support your child.

**By simply understanding the Assessment for Learning process you can greatly support your child at home.**

## **Reporting Home**

Each term a Knowledge, Attitudes, Skills and Habits (KASH) report will be uploaded onto the SIMS Parent system. These reports allow you to see the latest 'snapshot' of your child's progress in all four areas of KASH. Your child's development in each area is judged by the subject teacher on the progress being made when compared with curriculum expectations. Each member of staff conducts a learning conversation with your child. This conversation includes current strengths and areas for improvement within the subject.

At Key Stage 3 Foundation Stage levels are given to your child termly in each subject to allow you to benchmark current attainment. Full details of Foundation Stage levels are available on our website under Teaching and Learning. At Key Stages 4 and 5 we report GCSE/A-Level grades which your child is expected to achieve based on current progress.

## **School Uniform List**

A high standard of personal appearance is expected of all students. Any student arriving at school in the incorrect uniform may be sent home to get changed or be kept in isolation for the day.

- Hair colour and style must be appropriate for school – no shaved heads (minimum number 2), no patterns in the hair or radical hair colour.
- For reasons of health and safety we do not allow students to wear jewellery in our school. We are aware that there may be occasions when some students request to wear religious symbols. These will be considered on an individual basis.
- Watches may be worn.
- Medical alert tags must be worn at all times.
- Make up should not be worn in Years 7 – 9.
- Coats and outdoor clothing must not be worn in school.
- Students must wear suitable shoes in school at all times. Boots, trainers and canvas footwear are not allowed, including sports branded footwear.

## Uniform September 2020

### **Uniform Requirements**

Black, suit jacket with new CHHS logo  
White shirt, long or short sleeved, with pointed collar. Shirts must be tucked in at all times.  
School tie appropriate to a student's House  
V-necked, plain, black, long sleeved jumper  
Plain black shoes. Trainers and boots are not acceptable, nor is canvas footwear.  
Black skirt with new CHHS logo (two styles)  
Black trousers  
Trousers and shoes must be practical and formal, not fashion items.  
Trousers must be tailored; neither tight nor baggy; nor excessively flared; not denim or corduroy  
Black socks, black or neutral tights must be worn  
Hijabs must be plain black or plain white  
House T-shirt – can be purchased from school via ParentPay or PayPoint

### **Black PE Kit**

- Black & Grey reversible rugby shirt (boys only)
- Black fleece (girls only)
- Black polo shirt – embroidered school crest
- Black shorts or skort
- Black sports socks or White ankle/trainer socks
- Training shoes – pumps/Vans/Converse footwear will not be allowed for PE lessons
- Plastic or rubber studded football boots/astroturf trainers
- Shin pads for Football/Hockey
- A mouth guard is recommended for Hockey
- Black tracksuit bottoms (optional)
- Black fitness leggings (optional)

### **Local Uniform Suppliers**

#### **F R MONKHOUSE LIMITED**

The Shopping Centre  
Cheadle Hulme  
Telephone: 488 3411

#### **MCS STORES**

220-222 Fog Lane  
Didsbury  
Telephone: 445 7740

#### **DAVENSPORT**

98 Bramhall Lane  
Davenport  
Telephone: 483 3005

#### **STOCKPORT SCHOOLS & SPORTSWEAR**

104 Heaton Moor Road  
Stockport  
Telephone: 442 8834

## **Equipment**

Every student is expected to provide the following basic items of equipment for every lesson:

Black or blue ball point pen (and a spare!)	Pencil
Coloured pencils/fine fibre tips	Pencil eraser
Calculator	Pencil sharpener
Rough Notebook/Jotter	Ruler 12"/30cm
	Protractor

Tippex/Liquid Paper is not allowed in school and must not be used in any school work.

Textbooks and specialised equipment will be issued on loan and students will be required to pay for any loss or damage to school property.

## **School Bags**

All students at CHHS need a school bag. Children will find it very hard to organise themselves and not lose their books and equipment if they don't. The bag must be a suitable size and durable enough to carry all the things they need for every lesson in a school day.

**Organised students are successful students!**

## **Personal Property and Mobile Technology**

Years 7, 8 and 9 - no mobile technology to be used on the school premises. This means that if students bring phones to school they are turned off upon entering the building and can be switched on when they leave the premises. We cannot be held responsible for personal property brought into school.

## **Rewards**

The school aims to promote high standards of behaviour, self-discipline and learning through positive encouragement and reward.

When your child does something well his/her teacher will recognise this by speaking to your child in class, writing comments on his/her work, giving high marks and sending home Praise Postcards.

Rewards will be awarded for:

- Good work.
- High quality homework.
- Positive attitude.
- Contributions to departments.
- Participation in Extra Curricular Activities.
- Good attendance and punctuality.
- Consistently high standards of uniform and being equipped for all learning.

Departmental badges are awarded for outstanding work. Additionally, badges are awarded for achievement in the following areas; Citizenship, Academic Achievement and Attendance. Students who excel in these areas will be presented with a badge.

Towards the end of the academic year a presentation evening is held to present badges for academic achievement, sporting achievement, and performance. Head of Years for KS3 will be asked to nominate students for the Cheadle Hulme High School Citizenship Award. To be nominated for this award, students must have had exemplary attendance and punctuality records, perfect behaviour records and should have contributed to the community of the school in an outstanding way.

### **Behaviour**

We adopt a firm but fair behaviour policy in Cheadle Hulme High School. The system we adhere to is the consequence system;

**C1** – Formal warning

**C2** – 10 minute detention at break or lunchtime

**C3** – 30 minute detention at lunchtime or after school

**C4** – 1 hour detention and withdrawal from the lesson

**C5** – Serious incident

**GC (General consequence)** - 10 minute detention

**No PP&R** – 10 minute detention

If a student receives 3 or more C2 or higher in one week they will also receive a one hour Head of Year's detention after school on a Tuesday.

Your child's teachers will record any consequence points electronically and you will receive a text/email home each week if your child has received any code.

### **Behaviour for Learning**

We will monitor closely 'Behaviour for Learning' in lessons. This will involve; how well equipped students are; their punctuality to lessons; how quickly they start their work and how they continue to work throughout lessons. This will also include the completion of PP & R. Additional rewards will be given to students who show consistently good 'Behaviour for Learning'. We will record instances where we believe that a student's behaviour for learning is preventing them from making good progress. This will allow the Heads of Houses to put intervention strategies in place.



## **Prohibited Items in school**

These include

- Energy Drinks/High Glucose Drinks
- Aerosols
- Chewing gum

### **Detentions**

- Students who arrive late to school will be required to report to their Head of Year at breaktime for a maximum of 15 minutes.
- Persistent latecomers will be issued with an after school late detention of one hour.
- If students fail to attend their detention, they will attend a leadership detention of 1½ hours after school.
- If students fail to attend the leadership detention the student will be placed in isolation and an immediate discussion with parents/carers will be required.

### **Exclusions**

- Fixed-term exclusions and permanent exclusions can be applied as a sanction either for one-off serious incidents or for an accumulation of unacceptable behaviour.
- All cases will be considered on an individual basis.

### **Attendance**

At Cheadle Hulme High School we are committed to promoting the welfare of our students through regular school attendance. We know that every day lost to education can have a serious impact on students' attainments and overall progress in school. The link between good attendance and high levels of achievement is undeniable. Poor attendance and lateness may also be detrimental to the social adjustment and development of students.

We expect that parents/carers ensure that students attend school and are punctual. Underpinning this policy is the belief that promoting good attendance is the responsibility of staff and parents/carers and this must be evident in our interactions with students. The school's Attendance Policy states that 'parents/carers will not take their child/children on holiday in term time'.

### **Aims**

- To promote good attendance and punctuality.
- To deal promptly with the causes of poor attendance and lateness.
- To reward good attendance and punctuality.
- To involve all staff, students, parents/carers, governors and outside agencies in promoting good attendance.

If your child is to be absent for any reason, please contact the school, before 9am where possible, using the following: -

- Telephone number: 0161 485 7201 (Option 1 – absence line)
- Text number: 07860095442
- Email address: [3564039@capita-intouch.co.uk](mailto:3564039@capita-intouch.co.uk)

It is necessary for you to contact school **each morning** your child is absent unless we have a doctor's note re longer term illnesses. If we do not receive a text/email/call then the absence will be recorded as unauthorised.

In respect of communication home, we use the email option on a regular basis to inform parents/carers of events in school. It is therefore important that we have an email address that you check regularly on our records.

### **Student Enquiries**

Student Enquiries is based in the Student Hub near the main student entrance. If your child needs to leave school for any reason e.g. a medical appointment, they must **always** have a note in their school journal. This must then be shown to the teacher to leave class and then your child must sign out Student Enquiries. Again, when your child returns to school following an appointment, they must sign back in to school.

If a student does not have written permission, they will be sent to the Head of Year and a phone call may have to be made to the parent/carer.

If your child is late to school in the morning, for any reason, they must always sign in at Student Enquiries before going to registration or lesson. If they do not sign in, then the school absence text may be sent to the parent/carer.

Student Enquiries is also where students can ask for timetables, copies of letters or any other general enquiries.

## **First Aid**

Mrs Foley is our dedicated First Aider in school. The First Aid room is manned:

9.00am to 3.20pm Mondays, Tuesdays and Thursdays

9.00am to 2.25pm Wednesdays

9.00am to 2.35pm on Fridays

Many other staff in school are also first aid trained including some of our Heads of Year.

At CHHS we compile a list of students which details all emergency medical conditions that we have been made aware of. This is regularly updated, distributed to all members of staff and shared with the school nursing team where appropriate.

Please note that we would never send a student home ill without firstly speaking to a parent/carer or one of the contact names on our system. We would always check how the student will be travelling home before signing them out of school.

Students must never contact home re illness. They must always see our First Aider or their Head of Year. The student must always sign out at Student Enquiries before leaving school with the parent/carer.

## **What can you do at home to support your child to become independent and succeed at secondary school?**

The aim of this page is to provide you with the information you need to help your child achieve independence, whilst supporting them in getting there. To achieve the balance of doing too much or too little for your child is hard – a useful rule of thumb is:

*'never do anything regularly for your child that they are capable of doing for themselves.'*

### **How can you help your child to settle into their new environment and learn the required skills to be successful at Cheadle Hulme High School?**

- Establish a routine which your child is expected to follow. If necessary provide a tick-list to help them.
- Be involved, praise and encourage independence.
- Encourage him/her to arrive to school on time in the morning and at the start of all lessons.
- Each student will be expected to have the correct books and equipment for lessons every day. Having a copy of their timetable at home will help you make sure your child is taking what is required for the school day.
- Make sure your child knows what to do if they are late or if they get lost.
- Your child should always have a suitable school bag.
- Check and sign your child's journal on a weekly basis. If you can set this standard the children will see the importance of it.
- Agree a routine for your child for homework and stick to it!
- Point out the rewards of establishing independence and a routine.
- Ensure your child has the correct uniform and equipment EVERY DAY. They may need a checklist for each day at first to ensure they don't forget any essentials.
- It is useful to have all the necessary equipment at home as well as a set for school. This way the student can keep their school equipment in their bag to ensure they have it every day, whilst still being able to do their homework with the equipment they have at home.
- Encourage your child to check their planner for any reminders/notes each night.
- Try to be available for a set time each day to help with homework until the routine is established – it will be time well spent.
- For food technology, please encourage them to help you get ingredients ready and check that they have all the ingredients they need in advance.

**Students who satisfy these requirements tend to achieve more in secondary school.**

## **Entheos (Extra Curricular Activities)**

We firmly believe that all our students should participate in extra-curricular activities. We have over fifty clubs and activities which run at lunch times or after school. There are school sports teams for each year group but also clubs which offer activities at different levels purely for enjoyment, including dance, softball, trampolining, badminton, netball, basketball, cricket, rugby, tennis, athletics, table tennis, running, rounders, football and hockey.

All curriculum areas offer enrichment and extra-curricular activities. Some of those on offer are listed below:

- An annual musical production
- Musical bands
- Choirs
- Tech Team
- Film Club
- Drama Club
- Creative Writing Club
- Chess Club
- Textiles Club
- Eco Club
- History Club
- Science Club
- Language Clubs
- French Media Club
- Traditional Games Club
- Accelerated Reading Club
- Technology Enterprise Club

In addition to the clubs and activities organised by Departments and individual teachers, the House system affords many opportunities for events and competitions, both as extra curricular activities and in curriculum time. During the first half term all Year 7 students will receive an Extra-Curricular booklet listing specific lunchtime and after school clubs.

We have a wide range of opportunities for students to take part in residential visits abroad. We also organise events and activities throughout the year to celebrate international events and festivals.

## **Payments**

You may need to make payments to school for items such as dinner money, trips, and other resources. Please note that Cheadle Hulme High School operates a cashless system. Parents/carers are asked to make payments either online via a secure website called ParentPay or by making cash payments at local convenience stores displaying the PayPoint logo. We will be issuing more details re ParentPay/PayPoint in due course.

## **Free School Meals**

For information on entitlement to free school meals please visit the SMBC website:

<https://www.stockport.gov.uk/free-school-meals>