

# Chesterton Community Sports College

'To be the best you can be'

## Welcome Evening Year 7 Information

### Welcome!

Dear Parents/Carers and Pupils,

It is with great pleasure that we welcome you to Chesterton Community Sports College on behalf of all the staff.

Many of the staff are parents themselves and understand that the transition from primary school to high school can be an anxious time. We hope that this booklet will provide you with a chance to get to know the school systems before starting with us in September. In normal circumstances, we would have many activities planned but we want to reassure you that even though we cannot see each other face to face, we are here for you in many ways.

The information contained in this booklet will also go some way to alleviate any worries or concerns that you or your child may have.

If you still have any questions or concerns regarding September, then please do not hesitate to contact the school office either by phone or at [admin@ccsc.staffs.sch.uk](mailto:admin@ccsc.staffs.sch.uk)

We wish all of our new pupils a safe and enjoyable summer and we look forward to seeing you at the start of the new academic year.

Yours sincerely,

**Mr R Swindells**  
Headteacher

**Mrs S Waterhouse**  
Deputy Headteacher

E-mail: [admin@ccsc.staffs.sch.uk](mailto:admin@ccsc.staffs.sch.uk)

Web: [www.ccsc.staffs.sch.uk](http://www.ccsc.staffs.sch.uk)

Telephone: 01782 568350

### Excellence for All

The school is caring and inclusive. Teachers and support staff work closely with different groups of pupils at different times in their school life, whatever their ability.

Pupils with Special Educational Needs are offered support, depending on their individual needs. All of our SEN pupils are effectively supported and leave with the GCSE qualifications they need for post-16 progression.

We offer a wide range of out-of-hours provision, whether it be academic classes, intervention sessions, music groups or sports events. We hope this will support your child in the years to come.



**One of the main questions that every pupil starting a new school asks is:**

## **What do I need to bring?**

Here are the requirements:

Essentials: Black pen x 2, HB pencil, ruler, apron for technology and a school bag (for example a rucksack – you will need to carry books for homework).

Desirables: Eraser, pencil sharpener, colouring pencils and highlighters.

ParentPay is used at our school for all food purchases, trip payments and the school ties. A packed lunch can be brought into school if preferred.

Water is available from a dispenser in the canteen to re-fill bottles.

Please do not bring fizzy drinks or energy drinks into school.

On the first day you will not need to bring your PE kit.

## **The next question is:**

### **Where do I need to go on the first day?**

At **8:20 am**, you will need to go to the **main hall**.

Parents can drop you off either at the bottom of the drive or walk you to the entrance of school if you're feeling nervous.

You will be met by your form teacher and have a brief welcome assembly before going off to your form room to make sure you are prepared for the day ahead.

In your form room, you will be given a chance to find out where your classrooms are so that you can relax and not worry about getting lost.

Your form teacher will go through school rules, times and your timetable.

## **Mobile Phones**

**...are not permitted in school and the school will not take responsibility for the loss or damage of electronic items. If a mobile phone is brought into school, it should be handed into the main office for safekeeping and collected at the end of the day. If there is an urgent need to contact home, this must be done through the main office.**

**Breakfast Club: 7:30 am - 8:15 am**

**Registration: 8:20 am - 8:30 am**

**Form Time - 8.30 am - 8.50 am**

**Lesson 1 - 8:50 am - 9:50 am**

**Lesson 2 - 9:50 am - 10:50 am**

**Break - 10:50 am - 11:10 am**

**Lesson 3 - 11:10 am - 12:10 pm**

**Lesson 4 - 12:10 pm - 1:10 pm**

**Lunch - 1:10 pm - 1:55 pm**

**Lesson 5 - 1:55 pm - 2:55 pm**

**End of Lessons - 2:55 pm**

Breakfast Club is available every school morning. You are able to buy breakfast cereals, including porridge, toast, hot drinks and daily specials that include some of the following: cheese on toast, oatcakes or bacon baps. This will also operate through ParentPay.

The register is taken at **8.30 am** and form teachers are ready to greet their form from **8.20 am**, you will be marked with a 'L' for late after this time, unless there is a good reason for you arriving late.

Three late marks will lead to a half an hour detention on a Thursday night. Parents will be notified via the school text message system.

During form time there will be different activities for you to choose from such as reading silently in form, (you can either bring your own book in or from the school library), discuss the 'Thought of the Week', uniform and equipment check, notices from around school i.e sporting events, room changes and school assemblies.

Your form group will use the initials of your form teacher and you will be part of a house system that is used for competitions, attendance and sports days.

The houses are: **Bannister**, **Elgar**, **Newton** and **Shakespeare**

In addition to these form time activities, you will also discuss key topics such as: Bullying, Health, Community and Culture. This is called P.S.C.H.E (Personal, Social, Citizenship, Health Education).

During break time, it is advisable to bring a snack to eat or you may purchase one from the canteen. Snacks can be eaten inside and outside the building.

At lunchtime the canteen is open and serves a range of hot and cold food options, 'Grab and Go' food can also be purchased from the outside kiosk. A Pasta King trolley also operates in 'fair weather' and is located in the quad.

There is one queue for the canteen which moves down very quickly as there are four areas with a variety of options.

Foods include:

**Panini, hot/cold baguettes and sandwiches**

**Jacket potatoes, salad bar pots, hot meals**

**Meal deal = Main meal and sweet**

All payments will operate through 'ParentPay' (see enclosed leaflet).

Packed lunches can be eaten outside, in the canteen or in designated rooms.

We ask that pupils eat responsibly and use the bins provided for waste.

During lunchtime, there are many clubs that you can get involved in. The AstroTurf is open each lunchtime for all year groups. If you would like to use the AstroTurf, then appropriate footwear needs to be brought in. This **must** be a change from your school shoes!

Clubs begin two or three weeks into the autumn term, then run all year. Form tutors will be emailed with the information on all clubs available. These vary each year but range from Magic club, Eco Club, Computing, School Council, Book Club, Chess Club and our famous 'Lesson 6' to name just a few. The library is open every lunchtime if your child requires a quiet place to go. There is something for everyone!

After School:

Library homework club is available for homework support and many pupils use this facility. iPads are available for computer based work and teachers are there to help.

Homework club is open from 2:55pm – 4:00pm, Monday to Thursday.

Clubs – Many sporting activities, both practices and matches, take place after school.

# Key Information for Parents

Contact with school:

## Parent Portal

In a few weeks you will receive login details for Parent Portal, please take the time to sign up as it is a way of monitoring your child's progress.

The Parent Portal provides up to the minute information on your child's attendance, progress and behaviour awards. You can also use this portal to update your contact details.

Homework will also be recorded on [Show My Homework](#), which you and your child can access from home. Again, you will receive these details in a few weeks time.

## Appointments

You will need to make an appointment through the main office if you wish to speak to your child's form teacher, subject teacher or year leader. This is important in order for us to be able to deal with the issue arising and have the correct information to hand.

## Contact with Parents/Carers

If there are issues arising during the school day, school will contact you directly. Please ensure that all contact details are up-to-date, especially mobile numbers (this can be done through Parent Portal). Central messages will be delivered to your phone via the school text system.

## Attendance

Good attendance is a crucial part of high school. It is important that your child attends each and every day of school to avoid the anxiety that missed work can create. Your child will be expected to catch up with any missed work upon their return to school. The school target for attendance is 96%. If your child falls below 94%, this will become a cause for concern.

If you know that your child is going to be away from school, please notify their form teacher or the main school office so that this can be marked on the register in advance. All holidays must be processed and authorised by the Headteacher. Please avoid holidays in term time. Authorisation of holidays will not be given to pupils in Key Stage 4 unless there are special circumstances.

If your child is ill or absent for any unplanned reason, please ring the office in the morning to inform them. This will then ensure that they do not have to contact you.

**100% = Fantastic**      **96% and above = Good**

**94% and below = Unsatisfactory. Attendance will be monitored**

**90% and below = Concern. Education Welfare will be involved**

# School Uniform and PE Kit

- Black blazer with school badge.
- White shirt: It should be noted that this is a traditional shirt that buttons to the collar and is long enough to be tucked in.
- School house tie.
- Black trousers: Please note that the trousers must be of a formal style, i.e. not fitted trousers or leggings.
- Skirt with school badge: Skirts can be purchased from the uniform shop with the school badge on.
- Black shoes.
- Jewellery: For safety and security reasons, only one pair of sleepers or stud earrings may be worn. Pupils may wear a watch. No other jewellery is allowed and the school will not be held responsible if items of jewellery are lost in school. In specific lessons, all items should be removed, if required, for safety reasons.
- Hair should be of a natural colour and, if long, a band will be needed to tie back hair in certain lessons.
- No false nails to be worn for safety reasons.
- An apron is required for technology subjects.

## PE Kit

- Blue and white school polo shirt with school badge, black shorts or tracksuit bottoms and black football socks. Swimming cap and blue or black shorts or costume.
- Option to have a blue and white long sleeve thicker jersey with school badge and black sports leggings.
- For outdoor field activities, boots, gum shield and shin pads are necessary for rugby, hockey and football.
- Trainers with non-marking soles for indoor use.

## School Rules

There are three straightforward rules to follow in school:

# **‘Be Prepared’**

# **‘Follow Instructions’**

# **‘Be the Best You Can Be’**

The rules are an integral part of the behaviour system and are linked to rewards and sanctions.

Your child will be awarded an event log for good work, good behaviour and positive contribution to school. All of these contribute to the school house system in the form of house points. Your child will be rewarded with vouchers that can be used towards school trips and events or used at places like The Potteries Shopping Centre after they have accumulated a set amount of event logs.

Your child will be given conduct logs for poor behaviour, disruption of learning, homework issues and lack of equipment. This will result in house points being deducted and with an accumulated amount, will place them on the reporting system.

# Instrumental Lesson Information

Lessons are given during three sessions spread over the school year, coinciding with the school terms. Pupils will receive an average of 10 lessons per session, depending on the length of the term, with a minimum of 30 lessons per year being given. Extra lessons above this minimum will not be charged.

The charge for lessons will be £35 per term for a single instrument. Lessons on a second instrument, will be charged at the lower rate of £30 per term.

The cost of lessons is very heavily subsidised by the school and therefore it is expected that when students reach the required standard, they regularly attend at least one extra-curricular group.

Lessons are normally 20 minutes duration and are shared with another pupil of a similar standard. Occasionally this is not possible and a pupil may have individual lessons for a short time. (If you require your child to have a guaranteed individual lesson time, this may be available at an extra charge.) Lessons will take place during the school day and will be timetabled on a rotation system so that the same curriculum lesson is not missed each week. It is the responsibility of the student to catch up on any work missed.

If your child does not own an instrument, it is possible to borrow one from Staffordshire Music Service (Entrust). This will be arranged through the individual instrumental tutors.

It must be understood that lessons alone do not guarantee good progress and that regular practice is essential. We ask that parents/carers encourage pupils to adhere to the practice regime recommended by their instrumental tutor. Lessons may be cancelled if a child shows an obvious lack of commitment, and therefore progress, so that they may be offered to another pupil on the waiting list.

Once a pupil has enrolled for lessons, it will be assumed that he/she will continue throughout his/her time at Chesterton. To enable us to use our time effectively and keep the cost of lessons as low as possible, we ask that you give half a term's written notice if for any reason you wish to discontinue your child's lessons.

Please keep this information for future reference.

# Enrolment Form for Instrumental Lessons

Name of Pupil \_\_\_\_\_ Form \_\_\_\_\_

Address \_\_\_\_\_

Home Tel No. \_\_\_\_\_

I would like my son/daughter to have instrumental lessons on:

\_\_\_\_\_ (Instrument/s)

My son/daughter \* already plays/is a beginner on this instrument.

My son/daughter \* owns/does not own an instrument.

(\* Please delete as necessary)

Additional comments: \_\_\_\_\_

I have read and understood the information sheet regarding instrumental lessons and agree to abide by its contents.

Signature of Parent/Carers \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent/Carers (please print) \_\_\_\_\_

When completed, please detach this form and return it to the Music Department.

Please do not send any money with this form as money will be collected via ParentPay.

You will be informed when your child begins lessons and when money is due.



