

NAME

FORM GROUP

GROUP

GRAHAM SCHOOL



Graham School
Woodlands Drive
Scarborough
North Yorkshire
YO12 6QW

Telephone: 01723 366451
Email: hello@gra.hlt.academy
Website: www.grahamschool.org
FaceBook: [@GrahamSchoolOfficial](https://www.facebook.com/GrahamSchoolOfficial)
Twitter: [@GrahamSchool](https://twitter.com/GrahamSchool)

Principal: Ms Emma Robins

Hope Learning
Trust, York

Y6 TRANSITION GUIDE 2021-2022

Essential information to help students and parents during the transition to secondary school



Essential information to help students and parents during the transition to secondary school



KEY DATES

2021

9 July Transition Day

NEW TERM

6 September Staff training day – school closed

7 September School opens for students

14 October Year 7 Settling-in Evening

2022

4 January Staff training day – school closed

1 March Staff training day – school closed

7 July Year 7 Parents' Evening

YOUR TRANSITION GUIDE

- 3 Contents
- 4 Welcome
- 5 Key staff
- 6 Your first day
- 7 School uniform
- 8 School day
- 9 Y7 curriculum
- 10 Behaviour and rewards
- 12 Getting to school
- 13 ParentPay
- 14 Extracurricular activities
- 16 Frequently Asked Questions
- 18 Transition checklist
- 18 Notes



Grow, learn and achieve together



Emma Robins
Principal,
Graham School

Welcome to Graham School! We are delighted that your child will be joining us in Year 7 next year. We are very much looking forward to working with you in the coming months to ensure a smooth transition to secondary school and a confident start for everyone in September 2021. I hope that your child will be happy here and that they will enjoy the experience of learning with us. This will include opportunities to grow as an individual as well as reaching their academic potential. Through our school values of 'Honesty, Empathy, Aspiration, Resilience and Teamwork' we believe we can support every child to be successful and

to achieve their aspirations, whatever their starting point. There are many reasons why schools are regarded as successful, but one of the main elements is effective collaboration and communication between home and school. We will always make ourselves available to discuss the education and personal development of your child and respond promptly to parental communication. Our half-termly newsletter 'The Graham Gazette' will keep you up to date with events in school alongside regular letters and information on our school website. As a school community, we promise to do everything possible to help your child make the most of their individual gifts and talents. In the coming weeks, we will be working closely with you, your children and their primary schools to make sure the move to Graham School is positive. This

booklet will give you lots of useful information about our proposed transition. We are aiming to invite all students to visit the school before the end of this term, as long as national guidance allows. If this is not permitted, we will still ensure everyone has all the information they need, including the opportunity to ask questions. We are also hoping to offer students the chance to attend a summer school at the start of the summer holidays. Graham School is part of the Hope Learning Trust. We are very pleased to be part of this collaboration, which offers great opportunities to students and staff. We are proud of the experiences we offer to our students beyond the classroom. This includes visits to school from external partners offering enrichment activities, visits to local universities and colleges, guest speakers as well as opportunities to participate in other trips in this country and abroad. We enjoy celebrating achievements and look forward to your child joining us and growing with us. We want them to have every opportunity to reach their potential and to flourish and thrive as young people. This is the start of an exciting journey for you and your child, which we will enjoy together!

Welcome from the Head of Year 7

I am Mr Hutchinson and along with a team of Year 7 form tutors and Miss Hatton, the Behaviour Support Officer, we will do our utmost to ensure your child is happy, settled and confident. Our aim is that every child enjoys their first and all future years here at Graham School and will be able to look forward with optimism for the future that awaits them. This is not only an exciting time, but also a 'fresh start'; an opportunity to create a positive lasting impression, to embark on new adventures and to become a successful, caring and respected individual within our community. From the very first moments in Graham School, form tutors will help your child feel secure and make friends within their tutor group and across the year. They will encourage your child to take advantage of the many clubs, activities and social events over the course of the year, whilst maintaining our Positive Discipline (PD) system and encouraging our students to become more independent and well-rounded. As a pastoral team, we will be there to guide your child and solve any problems they may encounter. This is a really important time in your child's life and we will strive to ensure it is positive and memorable. Should you have any questions regarding transition please don't hesitate to email me at t.hutchinson@gra.hlt.academy

Key staff

As a parent, you may need to contact school either before your child starts with us or when they move in to Year 7. Here are the school contact details as well as the names of key staff who you may need to contact in future.

Main school contact details – Reception:
Tel: 01723 366451 Email: hello@gra.hlt.academy

- | | |
|--|--|
| Principal
Miss E Robins | Vice Principal – Behaviour and Attitudes
Mr A Wilson |
| Transition Lead
Mr G Peattie | Head of Year 7
Mr T Hutchinson |
| SEND Lead
Mrs K Atkinson | Behaviour Support Officer Year 7
Miss J Hatton |
| Pastoral Support Officer
Miss S Swan | |

STUDENT COUNCIL 2020-21

We are proud of our School Council at Graham School. Every year group is represented and we have lead students elected from each year group and where possible each tutor group. As Year 7 students you will be invited to get involved by sharing your ideas and suggestions; you could apply to become a lead student or even become an anti-bullying ambassador. The role of the School Council is to listen to the student body and to promote ideas from students, as such everyone who is a lead student is then invited to join a committee to focus on an area of the school such as; Curriculum, Teaching and Learning, Behaviour and Wellbeing and Community, Charity and the Environment. Last year we invited our local MP, Robert Goodwill, to visit us and asked him lots of questions about life for young people in Scarborough. This year we have focused on raising money for local charities including the Rainbow Centre, as well as raising over £400 for Save the Children. Year 7 students, as part of their Young Leader Award, also organised 'Christmas Parcels' for vulnerable adults in the local community.

BELOW:
The 2020-21
Graham School
Student Council



We look forward to you getting involved in the School Council when you come to Graham School!



Transition Day

**TRANSITION DAY
9 JULY 2021**

We are planning to offer a Transition Day to all students on 9 July 2021. This will be dependent on any announcements made by the Government on 21 June 2021 regarding the easing of restrictions. We will keep you posted on whether this day will go ahead at the end of June 2021.

Current lead students will

be your personal assistants for the whole day, so you won't need to worry about anything! If however you do have something that you'd like to know about Transition Day, do not hesitate to get in touch with Mr Peattie by email: g.peattie@gra.hlt.academy or by contacting school directly T: 01723 366451.

Time	Activity
8:20am – 8:35am	Arrival. Staff will welcome you at the student entrance and direct you to the main hall.
8:40am – 9:10am	Welcome assembly, including meet the student leads for the day. Go to your form room with your tutor.
9:10am – 10:10am	Lesson 1
10:10am – 10:40am	Lesson 2 (30 mins)
10:40am – 10:55am	Break time – Year 6 only
10:55am – 11:25am	Lesson 2 continued (30 mins)
11:25am – 12:25pm	Lesson 3
12:25pm – 12:55pm	Lesson 4 (30 mins)
12:55pm – 1:25pm	Lunch – Year 6 only
1:25pm – 1:55pm	Lesson 4 continued (30 mins)
1:55pm – 2:45pm	Lesson 5 (shortened lesson)

Students can leave the school site at 2:45pm to walk home or be collected by parents. Students who require the school bus service will wait in the main hall supervised by staff until 2:55pm.

WHAT DO YOU NEED TO BRING?

- A school bag and writing equipment
- At lunch you can either bring your own packed lunch or you can have a delicious sandwich/bagette or hot meal from our kitchen. **We will provide lunch free of charge to all students on transition day.**
- A positive attitude and a big smile!



Transition experience

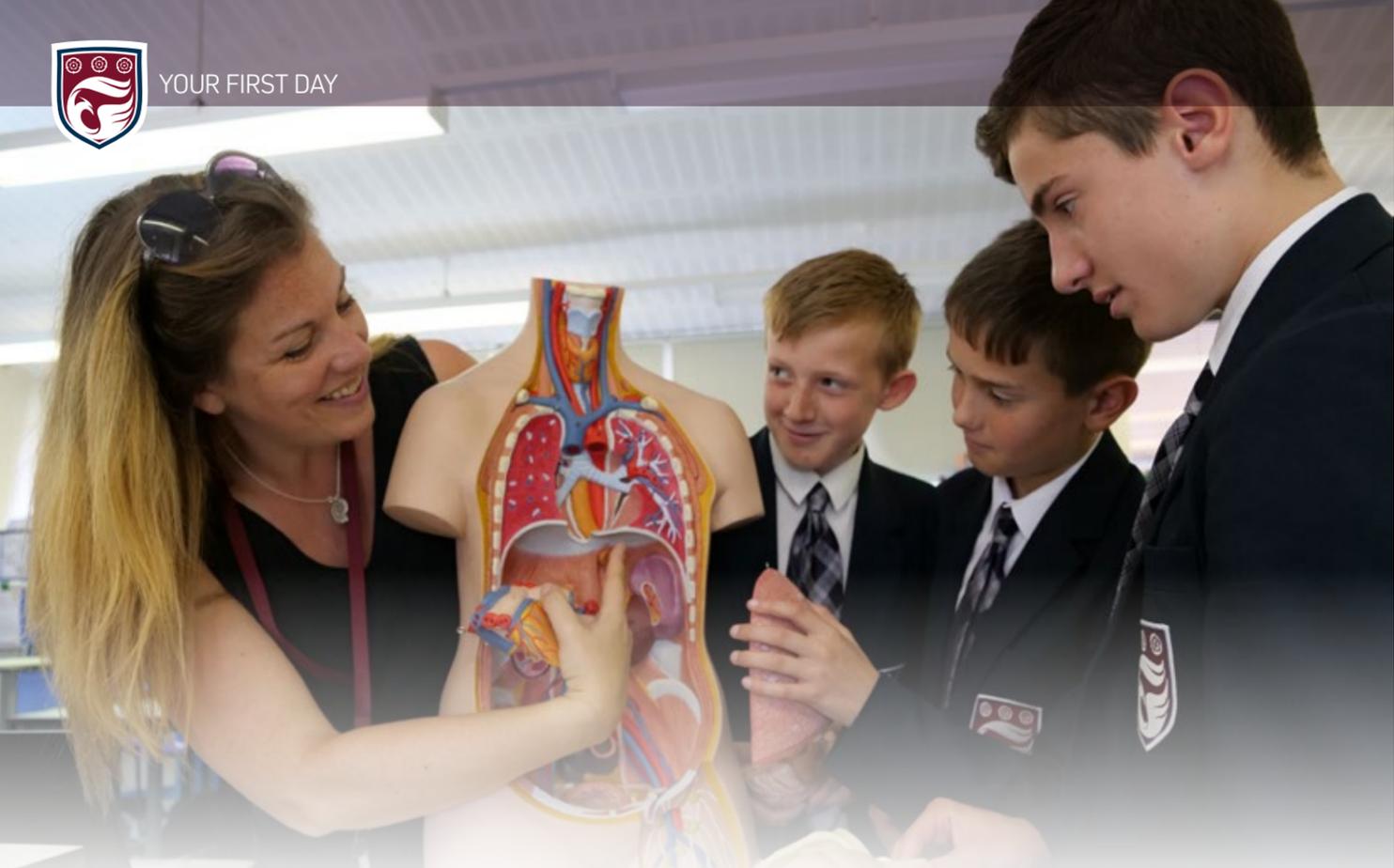
TRANSITION EXPERIENCE 9 JULY 2021

This is an opportunity for your child to experience what it is truly like to be a Graham School student. On Friday 9 July students are asked to arrive for an 8.40am start, where, if Covid restrictions allow, they will meet in the main hall for an assembly with a senior member of staff/Principal.

The day will mirror the timetable of a Year 7 student to give the students the experience of moving from one room to another. Students will experience interesting and engaging structured learning activities taught by teachers who are experts in their subject area. Students will finish at 2.45pm. Please see the example timetable below. Break and lunch will be for Year 6 only.



	8.40 to 9.10	9.10 to 10.10	10.10 to 10.40	10.40 to 10.55	10.55 to 11.25	11.25 to 12.25	12.25 to 12.55	12.55 to 1.25	1.25 to 1.55	1.55 to 2.45
A	Meet in the hall for assembly	Art	Science	Break	Science	ICT	English	Lunch	English	Form Activities
B	Meet in the hall for assembly	Dance	Art	Break	Art	French	English	Lunch	English	Form Activities
C	Meet in the hall for assembly	Drama	Technology	Break	Technology	Geography	English	Lunch	English	Form Activities
D	Meet in the hall for assembly	Technology	Geography	Break	Geography	History	English	Lunch	English	Form Activities



A fresh start

GETTING READY FOR SEPTEMBER 2021

The first day at secondary school can be quite daunting and it is important that your child is fully prepared and equipped to ensure the day goes as smoothly as possible. Use the handy checklist on this page to help make sure that your child is organised and ready for what the day has in store!

BREAKFAST

We all know that breakfast is the most important meal of the day. Even if your child feels nervous, try to encourage them to eat something, as it's a long time until lunch!

UNIFORM

Take the time to check that your child's uniform is correct. A comprehensive list of the uniform and uniform suppliers can be found on page 11.

BACKPACK/BAG

A sensible bag is vitally important for school. It should be very strong and durable (and waterproof if possible). There will be lots of things for your son or daughter to carry and you should check that your chosen bag has enough room for several books.

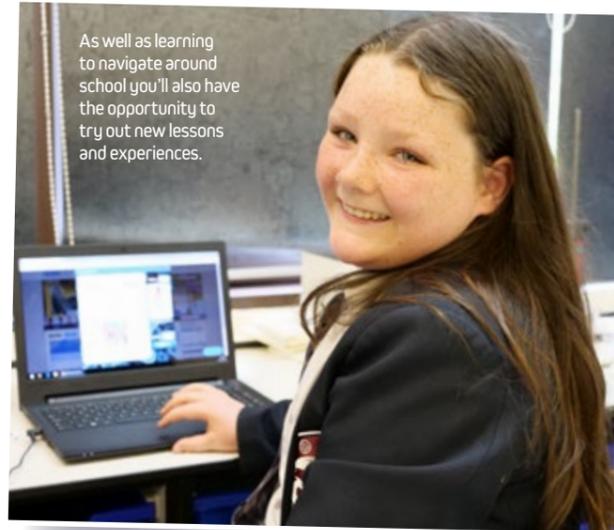
LUNCH/CASHLESS SYSTEM

If your son or daughter will be eating in the school canteen, please ensure that they have enough funds on their ParentPay account.

If a packed lunch is being provided from home, remember to check that your child takes it to school. ParentPay log in details will be emailed to families.

READING BOOK

Reading is a priority for all subjects. Please bring a reading book every day.



As well as learning to navigate around school you'll also have the opportunity to try out new lessons and experiences.

ARE YOU CHECKED FOR SUCCESS?

- Backpack / bag
- Two black pens
- Pencil
- Pencil sharpener
- Ruler
- Rubber
- Highlighter / coloured pencils
- Scientific calculator
- Reading book
- Packed lunch / cashless system

YOUR SCHOOL UNIFORM CHECKLIST

SCHOOL UNIFORM

- Plain white shirt with collar that can be buttoned with a tie – navy tie for KS3 – burgundy for KS4. The only exception is for girls who wish to wear the school kilt who may then wear an open-necked plain white blouse.
- Navy Graham School blazer
- Grey/Charcoal tailored trousers (denim/cord material is not acceptable or skinny style). The trouser should be able to fit over the shoes and must not have external pockets, zips or decoration.
- Girls may wear the Graham School kilt as an alternative to trousers.
- Slipover with the school crest: KS3/burgundy, KS4/navy.
- Socks must be black, white or grey only. Tights must be black.
- Plain black leather (look flat shoes (trainers/canvas/branded are not permitted).

PE KIT

- All PE kit is sold from Rumours and has school logos. Only PE kit bought from Rumours is permitted.

ADDITIONAL INFORMATION

- Hair must be of a natural colour and style.
- Make-up, if worn, should not be noticeable.
- Coloured nail polish, acrylic nails, gel nails, and other forms of false nail are not permitted.
- Jewellery is restricted to one pair of stud earrings. No other forms of jewellery are allowed.
- Hoodies are not permitted in school.
- Mobile phone use is not allowed in school. If mobile phones are brought in by a student, they should be switched off and kept in the student's bag at all times. Any mobile phone seen will be confiscated by a member of staff.



Wear your uniform with pride

It is essential that we ensure that all students adhere to the uniform standards set by Graham School. They will be checked every morning.

We would like to remind parents/carers of our uniform standards prior to you purchasing uniform.

We are proud of our uniform which helps to create a purposeful atmosphere. We expect all students to wear the correct uniform at all times. We encourage students to take responsibility for ensuring they come to school dressed in a tidy and neat manner.

BUYING YOUR UNIFORM

Our uniform providers are Rumours. They are located at 17 Victoria Road, Scarborough, YO11 1SB. All branded uniform – both day wear and PE kit, can be purchased in their shop. Their telephone number is: 01723 501989.



School day for KS3 students



UNABLE TO ATTEND

If your child is unwell or unable to attend school for any reason, please telephone 01723 366451 by 8.40am.

HOLIDAYS

Holidays will not be authorised during term-time unless there are exceptional circumstances.

TERM DATES

- Autumn Term 1 (2021)
7 September – 22 October
- Autumn Term 2 (2021)
1 November – 17 December
- Spring Term 1 (2022)
5 January – 18 February
- Spring Term 2 (2022)
28 February – 8 April
- Summer Term 1 (2022)
25 April – 27 May
(*May Day: Monday 2 May*)
- Summer Term 2 (2022)
6 June – 22 July

STAFF TRAINING DAYS

- 6 September 2021
- 4 January 2022
- 1 March 2022
- 25 + 26 July 2022



Activity	Time
Registration	8:40am – 9:10am
Period 1	9:10am – 10:10am
Period 2 (inc 15-min break)	10:10am – 11:25am
Period 3	11:25am – 12:25pm
Period 4 (inc 30-min lunch)	12:25pm – 1:55pm
Period 5	1:55pm – 2:55pm

What will I be studying?

Each week is broken down into 25 periods of study (lessons). The table on the right tells you which subjects you will be learning, how many hours a week you will have and how the groups are set up.

HOMEWORK

Your child will receive homework on a regular basis. Class teachers will clearly set homework during lessons and ask pupils to record the details in their planner, including the date it is due in. Homework tasks can vary hugely, however the expectation is that a 'standard' piece of homework in Year 7 should take between 20-30 minutes. If you find that on a regular basis your child is taking longer or shorter amounts of time to complete homework please make contact with their form tutor.

Organisation is crucial with homework. We recommend that students complete homework as soon after it is set as possible whilst

knowledge and understanding is still current in their mind.

Pupils must develop effective use of their planner to help with the organisation of homework. Each week, parents are expected to sign their child's planner. This is an opportunity for you to check that your child is receiving and completing homework. When your child is doing homework, please try to ensure that they have somewhere to work, which is away from distractions or potential interruptions.

Subjects that have only one hour per week will set homework fortnightly. Subjects that have more than one hour per week will set homework weekly. Staff will endeavour to set homework on the same lesson each week, thereby encouraging pupils to develop a regular routine for completing the homework.

Detentions will be given to pupils who do not complete homework on time without a valid reason.

Subject	Periods per week	Grouping
English	4	Set by KS2 data
Maths	3	Set by KS2 data
Science	3	Set by KS2 data
Geography	2	Mixed ability
History	2	Mixed ability
French	2	Set (same as English groups)
PE	2	Mixed groups
Personal, Social & Health Education (PSHE)/Religious Education	1	Mixed ability
Design Technology	1	Mixed ability
Food/Textiles	1	Mixed ability
Computing	1	Set (same as Maths groups)
Art	1	Set (same as Science groups)
Drama/Dance	1	Mixed ability
Music	1	Mixed ability



Setting the standard

THE 'POSITIVE DISCIPLINE' BEHAVIOUR POLICY

Our School believes in the development of each individual and is committed to providing the best opportunities for all in an atmosphere of mutual respect.

We seek to provide an environment in which effective teaching and learning can occur, where the qualities of trust, honesty, fairness, tolerance, compassion, respect for self, others and property are valued and pursued.

The school's behaviour policy is built upon the 'Positive

Discipline' model, and seeks to provide a clear framework of what is acceptable in terms of behaviour, attitude to learning, and conduct.

Students are introduced to 'Positive Discipline' upon transition to Graham School. They then keep track of their PD codes and rewards through sessions with their form tutor which allows them to refresh their understanding of the policy, and review their positive and negative behaviour choices with their tutor, Head of Year and SLT-link.

When they are at Graham School, students are expected to meet our **T.R.U.S.T.** standards:

- T**ry your best
- R**espect others, always;
- U**niform matters: wear it correctly and with pride.
- S**tay safe: behave calmly and sensibly at all times.
- T**ime is important: be in the right place at the right time!

Once school is closed, there should be no student on-site without staff permission.

'POSITIVE DISCIPLINE' COMMENTS

A 'Positive Discipline' comment will be issued by staff when a student fails to meet one of the school expectations. These codes are listed below:

- B** Behaviour
- A/S** Around-School
- P** Lack of Progress/Passivity
- E** Equipment and Organisation
- L** Late
- U** Uniform
- H** Homework

THE PROCESS

The flow diagram on the right shows the stages involved in the sanctioning of unacceptable behaviour in lessons.

DETENTIONS

Three comments in a lesson will result in the student being removed to another teacher. This will automatically result in an after-school detention. Detentions are for 30 minutes and are held in the school hall.

If a student fails to attend a 30-minute detention they will be referred to the next sanction which may be for a Principal's detention for 1.5 hours on a Friday. Failure to attend the Principal's detention will result in the student completing a day in seclusion.

All detentions will be written in the student's planner to inform parents 24 hours in advance. For more details, our behaviour policy can be accessed through our school website.

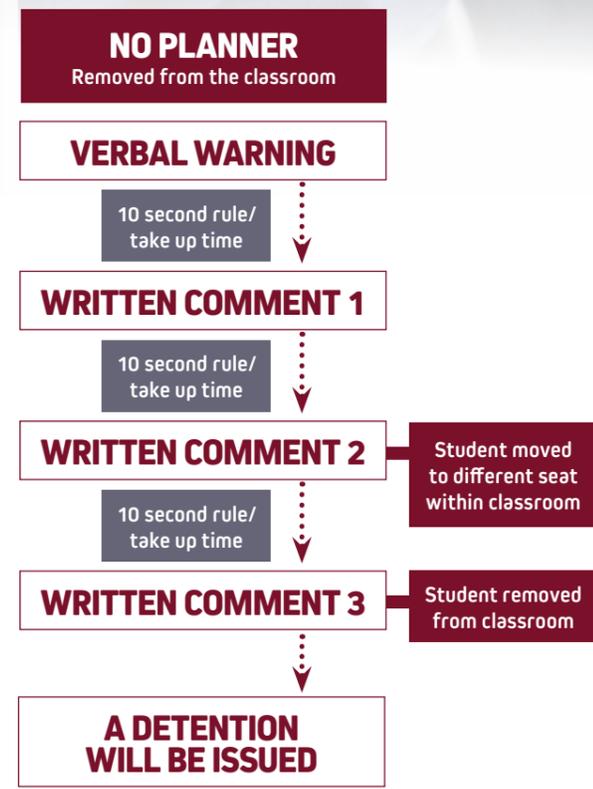
REWARDS

Student achievement is celebrated through rewards assemblies every term. During this attendance, achievement and reward points are collated for each student, tutor group and year team, from which successes are rewarded. The system is designed in order to not only embed a sense of achievement for each individual student, but also a sense of belonging and collective responsibility as part of both a tutor group and year team.

All members of staff have a reward stamp and they are encouraged to reward good progress, active engagement in lesson and meeting both the classroom and around-school expectations of Graham School.

Students will be given clear guidance on how they can achieve reward points and how the system works:

- Reward points are given for a variety of reasons including arriving on time; being fully equipped; having excellent attendance; being in correct uniform; producing good work; demonstrating positive behaviour; and helping others.
- During the weekly Positive Discipline lesson, the reward points are collated and entered into the school database.
- Students are able to trade in their points throughout the year for smaller rewards, or save them up for more expensive rewards such as vouchers to Alpmare Water Park.





GRAHAM SCHOOL

Getting to school

Students are representing the school on their journey to and from school, and therefore we expect them to:

- Treat all people and property in our community with the respect that they deserve.
- Wear their uniform appropriately.
- Behave in a sensible and responsible manner.
- Be on time to school in the morning.
- Dismount their bikes and walk them through the school gates.

At all times on the journey to and from school students in uniform are representatives of the school. As such, any misdemeanours reported to

school from the public will be treated as if the child were in school. To make cycling to and from school a positive experience for everybody concerned, we expect our students to:

- Ride sensibly and safely and to follow the Highway Code.
- Check that their bicycle is roadworthy and regularly maintained
- Behave in a manner which shows them and the school in the best possible light and to consider the needs of others when cycling.
- Wear a cycle helmet.
- Ensure they can be seen by other road users, by using lights and wearing high-visibility clothing, as appropriate.

PUNCTUALITY

- Students are expected to be in school and in their form room by 8.40am
- Latecomers will receive a written comment in their planner and will be monitored.
- All students should enter school through their respective student entrance.
- Students will leave school through their student entrance at 2.55pm.

How to make payments

HOW TO MAKE PAYMENTS

As a school we have embraced ParentPay, a secure online cashless system, so students will not be required to bring cash to school at all. This decision has been made to avoid students losing money between home and school, reduce the risk of bullying and put all students on a level platform.

WAYS TO PAY

ParentPay is an online payment system for schools. It allows parents to pay quickly and securely for school meals, trips and activities, uniforms, music lessons and fees.

You simply top-up your ParentPay account online by debit or credit card. Payment by standing order and faster payments will be available soon. Your ParentPay balance can be used immediately to pay for any of your children's items at any school using ParentPay.

WHAT ARE THE BENEFITS TO PARENTS AND PUPILS?

ParentPay is easy to use and will offer you the freedom to make

online payments whenever and wherever you like – 24 hours a day, 7 days per week.

- The technology used is of the highest internet security available ensuring that your money will reach school safely – offering you peace of mind.
- Payments can be made by credit/debit card.
- Full payment histories and statements are available securely online at any time.
- Your children won't have to worry about losing money at school.
- Parents can choose to be alerted when their balances are low via email and/or SMS text.
- It is safer for students.

WHAT HAPPENS IF I DON'T HAVE ACCESS TO THE INTERNET?

You can pay by cash or cheque using our in-school facilities.

WHAT ARE THE BENEFITS TO OUR SCHOOL?

You can help us reduce workloads for all staff, creating more time to lend to educational support and the smooth running of the school. Using ParentPay ensures

that all financial transactions are safe and secure – helping us to remove costs associated with us having to manage cash securely on the school premises.

How to get started with ParentPay...



We will send you your account activation username and password, once you receive these:

- Visit www.parentpay.com
- Enter your activation username and password in the Account Login section of the homepage. NB: These are for one-time use only, you will choose your own username and password for future access during the activation process.
- Provide all the necessary information and choose your new username and password for your account – registering your email address will enable us to send you receipts and reminders.

Once activation is complete you can go to straight to Items for payment, select which item(s) you want to add to your basket and proceed to complete your payment.

PLEASE NOTE: WE CANNOT ACCEPT CASH OR CHEQUE PAYMENTS WITHIN SCHOOL.



Give your education an extra boost!



At Graham School we are proud to be able to offer a whole range of extra-curricular opportunities, both in and out of school time. These range from small clubs at lunch time to fantastic trips to other countries and even continents! Below are just some of the different opportunities on offer:

DUKE OF EDINBURGH AWARD

Here at Graham School, the Duke of Edinburgh Award is offered to students at all levels. Over the past few years, many students have thrived whilst

completing the award and developed a host of individual and social skills in a countryside setting. This is a must for anyone who loves being outdoors!

PHYSICAL EDUCATION

The PE department runs after-school clubs covering a host of different sports including football, netball, gymnastics, rugby, athletics and rounders. We enter teams for boys and girls across all year groups into competitions, giving students the chance to represent their school in local, district and national competitions.

DRAMA

The school has put on some wonderful productions over the years, as well as a host of smaller shows throughout the year. All budding actors and actresses should get involved in everything drama!

MUSIC

Whether you play an instrument, are a singer or just want to get involved, everyone is always welcome at the music clubs. As with drama, the clubs are a chance to practise before performing in the bigger productions that everyone looks forward to!

STUDENT COUNCIL

The voice of our students is taken seriously here at Graham School and as such, we have a strong Student Council. These meetings take place regularly and feed into a Whole School Council and cover a wide range of issues, both in and out of school.

TRIPS

There are lots of chances to go on a range of trips at Graham School. We offer visits abroad, numerous university trips, careers orientated workshops, sessions linked to



wider curriculum areas, STEM activities, short residentials to include outdoor pursuits. This is just a taste of some of the things you will be able to enjoy in the coming years at Graham School. We hope to get all of these opportunities back up and running from September 2021.



Any questions?

SUPPORTING STUDENTS

WHERE SHOULD MY CHILD GO ON THE FIRST DAY?

On the first transition day and the first day in September 2021 all students should go straight to the main hall at which point they will be escorted to their new form groups. Staff will be at the entrance to guide students in the right direction.

WHAT EQUIPMENT WILL MY CHILD NEED?

To make learning as accessible as possible all students should be equipped with a strong suitable school bag (not handbag style), black or blue ink pen, a green pen, pencils and rubber, ruler and a calculator. If a scientific calculator can be purchased this would be more appropriate. All of the above can be purchased from any high street stationery shop.

WHAT HAPPENS IF MY CHILD GETS LOST BETWEEN LESSONS?

We fully appreciate that moving around a large unfamiliar site has its difficulties. There will be staff and students available during lesson changeovers to help direct students who feel that they are lost.

All Year 7 students will have a site map to help with movement. It takes about two weeks for everyone to find their way around confidently. Staff will be very understanding during this period if a Year 7 arrives late to a lesson.

DOES GRAHAM SCHOOL PROVIDE LOCKERS?

Unfortunately, we simply do not have any space to provide lockers for all students. There are a very limited number of lockers that are prioritised for some of our more vulnerable students.

MY CHILD IS VERY NERVOUS ABOUT THE MOVE TO SECONDARY SCHOOL. CAN I VISIT WITH THEM BEFORE TRANSITION DAY?

We do have enhanced transition for vulnerable students that are arranged through our Learning Support Team and the Primary Schools.

If your child requires a visit to settle any nerves or anxieties we would be very happy to support you in this. To arrange such a visit please contact Graham School on 01723 366451 and ask to speak with Mr G Peattie, Assistant Vice Principal or Mr T Hutchinson, Head of Year 7 or alternatively you can find their email addresses within this booklet.

WHO SHOULD MY CHILD SEE IF THEY HAVE AN ISSUE?

We make every effort to ensure that any issues are dealt with promptly. Every student has a form tutor, a pastoral support officer and a Head of Year.

The form tutor should be consulted in the first instance however if they are unavailable at the time then the student should visit the year office and speak with the pastoral support officer.

Dependent on the issue raised, the Head of Year may become involved to support the student and contact will be made home if felt appropriate.

CAN MY CHILD BRING THEIR MOBILE PHONE TO SCHOOL?

The majority of our students own a mobile phone and we are aware that students bring them to school.

Mobiles are not to be used within the school grounds and will be confiscated on sight, locked in an office and returned at the end of the day. The misuse of mobile phones is dealt with very seriously.

WILL MY CHILD GET BULLIED AT SECONDARY SCHOOL?

Every effort is made to ensure that every child attending Graham School has a positive experience. The school has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour. Where isolated incidents of bullying occur they are dealt with swiftly and in line with the Graham School anti-bullying policy which can be found on the school website.

MY CHILD PREFERS TO STAY INSIDE DURING BREAKS AND LUNCH. IS THERE ANYWHERE THEY CAN GO?

Our canteen areas are open to students at lunch. Learning Support is also open for students during the break and lunch sessions, as is the library.

WHAT DO I DO IF MY CHILD IS ILL AND CANNOT ATTEND SCHOOL?

We have an attendance team which can be contacted on 01723 366451. Please contact the school before 8.40am. It is important that you contact the school on each day of your child's absence, if we do not receive a phone call the attendance team will contact you to make sure your child is safe. Medical appointments must be made outside school hours where possible and to allow the absence to be authorised a medical appointment card will be needed.

LEARNING AT GRAHAM SCHOOL

WHAT SUBJECTS WILL MY CHILD STUDY IN YEAR 7 AND HOW OFTEN WILL THEY STUDY THEM?

Year 7 have a broad curriculum on offer which consists of the subjects listed below. The numbers next to each subject indicate how many 1 hour lessons students have for each subject per week.

4 English	1 Expressive arts (dance & drama)
3 Maths	1 Music
3 Science	2 PE
1 Computing	2 French
2 Geography	1 Art
2 History	1 Technology
1 Philosophy and Ethics	1 Food/Textiles.

In addition, students also have a 30-minute form tutor session at the start of each day.

ARE ALL STUDENTS PLACED IN ABILITY GROUPS FOR LESSONS IN YEAR 7?

Most subject areas are taught in mixed ability groups. Setting can occur in subject areas during other year groups if deemed appropriate. Please refer to the table on page 13 which outlines the setting and mixed ability element for each Year 7 subject.

HOW MUCH HOMEWORK WILL MY CHILD RECEIVE?

Students should expect one piece of homework a week per subject. Students are expected to note this homework task in their school planners which will be provided on the first day of term in September. We are developing our use of Google Classroom and all homework will be set through this platform. Your child will get an account in September.

MY CHILD HAS A LEARNING NEED. DO I NEED TO CONTACT SCHOOL TO HIGHLIGHT THIS?

The information transferred from primary school is very detailed and if your child received support in primary school then they will receive support in secondary school. Our Learning Support Team will contact parents of students in their care to carry out reviews and to gain additional information that will allow us to enhance and individualise the support that your child requires to improve their learning. If you wish to discuss your child's needs before September you can contact Mrs Atkinson, SENCO at k.atkinson@gra.hlt.academy

WHO DO I NEED TO SPEAK WITH TO PASS ON ANY MEDICAL CONCERNS ABOUT MY SON OR DAUGHTER?

We have a medical officer in school who can be contacted on 01723 366451. We would always encourage any medical notifications to be put in writing in addition to a conversation.

Medical forms are completed prior to your child starting Graham School, however we must be made aware of any changes throughout the year. We follow NYCC guidance with regards to holding and administering any medication on site.

MY CHILD IS WORRIED ABOUT DETENTIONS AND OTHER SANCTIONS THAT THEY COULD RECEIVE AT SECONDARY SCHOOL

Graham School has high expectations of all students. We aim to create an environment that is conducive to learning and without disruption, ensuring high achievement for all.

Our expectations are made clear to all students through assemblies, form time and in lessons. Year 7 students will receive information on our sanctions and rewards during their first two days at Graham School through an assembly and during a form time discussion. If you would like to view our behaviour policy it can found at www.grahamschool.org

DOES THE SCHOOL PROVIDE ANY OPPORTUNITIES FOR AFTERSCHOOL CLUBS?

As a school we are currently reviewing our afterschool clubs. Directors of Learning and Curriculum Leaders will produce a list of afterschool enrichment activities for September which will be posted in form rooms for students to consider. We would encourage all students to partake in at least one club.

FIND OUT MORE AT WWW.GRAHAMSCHOOL.ORG

TRANSPORT AND COLLECTION

WILL THE BUSES DROP OFF MY CHILD DIRECTLY AT SCHOOL?

Buses will drop off and pick up on the main site adjacent to the student entrance. Buses will aim to leave by 3.05pm each day from September.

Timetables and prices for the various bus routes can be found in your pack. Graham School has no control over pick up or drop off locations nor does it have any control over fares.

CAN I COLLECT MY CHILD BY CAR AT THE END OF THE SCHOOL DAY?

Yes, of course you can. The school day finishes at 2.55pm so collection can be made after that time.

Please note that space is very limited on the school site due to staff parking and the allocation of bus bays. Parents are not permitted to drive onto the school site at the end of the day to collect students unless there is exceptional circumstances of which are previously agreed with school.

Due to the space constraints it is however recommended that parents park along Woodlands Drive and that their children walk to meet them. Children can however be dropped off by car on the school site in the morning.

CAN MY CHILD CYCLE TO SCHOOL?

Yes, although the safety of our students is paramount. With this in mind, we do request that all cyclists wear an appropriate helmet and that they dismount from their bikes on entering the school site.

No bike should be ridden whilst on the school site for any reason. We do provide a covered cycle shed for the use of all students. Bikes should be left secured whilst on site.

We would advise that new Year 7 students carry out a few trial runs of their journey during the summer holidays to ensure that they are familiar with the surroundings.

