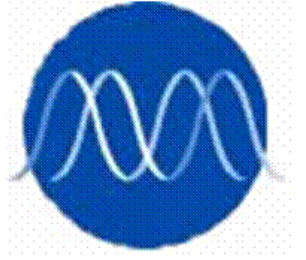




Eckington School

a specialist engineering college

www.eckington.net



Y6 Induction Handbook 2017

Headteacher: Mr P Cummings

Eckington School, Dronfield Road, Eckington, Sheffield, S21 4GN. Tel: 01246 432849

THE SCHOOL

We believe that every child in our school really does matter and we work closely with our parents and our community to ensure that students achieve their full academic potential and grow into decent young adults.

Our expectations are high and are summed up by the three words on our school badge: 'Respect, Progress, Succeed'. These succinct expectations are underpinned by what we call the Eckington Values: Kindness, Tolerance and Honesty.

Working with our students we are very careful to 'unpack' what these words mean in our daily school context.

TERM DATES 2017-18

Autumn term 2017

Term commences	Wednesday 6 th September 2017 (to students)
Break up for half term	Friday 20 th October 2017 at 3.15pm
Return from half term	Tuesday 31 st October 2017 (to students)
Inset Training Day	Friday 24 th November 2017
Term finishes	Tuesday 19 th December 2017 at 3.15pm

Spring term 2018

Term commences	Wednesday 3 rd January 2018 (to students)
Break up for half term	Friday 16 th February 2018 at 3.15pm
Return from half term	Monday 26 th February 2018
Term finishes	Friday 23 rd March 2018 at 3.15pm

Summer term 2018

Term commences	Monday 9 th April 2018
May Day	Monday 7 th May 2018
Break up for half term	Friday 25 th May 2018 at 3.15pm
Return from half term	Monday 4 th June 2018
Term finishes	Friday 20 th July 2018 at 3.15pm

**Please note that personal holidays taken during term time will not be authorised
and will most probably incur a fine.**

UNIFORM

Our uniform has been chosen for its smartness and its practicality. It is particularly important that all items of clothing and PE equipment are clearly marked with the student's name. If in doubt about any item of uniform, please check with school before making a purchase. Do not be influenced by the statement "But everyone else is wearing it/them"! Also, our school website has examples of appropriate uniform.

All students – Years 7 – 11

- **Trousers:** tailored, plain black. 'Boot cut' styles are acceptable. **No 'skinny fit' or jean style.**
- **Shirt/blouse:** White, long or short sleeve. Plain collar. Fitted blouses are acceptable. All shirts and blouses must tuck into waistband of skirt or trousers. Top button done up.
- **Tie:** Gold and blue striped clip-on.
- **Jumper (optional):** Black V neck – plain, no logos.
- **Blazer:** Black with school logo.
- **Skirts:** Black, straight, pleated or A-line. 'Functional' back split acceptable. Knee length.
- **Footwear:** Black, plain, leather/leather-like outdoor formal dress shoes or ankle boots with no logos.
- **Socks:** Plain, dark coloured. Over the knee socks are not permitted.
- **Tights:** Black only.
- **Outdoor coats:** May be worn at break and lunchtime, over the top of blazers. No sweatshirts or hooded sweatshirts.
- **No hats on site at any time.**

Facial piercing and extreme hairstyles are not permitted (this includes patterns shaved into hair). Students choosing to dye their hair must use natural hair colours. Students wearing obvious make up will be asked to remove it. No nail polish. No jewellery except for a wristwatch and one small pair of plain stud earrings, worn in ear lobes.

PE Kit

- Royal blue polo shirt with school logo.
- Navy blue shorts / Navy $\frac{3}{4}$ length lycra gym leggings.
- Royal blue or white football socks.
- Royal blue and gold rugby shirt (optional).
- Royal blue round neck or hooded sweatshirt with school logo (optional).
- Plain navy blue tracksuit bottoms.
- Trainers with non-marking sole. Trainers must be supportive and fastened appropriately. No espadrilles or fashion shoes.
- Football boots & shin pads (optional for girls)
- Gum shield - recommended.

Football shirts and cycling shorts are not allowed. Please be aware that students perform in bare feet for gymnastics. If a student represents the school in sport they will be given the opportunity to purchase a Team Eckington hooded sweatshirt which they can wear in PE lessons. Aerosol deodorants are not allowed in school.

JEWELLERY AND VALUABLES

In addition to a wristwatch, the following items may be worn:

- Earrings – one pair of small, plain studs (students may not wear more than one earring in either ear). Please note that facial piercings are not acceptable.

If students wear jewellery they may be asked to remove it for some lessons where it is deemed to be dangerous. Mobile phones and electronic devices such as MP3 players are not permitted. Students who are seen using such devices on school site during the school day can expect to have them confiscated. All confiscated items are handed in at Pupil Reception from where they may be collected at the end of the school day. In cases where the same item has been confiscated three times in any one term, parents will be contacted and asked to come into school to collect the item and discuss the situation.

BASIC EQUIPMENT

It is expected that all students come to school equipped with a school bag (large enough to accommodate exercise books and textbooks as appropriate) together with their student planner, a pen, pencil, rubber, ruler, pencil sharpener and calculator. Students may find it useful to also have a dictionary, colouring pencils and basic maths equipment such as a compass and protractor.

DAILY ROUTINE

We operate a six period day as follows:

Monday, Wednesday, Thursday, Friday		Tuesday
8.30 a.m.	Pupils must be on school premises	8.30 a.m.
8.40 a.m.	School Begins	8.40 a.m.
	Registration in Form Rooms	Plus Tutorial/Assembly
9.00 a.m.	Lesson 1	9.20 a.m.
9.50 a.m.	Lesson 2	10.05 a.m.
10.40 a.m.	Morning Break	10.50 a.m.
10.55 a.m.	Lesson 3	11.05 a.m.
11.45 a.m.	Lesson 4	11.50 a.m.
12.35 – 1.30 p.m.	Lunch Break (Warning bell at 1.25 p.m.)	12.35 – 1.30 p.m.
1.30 p.m.	Afternoon school begins	1.30 p.m.
1.30p.m.	Registration in Lesson 5	1.30 p.m.
2.25 p.m.	Lesson 6	2.25 p.m.
3.15 p.m.	Home time	3.15 p.m.

HOW WILL YOUR CHILD BE LOOKED AFTER?

Our concern is for the welfare and development of each individual child and we intend that all students should receive individual attention throughout their school life. We have a strong pastoral system of which we are very proud. Leaders of Student Development (together with Directors of Learning in Y9, Y10 and Y11) have oversight of each year group and are supported by a Pastoral Support Assistant.

Year 7	TBC (Leader of Student Development) Mrs S Towndrow (Pastoral Support Assistant)
Year 8	Mr P Johnson (Leader of Student Development) Mrs L Holden (Pastoral Support Assistant)
Year 9	Mr S Cotterill (Leader of Student Development) Mrs S Sandford (Pastoral Support Assistant)
Year 10	Miss G Turner (Leader of Student Development) Mrs R Carlisle (Pastoral Support Assistant)
Year 11	Mrs H Dixon (Leader of Student Development) Mrs R Price (Director of Learning – Aim higher) Mrs A Turner (Pastoral Support Assistant)
Year 12/13	Mr C Wright (Leader of Student Development) Mrs M Fenn (Pastoral Support Assistant)

The form tutor plays a crucial role in monitoring welfare, conduct and progress. There are also many other people in school to help and support students such as Careers Advisors and peer mentors.

ATTENDANCE

Good attendance is vital if your child is to make the best possible progress at Eckington School. If your child is absent from school for any reason, you should telephone on the first day to explain the problem and give a date when return to school is expected. If you know in advance that an absence is unavoidable, please inform the tutor at least the day before. Personal holidays should not be taken during term time – all absences resulting from personal holidays will be recorded as unauthorised and will most probably result in a fine.

To see the full attendance policy please visit www.eckington.net

PUNCTUALITY

We seek cooperation in ensuring that students are punctual for school. All pupils should arrive in time to commence morning and afternoon sessions promptly. Morning registration is taken at 8.40am – students

who arrive at their form room after this time will be marked 'late'. Punctuality is recorded on the school report and students who are regularly late can expect to be required to attend detention.

To see the full punctuality policy please visit www.eckington.net

TRANSPORT

A covered cycle rack is available for those students who wish to travel to school by bike. All bikes should be locked when left in the rack. Students are not permitted to ride bikes on the school premises. Parents are asked to satisfy themselves as to the roadworthiness of their child's bike and to stress to their child the need for great care when cycling to and from school. We strongly recommend that students' bikes are stamped by the local police as a deterrent against theft and that helmets are worn.

We ask for the cooperation of parents who bring children to school by car in seeing that we disturb as little as possible those people who live near the school. In the interests of safety, please do not park too close to the main gate and do not bring your vehicle into the school grounds when dropping off/picking up children at the start and end of the school day.

Those students who are entitled to a bus pass from Derbyshire County Council will receive this through the post during the summer holiday. This will detail the bus number and nearest pick up point to your home.

LUNCHTIME

The lunch break is from 12.35pm to 1.30pm. Students remain on the school premises and either have a school meal in the relevant hall or bring a packed lunch.

A wide range of healthy school meals are available to purchase – including sandwiches, hot meals and vegetarian options. Students wishing to purchase school meals must have credit on their Parent Pay account (this can be topped up online or via cheque – made payable to Edwards and Ward Ltd). Packed lunches can be eaten in the halls or outside the building – there are many benches available around the school site where students can sit and eat outdoors.

BREAKFAST AND BREAK TIMES

A breakfast service (toast, bacon butties, drinks etc) is available to students from all year groups in Foundation Year Hall every morning from 8.15 to 8.35am. Students wishing to purchase food/drinks must have credit on their Parent Pay account.

At break time, snacks and drinks are available to buy from Middle School Hall (Years 7 – 9) and Upper School Hall (Years 10 – 13). Students wishing to purchase food/drinks must have credit on their Parent Pay account. Please note that food and drinks purchased should not be taken out of the halls. We advise students not to purchase hot drinks immediately before the end of break as they will not have time to consume them.

MEDICAL PROVISION

We have a number of first aiders based in Pupil Reception and across the school premises, normally from 8.00am to 4pm. A School Nurse is also available at selected times during the week. In addition, a health education programme is undertaken with all students within the curriculum and pastoral organisation of the school.

HOME-SCHOOL AGREEMENT

Since September 1999 all schools have been required to have a home-school agreement in place signed by the child, parent and school. The agreement is published to you in September and you will be asked to read and sign it. The agreement may then be included in any discussions in future about your child.

REWARDS

Rewards for positive behaviour, attitude and progress are given much emphasis and are an important part of school life. Some examples of rewards that are used include verbal praise, certificates (e.g. for attendance, involvement in enrichment activities etc), praise phone calls and letters home, positive comments in planners and appearing on subject/pastoral achievement boards. Students also receive 'Behaviour for Learning' points to reward such things as positive attitude in lessons, good effort and progress. These are celebrated through assemblies each term and by tutors/teachers on a more regular basis.

SCHOOL RULES AND DISCIPLINE

We try not to produce a long list of rules and regulations, preferring that students behave in such a way that they:

- (a) show respect for themselves and their own property.
- (b) show respect for other people
- (c) show respect for the property of others (including the school buildings and equipment)

Further guidelines are published in the students' planner and on our website. Where students behave badly and disregard the school's rules it may be necessary for a punishment to be imposed. This may take the form of extra work, some service to the school community, or a detention. Some detentions will take place at the end of the school day. Students must serve this detention at the end of the school day. Parents will be given 24 hours notice if this is the case. Parental support in ensuring good behaviour and respect is, of course, vital. In more severe circumstances, students may be excluded from school as a result of their conduct. Fixed-term exclusions are often served in school from 11am until 4pm – students must make their own way to and from school accordingly.

CURRICULUM

Students at Eckington School follow a 'pathway' curriculum based upon their likelihood of achieving 5 or more GCSE's (including English and mathematics) at grades A*-C. This allows the school to

differentiate the curriculum to provide more support for students in key areas and enable as many students as possible to achieve their potential.

In years 7 and 8 students are divided into pathways 1 and 2; however, regardless of which pathway students are in they all study the following subjects: English, mathematics, science, design technology, ICT, PE, history, geography, a modern foreign language and performing and expressive arts. For those students who join us in year 7 with a particularly low level of attainment in English, we also run a Leap pathway to support these students in their studies; they follow almost the same courses as pathway 1 and 2 students but there is a much more obvious emphasis on literacy.

HOMEWORK

All students are expected to do homework. The homework set is varied including short homeworks, extended projects and coursework. It is expected that the amount of homework set will increase as students progress through the school. We ask for the cooperation of parents in seeing that homework is done in a reasonably quiet room. All students are issued with a planner at the start of the academic year in which they should record their homework. Parents are asked to sign the planner each week to indicate that they have seen the homework set. The students' tutor checks the diary regularly to see that the planner has been seen and signed by parents. The planner is also a useful means of communication between home and school – parents are invited to write brief notes in the planner for the tutor's or subject teacher's attention. Some information about homework tasks is available electronically on the school's learning platform.

ASSESSMENT AND REPORTING

Much of our assessment is delivered through regular Progress Tests, which are designed to help students reach the next level. Year 7 students will receive 5 Progress Tests per year in mathematics, English and science. They will also receive 3 Progress Tests per year in most of their subject areas. All the test scores and targets for improvement are listed in the Student Planner.

All students are set challenging target levels in each subject based on their KS2 SATs scores. Student work is assessed regularly and they are given feedback on how well they are doing and what they need to do to learn and progress.

Early in Autumn Term we shall brief parents in some detail on how we assess and report.

We report to parents three times during the course of the academic year. Two of these are called progress reports and these give you an overview of how well your child is performing in each subject studied and their attitude to learning in lessons. One of these reports is a detailed report giving you more specific information about how well your child is doing and what they need to do to improve. In the autumn term you will be invited to attend a Parent's Consultation Evening where you will have the opportunity to talk to your child's form tutor. In addition to this, each year group has an Academic Mentoring Day. We feel that this package of information keeps parents up to date throughout the year about their child's learning and progress. However, you can contact the school to arrange a meeting with appropriate staff (such as subject staff, form tutor, Leader of Student Development or Director of Learning) if the need arises.

SPECIAL EDUCATIONAL NEEDS

We aim to give every student full and easy access to a broad and balanced curriculum, and to ensure that all students are well integrated into the life and work of the school. In order to achieve this, the school makes special provision for those who are identified as being in need of such provision. We work closely with parents and outside agencies where appropriate. A developed and detailed policy statement is available on request to any parent. Parents with concerns in this area should contact the Assistant Headteacher for Inclusion (Miss N Turner).

ABLE AND TALENTED

All students are encouraged to make the most of their particular strengths and talents. In lessons, students can expect to be stretched and challenged in order to enrich and extend their learning. A wide range of extra-curricular activities are available including music groups and sporting clubs to enable students to develop and enjoy their talents.

PSHE/RE/COLLECTIVE WORSHIP

We contribute to the development of students' personal, social, health and enterprise education (PSHE) through a range of activities. PSHE issues, including sex education, are mainly covered in assemblies and pastoral lessons which are delivered by the form tutor on Tuesday mornings. There are also several collapsed timetable days throughout the year which enable different groups of students to study, amongst other things, PSHE and RE related issues.

Years 7 to 11 have assemblies twice each week. Assemblies are broadly Christian in outlook and provide opportunities for students to reflect on their actions and attitudes. The 'thought for the week' also enables form tutors to follow up key ideas from assemblies with their form group in morning registration and pastoral time.

EXTRA CURRICULAR ACTIVITIES

We are fortunate to have staff who are prepared to put much time and effort into organising activities outside of the curriculum. A wide variety of these extra-curricular activities takes place. Details are published through form tutors. In addition to the usual sporting competitions, there are a wide range of house sports events that give all students the opportunity of representing their form.

Extra-curricular activities are available to all students and the Information Centre is open most evenings until 4pm for any student who wishes to do homework in school or use the Information Centre facilities. We feel that it is important that every child should make an effort to take part in at least one extra-curricular activity.

PLEDGES

Look out for information in the autumn term about pledges – this initiative encourages students to broaden their experiences and achieve a series of 'pledges' throughout the year.

ECKINGTON VALUES

'Eckington values' promote the importance of good character in an Eckington student, not just academic performance. The three areas that we focus on are honesty, kindness and tolerance. Look out for the posters around school which tell you more about our values.

HOUSE SYSTEM

Our four houses are: Ennis-Hill, Farah, Hawking and Mandela. All form groups and their form tutor are allocated to a house. The house system enables students to make a positive contribution to school life through participating in a variety of house events throughout the year. As well as developing a purposeful sense of community, the house system provides students with opportunities for leadership and skill development. In addition to the house competitions, there are also opportunities for students to take part in charity work, voluntary work, student voice activities and peer support initiatives.

SENIOR TEAM

Headteacher:	Mr P Cummings
Deputy Headteachers:	Mrs A Burgess
Assistant Headteachers:	Mr C Horsfield Mr I Rowbotham
	Miss N Turner
Director of Administration & Finance:	Mrs S Swan

SCHOOL GOVERNING BODY

Mr M Freeston (Chair)	Mrs J Dakin (Vice Chair)
Mr G Abbott	
Mr P Cummings	
Mrs J Dakin	
Mr A Dye	
Ms A Jackson	
Mr N Mellon	
Dr G Oakes	
Mr S Thurlow	
Mr D Tipping	
Mrs J Vickers	