



**Pleckgate**  
HIGH SCHOOL

**Ofsted**  
Outstanding  
Provider

Aspire & Believe. Act & Succeed.

# Year 7

# Handbook

# 2021

Name:

Tutor:

# Welcome

## to Pleckgate High School

Soon you will become a member of Pleckgate High School and we hope that you will settle into the school routine very quickly. This short booklet contains all the information that you will need to help you through the first few weeks at Pleckgate.

Remember, if you have any problems or need advice then ask your Tutor, Head of Year or any member of the school staff.

### Who's who?

<b>Head Teacher:</b>	<b>Mr M Cocker</b>
<b>Head of School:</b>	<b>Mrs A McGinty</b>
<b>Deputy Head Teachers:</b>	<b>Mr R Hamilton Mrs K Ferguson</b>
<b>Head of Year for Year 7:</b>	<b>Miss C Ashford</b>
<b>Year 7 Pastoral Support:</b>	<b>Miss E Jackson</b>
<b>Year 7 Tutors:</b>	

Mr A Birbeck	ABI
Mr A Hassan	AHA
Mr A Khan	AKH
Miss H Swales	HSW
Mrs J Banks	JBA
Mr A Haworth	ADH
Ms G Birchall	GBI
Ms S Wareing	SWR
Mr D Ainsworth	DAI
Miss M Robinson	MRO

# A New Year 7 Pupil

It is a very special time for you as a new Year 7 pupil. When you arrive at Pleckgate High School, you will join Year 7 and a Tutor Group of about 27 pupils. There will be a total of 10 Tutor Groups in your year.

Your Tutor Group is named after your tutor and the year number. So 7ABI is a Year 7 Tutor Group belonging to Mr A Birbeck, whilst 7JBA have Mrs J Banks

Usually there will be someone from your Primary School in the same Tutor Group as you; however, this person may not be your special friend. Remember that you are moving to a new and bigger school and that this is a time when you have a chance to make new friends as well as continuing with old friendships. You can always meet your old friends at break and at dinner time.

You will be taught as a Tutor Group for some of your lessons and so you will soon learn all the names of the people you meet every day.

Every morning from 8.20 am you meet your Tutor in your Tutor Base, so this is the time to ask your Tutor for any help that you need.

If you need to see Miss Ashford then you can go during Tutor Group time or at break to her office.

# Break

At break you will be able to go outside on your own yard at the front of school.

If you bring something to eat at break or want to purchase something from school then there will be a designated place in the dining hall for you to eat it.

# Lunch

You can:

1. Bring a packed lunch
  2. Buy a school dinner
- A) A cold lunch such as a sandwich or salad and a drink or  
B) A hot meal, eg. Pizza, chips, baked potato, a meal that is halal and a drink

**REMEMBER** if you change your lunchtime arrangements then your Tutor needs a letter from one of your parents.

If you want to play ball games at lunchtime then you will have use of the Astroturf.

# A normal day at Pleckgate

On your first day in September you will receive a timetable from your Tutor. You will make a copy of this on your iPad. Your new school day will look like this:

8.20am	Arrive at school and go to your Tutor room
8.30am	Registration and Tutor time/Assembly
8.50am	Period 1
9.50am	Period 2
10.50am	<b>BREAK</b>
11.10am	Period 3
12.10pm	Period 4
1.10pm	<b>LUNCH</b>
1.40pm	Period 5
2.40pm	<b>END OF SCHOOL</b>

# Equipment to bring to school

You will need to have a good strong waterproof school bag to carry lots of equipment around with you.

In this bag you will need:

A pencil case with,

- Pens
- Pencils
- Pencil sharpener
- Ruler
- Rubber
- Protractor
- Compass
- Set square
- Set of coloured pencils

Also,

- Scientific calculator
- Dictionary
- Rough book—a book that you can write in when you do not want to put your work straight into your exercise book
- iPad - fully charged (iPad will be supplied by school)

# What you should not bring to school

- Felt tip pens/Felt tip markers
- Liquid paper/Tippex
- Chewing gum/Bubble gum
- Make-up
- Nail varnish
- Coloured outdoor coats
- Hand held games consoles / music players
- Jewellery—including earrings and nose studs

## Prepare For Learning

### **Classroom Expectations — as agreed by The School Council**

1. Arrive to lessons on time.
2. Enter the room at the beginning of the lesson in an orderly manner.
3. Get all books and equipment out on entry to the room:
  - Stationery equipment
  - iPad
  - Planner
  - Exercise book
4. Always give of your best.
5. Follow instructions first time given.
6. Treat everyone with respect, including yourself.
7. Use Standard English, not slang, when speaking in class.
8. Present your work in the best possible manner.
9. If you have to leave the lesson ensure your Planner is signed to explain why.
10. Stand behind your chair to be dismissed.

### Rules for movement around school

1. Walk calmly and sensibly to lessons. Walk on the left hand side in the corridor.
2. Go by the most direct permissible route to your lesson.
3. Lockers must only be used:
  - before morning registration
  - at the start of break and lunchtime
  - after Period 5**Do not** go to lockers between lessons.
4. Respect pupils, staff and property at all times.

### School Rules

1. No phones or electronic devices to be used in the school building.
2. No chewing gum is allowed in school.
3. No smoking or E-Cigarettes.
4. No make up or nail varnish is allowed.
5. No jewellery other than a wrist watch.

# Achievement Rewards

Points are collected for good behaviour or achievement and these can be exchanged for items such as gift vouchers, footballs, stationery etc

## Behaviour Systems—Stages

Pleckgate promotes outstanding behaviour. Our behaviour monitoring system is one based on "Behaviour for Learning," recorded on the school's SIMS system. If you choose to display poor behaviour there will be consequences based on a "Stages System". The different stages are as follows:

- Stage 1 - First warning**
- Stage 2 - Minor sanction given by the teacher**
- Stage 3 - Detention with the teacher**
- Stage 4 - Student removed from class and 1 hour detention given with the teacher.**

If your behaviour is extremely poor this may result in you being in isolation for the rest of the lesson or even the day.



# Homework

Most days you will receive some homework. Homework will be set through Google Classroom. Notifications are shared with students via their iPads. However, all students should use their own iPad to write down the details of their Homework .

Remember that reading and learning homework is just as important as written homework and must be done.

Teachers will ask you to finish homework for a certain day and you must always make sure that you hand it in at the correct time.

All the teachers know which night they have to set your homework and you will have a homework timetable. Homework will last about an hour every evening when you are in Year 7. It **MUST** be done even if you are playing in a football or netball team, going out with your parents or going to the Mosque.

# What to do if..



- **YOU ARRIVE AT SCHOOL AFTER 8.30am** ~ give your name to the members of staff on duty in Reception then go to Tutor Group or wait outside the Main Hall if it is Assembly.
- **YOU ARRIVE AFTER 8.50am** ~ you should log in on the InVentry System at Reception, go to your lesson and bring a note for your Tutor the following morning.
- **YOU GET LOST** ~ ask the nearest member of staff or the Prefects or go to Reception.
- **YOU ARE WORRIED ABOUT ANYTHING, INCLUDING BULLYING** ~ ask your Tutor or Miss Ashford or the Empathy Team (you will be told about this later).
- **YOU ARE ABSENT FROM SCHOOL** ~ ask your parent or carer to ring the absence line on 01254 249134 (press option 1) and bring a note for your Tutor on the day that you return to school.
- **THE FIRE ALARM RINGS** ~ listen to the teacher, keep calm and follow the Fire Instructions. You must line up in your Tutor Groups on the courts at the rear of school.
- **YOU NEED TO GO TO THE TOILET** ~ use the toilets that you have been shown to use. *Do not use any other toilets at all.*
- **YOU FEEL ILL** ~ tell the teacher if you are in class or your Tutor or Miss Ashford if you are out of class, who will seek the advice of a First Aider.
- **YOU LOSE ANYTHING** ~ go to Reception to ask about Lost Property, preferably at dinner time. Lost locker keys - see Mr Turnbull in G69.

# Pleckgate Uniform

<b>GIRLS</b>	
<b>OUTDOOR COAT</b>	Navy blue or black ONLY. Suede, leather, denim, hooded tops, jackets with large logos and graffiti are NOT permitted.
<b>BLAZER</b>	Compulsory. Navy blue with embroidered school badge. A coloured badge will be provided by the school to identify the year group.
<b>JUMPER</b>	Compulsory. Navy blue with embroidered school badge.
<b>TIE</b>	School design only. (clip on tie)
<b>SHOES</b>	Black flat shoes – these should be cleaned regularly. Boots, casual shoes or training shoes are NOT permitted.
<b>BLOUSE</b>	Plain white, cotton or polyester not aertex or tee shirt type.
<b>SKIRT</b>	Navy blue pleated with embroidered badge worn at knee length. The wearing of navy blue trousers (plain straight legged) underneath the skirt is permitted.
<b>TROUSERS</b>	Navy blue straight legged trouser (not skinny fit or ‘jean’ type material).
<b>SOCKS</b>	White or navy blue knee length socks.
<b>HEAD-SCARVES</b>	Headscarves must be the approved design purchased from the school shop.
<b>PE KIT</b>	Blue sports top with white piping, red flanks and school logo. Navy blue shorts or navy blue tracksuit bottoms with embroidered school badge. Navy blue socks.
<b>JEWELLERY</b>	A <b>no jewellery</b> rule operates for all pupils, including earrings. Pleckgate supports the wearing of items of religious significance such as the Taweez, Kangha, Kirpan and Kara.
<b>YEAR 11</b>	Prefects will wear the navy blue blazer and a grey jumper with embroidered school badge.
<b>BOYS</b>	
<b>OUTDOOR COAT</b>	Navy blue or black ONLY. Suede, leather, denim, hooded tops, jackets with large logos and graffiti are NOT permitted
<b>BLAZER</b>	Compulsory. Navy blue with embroidered school badge. A coloured badge will be provided by the school to identify the year group.
<b>JUMPER</b>	Compulsory. Navy blue with embroidered school badge.
<b>TIE</b>	School design only. (clip on tie)
<b>SHOES</b>	Black – these should be cleaned regularly. Boots, canvas shoes or training shoes are NOT permitted.
<b>SHIRT</b>	Plain white.
<b>TROUSERS</b>	Navy blue straight legged trouser (not skinny fit or ‘jean’ type material).
<b>SOCKS</b>	Grey or black.
<b>PE KIT</b>	Blue sports top with white piping, red flanks and school logo. Navy blue shorts or navy blue tracksuit bottoms with embroidered school badge. Navy blue socks.
<b>JEWELLERY</b>	A <b>no jewellery</b> rule operates for all pupils, including earrings. Pleckgate supports the wearing of items of religious significance such as the Taweez, Kangha, Kirpan and Kara. The Topee is <b>NOT</b> allowed in school.
<b>YEAR 11</b>	Prefects will wear the navy blue blazer and a grey jumper with embroidered school badge.

# Extra Curricular Activities

There are many different extra curricular activities that will be on offer to you in September and over the course of the year. Some of these take place at lunchtime and some after school. It is important that not only do you do well in your studies but you also get involved in school life. Even if you have not got involved with such activities in your Primary School this will be an excellent opportunity for you to develop existing skills, learn new skills and even make new friends!

Examples of activities on offer to you:

## **SPORTS:**

Netball, Football, Badminton, Cricket, Rounders, Basketball, Dance, Table Tennis, Fitness, Athletics, Gymnastics.

## **DRAMA:**

Drama Club, involvement in School Productions.

## **MUSIC:**

Learning to play musical instruments: ukulele, Keyboards, trumpet, drums, guitar, singing, Extra Curricular Clubs—bands, school choir, school productions

## **OTHER:**

History Club, Craft Club, Chess Club, Top Trumps, Needlecraft, Charity Club.

There are many more clubs that will be on offer. Make sure you attend at least one!

Draw an arrow on the line to show how you feel about moving on to High School.

0  
Not so worried

10  
Really worried



Comments:

A large, empty rounded rectangular box with a thick black border, designed for the student to write their comments.

# Starting Secondary School

## Memories

What you will miss about Primary School

What you will least miss about Primary School

## Worries

Worries you have about starting Pleckgate

## Changes

What will be different or new about your school?

## Similarities

What will be the same as Primary School?

## Journey

How will you travel to your new school?

## Subjects

What subjects will be the same or different?

## Feelings

How will you feel about leaving Primary School?

How are you feeling about starting Pleckgate?

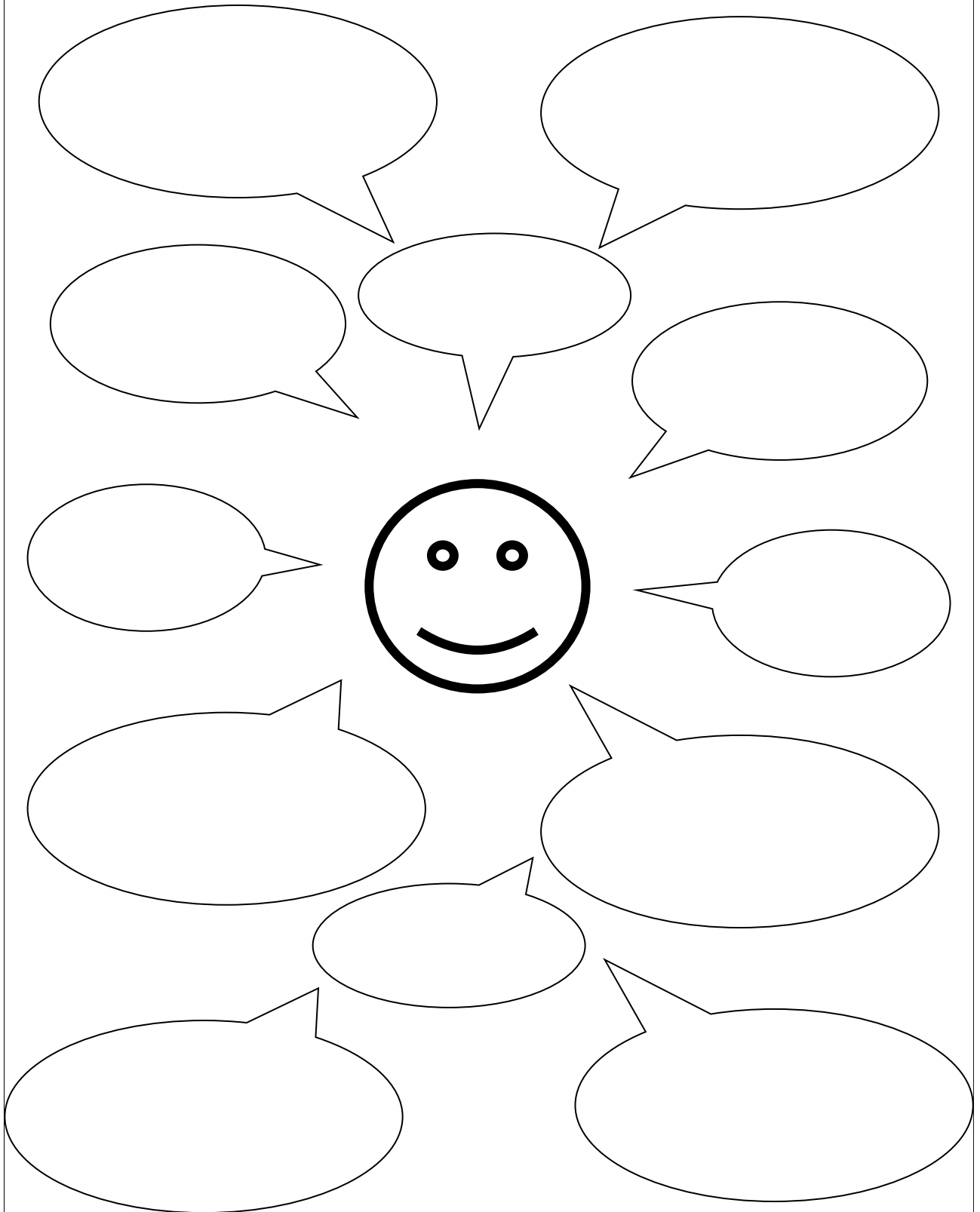
# Getting to Know You

Find some-

body who.....

Has a sister..	Has a brother..	Can swim..	Walks to school..	Can ride a bike..
Has been to a wedding..	Is left handed..	Is right handed..	Enjoys reading..	Has been on an aeroplane..
Has won a trophy or a medal..	Likes playing computer games..	Likes to go shopping..	Has a pet..	Supports a football team..

# A Good Friend





# Getting to Know Your School Timetable

You  
by

will  
now

have your timetable written out in your planner. Use this timetable along with what you now know about your new school to help you answer the following questions.

1. What time is registration? \_\_\_\_\_
2. What time is lunch time? \_\_\_\_\_
3. How many subjects are on your timetable? \_\_\_\_\_
4. Which room is your Tutor room? \_\_\_\_\_
5. How many times do you have English in the week? \_\_\_\_\_
6. Who is your Science teacher? \_\_\_\_\_
7. On which days do you need to bring your PE kit? \_\_\_\_\_
8. What is your first lesson on a Monday? \_\_\_\_\_
9. Where do you have History? \_\_\_\_\_
10. Who takes you for Music? \_\_\_\_\_
11. What Foreign Language will you be learning? \_\_\_\_\_
12. What time does period 3 end? \_\_\_\_\_
13. What subject do you have last thing on a Friday? \_\_\_\_\_
14. Who teaches you for PSHE? \_\_\_\_\_
15. What time can you go home? \_\_\_\_\_

## Tour of the School Quiz

1. What might you find above reception? .....
2. What colour are the benches that you might sit on to eat your lunch?.....
3. What are the big open circular areas called in school?  
.....
4. Where might you find the finger print machines?  
.....
5. How many finger print machines are there? .....
6. What is the library also called?  
.....
7. Where is the year 7 playground situated?  
.....
8. Where are the MUGAs?  
.....
9. Where are the IT rooms?  
.....

## Tour of the School Quiz

10. Where and what is the amphitheatre?

.....

11. What is in the winter garden? List as many items as you can

.....

.....

12. How many small screens make up the large screen on the wall in the dining hall? .....

13. How many indoor areas are there for PE?

.....

14. Where are your toilets?

.....

15. Where will your assembly take place each week?

.....

16. What is the school motto?

.....

.....



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