

Appendix 1

KEY POINTS FOR YEAR 7 PARENTS

- **Absence**
Please can you ring the school reception before 9.30 if your son is unable to attend school on that particular day. Also your son should bring in a note explaining his absence on his return to school. **Written requests for leave of absence should be sent in advance to the Headmaster and not to the tutor.**
- **Assemblies**
Your son will have two morning assemblies in the Antony Barnard Hall and two in the chapel during each week. These start at 8.45 and finish at 9.00 House assemblies occur every fortnight on a Friday.
- **Bullying**
The school does not tolerate any form of bullying. If you think your son is having a difficult time at school, then do not hesitate in contacting your son's tutor who will hopefully resolve the issue quickly.
- **Calendar**
Your son should have given you a calendar of the school term informing you of all the activities which are happening. This also contains important phone numbers relating to school life.
- **Camp**
Your son will be invited to go on a Saturday afternoon to Broadstone Warren on an overnight camp with his form. This will take place in the first few weeks of term and this helps the pupils to make friends and generally settle in if they have not already done so.
- **Coaches**
If your son misses the school coach then he should go to reception and they will phone home to try and arrange some alternative transport for him.
- **Commendations**
Your son will hopefully receive commendations from his subject tutors for excellent pieces of work. He will then be awarded a leather book mark from the Headmaster once he has received six commendations in a school year.
- **Detention**
This occurs on a Friday night at 3.50 and lasts one hour. Occasionally Saturday detentions are given for more serious offences. You are required to sign a slip if your son receives a detention.
- **Form Rep**
Please keep in contact with your form rep with whom I will meet during the year to discuss any general problems that pupils and parents might be experiencing.

- **Games**
 This will take place in all weather conditions so the pupils must wear the appropriate regulation clothing. He also requires a note from home if he is unable to participate in the activities. The boys unable to do games come out to the fields to watch the practices or go to the library when the weather is unsuitable.
- **Homework (diary)**
 Your son should be receiving three homeworks a night and each one should take approximately half an hour. He should be using his homework diary to record this work when it is given out. You can also write in the diary to pass on information to his tutor or another member of staff.
- **House system**
 Your son will be a member of one of the four houses and will hopefully be involved in one or more of the many activities which make up this year long competition. It is not possible however for all the pupils to participate in any given event which may have been the case in their primary school.
- **Imposition slips**
 Your son may receive an imposition slip for not doing his homework. These need to be signed by the parent / guardian. If he receives three of these slips, then he automatically gets a Friday night detention.
- **Lab Coats**

 All boys are required to wear lab coats during practical Chemistry lessons: they will not be allowed in the lesson without the necessary coat.
- **Late**
 Your son will need to fill in a late slip at reception if he misses registration. He is also required to sign out at reception if he needs to leave before the end of the school day.
- **Lockers**
 Your son can keep his books in his locker and certainly does not need to be carrying around a bag full of work. He will be encouraged to organise himself so that he only needs to carry the books necessary for each block of the day. He needs a lock for this locker and it is a good idea for him to give a spare key to his tutor.
- **Lunchtimes**
 This lasts from 12.55 – 2.00 with 1.45 being the cut off time to enter the dining hall for lunch. The times for each year group are rotated so that they all get to eat first on at least one occasion. It is important to remember that we feed nearly 600 people within this time – it normally takes much longer than your son is used to in his primary school.
- **Morning Break**
 A choice of healthy snacks and drinks are available from the dining hall at morning break which is at 10.10 am.

- **Nurse**
The school nurse may contact you if your son falls ill at school and she is your contact if your son has any major medical problems.
- **Parents' evenings**
There is a relatively informal meeting with your tutor and staff after 4/5 weeks of the first term to discuss any problems which your son might have in general school life. There is a more formal parents evening in the second term to discuss your son's academic progress.
- **Personal Property**
This should be clearly marked so that if your son loses something then it can be returned to him when found – **Mr. Cavendish** is in charge of lost property which is stored in the Senior School Cricket Pavilion. Lost property is open from 8.00 – 8.40am and 3.50 pm – 4.15 pm every day. It is common for property to go 'missing' – this normally means that it has been misplaced or forgotten rather than stolen.
- **Prefects**
Each form has a prefect attached to it and they will hopefully help your son settle into school life easily and answer any relevant questions from a pupil's point of view.
- **Reports**
He will receive mid-term grades in the winter term and a written report at Christmas. He will receive mid-term grades in the spring and summer term and then a full written report at the end of the summer term.
- **Sports notice boards**
The team sheets for sport telling your son if he is selected are situated in the Old Quad. The swimming notice board is in the Eric Liddell Sports Centre.
- **Tutor**
If your son has a problem in a particular subject, could you please contact the form tutor first to discuss this. They will approach the member of staff concerned and, if appropriate, a meeting will be arranged to discuss your concerns.
- **Valuables**
No expensive equipment or watches should be brought into school and only bring in mobile phones if it is essential. The latter have to be turned off during lesson times. It is the responsibility of the boys to put any valuables in their personal valuables bag and then place this in the valuables box located in the changing rooms during P.E, Games and sports practices.