



Archbishop Temple
Church of England High School

Year 7 Parent Handbook

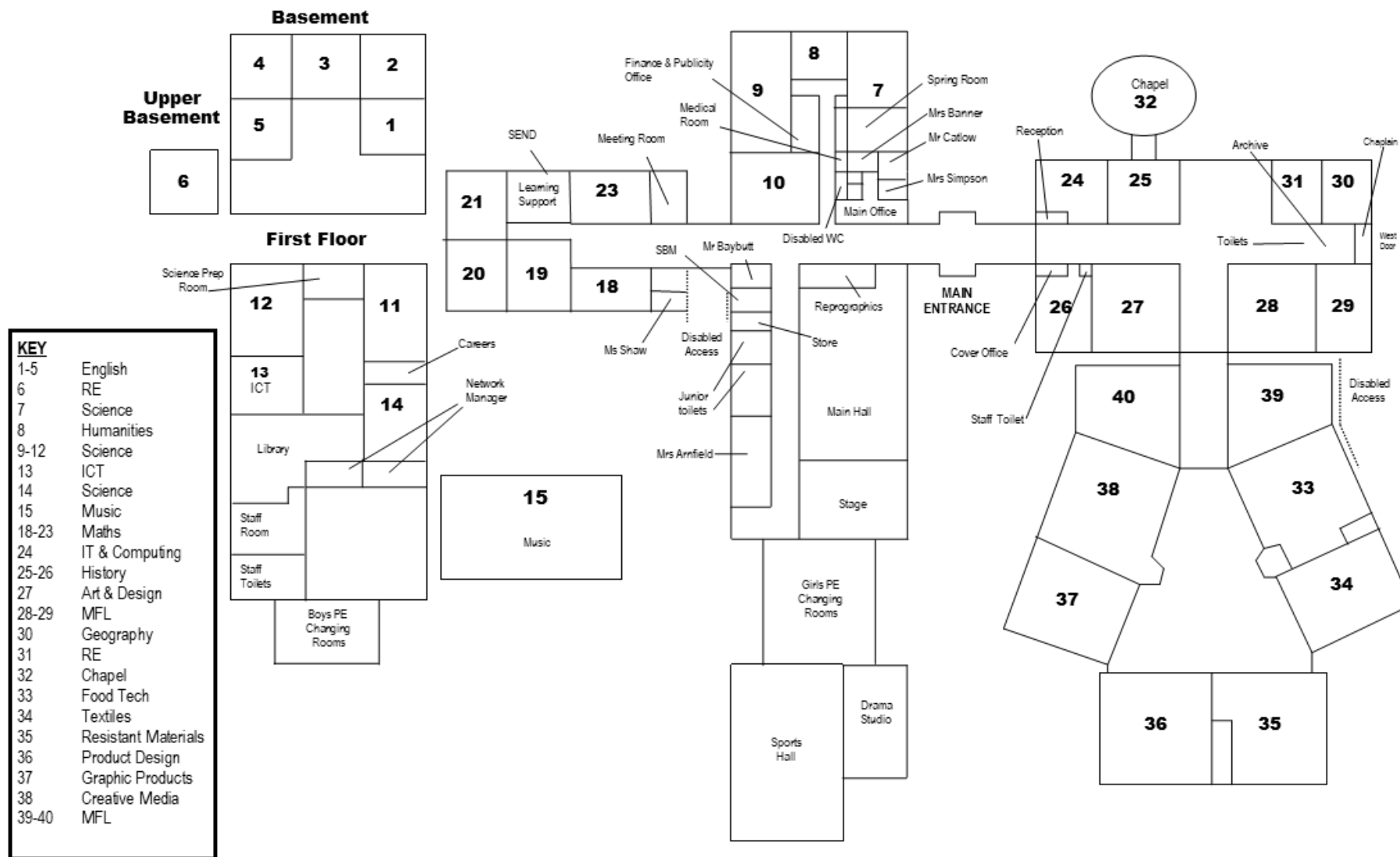


September 2025

**May we shine God's Light through
Faith † Nurture † Service**



ARCHBISHOP TEMPLE CHURCH OF ENGLAND HIGH SCHOOL



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Contact Information

Archbishop Temple Church of England High School

St Vincent's Road

Preston

PR2 8RA

Telephone

01772 717782

Email contact

Contact form via the school website

Website

www.archbishoptemple.com

Welcome & Mission Statement

Archbishop Temple Church of England High School is distinctive because of its Christian ethos. Our purpose is to provide the highest quality of education to all pupils within the context of Christian faith. Our ethos of *Faith, Nurture, Service* is at the very heart of the school, linked to the aspiration that every single pupil reaches their full potential not just academically, but spiritually, morally, socially, and culturally. We offer a balanced curriculum and expect excellence in all subject areas as well as all other aspects of school life. We are proud to be a school of high aspiration and achievement.

We are enthusiastic to profess our beliefs and your child will participate in prayer at the beginning and end of each school day. Each week we engage in collective acts of worship. Pupils and parents will be invited to participate in acts of Communion throughout the year.

Our Principles and Values

- We treat each other with trust and dignity, and we expect all in the school to value each other's rights and beliefs.
- We support and care for pupils with special educational needs.
- We educate all pupils in accordance with the requirements of the National Curriculum.
- We seek to instil in pupils a sense of excitement and curiosity about learning.
- We prepare pupils for the world of work, and for life in the community beyond school.
- We provide a supportive and stimulating environment in which all staff can grow and gain a sense of fulfilment.
- We strive to preserve and develop the religious character of the school.
- We encourage an understanding of the meaning and significance of faith.
- We promote Christian values through the experience offered to all pupils.
- We build and maintain links with the primary schools from which our pupils come, and with the educational institutions to which pupils may go.

School Term Dates

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| <p><u>Autumn Term</u></p> <p>Inset Day 1 (no pupils in school) - Monday 1st September 2025</p> <p>School Reopens for all pupils Tuesday 2nd September 2025 8.20am Year 7 (no buses in morning) 10.40am Years 8 – 11</p> <p>Y7 Information Evening: Monday 6th October 2025 at 4pm</p> <p>Open Evening - Thursday 9th October 2025 - pupils finish at 12.30pm</p> <p>Inset Day 2 (no pupils in school) - Friday 24th October 2025</p> <p>Half Term - Monday 27th - Friday 31st October 2025 (inclusive)</p> <p>School Closes - Friday 19th December 2025 at 12.30pm</p> | <p><u>Spring Term</u></p> <p>School Reopens - Monday 5th January 2026 at 8.20am</p> <p>Inset Day 3 (no pupils in school) Friday 13th February 2026</p> <p>Half Term - Monday 16th - Friday 20th February 2026 (inclusive)</p> <p>School Closes – Friday 27th March 2026 at 12.30pm</p> | <p><u>Summer Term</u></p> <p>School Reopens – Monday 13th April 2026 at 8.20am</p> <p>May Bank Holiday - Monday 4th May 2026</p> <p>Half Term - Monday 25th May - Friday 29th May 2026 (inclusive)</p> <p>School Closes – Thursday 16th July 2026 at 12.30pm</p> <p>Inset Day 4 (no pupils in school) – Friday 17th July 2026</p> <p>Inset Day 5 (no pupils in school) – Monday 20th July 2026</p> |
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The School Day

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|-----------------|---------------------|
| 8.20-8.50am | Form |
| 8.50-9.48am | Period 1 |
| 9.48-10.46am | Period 2 |
| 10:46-11:01am | Break |
| 11:01am-11:59am | Period 3 |
| 11:59am-12:57pm | Period 4 |
| 12:57pm-1:42pm | Lunch |
| 1:42-2:40pm | Period 5 |
| 2:40-2:50pm | Form |
| 2.55pm | School buses depart |

Your child's individual timetable will be found on Synergy after Year 7 Induction Week. They will be given a paper copy of this. It is always useful to keep a copy of this in a prominent place at home in the early days of organisation.

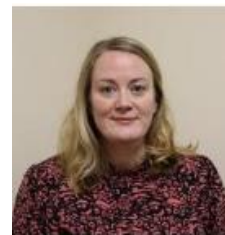
Staff you are likely to meet...



Mrs Parkinson
Head of Year 7



Mrs Banner
Assistant Headteacher
(Behaviour and Attitudes)



Ms Shaw
Assistant Headteacher
(SENCO)



Mrs Phipps
School Chaplain

Year 7 Form Tutors



Mrs Jimenez
7L



Miss Bevins
7I



Ms Murphy
7G



Mr Ranson
7H



Mr Taylor
7T



Miss Stansfield
7U



Mrs Fawcett
7P



Uniform

Our school uniform plays an important role in ensuring pupils feel equal and part of our school community. Whilst in uniform, we expect all pupils to conduct themselves in a manner that represents the school positively and reflects our core values of *Faith, Nurture, Service*. We want pupils to wear their uniform with pride and have high standards when it comes to ensuring pupils adhere to our policy on uniform and appearance. This year we are introducing a new PE kit which can only be purchased online. Please allow up to 4 weeks for your child's PE kit to arrive after you have ordered it. Other school uniform can be purchased from local shops such as 'Monkhouse', 'Smart Clothing', and 'Bang, Bang'.

School Uniform

Uniform List:

- Navy blazer with school badge
- Plain, pale blue shirt with collar
- Navy-blue, **below the knee length**, pleated skirt
- Dark grey tailored trousers
- School tie
- Socks worn with a skirt must be knee length, and navy blue
- Socks worn with trousers should be dark in colour
- Black school shoes – Any sports branded footwear will not be allowed. Please be aware that some shoes sold as school shoes may not be compliant with our guidelines especially if they have a trainer type sole.
- Dark/navy outdoor coat
- Dark/navy school backpack
- **Make up (including false tan), false eyelashes, nail varnish, gel polish, false nails, and jewellery are NOT permitted.**
- **Hairstyles should be smart and neat, with no extreme colours or patterns.**
- **Handbags are NOT permitted.**

Physical Education Uniform - Ordering the New PE Kit is simple (allow 4 weeks for delivery):

1. Visit www.officialkit.co.uk
2. Click on Archbishop Temple School
3. Select the items you wish to order All student tops will include their initials to help with easy identification in busy changing rooms.

Compulsory items

- T-shirt
- Shorts
- Socks



Optional items

- 1/4 zip training top
- Rain jacket



If students wish to wear a base layer for warmth or for religious reasons, this is permitted, but it must be navy blue. This is available to purchase via the online shop

Optional Team Kit for Fixtures

As with any sport, there are occasions during school fixtures where a kit clash may occur. In these instances, we have school team kits available to lend to pupils. However, we are now offering pupils the option to purchase their own team kit for football and basketball.

These personalised kits include:

- Surname only on the back
- An individual squad number (ensuring no other player on the same team has the same number)

Please note: This option is recommended only for students who have represented the school in fixtures on multiple occasions. Purchasing a personalised kit does not guarantee selection nor is it a requirement to play in any team. They can also be worn for extra curricular practices.

Additional Uniform items - Technology apron – blue and white vertical stripe

Home School Agreement

By sending your child to Archbishop Temple Church of England High School, we give our commitment, and accept the commitment of parents and pupils to working together in a spirit of partnership and cooperation. This collaborative approach not only enhances the educational experience but also contributes to the development of well-rounded individuals who are prepared to shine and make a positive impact in their communities.

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| <p>School will:</p> <ul style="list-style-type: none"> • be a true community of faith that will foster a sense of spirituality to support its distinctive Christian ethos; • be a place of learning where all pupils will be able to enjoy their study and achieve to the best of their ability; • provide a broad and balanced curriculum to ensure that each pupil's individuality and talents are recognised and developed to the full; • achieve high standards of work and behaviour, based on positive discipline, to engender a sense of responsibility; • keep parents/carers informed about general school matters and their child's progress; • assess and monitor each pupil's progress and report to parents/carers; • ensure that homework is set; • aim to provide a learning environment where all pupils feel safe, secure and valued; • encourage and support pupils to adopt healthy lifestyles; • provide opportunities for pupils to make a positive contribution to the school and wider community. | <p>Pupils must:</p> <ul style="list-style-type: none"> • respect the school's distinctive Christian ethos; • attend school regularly, punctually and with the required equipment; • show self-respect and always respect others in the school community; • work hard at classwork and home learning and always strive to achieve to the best of their ability; • make school aware of any concerns or problems that might affect work or behaviour; • prepare thoroughly for all test and assessments and keep to deadlines; • keep the school's rules regarding behaviour, appearance and respect for others; • care for all school property and the school environment; • focus on being ready to learn as referred to in the Behaviour for Learning guidance. | <p>Parents and Carers are required to:</p> <ul style="list-style-type: none"> • support the school's distinctive Christian Ethos; • ensure that their child attends school regularly and punctually, aiming for a minimum of 97% attendance; • support the school's policies for achieving high standards of work, behaviour and appearance. • notify the school of their child's absence; • make school aware of any concerns or problems that might affect their child's work or behaviour; • attend parents' evenings and any individual discussions about their child's progress; • support the school in implementing its Behaviour and Uniform Policy, particularly with regards to supporting sanctions such as after school detentions; • support their child in homework and other opportunities for developing potential through extracurricular activities; • take responsibility for their child's use of social media outside of school hours and ensure this does not impact on school life; • ensure discussions and any concerns relating to school are kept confidential and discussed only with the school and refrain from making negative comments on Facebook or other social media sites; • conduct themselves politely and appropriately whilst on school premises, or when in contact with school, behaving in a way that sets a good example to children; • supporting the respectful ethos of the school by setting a good example with their own speech and behaviour towards all members of the school community. |
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Attendance and Punctuality

Good attendance underpins a happy and successful school life. For our young people to gain the greatest benefit from their education it is vital that they attend regularly, and your child should be at school, on time, every day the school is open unless the reason for absence is unavoidable. Good attendance is pivotal to the success of all our pupils at Archbishop Temple Church of England High School, and is vital in achieving a full, enriched education. It is our expectation that, unless there are exceptional medical circumstances, your child will be at school and learning. All pupils are expected to achieve at least 97% attendance throughout the academic year.

Helping to create a pattern of regular attendance is a collective responsibility. Our Attendance Officer and Pastoral team will closely monitor your child's attendance and share with you any concerns that might arise. It is our duty of care to ensure the Education Authority are informed of all cases of poor attendance.

If your child is absent from school, please telephone the school office before 8.20am (01772 717782) and leave a message including your child's name, form and reason for absence. You must contact school each day that your child is not in attendance.

If you do not contact us, we will contact you to request a reason for your child's absence.

Lateness to school is not condoned. Pupils who arrive to school late will serve a lunchtime detention on that day if their lateness is not due to a medical appointment.

In order to maintain a satisfactory attendance record, we request that all medical appointments are scheduled out of school hours or during school holidays. If this isn't possible, we request that you provide a letter evidencing the appointment, so we are able to record the absence as authorised.

The school calendar incorporates 13 weeks of pupil holidays each year and we expect that our learners will take their family holidays during these weeks. The Headteacher is unable to authorise leave of absence for holidays during school time. All absences of this type will be recorded as unauthorised. Absence requests for religious observance must be requested in advance by completing a holiday request form.

Getting in touch

Communication between home and school plays an important role in ensuring the needs of our children are met and any concerns or queries are shared, so that your child makes the most of the opportunity to thrive. We appreciate the difference between getting in touch with us, and what many parents have been used to at Primary school, so our aim is to make this clear, so that we build positive relationships to support your children.

If you wish to contact school, we request that you use the **contact enquiry form** on our school website.

This will ensure your query is directed to the most appropriate member of staff. Given that the majority of staff time is spent teaching, it is not usually feasible for teachers to respond immediately. We will endeavour to respond as soon as possible but **please allow a minimum of 48 hours (two school days) for a response.**

Please ensure you have provided up to date details, including two email addresses and two contact numbers.

Unfortunately, it is not possible for parents to meet staff without first making an appointment due to their teaching commitments. If you wish to make an appointment please use our contact enquiry form and we will be in touch to arrange a mutually convenient time.

You will also be notified of parents' evening which is an opportunity to meet face to face with your child's teachers to discuss their progress.

Behaviour and Attitudes

At Archbishop Temple Church of England High School our Christian belief is that everyone is made in the image of God and our ethos of 'Faith, Nurture, Service' underpins everything we do. We aim to create a culture in which all staff and pupils feel it their responsibility to contribute to an environment in which everyone feels safe, supported and can achieve. We do this by serving one another, showing respect for all and the world around us, and celebrating God in all we do. To support this, pupil behaviour is a high priority. **Our behaviour policy applies to all pupils, always, including online and offline.** We expect the highest standards of behaviour both in school; travelling to and from school; and whilst representing the school in any capacity. We teach our pupils resilience and forgiveness and believe that in most cases, instances of poor behaviour can be recovered and rectified, as we know that God's love will help us support each other to start again. We should never give up but persist in the face of setbacks, to build a strong and successful school community.

You and your child are asked to read carefully the **Home-School Agreement** as in accepting your place with us, we acknowledge your agreement of this. We aim to foster a positive home-school partnership that supports our happy and successful young people. When a pupil breaches the school rules, engages in inappropriate conduct, or disrupts teaching and learning, they can expect to be challenged and sanctioned. There operates an escalating series of sanctions: detention, monitoring and report cards, internal exclusion in our Spring Room, fixed term exclusion, managed moves, Governors' disciplinary panel hearing and permanent exclusion from school. At any point, we place great emphasis on restorative work and forgiveness.

Our school will recognise hard work and achievement. Light points are awarded to individuals for attendance, effort and progress, participation in extracurricular activities, and for service to the school. A variety of prizes and privileges are awarded each term by heads of year and form tutors.

Tutor Groups

We have a team of specialist Year 7 form tutors who will support your child throughout their first year with us and will be the first port of call, in offering support and guidance on their arrival. Your child's form tutor will see them every day and will be responsible for monitoring welfare, progress, and behaviour. Your child will be placed in one of seven groups, of approximately 30 year 7 pupils. Each morning, they will participate in a variety of activities, encompassing our ethos of

Faith, Nurture, Service, including collective worship. We encourage pupils to get involved in all aspects of school life, including extracurricular clubs and activities, to serve both the school and wider community. In the first few weeks, pupils will be introduced to daily routines and other activities to enable them to settle in. **You child's form tutor is also the first port of call for parents and can be contacted using the contact enquiry form on our school website.**

Synergy

Synergy is a system that allows us to monitor, analyse and track all pupil behaviours across the school. This allows us to reward the achievements of pupils, but also intervene where behaviour is not meeting expectations. This system is used by all staff to support pupils and ensure their learning experience is positive, both in and out of the classroom. Pupils themselves are also able to access Synergy on their iPads and will be provided with log-in details shortly after starting with us in September. This is to allow pupils to monitor their own progress; to motivate pupils to excel and encourage them to take responsibility for their actions. Parents also get access to Synergy, you will receive your login details in a letter on the first day in September. Our expectation is that parents use the Parent App to monitor the pupil's achievements and discuss the information with their child to forge supportive and positive links between home and school.

Bullying

Bullying is considered to be behaviour by an individual or group, usually repeated over time, that intentionally hurts. As a Church of England school, we have a duty to make the Gospel present in the lives of young people which includes an environment free from bullying and intimidation. A zero-tolerance approach to bullying is operated and we reinforce the fact that it is the responsibility of everyone in the school community to look out for and report any incidents of bullying. Our Anti-Bullying Policy forms part of our overall Behaviour Recovery Policy, in which we operate a restorative approach to all situations.

Further Pastoral Support in School

We have a team of reliable prefects who are available around school to assist at break and lunchtimes, antibullying ambassadors, wellbeing ambassadors, pupil council and our Head Prefect team. Our pupil teams act in the same way as form tutors, as an initial point of contact for any issues or concerns pupils have.

Supporting your child

At Archbishop Temple Church of England High School, we believe that the assessment of your child's work ought to facilitate and promote their future progress. The progress of each pupil is monitored by subject teachers, subject leaders, form tutors, Heads of Year, and the Senior Leadership Team.

After the Year 7 Induction Week at Archbishop Temple Church of England High School, your child will be placed in a teaching group. During the first week, all year 7 pupils will undertake assessments in reading, writing, spelling, and Maths, as well as some online cognitive ability tasks. Attainment in these assessments, alongside primary transition information and observations through induction week will inform groupings.

We have high expectations of all our pupils, and it is anticipated that your child will work hard to make good progress in all subject areas during Key Stage 3. Working hard at home as well as in school is essential for success. We believe that homework develops the skills for independent learning that will be imperative to your child's academic success. The government's guidelines - 'Homework: Guidelines for Primary & Secondary Schools' - gives homework a high profile.

[Homework | EEF \(educationendowmentfoundation.org.uk\)](https://www.educationendowmentfoundation.org.uk)

Learning at home is an essential part of supporting a pupil's progress and achievement, and we expect parents to work with us in ensuring that homework is completed, and deadlines are met. It is essential that your child establishes a homework routine and that you regularly review your child's homework with them via Synergy. There is also a Homework Club which runs in the library after school from 2.50pm–4.30pm, Monday-Thursday, supervised by a member of staff at all times.

Reporting your child's progress

Each academic year you will receive three reports: one in each of the autumn, spring, and summer terms. These will set out your child's current progress and a judgement of the effort they are putting into homework and classwork.

We appreciate that starting secondary school is a huge change for both the parent and child. Therefore, we have planned a full induction week for your child to help them settle into school. On Friday of the first week we will have a Welcome Service which you are invited to attend, at St Cuthbert's Church in Fulwood. To support parents, we have a Year 7 information evening planned in October to show you how to access your child's learning on Synergy, remind you about school procedures, share some top tips, hand out pupil iPads and talk you through progress reports that you will receive through the year.

An annual Parents' Evening is also scheduled for each year group. Appointments will be made available for you to book with your child's subject teachers to discuss attainment and progress.

At Archbishop Temple Church of England High School we believe that positive home-school partnerships underpin your child's academic success; all parents are expected to attend Parent's Evenings to maintain good communication and strong links to support your child.

School Facebook

To keep you up to date with what is going on day to day in school, we post regularly on our Archbishop Temple High School Facebook Page. If you have not already done so, we recommend that you follow us.

[Archbishop Temple Church of England High School](#)

School Dining

High School catering can be very different to primary school, it can be very exciting for some pupils but for others very daunting. The catering department are very patient with our new pupils and your child should not be afraid to ask for help. Archbishop Temple Church of England High School has been awarded Healthy Schools status and the school has received accreditation for the healthy eating policy that is as follows:

- Your child can purchase a healthy breakfast from the canteen from 7.30am–8.10am.
- At morning break toast, bagels, fruit, etc., are available
- At lunchtime a full range of hot and cold food freshly prepared on the day in the school kitchen is served; vegetarian and vegan options are always available.

All food complies with strict government guidelines on school meals. If you prefer, your child may bring a packed lunch. We ask that packed lunches meet the same high standards of nutrition as those of the canteen and that crisps, sweets and chocolate are not part of your child's lunch. **High sugar and energy drinks are not allowed** on the school premises and will be confiscated if brought in.

Pupils are not permitted to leave the school site during lunchtime. There is full staff supervision in the dining room and communal areas of school throughout break and lunchtimes; we aim to ensure the highest standards of behaviour at all times of the school day. As a Healthy School, we encourage pupils to stay hydrated and drink plenty of water. We have a water fountain in the canteen which can be used at breaks and lunchtimes for refilling drinks bottles. We want to reduce the use of single use plastics in school, so every pupil should bring their own refillable drinks container. Drinking of water in lessons is permitted at the discretion of individual teachers. Pupils are not allowed out of lessons to access water or visit the toilet.

The school operates a **cashless dining system** where pupils are issued with a PIN number. Once accounts are topped up via Scopay (see your personalised letter given to your child on transition day), the pupils are free to purchase food from the canteen. **It is advised that parents set a daily spend limit on each account, which can be done on your Scopay account.**

Frequently Asked Questions

How do I know how much is in my account?

By typing your PIN into one of the machines located around school it will display your name and the current balance on your account.

Can I purchase items for friends?

Only one meal per PIN per day can be purchased. We do not allow pupils to purchase food for other pupils. If you are worried that your friend has not got any lunch, please let a member of staff know and we will help them.

What should I do if I forget my PIN?

If your child forgets their PIN they should see a member of the canteen staff in the school canteen during tutor time only. PINs cannot be reissued at any other time. If your child has any problems they should speak to their form tutor.

Any further enquiries can be made via the contact us section on the school website.

Free School Meals

Pupils who are entitled to free school meals will have a voucher added to their account, equivalent to the cost of a meal deal (lunch, drink and cake). If the allowance is not used on that day it will automatically be removed and not carried forward to the following day. This voucher is not reflected on their balance when checked at the till. Pupils will be able to top up their accounts via Scopay if they wish to purchase food at break time or extra items at lunch. Please be aware that when your child enters their PIN number at the till their FSM status will not be visible to others.

It is parents' responsibility to access their right to free school meals and further information on this can be found on the Lancashire County Council website:

[Free school meals - Lancashire County Council](#)

We encourage all families to check the criteria for meeting the right to a free school meal as it has recently changed.

School Travel - Cycling to School

Your child is actively encouraged to cycle to school in a safe and responsible manner. Pupils who do cycle must ride a roadworthy bicycle, **wear an appropriate helmet** and, as necessary, have adequate lighting and reflectors fitted to the bike. We strongly recommend that your child wears high-visibility clothing for all journeys. Whilst we seek to do all that we can to ensure the safety of your child, the final decision as to the ability of your child to cycle and the roadworthiness of cycling equipment remains with you; the school will not accept responsibility in this respect. Similarly, as with all personal items, *school cannot accept responsibility for bicycles and cycling equipment left on the school premises*. Pupils should ensure that they **lock** their bicycle on the provided racks. In the interests of safety, pupils must never cycle along the school drive.

School Travel – School Buses

The school is served by four special bus services. Passengers arrive at 8.10am on St Vincent's Road at the end of the school drive. The buses leave from the school grounds at 2.55pm. We expect pupils to show excellent conduct and behaviour on the buses at all times so the journey to/from school is pleasant for all. We especially know this can be a daunting experience for new pupils. All services are run independently of school and vehicles are fitted with CCTV for the safety of drivers and passengers. Action may be taken to ban pupils from using the school bus service if standards of conduct are not met.

You may be in a position to claim travelling expenses if the shortest distance between your home and school is more than 3 miles.

[Free and partially subsidised transport to school - Lancashire County Council](#)

School Travel – By Car

If there is no other alternative transport to school other than by car, we ask that parents car share whenever possible. Cars parked on St Vincent's Road at the beginning and end of the school day are a hazard to your child. Please drop off and pick up your child **away from the school gate**. Parents are **not** permitted to drive up to the school building due to our single road driveway and ensuring access is given to our buses.

School Travel - Bus Services

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| 536 | \$ | RED | 0740 Nog Tow - Fulwood Archbishop Temple CEHS (0810) - via Tanterton Hall Rd (0745), Cottam Ancient Oak (0750), Cadley Causeway (0755) & Fulwood Black Bull (0800) | 1455 Depart |
| 656 | \$ | RED | 0725 Broadgate Penwortham Old Bridge - Fulwood Archbishop Temple CETC (0810) via Fylde Rd (0735), Tulketh Rd (0740), Lea Aldfield Avenue (0745), Savick Estate (0750) & Ashton Lane Ends (0755) and Cadley Causeway | 1455 Depart |
| 820 | \$ | LOC | 0730 Preston New Hall Lane/London Road - Fulwood Archbishop Temple CEHS (0810) via Farringdon Park Tudor Ave (0738), Brookfield Layby (0745), Fulwood Anderton Arms (0750) & Fulwood Asda (0755) | 1455 Depart |
| 822 | \$ | LOC | 0730 Goosnargh Langley Lane – Archbishop Temple (0810) via Goosnargh the Grapes Inn (0733), Longridge PO (0745), Longridge Stone Bridge (0748), Grimsargh Plough Inn (0755), Ribbleson Gamull Lane (0801) & Fulwood The Garrison (0804) | 1455 Depart |

For more information about school bus service contact Travel line on 0870 200 2233 open 9am-5pm

\$ - School service operated on behalf of LCC
 Bus Operators
 LOC Longridge coaches 01254 820400
 RED Redline travel 01772 747877



Important documents for completion

Data Collection Form

In order to maintain good communication, we require up-to-date contact names, telephone numbers, addresses and e-mail addresses. **Please ensure your child's data collection sheet is completed and returned promptly in September.**

School Lockers

All items of value, including cash, are brought onto the school premises at the owner's risk. **The school is not liable for the loss, damage or theft of personal items.**

Your child is discouraged from bringing a mobile phone into school as **mobile phones are not allowed**. The office will contact you in the event of an emergency. If you need to contact your child during the school day, please telephone the school office to leave a message. If a child's mobile phone is observed anywhere in school grounds by a member of staff it will be logged as a negative on Synergy and if it is between 8.20am and 2.50pm, the mobile phone will be confiscated and held securely until the end of the school day, where it can be collected from the IT office. Further sanctions will be put in place for persistent mobile phone use (see Behaviour Recovery Policy).

All personal property must be indelibly named, and your child must not leave their belongings unattended. Your child must take it upon themselves at break, lunchtimes or after school to look in lost property for misplaced belongings. Each term, unclaimed items will be donated to charity.

Your child may rent a locker annually from [Locker](#) in which to store their personal belongings. The lockers will be secure, located in covered open spaces, cleaned annually and in an emergency, school will be able to gain access to them. Please note that we are not able to provide coat hooks for pupils so outer wear must be kept in lockers or carried with the pupil at all times.

Lancashire Libraries

Reading is an essential part of developing lifelong skills both academically and culturally. We encourage pupils to make use of our school library at break/lunch times for reading and study. We have also been very fortunate that our local library has agreed to register all pupils so that they have full membership with all libraries belonging to Lancashire County Council. This will allow your child to make use of library facilities during the holidays, as well as in term time.

Please complete the registration form below, regardless of whether your child already has a library card and return to your form tutor on your first day in September.



Lancashire Libraries Registration Form



| | |
|---------------|--|
| Name | |
| Address | |
| Date of Birth | |
| Email | |
| Telephone | |



Archbishop Temple Church of England High School
St Vincent's Road
Fulwood
Preston
PR2 8RA

Tel: 01772 717782

www.archbishoptemple.com