

Ken Stimpson Community School



AN A-Z GUIDE TO STARTING KEN STIMPSON COMMUNITY SCHOOL

An A-Z Year 7 Guide to starting Ken Stimpson Community School

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Absences and punctuality to school – Attendance and punctuality is so important to your child's education. Students are expected to be on school site by 8:35am, ready to be in lessons, sat down and ready to learn at 8:40am. Students arriving at the gate after 8:45am will be considered late to lessons. The school gate will be closed and your child's name will be taken by our attendance officer. A late detention will be applied the same day after school.

Students with a school attendance of 97% or above have been shown nationally to make the most progress. If your child is unwell and unable to attend school, please ensure that you ring the main school reception on 01733 765950. You should leave a message to let us know of the absence as early as possible. We do contact the parent/carer(s) of any child that is not present in morning registration and for whom we have not received notification of absence. If necessary, we may carry out a home visit.

Assemblies – Students will have a Year 7 themed assembly every week. Mrs Read will welcome you and you will sit in Tutor Groups. Successes of the week are shared, with rewards and certificates. Where possible, Parents/Carers are also invited to attend when Tutor Groups present their own assembly to the Year Group.

Attitude to learning – Also known as ATL, Attitude to Learning is a key measure we use at KSCS to monitor student engagement, effort, and participation in lessons. This feeds into rewards and activities available to students throughout the year. ATL is measured on a 6-point scale with Outstanding being the top-level students should aim for.

KSCS is a disruption free learning environment

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Attitude to Learning

6	Outstanding	<ul style="list-style-type: none"> a. Works off own initiative b. Never gives up c. Asks outstanding questions d. Is a highly innovative learner e. Highly motivated f. Reflects on learning and sets goals g. Often takes a lead, participates well and listens to others h. Engaged most of the time
5	Excellent	<ul style="list-style-type: none"> a. Usually works off own initiative b. Never gives up c. Asks excellent questions d. Is an innovative learner e. Well motivated f. Reflects on learning and seeks to improve g. Can take a lead and listen to others h. Engaged nearly all of the time
4	Good	<ul style="list-style-type: none"> a. Sometimes works off own initiative and listens to others b. Sometimes gives up c. Asks good questions d. Can be an innovative learner e. Motivated f. Sometimes reflects on learning g. Contributes ideas and listens well h. Engaged for the majority of the time
3	Improvement Required	<ul style="list-style-type: none"> a. Sometimes hard to listen/follow instructions b. Sometimes gives up c. Sometimes asks good questions d. Usually works hard but not regularly innovative e. Occasionally takes motivation f. Sometimes learns from mistakes g. Occasionally gives off task h. Engaged some of the time
2	Concern	<ul style="list-style-type: none"> a. Finds it hard to listen/follow instructions b. Gives up when tasks are challenging c. Is unwilling to take risks/be innovative d. Repeats mistakes e. Often off task f. Rarely engaged
1	Serious Concern	<ul style="list-style-type: none"> a. Shows little interest in learning b. Frequently gives up c. Never asks questions d. Never takes risks e. Unmotivated f. Frequently repeats mistakes g. Off task h. Shows no engagement

Rewards for effective learning

Bronze **Silver** **Gold**



Students who consistently meet classroom expectations are acknowledged through a range of rewards including: postcards home; phonecalls home; end of term awards; students of the month celebrations and recognition by the Senior Leadership team.

Consequences for disrupting learning

Warn



Teachers will give students a clear warning to remind them to refocus on their learning.

Move



Teachers will instruct students to move to a new seat to refocus their learning; this may be in this classroom or in another area of the faculty.

Remove



Teachers will direct students to the Exit Room where the behaviour team will give further instructions. Any removal from lesson results in a same day after school detention.

Behaviour rewards and structure – Mrs Read, your Head of Year, pops into lessons daily to check up on your learning and engagement. Students are constantly acknowledged for their excellent effort and focus. A consistent, firm and fair approach is our expectation and for students to be working at level 4 or above which constitutes a Good, Excellent or Outstanding attitude to learning.

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Bikes/Scooters – Students can cycle/scoot to school and are encouraged to wear a helmet for safety. Students are always encouraged to cycle safely to and from school with consideration to other road users and should avoid pathways. Students will be able to lock their bike in the bike racks provided at the front of the school. Students need to bring a lock to school and secure their bike.

Canteen - break and lunchtimes – Students have the opportunity to purchase food during break one at 10:35 – 11:00am and break two 1:15 – 1:45pm. In the first few weeks, Year 7 will be able to access the canteen and various food cabins slightly earlier than the rest of the school. This is for Year 7 to familiarise themselves with the queues, shorter breaks and using the pay points. The canteen is split into two halves, one for upper and one for lower school. Students can bring in a packed lunch should they wish to and can eat this in the canteen or outside at various picnic benches. The playground is also open for students to play football/basketball and other games if they wish to. There are designated areas just for Year 7, a picnic area, the football pitches and days just for Year 7 to play sport in the sports hall. To view the menu visit - <https://www.kscs.org.uk/information/policies/lunch-times>



Classmates – Joining Ken Stimpson Community School is a fantastic opportunity to make new friends. Please encourage your child to be supportive of classmates, some may be having difficulties/problems. Ignoring others or calling names can be very hurtful. We have zero tolerance on Bullying at Ken Stimpson and work as a team to ensure all students feel happy, safe and supported.



Communication – Once your child has started Ken Stimpson, their tutor is the first point of contact. Email is the best way to communicate with them, alternatively you may wish to call reception. Tutors or subject teachers will aim to return your email or phone call within 48 hours. If you want to arrange a meeting with your child's Tutor, Head of Year or Subject Teacher then please do not hesitate to call the school reception team on 01733 765950. Communication is so important to us here at Ken Stimpson and the Year 7 Team look forward to building an excellent rapport with you throughout this important milestone of your child's life.

ClassCharts – ClassCharts is our rewards, behaviour and homework system. Parents will be sent details of how to access this during the first term along with an introduction to how use it.

Dropping off and collecting by car – We recommend that all students travelling by car are dropped off and collected from the Main Car Park opposite Tesco to ensure their safety. Parents/carers and students should not use Foxcovert road for school access.

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E**quipment** – We have high expectations and standards that students will always have the correct equipment every day. This includes: pens, pencils, planner, ruler, rubber, sharpener, glue stick, compass, protractor and scientific calculator.



Extra-Curricular Engagement – Students will be encouraged to take part and join our Extra-Curricular Engagement Programme. This involves inter-house competitions, extra-curricular clubs, roles and leadership opportunities, Student Council and representing the school.

G**roupings** – Year 7 will be split into two halves, A and B. There will be a minimum of 3 classes in each half. These classes will also be your form group. This is to help with transition in September. During some subjects the groupings may change slightly for example in PE/Technology.

H**eads of Faculty** - Each Faculty area has a teacher who oversees that subject/s

Art and Design - Mrs Fowkes
Business - Mrs Bates
Design and Technology - Mr Satari
English - Mr Tingle
Humanities - Mrs Hackett
Maths - Mr Hussain
Modern Foreign Languages - Mrs Frith and Mrs Ferguson
Performing Arts (Dance, Drama, Music) - Mrs Purdy
PE - Mr Bradley
Science - Mr Delve
SEN - Mr Wilson



Heads of Year - Each year group has a Head of Year who oversees students well being, pastoral and academic care at school. Your Head of Year will be Mrs Read who will be supported by Mrs Purdy. Both will be available to help you through your Year 7 journey and will be around to welcome you on your first day at Ken Stimpson.

Our other Heads of Year are:

Year 8 - Mr Housley
Year 9 - Mrs Searle
Year 10 - Ms Sothmann
Year 11 - Mr Reed
Post 16 - Mr Abbott

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Home Learning – Year 7 will find that homework is set quite differently to Primary School as they will receive home learning from different subject teachers. At least one hour of home learning should be completed every night and all tasks set on ClassCharts should be completed on time.

Inter-House competitions – Students will notice that they have a coloured tie. This colour represents the House that they are in:

- Red - Aspire
- Yellow - Excellence
- Blue - Integrity
- Green - Success

Students will take part in a variety of activities throughout the year competing against the other Houses. It is important to encourage participation in these activities as they will contribute to the points system, develop a wide range of skills and build teamwork within their form/House.



Key Staff – There are a number of key members of staff you will get to know when you start at Ken Stimpson. The first of these will be your tutor. Keep an eye on our website over the coming weeks as they will be putting up messages for you.



Library - We know a lot of you love to read and this is the perfect place to escape and unwind. You will also be able to access the Library during some tutor times and lessons. You will be given an account in September.



Lockers – Students will be able to use a locker in school, a £5 deposit will be required and letters will be sent home by Mrs Read for you to apply.

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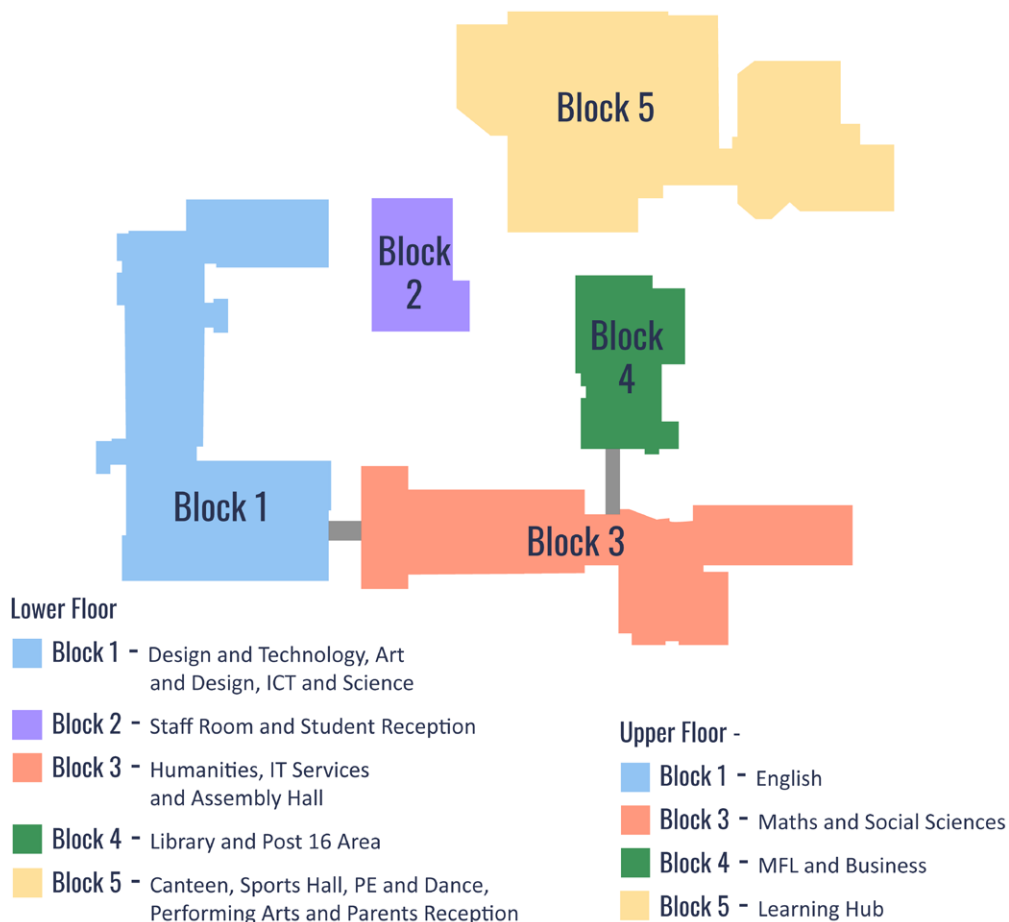
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Making new Friends – It might feel strange reading this but, the people you meet at Ken Stimpson might be your friends for a very long time. We know that building friendships can be easy for some of you but can also be very daunting for others. Do not worry, your form tutor will play some team building activities on your first day and you will make new friends in no time. We also feel joining a club can help you meet new people. We are a Community School which means we work as a team and we never leave anyone out.



Map of the School - A map of the school will be provided for you on your first day in September. We advise you to mark on there your tutor room and keep it safe. Year 7 found this very useful this year, not only to help themselves but to also help others.

Ken Stimpson School Map



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Mobile Phones and Earphones – Students are allowed to bring both items to school, but they should not be seen or heard. Phones should be switched off during the school day and both phones and earphones kept in their bags. Any misuse of these devices will result in a confiscation and the student will have to collect it at the end of the school day from reception. Should it be confiscated more than once the sanction increases. Parents can contact their child via Student Reception.



O **One-way System/Keeping Left** – In Blocks 1 (English and Science), 3 (Maths and Humanities) and 4 (Languages and Business) we operate a one-way system between lessons. This is to ensure that corridors are not overcrowded. Students will find that some corridors get busier than others at certain times of the day. By using the one-way system and keeping left it will ease congestion.

P **Parent Pay** – ParentPay is our online system for parents/carers to pay for trips/activities and also for adding money onto the dinner money system. You will be provided with a username and password by our IT Department, which will enable you to pay money into ParentPay. Once money has been added, you then have the option to choose where the money is allocated - <https://www.parentpay.com/>



Pastoral Structure and The Pastoral Base – Each year group is made up of 7-9 tutor groups. Each of these is lead by a Head of Year and a Leadership Link. Your Head of Year is Mrs Read and your Leadership Team Link is Mrs Purdy. Please visit <https://www.kscs.org.uk/information/key-contacts> where you will meet the Year Team for Year 7, including your tutor.



Parental Tours – Where possible, each term parents and carers are invited to join Mrs Read and Mrs Purdy on a tour of the school, visiting all Year 7 lessons to watch and join in with the learning that is taking place. *"I attended two tours this year, I thought it was a great experience for me to see my child in lessons, meet his teachers and also discuss any concerns with his Head of Year and the Principal." "I was particularly impressed with the class sizes, all students were engaged and confident when reading their work out loud."*

PE and Dance Kit – You will need your kit twice a week which will be on your timetable as PE and Dance. Your PE/Dance Teacher will let you know at the beginning of each half term what sport or dance topic you will be participating in (Football/Gym/Netball/Rugby/Contemporary Dance/Capoeira/Street Dance). Full kit is needed (please see uniform guide - <https://www.kscs.org.uk/information/policies/uniform-policy>). For any medical issues staff will require a medical note from your doctor. If you forget your kit you will be given a replacement for that lesson.



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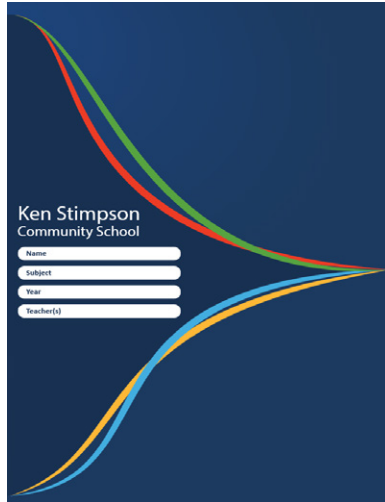


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Presentation – School Exercise Books will be given to you for each subject. These have the school presentation rules at the front of each book to help you layout your work consistently. Please always write as neatly as you can, using a black pen and underline titles/dates with a ruler.



Principal - P is also about the word privilege and it is certainly my honour and privilege to welcome you to the family of KSCS. I cannot wait to meet you all, to learn about your talents, and individual personalities. Most of all I get a real buzz in seeing you grow as young adults and become part of our wonderful school. This extends as you leave us at the end either five or up to seven years of study and go into the next phase of your adult life.

P is also for prepare: Make the most of all that comes your way, be prepared to commit to working hard to get things right, but equally be also prepared to trust and work with us when things do not go as planned. We are here for you in preparing you for your adult life as well as gaining qualifications.

Finally P is for politeness: We love students that can provide a smile and politeness. It costs nothing but makes us all feel so much better. As you, I and others travel around the school, please welcome everyone, provide respect to each other by showing politeness at all times; respect for everyone's diversity is key as we are all unique and are valued at KSCS.

Mr Erwin
Principal



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R - **Reading and literacy Scheme** – “Students who read for pleasure are likely to do better at school, as well as be more socially, culturally and emotionally prepared for life” (The Book Trust).

Reading and Literacy is high on the agenda for advancing student academic and emotional development. As such, every Year 7 tutor group is provided with a fictional book for each student to read at least three times a week. During tutor time the tutor reads aloud, allowing students to follow the text with discussion of vocabulary and interpretation of characters and plot happening along the way. There are four different titles which are rotated throughout the year. We will be aiming to enhance your literacy skills within subject lessons and in particular, further develop both written and oracy skills.

“Literacy is the door to knowledge, essential to individual self-esteem and empowerment”.



Ready to learn – We expect students to walk calmly around the campus, be prompt arriving to lessons and wait quietly outside the classroom to be met by their subject teacher/ tutor. No eating is permitted inside the school, only the canteen or designated outdoor areas. Students need to arrive ready to learn and once seated should have pencil cases out, coats on their chairs and bags under their desk.

Reception – We have a school reception which has two entrances, in block two you will find Student Reception where students can access reception at break and lunchtimes if they need any help, return forms or need to speak to a member of staff. Parents reception is in block 5 at the entrance to the school. All parents are asked to report to reception if they need to speak to a member of staff or report anything regarding their child.

Rewards Scheme – Teachers, tutors and support staff will regularly issue rewards and acknowledgment to students for many different things. Students can work towards their Bronze, Silver and Gold certificates which will be presented in assembly at the end of each term. Celebration events will also take place throughout the year. Student of the week, month and rewards afternoons are just a few things to work towards and look forward to. Parents/Carers will be able to monitor the rewards ClassCharts.



Rucksacks – We ask that all students use a rucksack for school (if needed). This should have two arm straps and be big enough to carry all equipment, including their PE/Dance kit when needed. Please label all belongings as we do tend to have lots of lost property unnamed and not claimed.

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School Day - students are welcome to start arriving from 8:00am for free breakfast, however they must make sure they're on site by 8:40am. School finishes at 3:15pm from which after school extra curricular activities will run until 4:15pm.



Unit	Timing
Lesson 1	08:40-09:40
Lesson 2	09:40-10:35
Break 1 & Reading	10:35-11:25 25 min: Reading and Oracy 25 min: Social Break and Food Provision
Lesson 3	11:25-12:00
Lesson 4	12:20-13:15
Break 2 & Pastoral	13:15-14:15 30 min: Pastoral Care & Social Break/30 min: Social Break & Pastoral Care
Lesson 5	14:15-15:15
Lesson 6	Extra Curricular Activities

School Trips - When possible, you will have the opportunity to attend various trips and workshops in Year 7. These may include trips to Harry Potter World, Bounce, a 3 Day Residential, Football stadiums and many more. School trips are an excellent way to meet new friends, learn new experiences and a memory you will cherish of school life at Ken Stimpson.



Settling in – After speaking to your Year 6 teachers we can see that some of you are extremely excited to start secondary school, however we also know that others, especially those of you who have come from smaller primary schools, may find it a challenge and are feeling nervous. We completely understand this and you are not alone. Usually, after the first day, Year 7 leave the school site smiling and feeling much more confident. If you have any concerns before starting please contact the Year 7 team on welcome@kscs.org.uk and then from September your tutor in the first instance. We will support however possible to help you settle quickly and smoothly.

Timetable – Your timetable will consist of 5 lessons a day, including a variety of subjects: English, Maths, Science, Geography, History, Music, Drama, PE/Dance, Art, Technology, Food, French, Italian and IT. You will receive your timetable on your first induction day in September. In the first few weeks there will be lots of help available to guide you to your lessons.



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Tutors and Tutor Time – You will have a tutor who you will see daily for 25-30 minutes. Your tutor is someone you can talk to and find out any information you need about school. They will be able to support you during your time at Ken Stimpson Community School. During tutor time the following activities take place:

- Registration
- Two guided reading sessions
- Rewards
- Daily News shared
- Weekly Quiz
- Inter-form competitions
- Equipment checks
- Newsround
- Themed Year Group Assemblies.



Uniform – Our Uniform is available to buy from Chroma Sport - <https://www.chromasport.co.uk/shop/ken-stimpson>

We expect students to come to school wearing the following Uniform:

- Blazer with school badge
- White Shirt
- Tie (According to their house colour)
- Black Trousers
- Black Knee Length Skirt
- Black Shoes
- Dark Coat



For our PE/Dance Kit we expect students to wear:

- Black T-Shirt with School Logo
- Black Shorts
- Black Socks
- Trainers



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X **Xbox/PlayStation and Mobile Devices** – We encourage parents to restrict and closely monitor the use of any computer or mobile device. There are guidelines to suggest children should have no more than two hours of screen time per day. It is also suggested that this can start to impact on academic progress. There are many apps that parents can use to monitor what their child is using on their devices. One recommended by current Year 7 parents is Qustodio but there are many others. For more advice please visit our E-Safety page - <https://www.kscs.org.uk/information/e-safety>



W **Walking to School** – Lots of students walk to school, usually with a friend. There are a few Apps your parents/carers can download which will allow them to track where you are, such as 'Find my Friends'. Parents have found this useful when picking their child up from school trips.

Wellbeing – The Wellbeing team at Ken Stimpson Community School was established to raise awareness of mental health and well-being. Our Wellbeing Mentors Mrs Brackenbury, Mrs Nickerson, Mr Newton and Mrs Gregg along with our Ambassadors work together in signposting and highlighting where students can access support, strategies and services which can help them.



We look forward to seeing you in September!



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