

St Mary's
R.C. High
School
Welcomes

The Class of
September
2023



Welcome to St Mary's

As your time at primary school nears its end, I am sure you will have mixed feelings about the end of one big part of your life and the start of another.

We are very much looking forward to welcoming you to St Mary's and having you as part of our school community, and to achieving great things together during your time with us. September will soon be here and many of you will also take part in our annual summer school which gives you the chance to make new friends and get to know your surroundings. Starting secondary school is such an exciting time, and we believe starting at St Mary's is extra special! There are so many opportunities waiting for you here and we are also keen to build on the progress you have made in your current school.

I am looking forward to seeing you on the Year 7 evening later this term where we can share further information about the start of term and you will get to spend some time with your new form tutor. You also have a 'Year 6' day to look forward to and I would encourage you to make the very most of the day as it will help you to find out more about your new school.

Please don't worry if you are feeling in any way nervous about starting secondary school. It is completely understandable, but I would like to reassure that there are lots of teachers, staff and pupils here ready to welcome you and to ensure you make a smooth and happy start.

Wishing you a safe, happy and enjoyable summer and I look forward to being your Headteacher in September.

Best Wishes

Mr Wetson



Head of Year Welcome

Hello! St Mary's is an exciting place to be and we look forward to welcoming you all as you start your journey with us.

Throughout the first year we will build a family ethos that celebrates culture, teamwork and achievement amongst many others aspects.

Alongside our amazing team of tutors, we will work to support and guide you throughout all experiences in your school life.

We want you to enjoy your time at St Mary's, mistakes will be made but together we can learn from these.

Moving to secondary school represents a big change, we want you to embrace this and enjoy your time here at St Mary's.

Mrs Walton
Head of Year 7



Starting Your Journey...

New to St Mary's?

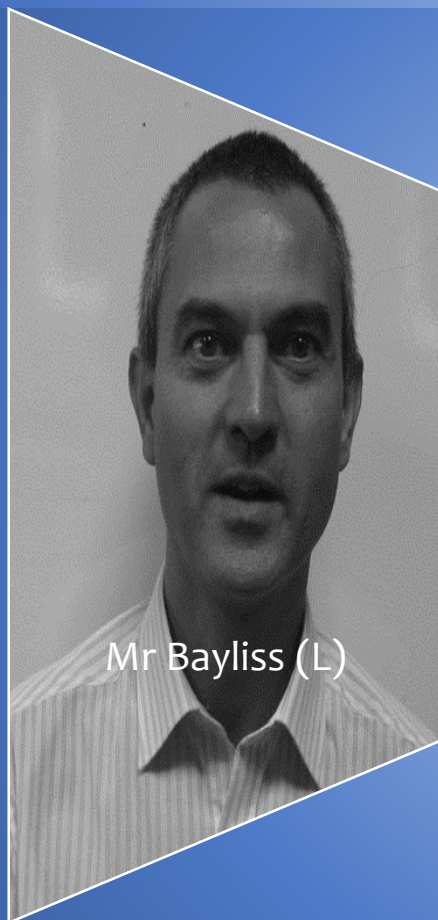
This booklet is for both pupils and parents, and hopefully will answer some of the questions you may have



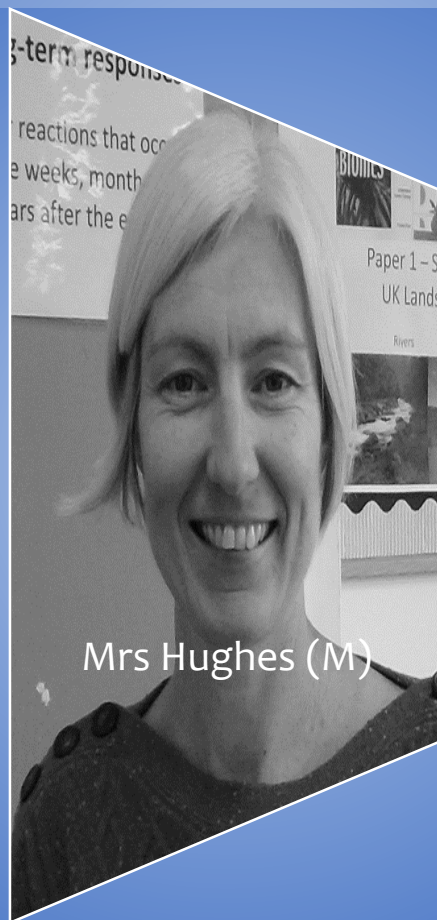
Meet the Year 7 Team



Mrs Peruffo (D)



Mr Bayliss (L)



Mrs Hughes (M)



Miss Lavis (T)



Mrs Bridges (V)



Mrs Walton
Head of Year

Form Groups

Our Houses are named after these Saints and you will become part of one of these Houses. Everyone in your Form Group will be in the same House as you



De Paul (D)



Laboure (L)



Marillac (M)



Thouret (T)



Virgo (V)

- ☐ We have many House competitions including a variety of sporting events, Eisteddfod.... etc
- ☐ You will receive House points in recognition of achievements/positive actions

Safeguarding

Mrs Leslie

- Designated Safeguard Lead



Mrs
Farruggia

- Deputy DSL and Pastoral Manager

Pupils can access further support on an emotional level with the choice of peer support, counselling and mentoring services depending on their needs.



- We at St Mary's RC High School believe that it is always unacceptable for a child to experience abuse of any kind
- We recognise our responsibility to safeguard the welfare of all children.
- We will provide staff and volunteers with guidance to follow when they suspect a child may be experiencing abuse or at risk of harm
- We will work co-operatively with other agencies to safeguard and promote the welfare of children
- We will ensure that our concerns about our pupils are discussed with parents / carers first – **unless we have reason to believe that such a move would be contrary to the child's welfare.**

Student Services

SENCO



Student
Services



- Mrs Rouse
- Pupils who require further assistance in lessons will be supported by our highly trained team of Teaching Support Assistants

- Mrs Hayden
- *Pupils can assess further support and help ranging from educational, emotional and behavioural support*



Getting to School

You may live quite a distance from our school and therefore you will have to use some form of transport to get here. Please read the following information for your own safety

CAR

- The safest place to drop off your child is on the school driveway
- Please observe our speed limit on the school driveway
- Please do not park on the school roundabout
- Please be courteous of other drivers and pedestrians
- Parents are not permitted on the driveway for school pick-up until after 3.40pm and once the school buses have left

SCHOOL BUS

- Observe the safety rules
- Do not move around the bus, remain seated at all times when the bus is moving
- Where requested ensure seat belts are worn
- Get on and off the bus in an orderly manner
- Poor behavior is not tolerated on any of the bus routes and you could be banned from the bus if this happens
- Always be polite and courteous towards fellow passengers

PUBLIC TRANSPORT

- Trains or Buses: Observe the safety rules
- Poor behavior is not tolerated
- Always be polite and courteous towards fellow passengers

Cycle

- We will need written consent from your parents for you to cycle to school
- Please wear a helmet
- Please observe road safety rules
- Bicycles are to be locked in the allocated cycle shed

REMEMBER

- However you travel to school, act sensibly
- You are ambassadors of the school whilst in uniform, be proud and uphold our values with exemplary behavior at all times

What do I wear? What will I need?

GIRLS

- Navy blazer with school badge
- School Tie
- White long sleeved shirt
- Plain navy knee length skirt
- Plain navy V-neck jumper
- Black Shoes (no trainers or boots)
- Navy/black plain tights
- White/Navy knee/ankle socks

BOYS

- Navy blazer with school badge
- School Tie
- White long sleeved shirt
- Charcoal grey trousers
- Plain navy V-neck jumper
- Black Shoes (no trainers or boots)
- Plain dark socks
- Boys – Plain Charcoal Grey trousers

JEWELLERY / MAKE-UP / HAIR

- Pupils with pierced ears are permitted to wear one small silver or gold stud in each ear
- Nose studs or facial piercings are not permitted
- Make-up must not be worn
- Nail varnish or acrylic nails are not permitted
- Hair must be of a natural colour and skin fades are not permitted

**PLEASE LABEL EVERYTHING -
It can then be returned to you**

What do I wear? What will I need?

PE Kit - Girls

- Sky blue polo shirt
- Navy blue skirt or shorts
- Navy blue hockey socks
- Trainers
- Football or rugby boots
- Gum shield
- Shin pads
- Optional kit:
 - ¼ zip navy blue jumper
 - Navy blue tracksuit bottoms

PE Kit – Boys

- Navy blue rugby top
- Navy blue shorts
- Navy blue football socks
- Trainers
- Football or rugby boots
- Gum shield
- Shin pads
- Optional kit:
 - ¼ zip navy blue jumper
 - Navy blue tracksuit bottoms

EQUIPMENT

- Stationery
 - Blue/black pens, pencils, ruler and eraser
- Water bottle
- Reading Book

REMEMBER

- Whilst you are in our school uniform you are representing the school and your standard of dress and your behaviour should reflect this at all times, including your journey to and from school.

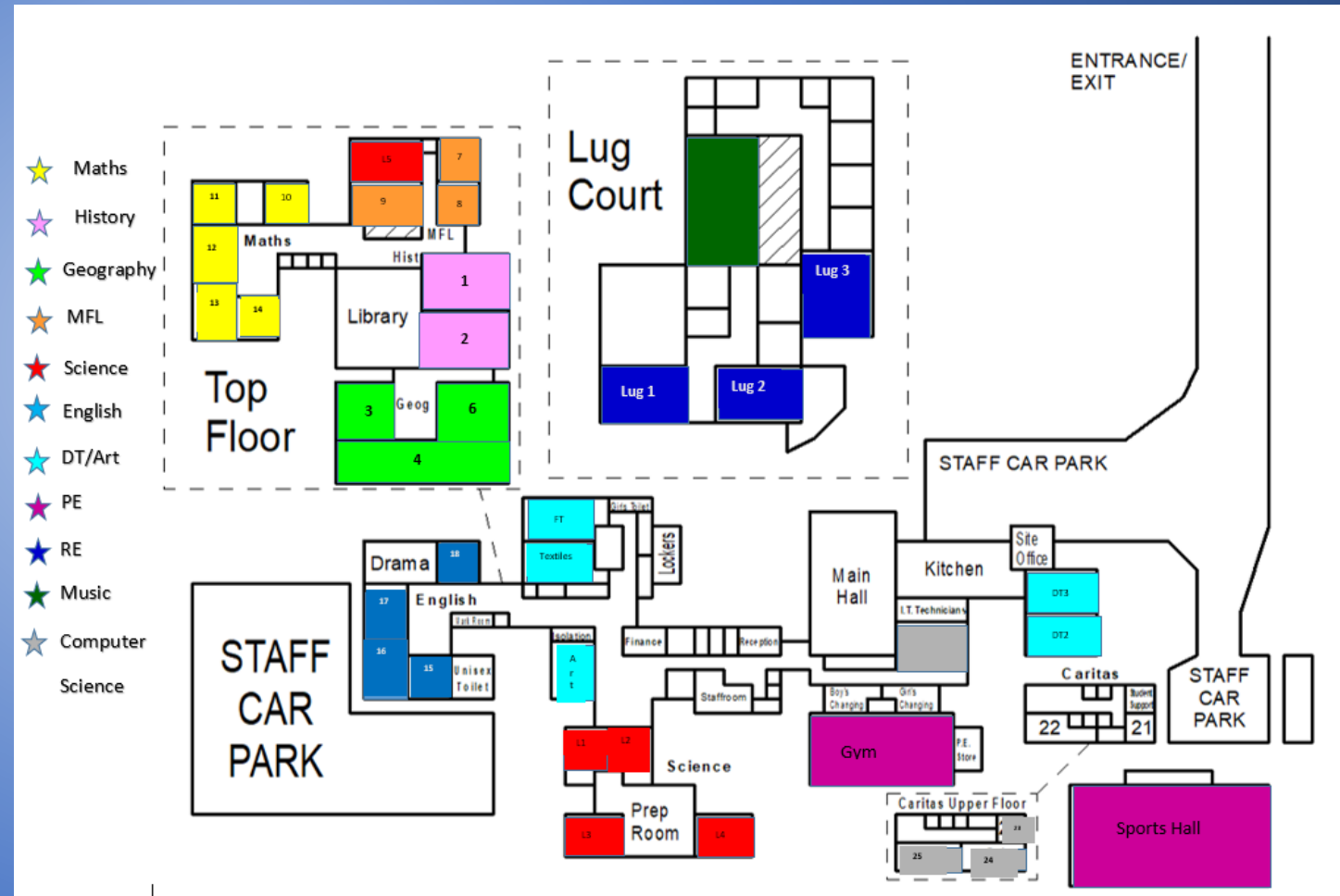
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It can then be returned to you**

Finding My Way Around School

Your individual timetables will show you which room you need to go to for each lesson and each classroom has a sign on the door

What if I get lost?

All of our staff and students are very friendly and helpful. If you get lost you can ask anyone and trust that they will guide you in the right direction



Typical School Day Timings

Timings	
08:55-09:15	AM Registration
09:15-10:15	Period 1
10:15-10:35	Morning break
10:35-11:35	Period 2
11:35-12:35	Period 3
12:35- 13:15	Lunch
13:15-13:25	PM Registration
13:25-14:25	Period 4
14:25-15:25	Period 5
15:25	End of School day

PLEASE NOTE: Buses will be on the driveway for pupils to board. Parents may access the driveway from 3.40pm, once buses have left

Typical School Day

Registration

- You will have a morning and an afternoon registration everyday
- It's a time to register and for form tutors to make sure you have any important information for the day
- It's also a time to check in with you to make sure everything is okay

Break Time

10.15am – 10.35am

- Time for a snack, a chat with friends, to fill up your water bottle, to go to the toilet and to get your books ready for Period 2 and Period 3
- Refreshments are available from the school canteen or you may choose to bring a snack and drink from home
- We operate a cashless system and we will register your thumb print for this when you start with us

Lunch Time

12.35pm – 1.15pm

- A selection of hot and cold foods are available from the school canteen
- There is a queueing system which your form tutor will show you when you start with us
- You will have 50 minutes to eat lunch, chat with friends, fill up your water bottle and get involved in some of the extra curricular activities that are on offer
- Don't forget to get your books ready for Period 4 and Period 5 too

End of the School Day

- 3.25pm The bell goes for the end of the school day
- Make your way to the school driveway
- Catching the bus – staff will be on hand to guide you onto the right bus
- Parents picking you up – please be patient parents may access the driveway from 3.40pm once the buses have left

What Will I Learn in Year 7?

Timetable

- You will be allocated your teaching groups on your first day when you receive your timetable
- Teaching groups are mixed ability with the exception of Maths, DT/Art and PE
- FIND A PROMINENT PLACE AT HOME TO DISPLAY A COPY OF YOUR TIMETABLE!
- Remember to pack your bag the night before.

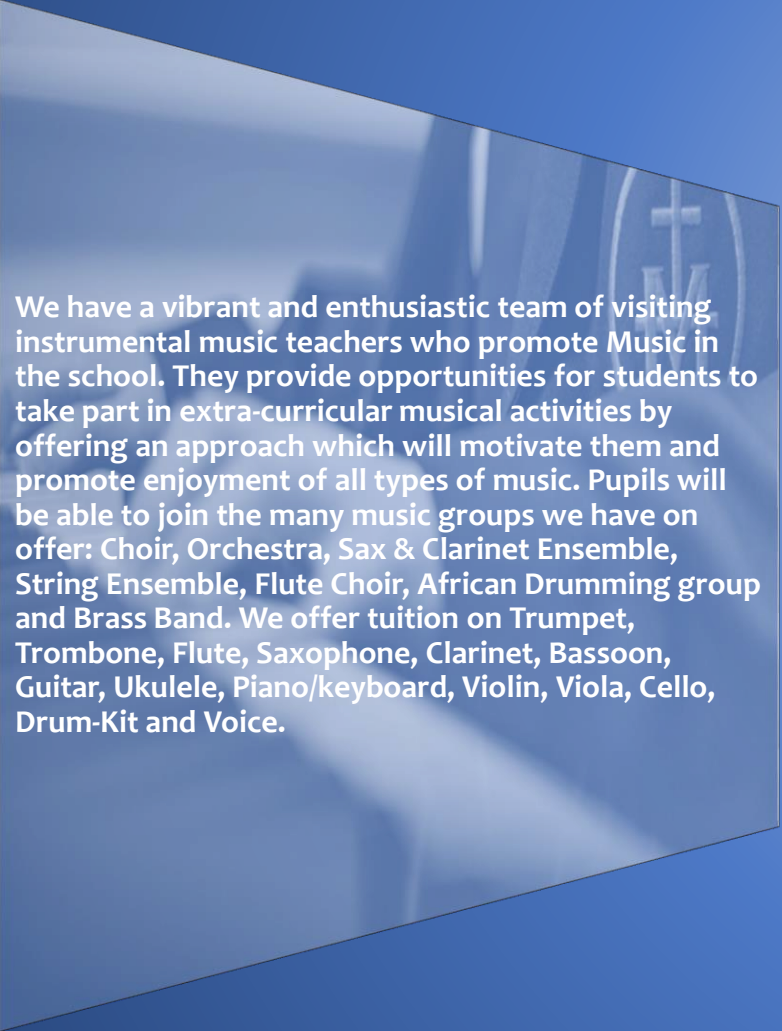
Lessons

- These are all an hour long and you will study a varied curriculum:
- Art
- Computer Studies
- Design Technology
- Drama
- English
- Food & Nutrition
- Geography
- History
- Maths
- Modern Foreign Language (French)
- Music
- PE
- Religious Studies
- Science
- Textiles


Extra-Curricular Activities

- There is a variety of activities you can get involved in, both during lunch and after school.
- Your form tutors will share what is available when you start in September.
- Football
- Rugby
- Netball
- Hockey
- Rounders

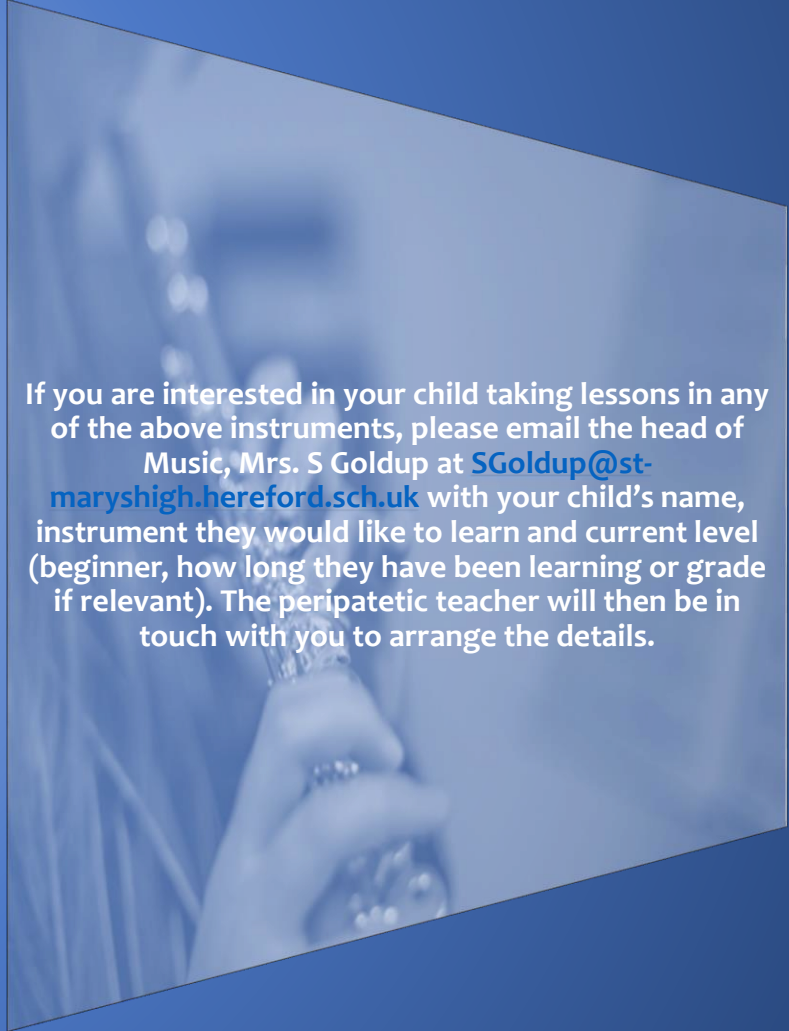
Music



We have a vibrant and enthusiastic team of visiting instrumental music teachers who promote Music in the school. They provide opportunities for students to take part in extra-curricular musical activities by offering an approach which will motivate them and promote enjoyment of all types of music. Pupils will be able to join the many music groups we have on offer: Choir, Orchestra, Sax & Clarinet Ensemble, String Ensemble, Flute Choir, African Drumming group and Brass Band. We offer tuition on Trumpet, Trombone, Flute, Saxophone, Clarinet, Bassoon, Guitar, Ukulele, Piano/keyboard, Violin, Viola, Cello, Drum-Kit and Voice.




All of our teachers are self-employed accredited teachers with Encore Music Service, have undergone a rigorous interview process and have relevant DBS clearances. Lessons take place on a rotational basis during the school day and although payment and contracts are made with the teacher directly, we can put them in touch with you if your child is interested in starting lessons. If you currently hire an instrument from Encore or would like to hire one, this is done directly with the Music Service, please fill in the form on their website <https://www.encore-enterprises.com/instrumenthire> or contact Alex McWilliams at alex@encore-enterprises.com.



If you are interested in your child taking lessons in any of the above instruments, please email the head of Music, Mrs. S Goldup at SGoldup@st-maryshigh.hereford.sch.uk with your child's name, instrument they would like to learn and current level (beginner, how long they have been learning or grade if relevant). The peripatetic teacher will then be in touch with you to arrange the details.

What Is Expected of Me?



Be ready to learn

- Arrive to lessons on time with the correct equipment



When in the Classroom

- Follow instructions set by the teacher, actively listen to each other and respect the classroom environment



When Leaving Lessons

- Pupils must have a valid reason to leave a lesson (e.g. peripatetic music lesson, sports fixture)



When Moving Around Site

- Be courteous and respectful of each other.



Uniform

- Wear the school uniform correctly and with pride.

Christian Values

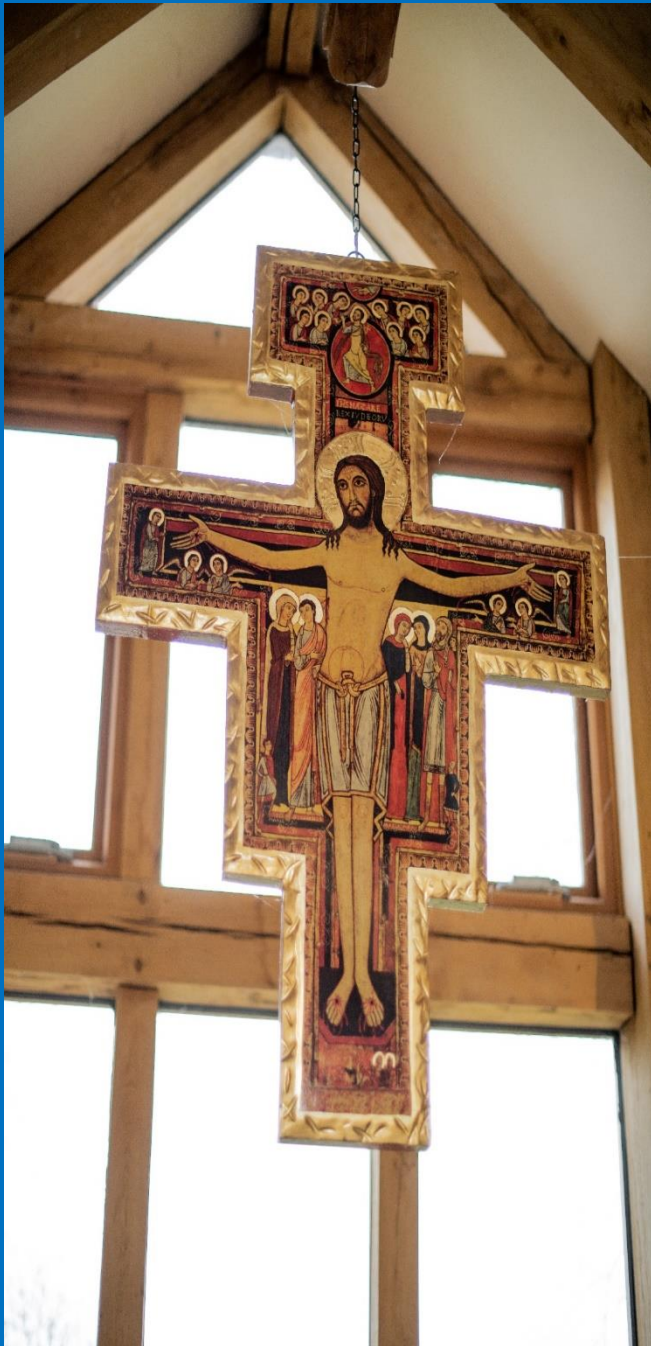
At St Mary's we strive to build a community based on Christian values, shaped by the Gospels and modelled on Christ. This is a mission in which all are called to play an important part: students, staff, parents and governors. As a Catholic school, St Mary's places a great deal of importance on the spirituality of our students.

Mass will be celebrated regularly with the whole school, along with House masses on appropriate feast days and weekly mass in the Chapel on Friday lunch times. Reconciliation and Confession will be held twice a year and the students and staff are invited to daily Prayer in the chapel at 8.30am every morning. This provides opportunities for students to learn more about our Catholic faith by being involved in Chaplaincy activities throughout the year, through retreats, guest speakers, small-groups, trips and charity events.

Two important prayers used regularly at St. Mary's include The 'Our Father' and the 'Hail Mary'.

Our Father, Who art in heaven
Hallowed be Thy Name;
Thy kingdom come,
Thy will be done,
on earth as it is in heaven.
Give us this day our daily bread,
and forgive us our trespasses,
as we forgive those who trespass
against us;
and lead us not into temptation,
but deliver us from evil. Amen.

Hail Mary, full of grace
the Lord is with thee
Blessed art thou among women
and blessed is the fruit of thy womb Jesus
Holy Mary, Mother of God
pray for us sinners now
and at the hour of our death.
Amen



Attendance & Punctuality

Attendance

- St Mary's is committed to maximizing the potential of every child.
- Good attendance and punctuality are key to this aim.
- Absence can have a serious impact on your child's confidence and attainment.

- An attendance record of 90% may seem good but it is equal to one day missed per fortnight. If this continues throughout years 7 to 11 a total of six months' education will be lost.

- An attendance record of 80% is equal to one day missed per week. If this continues throughout years 7 to 11 a total of one year's education will be lost.
- Pupils are required to attend school for 190 days each year.
- Our target for attendance is at least 95%

Punctuality

- We understand that occasionally circumstances will force students to arrive late at school but would ask that all parents and carers remind students of the school rules regarding punctuality

- Pupils should arrive at school, and be in their form rooms or assembly by 8.55am
- Pupils arriving late should sign in at the Office and explain their lateness.

Contacting School

CONTACT DETAILS

- **Address**
 - St Mary's R.C. High School, Lugwardine, Hereford HR4 0LE
- **Website**
 - www.st-maryshigh.hereford.sch.uk
- **Telephone**
 - 01432 850416
- **Email**
 - admin@st-maryshigh.hereford.sch.uk

REPORTING ABSENCES

- If your child is absent for any reason, please report the absence in writing
 - By Parentmail
 - By Email
 - attendance@st-maryshigh.hereford.sch.uk
 - By Telephone
 - 01432 850416

PROLONGED ABSENCE REQUESTS

- If you wish to take your child out of school for any length of time, please:
 - put your request in writing
 - address your request to The Headteacher
 - give a minimum of 6 weeks notice

MEDICAL APPOINTMENTS

- Please notify us in writing prior to the appointment taking place
 - By Parentmail
 - By Email
 - attendance@st-maryshigh.hereford.sch.uk

CONCERNS

- If you have any concerns or wish to notify us of any information affecting your child in school, please contact your child's
 - Form Tutor
 - Subject Teacher
 - Head of Year
- By email or telephone using the contact information listed