



Welcome to Year 7!

An Introduction to Balshaw's

Parental Handbook

Class of 2021



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A LETTER FROM OUR HEADTEACHER MR S HAYCOCKS



June 2021

Dear Parent/Carer

Thank you for choosing Balshaw's CofE High School as the school for your family and I am delighted that your child has gained a place at our school for September 2021. Sadly once again a number of potential students were disappointed not to secure a place at Balshaw's CofE High School. We hope that your son/daughter will find the school an exciting, safe and pleasant environment and will be as proud to be a member of Balshaw's as we are. I hope that s/he will feel cared for throughout her/his time with us. We rely upon our new students to uphold our outstanding reputation but this cannot be achieved without your support as parents/carers.

This introductory booklet is intended to prepare the way for your child's new beginning and my colleagues and I hope that you will find the information in it a useful guide. It will outline some key pieces of information and provide you and your child with some reassurance at this tricky time. We fully appreciate the current circumstances your child has had to face and the challenges. We understand you will have questions about the transition to Balshaw's CofE High School and we hope this booklet will help to answer many of them. We also hope our Summer School will help the children's transition easier with the exciting activities we have planned for them to get to know each other better before September and to make them feel that they are part of our Balshaw's CofE High School family.

Balshaw's CofE High School is based on a Christian foundation, and our aim is that this permeates all that we do in and out of school. We shall naturally look to your child to uphold our ideals in the best possible way. Good manners and courtesy to others are considered vital. Respect for each other and a willingness to work hard and care for 'our' environment is expected. We have been praised for the many areas of school life which we feel are important to enable Balshaw's CofE High School to be a positive and caring working environment, but we all have to work on this daily if it is to continue to be the case. Our Diocesan Inspection highlighted the outstanding strength of the Christian ethos within the school.

Accepting a place at our school commits students to participating in all aspects of the school curriculum and life and to conforming with the Student Code of Conduct. We also ask for parental commitment to support school's actions in signing the Home School Partnership. Together we can and do achieve great success. This helps us all to recognise our responsibilities to your son/daughter. This is also printed in the homework diary and you will be asked to sign this at the beginning of the year. Your greatest support will be attendance at all Parents' Evenings online, striving for 100% attendance for your child, supporting our behaviour policy and helping your child to achieve excellence in all areas.

We hope that you will agree that we wish all students to look smart both in and out of school. We are proud of our reputation for this. We hope that you as parents/carers will support us fully in keeping to the uniform rules throughout the five years. This especially includes length of skirts, outdoor coats, uniform only trousers, and correct footwear. This is a constant battle, but one which we feel is important to maintain and in sending your child to Balshaw's CofE High School you will also support our high standards of appearance. Please ensure you are familiar with our uniform policy **before** purchasing items for your child. A copy of this is enclosed in this handbook and a copy was sent to you over Spring Bank half term.

I enclose details of the provisional holiday dates, as the school does not authorise any term time absence. Wherever possible dentist/doctors' appointments should be after school. This is because student's learning and progress is greatly affected by absence.

I look forward to meeting you in the near future and hope that the enclosed information is of value to you. I know that we can be successful if we work together at all times. Once again congratulations on gaining a place and 'Welcome to Balshaw's'

Yours sincerely



S Haycocks
Headteacher

A LETTER FROM OUR DEPUTY HEADTEACHER MRS WILSON

Dear Parents/Carers,

This is our Parental Handbook for all students starting in Year 7 in September. We are pleased to welcome your son/daughter to Balshaw's CofE High School and hope that their next five years with us will be both enjoyable and successful. We have provided information in this booklet that we hope will answer many of the questions that you, your son/daughter may have about life at Balshaw's CofE High School. We hope you find it useful and informative.



Thursday 2nd September 2021 is the official start date for our new Year 7 at 8:35am. Our usual induction process will take place in order to help Year 7 settle quickly and navigate through their new environment as well as making lots of new friends. As part of the induction process we are aiming for your child to have time in school to do this on Thursday 2nd September. She/He will learn their way around and find out about their Tutors, their new timetables and lots more. We will also show them how the cashless dining system works and it would be most useful if you would send cheques (preferably) or money to top up their account on that day in readiness for that week. Please see the section later in this booklet on the lunch system for more information.

In this booklet you will also find the book list which you may want to use to help your child to focus their reading and improve their literacy skills over the long summer holidays.

I hope you all have an enjoyable summer and I will look forward to meeting you in September.

Yours sincerely

M Wilson

Mrs A M Wilson
Deputy Headteacher
Pastoral Care, Guidance and Support

A LETTER FROM OUR DEPUTY HEADTEACHER MR MORGAN

Dear Parents/Carers,

Re: Modern Foreign Languages at Balshaw's CofE High School



In its 2011 report on Modern Languages Achievement and Challenge, OFSTED highlighted the fact that many secondary schools: “had not modified their Year 7 curriculum or adapted their teaching of languages to build on and exploit the increasing amount of work being undertaken in primary schools”. To address this issue, the MFL department believes that it would be beneficial to change the way that foreign languages are assigned to students on entry at Balshaw’s CofE High School, so that students can continue with the language they have studied at primary school. MFL provision has become much stronger at the majority of our feeder schools in recent years, and building on the prior knowledge the students have already gained will greatly support progress and attainment in MFL, as well as increase confidence in the subject.

In Key Stage 3 at Balshaw's CofE High School students will study one language, either French or Spanish, throughout their first three years in school and although it is still important to maintain a reasonably equitable balance of group sizes across both languages (French & Spanish), we do feel that it is more important to build upon the prior learning in either French or Spanish from KS2. As a consequence, the MFL team have already communicated with our Primary feeders regarding the quality of KS2 provision which your son/daughter has accessed at their Primary school and in which language. Using this information our incoming Year 7 students will be placed in either a French or Spanish class based upon their prior learning.

The exceptions to these placements may be if there are siblings currently in school studying a different language, as we recognise the value of siblings supporting one another in their development of the same Modern Foreign Language. Parents/Carers may make a preference for French or Spanish if there are extenuating circumstances in the family and we will, as far as possible, look to place their child in the appropriate and requested group.

If you have a preference, please can you indicate this in writing with reasoning behind the request being made by email to j.morgan@balshaws.org.uk by Monday 12th July.

Please note - we will aim to meet all preferences but cannot guarantee that this will be the case if group numbers and balances are unevenly distributed as a result.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J Morgan', written in a cursive style.

Mr Jonathan Morgan

Deputy Headteacher

Curriculum & Standards

A LETTER ABOUT YOUR CHILD'S ATTENDANCE AND PUNCTUALITY

Dear Parent/Carer

Welcome to Balshaw's CofE High School, we are looking forward to you joining our family.

At Balshaw's CofE High School we have very high standards in everything that we do and have a 97% attendance target for each pupil. This letter is to inform you of some points around attendance and punctuality before your child starts in September.

Authorised absence

The following **may** be authorised by the school:

- Bereavement
- Dentist or doctors' appointment (try to make appointments outside school time)
- Hospital treatment
- Hospital appointment
- CAMHS appointment
- Leave in term time granted at the discretion of the Headteacher for **exceptional circumstances**, written permission is requested from the Headteacher first. By law, the school can only authorise in **exceptional circumstances**)
- Short term emergency
- Certain days for religious observation
- If possible, notify the school of any issues that may affect your child's attendance before the absence occurs.

Unauthorised absence

Unacceptable reasons for absence include

- Shopping
- Holidays in term time which are not authorised by your child's school
- Suspected holidays not notified to school
- Hair cut
- Truancy
- Airport visits
- Birthday treats
- Days out / trips
- Looking after brothers and sisters at home
- Non-urgent medical or dental appointments
- Staying at home to wait for deliveries
- Looking after pets
- Oversleeping
- Working
- Death of pets

Please note that the decision to authorise absences rests with schools and not parents/carers. (Information taken from LCC website)

The decision to authorise absence is at the head teacher's discretion based on their assessment of the situation based on **'Exceptional circumstances.'** Circumstances vary from school to school and so there can be no absolute rules on this subject.

Our priority during term time is your child's education. Children and families have 175 days off school to spend time together, including weekends and school holidays. Heads will rightly prioritise attendance. The school policy states absences will not be granted during term time and will only be authorised in exceptional circumstances. If an event can reasonably be scheduled outside of term time then it would not be normal to

authorise absence. Absence during term time for holidays is therefore not considered an exceptional circumstance.

Let's put attendance into context:

Simon' is a Year 7 pupil – he has 90% attendance, which he and his parents think is good. However 90% attendance = **½ a day missed every week**. 90% attendance equates to 4 whole weeks of missed school – **over 5 years this equates to ½ a school year missed!**

Other absences

- Absences to visit family members are also not normally granted during term time if they could be scheduled for holiday periods or outside school hours. Children may however need time to visit seriously ill relatives.
- Absence for a bereavement of a close family member is usually considered an exceptional circumstance but for the funeral service only, not extended leave.
- Absences for important religious observances are often taken into account but only for the ceremony and travelling time, not extended leave. This is intended for one off situations rather than regular or recurring events.
- Absences for families of service personnel will be taken into account if they are returning from long operational tours that prevent contact during scheduled holiday time.
- Absences for students with special educational needs or disabilities will be considered and reasonable adjustments made.
- Absences for families who may need time together to recover from trauma or crisis may be considered as exceptional circumstances.

(Information taken from NAHT Guidance on authorised absence in school)

Both Parents and any Step Parents that a child lives with can be fined (per child) for taking their child on holiday during term time without consent from the school. Secondary Headteachers decisions may differ from Primary School so please do not risk a fine by taking your child on holiday during term time.

Punctuality

With regards to **punctuality**, the school day starts at **8.40am** and we expect your child to be in school at that time. Registers are marked by 8.50am and your child will receive a late mark (L) if they are not in by that time. At 9.45am the register closes and if your child arrives after this time they will receive a mark that shows them being on site but this **will not** count as a present mark and will be marked as a (U) unauthorised absence.

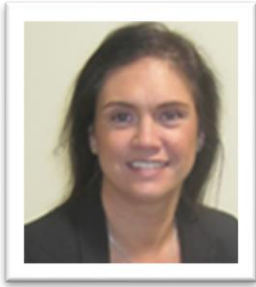
We hope your child will enjoy their time with us and thrive, but be reassured we are here to help and support if there are issues that might affect their punctuality and attendance while they are here, and your child's Tutor or Head of House can be contacted via the school office on 01772 421009 if you have any issues you would like to discuss.

OUR MISSION STATEMENT

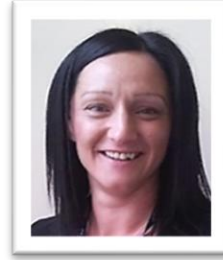
In order to fulfil our aims we are committed to excellence in all areas:

1. To aim at excellence in demonstrating the Christian faith engendering pride and unity throughout all our work connected with the school
2. To allow all students to achieve excellence for themselves by offering a broad, balanced, relevant and differentiated curriculum
3. To ensure that students, parents/carers, staff and governors are involved in the fulfilment of our vision of excellence
4. To put people first and aim at excellence in all our relationships
5. To aim at excellence in communication and maintain an open management style
6. To aim at excellence in the upkeep of our working environment
7. To actively promote the school's image of excellence throughout Leyland, Lancashire and beyond
8. To aim at excellence within financial management
9. To build upon our links with Parents/Carers, Community, Business, Engineering Firms, the Church, Industry and Further Education in helping us to achieve this excellence

THE PASTORAL TEAM



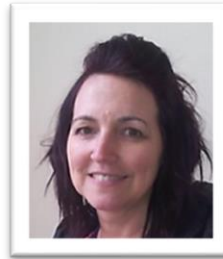
Mrs Wilson
Deputy Headteacher
Pastoral Care, Guidance
and Support



Miss Waterston
Pastoral Manager



Mrs Lupton
Head of Clayton House



Mrs Coburn
Head of Cuerden House



Mr Riley
Head of Farington House



Mr Jennings
Head of Worden House



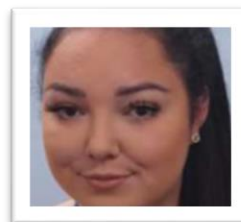
Mrs Seedall
Student Support and Welfare
Officer



Mrs Leyland
Attendance Officer



Mrs Barrett
Inclusion Unit Officer



Miss Rigby
Pastoral Assistant

STUDENT CODE OF CONDUCT - EXPECTATIONS OF STUDENT BEHAVIOUR

Be responsible	Be respectful	Be ready
That you move about the corridors quietly, in single file, without running, keeping to the left and that you follow all guidelines given for movement about the school.	Always follow staff instructions – First Time, Every Time.	Always bring all necessary equipment in a school bag that is big enough for your books/kit.
Be in the correct place at the correct time. Be punctual to registration, assembly and lessons.	Be polite – do not use offensive or aggressive language or behaviour.	Bring and use your planner properly to record all work and achievements.
Take responsibility for managing your own behaviour.	Listen to the views of other people (if you do not, why should they listen to yours?).	Complete all tasks to the best of your ability.
Only enter classrooms only with the permission of a member of staff and follow classroom rules.	Do not make unpleasant comments about someone else’s colour, religion, race, gender, disability, sexuality or physical appearance.	Participate positively in lessons, respect others in their right to learn and all teachers’ right to teach.
Report any unacceptable behaviour to a member of staff.	Be a good role model to others and show good manners as often as you can.	Take pride in your appearance. Do not use make-up, false tan or wear jewellery, have piercings, wrong hair colour.
Be honest and tell the truth at all times. Everyone makes mistakes but you will gain more respect by being honest about them from the beginning.	Do not be unkind, bully, intimidate or try to frighten other people.	Tie your hair back neatly if it is past shoulder length – this applies to all students.
Ensure that your uniform is correctly worn in and out of the classrooms.	Use social media and the internet carefully and responsibly. Think before you post or press send. Avoid being a keyboard warrior.	Make sure that homework and coursework is handed in on time and by the deadline your teacher sets you.
Ensure that mobile phones are switched off and are not used in class or around school. If seen they will be confiscated by school staff.	If you can’t say anything nice don’t say anything at all.	Accept sanctions if you have made poor behaviour choices, learning from your mistakes and avoid making the same mistakes again.
Use your planner as a means of communication. Show it to your parents/carers and get it signed.	Place all litter in bins and respect your classrooms.	Challenge yourself to achieve and to live up to the highest of expectations, not down to the lowest.
In our school environment we treat all property, and others with respect. Chewing gum is not allowed in school.		Aim for at least 97% attendance or above.
Be active in preventing unkind behaviour or bullying. Don’t be a bystander – report it if you see it.		

Date:

Signed:(Student)

Signed:(Parent)

Signed:(School)

HOME SCHOOL AGREEMENT - EXPECTATIONS OF PARENTS/CARERS

Be responsible / before they get to school	Be respectful / whilst at school	Be ready / communicating with school
Ensure your child attends school every day unless there is a significant reason for absence. 97% attendance or above is our target.	Communicate well with school via your child's Tutor as the first port of call.	To support the Christian ethos of your child's school by praising your child for good work, behaviour, effort.
Ensure your child is wearing the correct uniform – no trainers, no logo shoes, no boots, no plimsolls, no canvas style, shirts tucked in, skirts at knee length, no skinny style trousers, no hoodies and have a suitable outside coat.	Not all falling outs or unkind behaviour between children are bullying issues. All incidents of a persistent and systematic issue will be logged as such and dealt accordingly.	To abide by the School's policy on no holidays in term time and avoid a Fixed Penalty Notice by keeping your child in school.
Encourage your child to have a routine for completing homework/going to bed/eating well.	Our core business is teaching children. School staff will endeavour to respond to emails and calls within 48 hours or sooner if it is urgent.	Avoid contacting your child during the school day. If you need to contact your child, do so via the school office.
Encourage your child to take responsibility for themselves e.g. reporting incidents to their tutor etc.	Support the school by accepting any incident will have been fully investigated and dealt with in a fair and equitable manner with necessary sanctions given.	To inform us if there are any serious concerns or issues about your child we should know about.
Ensure your child is not wearing make-up/false tan/ jewellery/piercings/or has the wrong hair style or colour.	Remember that there are always two sides to every story. We do our best to be impartial to respect everybody's needs.	To support school's efforts to help those in the local community eg: Shoe box appeal, Christmas hampers.
Ensure your child's planner is signed, they have completed homework on time and met deadlines. Monitoring Synergy will help with this.	If you need to speak to a member of staff please email or make an appointment – It is not possible to see parents/carers who arrive at school without an appointment.	To support school if your child has done something wrong and is given a sanction.
Ensure your child does not break mobile phone rules. Ensure phones are switched off when in school.	Encourage your child to participate in wider school activities and extra-curricular clubs.	To support your child to be the very best version of themselves that they can be.
Check the school website for information about events. Be aware of key dates/information guidance evenings/parent's evenings.	Maintain polite and respectful relationships with staff members.	There is a reason you chose Balshaw's CofE High School. Help us to uphold our high standards.
Take an active interest in your child's social media use, friendships and social activities.	Make sure your child is able to get home or is collected after school trips promptly.	To contact school on the morning of your child's first day of absence.
Ensure your child is on time for school daily and is not late.	Be aware that we are all working for the good of your child.	
Inform school about any concerns which might affect your child's work/ behaviour.		
Ensure that your child understands how to travel safely to and from school. Students who cycle to school must wear a helmet.		
Encourage your child to read for pleasure as often as possible.		
Ensure your child is well prepared for the school day.		

Date:

Signed:(Student)

Signed:(Parent)

Signed:(School)

OUR SCHOOL DAY

Our school day at Balshaw's CofE High School begins at 8.40am. Students are not allowed into school before 8.30am unless they are going to the library or to the restaurant for breakfast. Excellent punctuality is expected on a daily basis.

Once the bell has rung students should make their way to their Tutor Group room where their Tutor will take the register. If students know in advance that they will be late for school, for example if they have an appointment, a letter from home must be brought in to their tutor beforehand. All students' arrival time at school is monitored closely and if they are persistently late this will be noted and a sanction imposed e.g. lates detention or a day in the school inclusion unit.



There is a bike shed for students to use if they come to school on their bike. Please make sure they secure their bike with their own lock. The bike shed will be unlocked for students to use in the morning and after school. If students arrive and it is locked, they should go to the main office and speak to a member of staff. All students who ride a bike to school must ensure it is roadworthy and has a working set of brakes. Students must also wear a helmet when riding to and from school. Your child will be given a sanction if a helmet is not worn for health and safety reasons.

8.40 – 9.10	Collective Worship/Tutor Registration or PSHE
9.10 – 10.10	Period 1
10.10 – 11.10	Period 2
11.10 – 11.30	Break
11.30 – 12.30	Period 3
12.30 – 13.30	Period 4
13.30 – 14.10	Lunchtime
14.10 – 15.10	Period 5
15.10	End of the school day/extra-curricular activities

OUR SCHOOL DAY

Subjects studied in Year 7 are: Art, Design and Technology, Drama, English, Geography, History, ICT, Mathematics, Modern Languages, Music, Physical Education, Religious Education and Personal, Social and Health Education (PSHE).

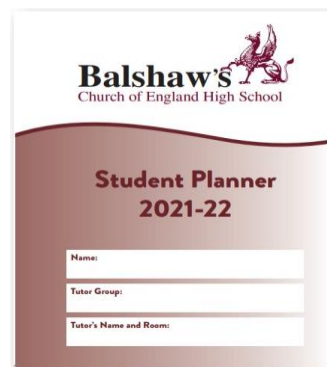
Here at Balshaw's CofE High School our students have five lessons a day that we call periods. They each last for 60 minutes each.

All students will receive a copy of their timetable when they start school with us.

They will also receive a Student Planner and they will be asked to write their timetable in this planner so that it can be easily viewed throughout the day.

Students also receive a homework timetable so that they know what homework they have daily. Inside their diary students have a copy of the Student and Parent Code of Conduct and Home School Partnership.

Please sign your copy and get your child to sign their copy.



EQUIPMENT LIST

Items needed:

- Pens—blue or black ink only (essential)
- Purple and green pen (essential)
- Reading Book (essential)
- Highlighters – various colours
- 2B and 4B Pencils, Rubber, Sharpener (essential)
- Scientific Calculator (essential)
- 30cm Ruler (essential)
- Bible (New International Version) for use at home for homework
- Collins School Dictionary (optional)
- A Pocket Thesaurus (optional)
- Coloured Pencils
- Pair of Compasses and Protractor
- Pritt / Glue Stick or Sellotape
- Packet of Plastic Wallets
- Small Scissors (junior ‘safety’ scissors)
- Pen Drive (without programs or encryption on)
- Sticky Back Plastic for Covering Books (optional)
- Headphones for use in Music Lessons. Students will need them for most lessons
- Watch (preferably analogue)
- Sticky back plastic or exercise book covers (optional)
- Face Mask
- Hand Sanitiser

Access to a computer, outside school, will be important in light of the Virtual Learning Environment (VLE), Moodle (a school web based learning resource). Students can use the Computers in the Learning Resource Centre which is open from 8.30 am in the morning and during Homework club which is on Monday, Tuesday and Thursday from 3.15 pm until 4.15 pm.

Students are encouraged to bring the correct equipment to school every day and ensure they have their own pens and pencils. Students will be sanctioned if they do not have the correct books and equipment.

OUR SCHOOL UNIFORM

Balshaw's CofE High School insists on high standards of uniform. It is important that students take pride in their appearance and are aware of the impression their appearance makes within the community.

Balshaw's CofE High School seeks to promote a sense of belonging and shared identity through the implementation of its uniform policy.

Please see full details in our Uniform & Appearance Policy on our website **Parents Portal>School Policies**

GIRLS	BOYS
Black blazer with school badge	Black blazer with school badge
Black and silver knee length kilt (to be worn at knee length not rolled up)	Plain black trousers (not cord, denim or skin tight in style or skinny jeans)
Plain black Trutex uniform trousers (with school logo) NO ALTERNATIVES only available from stockists. See list below	Plain black v-neck sweater (not sweatshirt or cardigan)
Plain black v-neck sweater (not sweatshirt or cardigan)	
Plain white blouse (tucked in) and a clip-on school tie	Plain white shirt (tucked in) and a clip-on school tie
Plain black or white socks (not over the knee socks, frilly, lacy or with ribbons)	Grey, black or white socks
Plain black tights or nylon tights—no patterns / holes	
Plain black shoes—leather or leather style (NOT any of the following: boots, high heels, canvas shoes, plimsolls, trainers, trainer style, adornments). No shoes with logos of any kind NO BOOTS OF ANY KIND – including those that sit on the ankle. PLEASE SEE EXAMPLES ON PAGE 16	Plain black shoes—leather or leather style. Not brown or blue in colour and no white trims. No sports logos or trainers (not any of the following: Vans, Nike, Adidas, Converse, any other sports make, canvas or plimsolls). No shoes with logos of any kind NO BOOTS OF ANY KIND (not Timberland, Rockport, Firetrap, Kickers). PLEASE SEE EXAMPLES ON PAGE 16
No caps or hats	No caps or hats
Plain black or navy outdoor coat or jacket (not denim or leather—no logo, no hoodies)	Plain black or navy outdoor jacket or coat (not denim or leather—no logo, no hoodies)
GIRLS' PE KIT	BOYS' PE KIT
Akoa black and white short sleeve sports top (with school logo)	Akoa black and white short sleeve sports top (with school logo)
Akoa black and white skort (combined skirt and short)	Akoa black and white rugby top (with school logo)
Games socks black with white tops	Two pairs of Akoa plain black shorts or unbranded plain black shorts
Non marking trainers	Two pairs of plain black football socks with three narrow white stripes
	Non marking trainers
	Football boots—plastic studs / blades only so they can also be used on 3G pitch. Metal studs will not be allowed
<p>The following items are optional:</p> <ul style="list-style-type: none"> Akoa (Balshaw's branded) black & white mid layer top can also be purchased from our uniform stockist to be worn by both boys and girls in the cold weather, although this is not an essential requirement of the PE kit Akoa girls' sports leggings (with school logo) 	<p>The following items are optional:</p> <ul style="list-style-type: none"> Akoa (Balshaw's branded) black & white mid layer top can also be purchased from our uniform stockists to be worn by both boys and girls in the cold weather, although this is not an essential requirement of the PE kit Akoa boys' track pants (with school logo)
<p>Balshaw's Church of England High School Uniform & Akoa PE kit are only available at the following stockists:</p> <ul style="list-style-type: none"> Nu Uniforms: 82 Market Street, Chorley, PR7 2SF, 01257 275512, www.nuuniforms.com Impressions: 250 Leyland Lane, Leyland, PR25 1XL, 01772 431431, www.impressionsuniform.co.uk <p>Shoe stockist:</p> <ul style="list-style-type: none"> Paces and Laces: 5 Towngate, Leyland, PR25 2EN, 01772 623777, www.pacesandlaces.com 	
<p style="text-align: center;">Please Note</p> <p style="text-align: center;">All possessions should be clearly marked with owner's name</p> <p style="text-align: center;">Trainer laces should be tightly tied on top for safety reasons—not tucked in</p> <p>Watches need to be removed for physical education for safety reasons and must be handed in with other valuables to staff for safe keeping during the lesson</p> <p style="text-align: center;">We strongly advise the wearing of mouth guards (gum shields) and shin pads for Rugby and Hockey lessons and shin pads for Football lessons</p>	

OUR SCHOOL UNIFORM

Balshaw's CofE High School insists on high standards of uniform. It is important that students take pride in their appearance and are aware of the impression their appearance makes within the community. Balshaw's CofE High School seeks to promote a sense of belonging and shared identity through the implementation of its uniform policy.

It is important to us that **ALL** students "aim at excellence" in every area of school life. We have a uniform code that encourages all students to take pride in their appearance and wear their uniform correctly as part of the Balshaw's CofE High School community

Please ensure that:

- For health and safety reasons **NO** jewellery other than an analogue wrist watch to be worn
- Should students wish to have piercings this should be done at the beginning of the summer holiday to allow time to heal over the 6 week summer holiday, so that they do not wear them in school for **ANY** reason
- No make-up is worn for school or false eyelashes, acrylic or gel nails
- **No false tan**
- Your child should not have an extreme haircut e.g. un-natural hair colour, dip-dyeing bleaching or shaving less than grade two, tram lines or artistic designs. No hair is to be worn over the face or to be shaved, with a layer of hair on top
- Belts, hair bands, ribbons and bobbles must be plain black. All hair past shoulder length must be tied back (boys and girls)
- **TRAINERS OR BOOTS ARE NOT WORN TO SCHOOL**

Please Note: If parents/carers are unsure, we strongly advise them to contact the Pastoral Team in the first instance. It is our policy to maintain a high standard of dress. Students not wearing the full uniform will be offered spare items from school if available. If not available, students will be placed in isolation until the uniform is addressed. School reserves the right to provide students with regulation items if non regulation uniform is worn. School should be informed of any reason why a student is unable to comply with the uniform rules on that day.

Hairstyles and Colouring: Parents/Carers should be aware that we do not permit extremes of fashion in students' hairstyles or dress. Added hair colours must be natural and subtle (bright colours including shades of red, and dip-dyeing are not permitted). Hair braiding is only acceptable without beads or accessories. Close shaved heads, tram lines and patterns cut into hair or eyebrows are not acceptable. Very short hairstyles or extreme hairstyles (e.g. where some hair is very short and the rest isn't) are not acceptable. Students who have shoulder length hair, or longer, are required to tie it back for health and safety reasons and/or if it obscures the face. This applies to both male and female students.

OUR SCHOOL UNIFORM

Uniform Stockists Ties, badges and most uniform items are available from:

NU Uniforms: 82 Market Street, Chorley, 01257 275512, www.nuuniforms.com

Impressions: 250 Leyland Ln, Leyland, 01772 431431, www.impressionsuniform.co.uk

Shoe stockist: Paces and Laces: 5 Towngate, Leyland, 01772 623777, www.pacesandlaces.com



Outdoor coats are not to be worn inside the school. Parents/Carers are asked to buy only blue or black outdoor coats. Trainers are only acceptable for PE. Caps, hoodies and denim jackets are not allowed on school premises.

LUNCHTIME

Lunchtime is from 1.30pm- 2.10pm every day for all the students and teachers. There are two Restaurants in school where food can be bought. There is a selection of choices for the students, and there is always a vegetarian option. Students should let the restaurant staff know if they have any food allergies.

Every student is given an account to buy food and drinks that can be topped up with money.

We operate a cashless system at the Restaurants and there are three methods to pay as follows; cash can be loaded onto the 'reval' machines by students, via ParentPay (our online payment provider) and finally by cheque (all cheques made payable to Chartwells).

You will be sent details about ParentPay and a unique code. ParentPay also be used to monitor the account to see what your child has eaten and how much is being spent.

Your child will be given a pin number to use, and every time something is bought from the canteen, that amount is taken off the account.

To pay cash in to the machines and to purchase food from the Restaurant, each student will need a unique identifier. The school offers two options:

1. Biometrics
2. 4 digit pin code

Biometrics is where a sophisticated computer system that converts a thumb print in to a 256 alphanumeric code. The thumb print is not stored so there is no risk of a print being lost. The biometric registration will be organised with students on the first day of the Autumn term.

The daily spending limit is £4.50 and this can be increased or decreased on your instruction.

For free school meals, money is automatically added to the account but the value does not show on the 'reval' machines. However, any additional money that has been added will be seen.

If you get free school meals, don't worry you will be able to get lunch from the first day.

Students are also welcome to bring their own packed lunches and there are areas in school where this can be eaten and time can be spent with friends.

Should you have any questions or specific requirements for your child do not hesitate to contact the catering team.

We look forward to providing your child a healthy and nutritious meal.

Details about menus can be found on our website **Parents Portal>School Menu**



AFTER SCHOOL CLUBS

Balshaw's CofE High School offer a wide range of cultural, social and sporting activities to all students.

Our extra-curricular activities programme is open to all students. There is something for everyone, including trips with History, English, Drama, RE, Geography and Science. Extra-curricular clubs are a great way of meeting new friends here at Balshaw's CofE High School.

We have different activities on every day.

There are some examples below, of a number of non-sporting and sporting clubs on offer to students. More information can be found on the following webpage:

www.balshaws.org.uk/parents-portal/clubs.

Non-Sporting Clubs



- Alpha club
- Art club
- Bible studies club
- Chess club
- Drama activities
- Gardening club
- Homework club
- Languages club
- Music clubs (Balshaw's Band, Vocal Harmonies, Rock School, Worship Band, Chamber Choir, Recording Band)
- Puzzle club
- Year 7 and Year 8 Science clubs
- Young Writers club



Sporting Clubs

- Athletics – indoor and outdoor
- Badminton
- Basketball
- Dance club
- Fitness and circuit training
- Cricket
- Cross country
- Dance
- Football
- Gymnastics
- Hockey
- Netball
- Rounders
- Rugby
- Table Tennis
- Tennis



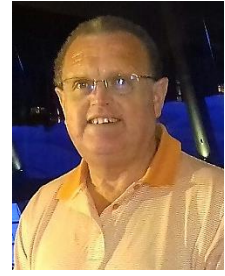
READING LIST

In addition to your child reading for pleasure as much as possible every week, it is expected for your child to have a book on the go in school. Below are some recommended reading titles and authors according to genre:

Action/Adventure	Crime
Carl Hiaason, <i>Squirm</i> Anna Mainwaring, <i>Tulip Taylor</i> Suzanne Collins, <i>The Hunger Games</i>	Thomas Taylor, <i>Malamander</i> Katherine Rundell, <i>The Good Thieves</i> James Patterson & Maxine Paetro, <i>Private</i>
Fantasy	Science Fiction
Piers Torday, <i>The Lost Magician</i> Sophie Anderson, <i>The House with Chicken Legs</i> Julie Hearn, <i>The Merrybegot</i> Lynne Reid Banks, <i>The Indian in the Cupboard</i> Trilogy	Lucy & Stephen Hawking, <i>George's Secret Key to the Universe</i> Pittacus Lore, <i>Fugitive Six</i> Philip Pullman, <i>His Dark Materials</i> Series Rudy Rucker, <i>Million Mile Road Trip</i> Frank Cotterill-Boyce, <i>Cosmic</i>
Thrillers	Horror
Anthony Horowitz, <i>Alex Rider</i> series Siobhan Dowd, <i>The London Eye Mystery</i> Andy McNab, <i>Liam Scott</i> Collection Robin Stevens, <i>Death in the Spotlight</i> Mark Walden, <i>The Hive</i> Collection Tom Fletcher, <i>The Creakers</i> Lisa Thompson, <i>The Day I was Erased</i>	Kenneth B. Anderson, <i>The Wrongful Death</i> or <i>The Devil's Apprentice</i> Cassandra Clare, <i>Mortal Instruments</i> Series or <i>The Infernal Devices</i> Trilogy Will Mabbitt, <i>Embassy of the Dead</i> Kiersten White, <i>The Dark Descent of Elizabeth Frankenstein</i>
Historical Fiction	Comedy
Karen Parsons, <i>How High the Moon</i> Jacqueline Wilson, <i>Dancing the Charleston</i> Gill Lewis, <i>The Closest Thing to Flying</i> Robert Westall, <i>Blitzcat</i> Marcus Zusak, <i>The Book Thief</i> Michael Morpurgo, <i>Flamingo Boy</i>	Rachel Delahaye, <i>Jim Reaper</i> series Frank Cotterell Boyce, <i>Millions</i> or <i>The Perfect Crime is a Work of Art</i> Anthony Horowitz, <i>Granny</i> Rachel Renée Russell, <i>Dork Diaries</i> David Walliams, <i>Ice Monster</i>
Reluctant Readers	Dyslexia-friendly Books
Jeff Kinney, <i>Diary of a Wimpy Kid</i> series Jim Smith, <i>Barry Loser</i> series Lincoln Peirce, <i>Big Nate</i> series Andy Griffiths & Terry Denton, <i>Storey Treehouse</i> series	Chris Priestley, <i>Flesh and Blood</i> Tom Palmer, <i>Over the Line</i> Gill Lewis, <i>Running Wild</i> Jo Cotterill, <i>Glee Club</i> Robert Swindells, <i>The First Hunter</i>
General	Non-fiction
Lisa Thompson, <i>The Goldfish Boy</i> R.J. Palacio, <i>Wonder</i> Peter H. Reynolds, <i>The Dot</i> Jaco Jacobs, <i>A Good Day for Climbing Trees</i> Libby Scott and Rebecca Westcott, <i>Can You See Me?</i> Abi Elphinstone, <i>Rumblestar</i>	Roald Dahl, eg. <i>Boy</i> and <i>Going Solo</i> Marley Dias, <i>Marley Dias gets it done and so can you</i> Libby Jackson, <i>Galaxy Girls: 50 Amazing Stories about women in space</i> Knud Pederson, <i>The Boy who Challenged Hitler</i>

No matter what reading level your child is coming from, Balshaw's Cof E High School has a brilliant LRC (Learning Resource Centre) or Library with something for everyone.

A LETTER FROM OUR CHAIR OF GOVERNORS MR R K WOODCOCK



June 2021

Dear Parents/Carers,

Welcome to Balshaw's CofE High School. My fellow governors and I are delighted that you have chosen us and have been successful in obtaining a place for your child in September 2021.

At Balshaw's CofE High School we have a long tradition of a strong and committed governing body. We believe that this continues to make an invaluable contribution to the overall success of the school.

The governors bring to the school a unique combination of experience, skill and knowledge from an external perspective.

In return, governors get an opportunity, in a voluntary capacity, to contribute, influence and add value to one of the most critical challenges we face in society; the education and preparation for life of our young people.

At Balshaw's CofE High School governors are valued as members of the whole school team. We are supported and developed like any other member of staff by the school, the diocese and Lancashire County Council. We take an active and respected role in striving to achieve the high aspirations we all have for all members of our school community.

The governing body is made up of representatives from staff, parents/carers, Lancashire County Council, our churches (St. Andrew's and St. Ambrose) and the local community.

If you would like to know more about our governing body please do not hesitate to contact me or the Headteacher, Mr. Haycocks, through the school.

I always look forward to meeting parents/carers, but particularly ex-Balshavians who attended between 1981 and 2006, when I was Head of Physics.

Keith Woodcock

Chair of Governors

A LETTER FROM THE BALSHAW'S ASSOCIATION JULIA MONKS



June 2021

Dear Parents/Carers

On behalf of the Balshaw's Association (PTA), may I welcome you all to your new school. As members of the PTA, myself and the committee have volunteered to be involved as parents/carers and friends of the school and we'd like to let you know a little bit about our aims and objectives and the different ways that you can get involved.

The aim of the PTA is to build relationships between home and school, giving students, parents/carers, teachers and governors the opportunity to work together for the good of our students and our school. At the same time, we raise much needed funds to help with the purchase of additional equipment and school resources. This year alone, we have distributed almost £20,000 to provide a new Apple Mac suite for the music department, 20 new PCs for the geography department, equipment to help establish a new gardening club and new hockey equipment for the PE department.

The Balshaw's Association (PTA) committee usually meets on the first Wednesday of the month at 7.30 pm and our meetings generally last about an hour. All parents/carers and friends of the school are automatically members of the PTA and I do hope that you will take part in its activities in any way you can. This could be by attending our monthly meetings or if you're not a committee person, you could perhaps help out occasionally by either serving tea/coffee at parent's evening or by baking cakes for the Spring Fair/Family

Otherwise, we would love you to just come along to our events. The PTA isn't just about fund raising, it's about having fun too. Our quizzes, bingo nights, Spring Fair and race nights are always really good fun and a great night out for all the family. Feel free to invite family and friends and spread the word to anyone who you think would enjoy coming along. Your enthusiasm and new ideas will be most welcome. We are also always on the lookout for raffle/tombola prizes—chocolate and wine usually go down very well!!

Further details about our events and meetings can be found on the school website.

We look forward to seeing you soon!

Kind regards

Julia Monks
Chair of Balshaw's Association

A LETTER FROM REV'D DR DUNCAN BELL



June 2021

Dear students,

Welcome to Balshaw's!

A new start can be a bit of a daunting experience, but we trust that you will quickly settle in and enjoy your time in the school.

I hope you see your time here as a great opportunity to develop in all sorts of new and exciting ways. It will be a period of your life when you will not only face questions inside the classroom, but you may well face all sorts of questions outside too.

Questions about who you are, what really matters and what life is all about will no doubt arise as you go through school. For those questions there are lots of chances to investigate the answers. Balshaw's offers thought provoking assemblies and various clubs which give you the chance to explore different aspects of Christianity and its importance for us today.

I hope that your time at Balshaw's will be a fantastic journey which not only equips you academically and gives you a good preparation for the rest of your life but is thoroughly enjoyable too.

Yours sincerely

A handwritten signature in black ink that reads 'Duncan' with a horizontal line underneath.

Rev'd Dr Duncan Bell

Associate Vicar of St Andrew's Church and Foundation Governor to Balshaw's

Church Office Address: St Andrew's Church, Church Hall, Worden Lane, Leyland, PR25 3EL

Telephone: 01772 622964

email: office@standrewsleyland.org.uk

website: www.standrewsleyland.org.uk

Registered Charity No. 1130863

SCHOOL TERM 2021/2021

AUTUMN TERM 2021 – (provisional Autumn term dates due to Covid 19)

Training day	Wednesday 1 September 2021
*Re-open on	Thursday 2 September
Training day	Friday 8 October 2021
Mid Term Closure	Monday 25 October – Friday 29 October 2021 (inclusive)
Training Day	Monday 1 November 2021
**Early closure on	Friday 17 December 2021

SPRING TERM 2022

Training days	Tuesday 4 and Wednesday 5 January 2022
Re-open on	Thursday 6 January 2022
Mid Term Closure	Monday 14 February - Friday 18 February 2022 (inc.)
Closure after school on	Friday 1 April 2022

SUMMER TERM 2022

Re-open on	Tuesday 19 April 2022
May Day Closure	Monday 2 May 2022
Mid Term Closure	Monday 30 May - Friday 3 June 2022 (inc.)
*Early closure on	Friday 22 July 2022

***Please see our school website, at the end of August 2021, for the specific start times for our students. This is due to the Government direction about the mass testing of students before the Autumn term begins**

**** Please see our school website for early closure times nearer the date. Likely to be approximately 1.00pm**

CONTACT INFORMATION

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Lancashire

PR25 3AH

Telephone: 01772 421009

Email: enquiries@balshaws.org.uk

Website: <http://www.balshaws.org.uk>

Follow us on Twitter: [@balshawscehigh](https://twitter.com/balshawscehigh)

