

**YEAR 7**  
**STUDENT HANDBOOK**  
**CLASS OF 2021**



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## A LETTER FROM OUR HEADTEACHER MR S HAYCOCKS

Dear new Year 7 student,

I would like to take this opportunity to welcome you to Balshaw's CofE High School, and hope that you will find this introduction handbook helpful. I hope that you are looking forward to joining us at Balshaw's CofE High School in September even though we are living in difficult times. I also realise that mixed with the excitement you may also be feeling a little nervous as you think about all the new things which you will be experiencing here. I am sure you will find us friendly and understanding as



we welcome you to your new school. We aim to provide you with the best education that we can. This education is a result of close co-operation between home and school, and we look forward to the development of a productive relationship between you, your family and Balshaw's CofE High School.

As a reminder that you will be expected to do homework, I would like to set you a task for the Summer. I would like you to write about "All about me: my family and my hobbies" and bring it with you on the first day. You should not write more than one side of A4, for ease of display. We have received some really creative and originally presented pieces before. Will yours be put on my notice board? This can be handwritten or word-processed. If you have a computer, practice of these skills will be very useful for life at High School. You can spend time reading as well. There is a reading list in this handbook and you will be asked to complete a Literacy task too over summer by reading a wonderful book called Skydancer. You should also look at the reading list and try to start reading some of these books as reading is highly important to your literary development. As well as these tasks we would like you to complete some Numeracy and Science tasks too.

Your first official day of term is Thursday 2<sup>nd</sup> September 2021 and we hope on that day you will try to get to know the building, your teachers and new Tutor group. Our staff are all here to help you, care for you, keep you safe and to help you achieve your potential.

We hope that you will support the many events of the Balshaw's CofE High School Association PTFA. We have an annual Family Fun Day and Spring Fair in May and all our extra curricular events are on our website.

I hope that you are managing to gather together the equipment and uniform for September. Our aim is that our new Year 7 will set an example of smartness and continue the school's mission statement 'Aiming at Excellence' throughout Leyland.

The staff are looking forward to working with you over the next five years and join me in wishing you a pleasant summer. Please do not hesitate to contact us at [enquiries@balshaws.org.uk](mailto:enquiries@balshaws.org.uk) if we can help answer any questions you may still have.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'S. Haycocks'.

Headteacher

## A LETTER FROM OUR DEPUTY HEADTEACHER MRS A WILSON

Dear new Year 7 student,

This is our Welcome Booklet for all students starting in Year 7 in September. We are pleased to welcome you to Balshaw's CofE High School and hope that your next five years with us will be both enjoyable and successful. Please spend some time reading this booklet carefully as it will answer many of the questions you have about life at Balshaw's CofE High School.



There are 185 students in your new Year 7. They will be split into eight forms. There are two forms in each of the Houses for each year group. Don't worry about getting to know everyone as you will make lots of new friends very quickly. We have tried to put at least one other person from your Junior School in the same form class as you but if you have come from a Junior School on your own we have tried to keep all of you together so that you can get to know each other.

In this booklet you will also find the reading list which you may want to use to help you to focus your reading and improve your Literacy skills over the long summer holidays. You will also need to ensure that you have your homework completed for Mr Haycocks and have completed the Literacy, Numeracy and Science tasks we set for you.

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

## YEAR 6 SUMMER TRANSITION WORK

Dear new Year 7 student and Parents/Carers

### Parents/Carers:

I am writing to outline our transition work for English, Maths and Science. We would like your child to complete these tasks over the summer and bring the work with them when they start school in September. We hope that these tasks will aid the transition process for your child, by giving them a head-start and an insight into some of the curriculum content that they can expect from their lessons in Year 7 at Balshaw's CofE High School.



A child's reading skills are important to their success in school as they will allow them to access the breadth of the curriculum and improve their communication and language skills. In addition, reading can be a fun and imaginative time for children, which opens doors to all kinds of new worlds for them. With this in mind Ms McCutcheon, our Literacy Co-ordinator, has prepared the English transition task. To give you a little taster of what to expect, your child will receive a copy of the book *Sky Dancer*, a novel by Gill Lewis. Students will be asked to read the novel and complete the accompanying booklet in preparation for their first unit of work in English in September. This will be provided at our Summer School or delivered to you if your child is not attending.

### Student:

It is important that you complete them before September. It is also essential that you read regularly and we would encourage your Parents and Carers to support you to do this. Reading skills are imperative for success at school. If you are struggling for inspiration, please find a reading list at the end of this handbook with a few book suggestions from the English Department.

Kind regards,

A handwritten signature in black ink, appearing to read 'S Thomasson'.

Mrs S Thomasson

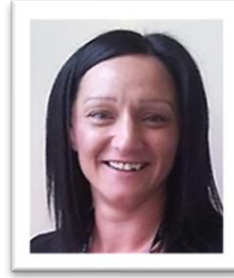
Assistant Headteacher

Teaching and Learning

## THE PASTORAL SUPPORT TEAM



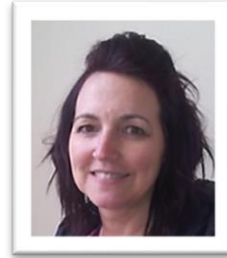
Mrs Wilson is our  
Deputy Headteacher  
Pastoral Care, Guidance and  
Support



Miss Waterston is our  
Pastoral Manager



Mrs Lupton is  
Head of Clayton House.  
She also teaches P.E.



Mrs Coburn is  
Head of Cuerden House.  
She also teaches P.E.



Mr Riley is  
Head of Farington House.  
He also teaches RE and  
History



Mr Jennings is  
Head of Worden House.  
He also teaches Maths



Mrs Seedall is our  
Student Support and  
Welfare Officer



Mrs Leyland is our  
Attendance Officer



Mrs Barrett is our  
Inclusion Unit Officer



Miss Rigby is our  
Pastoral Support Assistant

## **A LETTER FROM OUR HEAD GIRL AND BOY**

To the New Intake - September 2021,

It does not seem five minutes since we stepped through the gates on our first day at Balshaw's CofE High School filled with nerves but also excitement! That was nearly five years ago but our time at Balshaw's CofE High School feels as though it has flown by because of the enjoyment and experience that we have gained from our time at high school.

First of all, welcome to Balshaw's CofE High School! We know better than anyone all the emotions that you're feeling right now about your big step up from primary school to secondary school and can relate to the fact that this is such an important stage in your life. We are sure that both of us will always remember counting down to our first day and the emphasis of such a milestone of moving into secondary education.

I can assure you now that the rumours that you may hear around primary school of 'having your head flushed down the toilet and being 'launched into the bin by the Year 11 boys' are not actually true!

Those stories make us laugh now looking back because of how ridiculous the made-up tales really were! From the moment that we walked through the door of Balshaw's CofE High School, we knew this was the right place for us, and we know that you will feel exactly the same by September, if you don't already now. It may seem slightly predictable of us, but we can honestly tell you that you are joining a fantastic, well run school and we know it may feel like you are leaving your friends, happy memories and friends behind but you will make so many more here at Balshaw's CofE High School and gain friends for life.

There are many differences between primary school and Balshaw's CofE High School, you will be made to feel welcome and your learning is the Balshaw's CofE High School priority. Our current Year 7 are already settled in and familiar with the school, even though they have not been here for a whole year yet and I am certain that you will be able to settle in easily.

Whether you arrive at Balshaw's CofE High School with many of your primary school friends, or on your own, we assure you that friendships will soon fall into place. From speaking to past students, the main feeling is how much they miss their days at Balshaw's CofE High School. These students are not always top set students; that is not what it takes to enjoy your time at Balshaw's CofE High School. Those who have been successful at Balshaw's CofE High School can put a lot of their success down to simply getting involved and by not being afraid to take part and live school life to the full in a range of different ways. So, as you get started here, we hope that you enjoy your day in school and get a good feeling for Balshaw's CofE High School before you start Year 7 in September.

In the meantime, we hope you have an enjoyable summer in preparation for your move to Balshaw's CofE High School.

Elizabeth Brown and Aron Shatwell

Head Girl & Head Boy

2020/2021

## 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 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/Carer)

Signed: ..... (School)



## **HOUSE SYSTEM - What's that?**

The House System is a central part of life at Balshaw's CofE High School and aims to provide a sense of competition, community and fun through a range of school based activities. Everyone in the school is placed in a House and they stay there throughout their five years in the school. You and your parents/carers have already met House staff. You and your Head of House will know each other well before you leave. The four Houses are named after areas around Leyland. They are called Clayton, Cuerden, Farington and Worden. Each house is assigned a colour which is represented throughout the school and all House events.

## **TUTOR AND YOUR TUTOR GROUP**

**Class of 2021** - In Year 7 there will be approximately 185 students. They will be split up into eight Tutor Groups. There are two Tutor Groups from Year 7 per House. Don't worry about getting to know everyone straight away. You will find at least one other student from your Primary School in your Tutor Group—very often it will be a student whom you have been friendly with at Primary School. Don't worry if you have come from a Primary School on your own as we will try to put you in a Tutor Group with others that have come on their own so you can make new friends quickly.

Your Tutor is the teacher who can get to know you best and is someone to turn to with any questions or any problems in school. On a Monday you will have a Year group assembly with Year 8 and on one other day you will have a House assembly. For the rest of the week you will spend time with your Tutor in your Tutor Group completing PSHE work and getting your homework diary signed.

The Tutor Group meets first thing in the morning for 30 minutes. This is when you have your register taken, important messages are given out and it helps you to be prepared for the day ahead so it is really important that you get to this Tutor Period on time; you wouldn't want to miss anything! Your Tutor will help you with any worries that you have and will also want to hear about all the things you are enjoying. You'll get to know your Tutor really well and they'll be able to talk to you, advise you and support you through your time at Balshaw's CofE High School.

## **THE FIRST DAY OF TERM - The Big Day!**

You probably have a lot of different feelings about the first day but don't worry, this is perfectly normal. We've designed the entire day around Year 7 and it will be fun!

### **First day things to remember!**

You will need to be in school on the first day of term, in your new uniform by 8.40am but students can arrive from 8.35am. You will need to bring:

- ✓ **Money for lunch or a packed lunch.** (see section on Lunchtimes). The school operates a cashless system for the canteen. Every student is given their own account to top up with money, and then use the money in the account to pay for food and drink from the canteen
- ✓ A bag containing pencil case (pen, pencil, eraser, ruler, calculator)
- ✓ Money or cheque for locker and reply slip (see section on Lockers). If you do not want to have a locker straightaway that's not a problem, you can bring in the money and slip at any time, just ask your Tutor.

## You will not need to bring your PE kit on the first day.

When you arrive in school you will need to go straight to the Main Hall. You will know where this is because you will have already been there in when you came to Summer School. Besides, all your friends will be heading in the same direction! There will be lots of teachers around so if you're a bit stuck, just ask!

## WHAT WILL HAPPEN NEXT?

Pastoral Staff will be there with Form Tutors to welcome you and explain what will happen next. You will then go with your Tutor to your Tutor Room. There will also be some Year 7 Transition Leaders who will spend time with you to help you get settled in. They can also answer any questions you may have and are a friendly bunch.

Your Tutor will give you your timetable, your planner, tell you how things work and show you around the school. There's a lot to take in so you need to concentrate but you won't need to try to remember everything on the first day, that's what this book and your Tutors are there for! You'll also be busy meeting new people and making friends.

## OUR SCHOOL DAY

Our school day at Balshaw's CofE High School begins at 8.40am. Excellent punctuality is expected on a daily basis.

On arrival 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 inclusion.



There is a bike shed for students to use if you come to school on a bike. Please make sure you secure your bike with your own lock. The bike shed will be unlocked for students to use in the morning and after school. If students arrive and it's locked, they should go to the main office and speak to a member of staff. All students who ride a bike to school are required to wear a safety helmet when riding to and from school. You'll be given a sanction if you don't.

|               |                                                   |
|---------------|---------------------------------------------------|
| 8.40 – 9.10   | Collective Worship/Tutor Registration/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 | Lunch                                             |
| 14.10 – 15.10 | Period 5                                          |
| 15.10         | End of the school day/extra-curricular activities |

## ATTENDANCE – Every day matters



This is the best way to keep up to date with your work and for you to get the most out of your time in school. You should aim to be one of the students who gains a certificate for 100% attendance for the whole school year. Every year one or more students gain a special award for a full five years of attendance! Your Head of House also presents certificates to those who have a term's 100% attendance and your Tutor will give you a positive for each half term's full attendance. Our staff will support you in coming to school if your attendance falls below 90%.

## PUNCTUALITY - Right on time!

**Just like in Primary School it is really important to be on time to all periods!** If you are late after 8.50am in the morning, you **must sign** in at the Pastoral Hub so we know you're here. If you are late after 8.45am your Tutor will mark you down as late and you will need to make up the time that day in a lunch time detention.

If you are late for school frequently your parents/carers will be informed and you will be given a sanction for poor punctuality! I don't think they would want that so make sure you are on time.



## BREAK

After Period 2, morning break begins at 11.10am. You can buy drinks and snacks from the Restaurant or the Snack Bar at break. Food on offer is porridge, fruit, bagels toast, cheese on toast and a variety of cold drinks. **It's a good idea to have a decent breakfast and a drink before you set off for school.**

## LUNCH

Lunch begins at 1.30pm and ends at 2.10pm. You can buy lunch from the Junior Restaurant or you can bring in a packed lunch which will be eaten in the Compound. You must not bring in glass bottles or canned fizzy drinks. Energy drinks including Lucozade and Red Bull are banned in school. Students are not allowed to leave the school site at lunchtime—there are lots of good reasons for this!

## SCHOOL DINNERS & SNACKS

These are run on a cashless restaurant system so you can choose what you like, as long as you have remembered to top up your account. An interesting range of healthy food is served. Snacks are also available from the Junior Restaurant or the Snack Bar at break and before school starts.

## PACKED LUNCHES

These are eaten in the Compound at the beginning of the lunchtime or in the Restaurants. There are picnic tables outside which can be used in fine weather. Help keep our school clean by putting all your litter in the bins provided.

## THE CASHLESS LUNCH SYSTEM - Putting money on your lunch account

The school operates a cashless system for the Restaurant. Every student is given their own account to top up with money and then use the money in the account to pay for food and drink from the canteen. There are two ways to top up an account.

1. Pay money through an online payment system, ParentPay. You may already have experience of an online payment system at your primary school. There are many different systems available however, they all operate in very similar ways.
2. Pay cash (notes and coins) in to a revaluation machine. The school has two "reval" machines. They can be found in the main corridor that is located between the Restaurants and the Compound. The reval machines will take £20, £10, £5 notes and all coins except 1p and 2p's.

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 your print being lost. The biometric registration will be organised for the first day of the Autumn term.


Your daily spending limit is £4.50 and this can only be increased or decreased on your parents/carers instruction. They can ask for a print out of what you have spent and bought, so eat in a healthy way!

If you have free school meals, money for your lunch will be put on your account for you but the value does not show. Any additional top up money will be added and show on your account. You will have to bring in money from home to put on your account if you want to buy extra food at break.

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



| Breakfast                  |                                                                     |                                 |
|----------------------------|---------------------------------------------------------------------|---------------------------------|
| MONDAY - FRIDAY            |                                                                     |                                 |
| TOASTED BUTTERED BAGEL 75p | HONEYFAZE PORRIDGE + FRUIT TOPPING 75p                              | WHOLEMEAL/WHITE TOAST 25p       |
| TOASTED CHEESE BAGEL 75p   | HONEYFAZE CULTURED YOGURT WITH GRANOLA, PINEAPPLE & DRIED FRUIT 75p | SWEET HONEY & TOPPING 1.15      |
| POTATO HASHBROWNS 95p      | GRILLED SAUSAGE BARRY CAKE 1.15                                     | AMERICAN PANCAKES & TOPPING 85p |



| Mid morning break                      |                                        |                                        |                                        |                                        |
|----------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|
| MON                                    | TUE                                    | WED                                    | THU                                    | FRI                                    |
| AMERICAN PANCAKES WITH TOPPING 75p     | AMERICAN PANCAKES WITH TOPPING 75p     | AMERICAN PANCAKES WITH TOPPING 75p     | AMERICAN PANCAKES WITH TOPPING 75p     | AMERICAN PANCAKES WITH TOPPING 75p     |
| SWEET HONEY & TOPPING 1.15             | SWEET HONEY & TOPPING 1.15             | SWEET HONEY & TOPPING 1.15             | SWEET HONEY & TOPPING 1.15             | SWEET HONEY & TOPPING 1.15             |
| WHOLEMEAL/WHITE TOAST 25p              | WHOLEMEAL/WHITE TOAST 25p              | WHOLEMEAL/WHITE TOAST 25p              | WHOLEMEAL/WHITE TOAST 25p              | WHOLEMEAL/WHITE TOAST 25p              |
| GRILLED SAUSAGE BARRY CAKE 1.15        | GRILLED SAUSAGE BARRY CAKE 1.15        | GRILLED SAUSAGE BARRY CAKE 1.15        | GRILLED SAUSAGE BARRY CAKE 1.15        | GRILLED SAUSAGE BARRY CAKE 1.15        |
| SALADITE BACON BREAKFAST POTTE PIE 85p | SALADITE BACON BREAKFAST POTTE PIE 85p | SALADITE BACON BREAKFAST POTTE PIE 85p | SALADITE BACON BREAKFAST POTTE PIE 85p | SALADITE BACON BREAKFAST POTTE PIE 85p |
| HONEYFAZE PORRIDGE FRUIT TOPPING 75p   | HONEYFAZE PORRIDGE FRUIT TOPPING 75p   | HONEYFAZE PORRIDGE FRUIT TOPPING 75p   | HONEYFAZE PORRIDGE FRUIT TOPPING 75p   | HONEYFAZE PORRIDGE FRUIT TOPPING 75p   |
| TOASTED CHEESE BAGEL 75p               | TOASTED CHEESE BAGEL 75p               | TOASTED CHEESE BAGEL 75p               | TOASTED CHEESE BAGEL 75p               | TOASTED CHEESE BAGEL 75p               |
| POTATO HASHBROWNS 95p                  | POTATO HASHBROWNS 95p                  | POTATO HASHBROWNS 95p                  | POTATO HASHBROWNS 95p                  | POTATO HASHBROWNS 95p                  |



| Lunch - week 1  |                                    |                                    |                                 |                                 |                                 |
|-----------------|------------------------------------|------------------------------------|---------------------------------|---------------------------------|---------------------------------|
|                 | MON                                | TUE                                | WED                             | THU                             | FRI                             |
| SOUP OF THE DAY | SOUP OF THE DAY                    | SOUP OF THE DAY                    | SOUP OF THE DAY                 | SOUP OF THE DAY                 | SOUP OF THE DAY                 |
| HOT MAIN DISH   | CHICKEN RICE WITH SPICY CHICKEN    | CHEESE TRAY PASTA WITH SPICY SAUCE | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN |
| WORLD ADVENTURE | CHICKEN RICE WITH SPICY CHICKEN    | CHICKEN RICE WITH SPICY CHICKEN    | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN |
| VEGETARIAN      | PASTA SUPPER WITH VEGETARIAN SAUCE | CHICKEN RICE WITH SPICY CHICKEN    | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN | CHICKEN RICE WITH SPICY CHICKEN |
| ITALIAN         | ASSORTED PIZZA & BREAD             | ASSORTED PIZZA & BREAD             | ASSORTED PIZZA & BREAD          | ASSORTED PIZZA & BREAD          | ASSORTED PIZZA & BREAD          |
| PANCAKE         | PANCAKE WITH SPICY SAUCE           | PANCAKE WITH SPICY SAUCE           | PANCAKE WITH SPICY SAUCE        | PANCAKE WITH SPICY SAUCE        | PANCAKE WITH SPICY SAUCE        |
| FRUIT & YOGURT  | FRUIT & YOGURT                     | FRUIT & YOGURT                     | FRUIT & YOGURT                  | FRUIT & YOGURT                  | FRUIT & YOGURT                  |



## THE TIMETABLE - It all looks a bit confusing!!

When you first see your timetable it will look a bit confusing but your Tutor will help you to understand it and pretty soon you'll know it well. Lessons at Balshaw's CofE High School last for 60 minutes each. You will have *different* teachers for *different* lessons and will go to *different* rooms for *different* subjects (a lot *different* than Primary School). You may feel a bit lost at first but older students and staff will be happy to help you.

At Balshaw's CofE High School we have a two week timetable. This means that your lessons in Week A will be different from those in Week B. It is really important that you know whether it is Week A or Week B so that you have the correct equipment. You can check this on the school website and it will be printed in your planner, or ask your Tutor!

You will be given a small copy of your timetable to stick in your planner (more on this later) and three big copies, one to keep, one to take home and one for the top pocket of your blazer. Your Tutor will also keep one. Use it to help you get organised for school each evening before you go to bed—don't leave it until the morning!



We use information from your Primary School to help us to plan our lessons and our subjects are mixed in attainment. We try to ensure that you are placed in the correct group to ensure that you are taught in the best way possible for you and to make sure that you achieve your best in each subject and make progress.

### Your timetable – what does it all mean?

Look at the next page with an example of a student timetable. Can you use it to answer the following questions?

1. What time does Tutor/Registration start every morning?
2. What room number is English in?
3. What lesson does Mr Morgan teach?
4. How long is break time?
5. Which days in Week A would you need to bring your PE kit into school?
6. What time does lunch time start and how long does it last?
7. How long does each lesson last?

(If lesson 4 starts at 2.10pm and we finish our school day at 3.10pm)

8. Which subject do you think 'Fr' stands for on the timetable?
9. Who teaches ReE?
10. How many PE lessons altogether do you have over the 2 week timetable?
11. What lesson would you have on a Tuesday, Week B, period 3?
12. How many Maths lessons would you have in Week A and how many are there in Week B?

# THE TIMETABLE - It all looks a bit confusing!!

## Example Timetable

This shows it is Tutor time. Registration starts at 8.40am

This shows what your subject is. This is a Science lesson

En shows it is an English lesson

This line in between lessons 2 and 3 shows it is Break time at 11.10 am to 11.30am

|     | AMon         | ATue         | AWed         | AThu         | AFri         | BMon         | BTue         | BWed         | BThu         | BFri         |
|-----|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Reg | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 | Tu<br>ARK 51 |
| 1   | Ma<br>HLC 53 | Sc<br>JAM 41 | Hi<br>JSM 46 | En<br>LJM 32 | Rm<br>PGR 63 | Gg<br>HCB 44 | Dm<br>LNB 13 | Fr<br>JCL 9  | Ar<br>PMF 56 | Mu<br>RAB 14 |
| 2   | En<br>LJM 32 | Gg<br>HCB 44 | Fr<br>JCL 9  | Re<br>CMF 10 | Ma<br>HLC 53 | En<br>LJM 32 | Sc<br>JAM 41 | Pe<br>LMW    | Sc<br>JAM 41 | Ma<br>HLC 53 |
| 3   | It<br>SMO 37 | Hi<br>JSM 43 | Gg<br>HCB 44 | Mu<br>DH 34  | En<br>LJM 32 | Hi<br>JSM 46 | En<br>GH 28  | Rm<br>PGR 63 | Ma<br>HLC 53 | En<br>LJM 32 |
| 4   | Sc<br>JAM 41 | Ma<br>HLC 53 | Re<br>DH 12  | Ar<br>PMF 56 | Fr<br>JCL 9  | Sc<br>JAM 41 | Ma<br>HLC 53 | It<br>KTD 35 | En<br>LJM 32 | Fr<br>JCL 9  |
| 5   | Ar<br>PMF 56 | En<br>LJM 32 | Rm<br>DDM 63 | Pe<br>SJC    | Pe<br>SJC    | Dm<br>LJM 32 | It<br>SMO 37 | Ma<br>HLC 53 | Re<br>DH 6   | Pe<br>SJC    |

These capital letters show the initials of your teacher

Numbers show your classroom number

This box shows you would have an English lesson with Mrs Henderson in Room 28

This line in between lessons 4 and 5 shows it is lunch time at 1.30 to 2.10

The number is the room number. The capital initials are your teacher. Here is a key below:

**ARK = Miss A Kirkby**

**KJC = Mrs K Cherry**

**SMO = Mr S Mort**

**JAM = Mrs J McCutcheon**

**PMF = Mr P McFarlane**

**HCB = Miss H Blenkinship**

**JCL = Mrs J Lylyk**

**JSM = Mr J Morgan**

**SJC = Mrs S Coburn**

**DH = Mrs D Howarth**

**CMF = Mrs C Filler**

## HOMEWORK - Yippeeeeeee!

Homework is a **REALLY IMPORTANT** part of your education and learning and helps you to become more independent and successful. You will get homework from nearly all of your subjects. Homework will help you learn to work on your own, to get yourself organised and to learn to meet deadlines. This will all help prepare you for school as you move up and later in life after school.

Try to find a quiet spot at home where you can get on with homework without being disturbed. You may want to find somewhere quiet where you can read for pleasure as well.



The Learning Resource Centre is open before school, at break, lunchtime and after school on some days if you want to do some work in there. Detentions will be given if you do not complete your homework so it is important to get into good habits from day one. Homework club is on at lunchtime and 3.15pm to 4.00pm in the Learning Resource Centre.

## YOUR HOMEWORK PLANNER

Homework is part of everyday life at Balshaw's CofE High School so be prepared! Your planner is a sort of diary in which you can write down brief details of each homework so that you do not forget to do it! The planner will be checked and signed by your Tutor each week and your parents/carers will be asked to do the same. If you don't complete your homework you will probably find yourself in a detention!



Your planner must be out in every lesson so that you can write in your homework or any other notes to help you learn. Your teachers may want to write something to your parents/carers. Your parents/carers will be asked to check you are using your planner properly. You need to look after your planner as it's really important to help you organise and remember things. Do take care of all your school books. If they are lost or damaged, you may have to pay for new ones and nobody wants that!

## YOUR FIRST HOMEWORK:

### Mr Haycocks Homework for Year 6

I would like you to write about "All about me: my family and my hobbies" and bring it with you on your first day. You should not write more than one side of A4, for ease of display. There will be prizes for those who write the most interesting and well-presented accounts. These will be put on my notice board. This can be handwritten or word-processed. If you have a computer, practice of these skills will be very useful for life at High School. Don't forget to complete both tasks before 2<sup>nd</sup> September.

## EQUIPMENT - Be prepared!

Being prepared is very important and each day you must always bring:

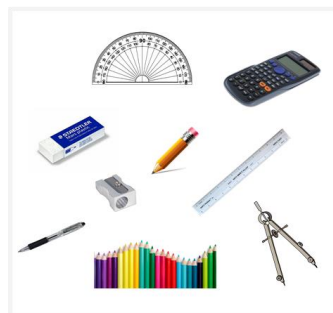
**A pencil case with:**

- ✓ **At least 1 pen blue or black (with a few spares in case it runs out, breaks or you are really busy!!)**
- ✓ **Pencil**                      ✓ **Green Pen**
- ✓ **Eraser**                      ✓ **Purple Pen**
- ✓ **Ruler**                        ✓ **Highlighters**
- ✓ **Calculator**                ✓ **Face mask**                ✓ **Hand sanitiser**

**Don't forget a bag to carry it all. Your bag should be a proper rucksack type bag to ensure all your equipment fits in.**

(A pencil sharpener and coloured pencils/pens would also be very useful).

Remember to check your timetable every evening so that you can pack your bag with all the right things. This includes things like PE kit and ingredients if you are doing any cooking, as well as the right books. You could go through it all with your parents/carers.



## POSITIVES and NEGATIVES

In school we use a positive behaviour system called Synergy. Staff will give you a positive or a negative each lesson. Your parents/carers can also keep track of your progress on there and they will be sent a unique code to register for it so they can access your positives and negatives.

**Positives** : these are given for good work and effort and for times when you show yourself to be a good citizen in school. You can be given positives also for your contribution to school life or for being a good citizen. There are rewards afternoons and assemblies each term to reward those students with the most positives and no negatives. You need to try to get as many positives as possible.

**Negatives**: these are given for students who do not follow school rules, fail to follow instructions, do not complete homework or show disrespect. **You need to avoid getting these!** Your parents/carers will be given information about Synergy when you start school. They can monitor what you are doing in school and how many positives and negatives you get. You will receive different sanctions every time you receive a negative.



## MOBILE PHONES/SMARTWATCHES/IPODS/OTHER ELECTRONIC ITEMS

Your parents/carers may want you to have your mobile phone with you for safety on the way to and from school. **However, the use of mobile phones, iPods or other electronic devices are not allowed in and around the school, even at lunch or break!** If you are seen with any of these devices they will be taken from you, put in a safe place, and your parents/carers will have to collect the device at the end of the day. If this keeps happening we will issue you with one day in the school Inclusion Unit.



## LOCKERS

A locker can be allocated to you that you can keep throughout your time at Balshaw's CofE High School. Students find this more useful than carrying everything around. You don't have to have one if you don't want to. If you want a locker you will need to pay £15 and you will then be given a key. If a replacement key is required then they cost £2.50.

## TOILETS

Try to make sure that you use them during break and lunchtime as we prefer you not to use them during lesson time. If you really need to go to the toilet during a lesson your teacher will give you a note to be out of class but this is only in exceptional circumstances. In special cases students have cards so that they do not have to ask the teacher. Year 7 have their own toilets in the Geography block on the first floor.

## FRIENDSHIP GROUPS

Sadly there are always some people who seem to enjoy being unkind to others. Happily at Balshaw's CofE High School there are not many! We all have to make sure that if bullying does happen it is dealt with properly and quickly so that it stops. It would be even better if it did not happen in the first place. We all need to care for each other by:-

- Thinking about how our behaviour makes others feel
- Telling your Tutor, your Head of House or another adult in school if you see someone being bullied
- Telling your Tutor, your Head of House or another adult in school if someone bullies you

**We also need to remember that sometimes people just have bad days and say the wrong thing. It may not be nice but it doesn't mean it is bullying.**

You may also be having problems with friendship groups from time to time. Again, this can be unpleasant but it occasionally does happen. It's important you remember that your Tutor and Head of House are here to help. If we don't know, we can't help and that's what we're here for! Equally, telling your parents/carers about it is important too.

## BULLYING

This not tolerated at Balshaw's CofE High School in any form so if you have any problems speak to someone who can help – **STRAIGHT AWAY**. Read the section on the anti-bullying policy in your homework planner when you are given this in September. We are a "listening" school and want you to tell us when you are unhappy, if someone has called you a name or if there is something else bothering you. We encourage all students to treat each other and staff as they would wish to be treated and Mrs Wilson's favourite phrase is **"if you can't say anything nice then don't say anything at all!"**

## **LUNCHTIME CLUBS**

Many clubs and sports practices are held at lunchtime. If you have school dinners you can see the teacher in charge of the club or practice and receive an early lunch pass to make sure can attend. Also we have a Freshers' Week for Year 7 where you can sample a variety of different clubs and activities and find out all that is going on.

## **MUSIC**

Some of you may already be talented musicians and want to continue with your extra lessons. Some of you may just be eager to develop a new interest. There is an orchestra and a choir as well as other smaller groups learning particular instruments.

## **SPORTING CLUBS**

Through PE lessons you will take part in many different sports. You may find that you are good at certain sports and if you are you can join the clubs. Some of these take place at lunchtime and some are after school. There is Athletics (indoor and outdoor), Badminton, Basketball, Fitness and Circuit Training, Cheerleading, Cricket, Cross Country, Dance, Football, Gymnastics, Hockey, Netball, Rounders, Rugby, Table Tennis, Tennis. There will be an activity to suit you.



## **NON-SPORTING CLUBS**

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

## **PREFECTS**

Some students in Year 11 are selected to be Prefects. They help with the smooth running of the school by doing duties at breaks and lunchtimes. You are expected to take notice of them and obey their reasonable instructions. They organise social activities on behalf of all students, such as discos and non-uniform days. Many of these events help to raise money for charity. If you behave well and are reliable you may well be a Prefect yourself in Year 11 and be able to add this special job to your Progress File.

## **LEARNING RESOURCE CENTRE**

This opens for students before and after school and at break and lunchtimes. When you want to join you will be given two tickets and the books have to be returned within two weeks. You can use the books or the computers and there are DVDs which you can borrow too.

## **LOWER SCHOOL COUNCIL**

Every Tutor Group chooses a representative who attends the meetings. There the representative has a say about what happens at Balshaw's CofE High School and then she/he reports back to the Tutor Group.

## ABSENCE - BUT WHAT IF?



Of course, you will want to be in school every day. It is very easy to get left behind in lessons if you miss a single day. You will be rewarded for good attendance. Students who have the best attendance often qualify for a Rewards Trip each term.

## HOLIDAYS DURING TERM TIME

It is really not a good idea to have a holiday during term time. You will get behind with your work and miss out on time with your friends. No holidays in term time will be authorised by school and if these are taken your parents/carers may face being fined.

## ILLNESS AND ACCIDENTS IN SCHOOL

If you feel unwell in school you will need a note from your teacher to take to the Pastoral Hub. A First Aider will talk to you and decide whether to encourage you to go back to your lesson or to speak to the Pastoral Manager Miss Waterston to see if you should go home. Someone from school will ring home if we think you should go home. Very importantly you **must not ring** home and ask someone to come and pick you up yourself.



If you have an accident in school one of the First Aiders will look after you and decide what to do. Someone from school will ring home if it is needed.

## PASTORAL HUB

This is an area of school where you can get help and support. It is where you can find the four Heads of House. It is also where Miss Waterston, our Pastoral Manager, is based.

At the main reception desk for the Pastoral Hub you will also find Mrs Leyland who is our Attendance Officer and Miss Rigby, our Pastoral Support Assistant.

Mrs Seedall, our Student Support and Welfare Officer is just along the corridor. You can be referred to Mrs Seedall if you would like someone to talk to about things that are worrying you. You can speak to your Head of House if you want to be referred to Mrs Seedall.

Mrs Wilson our Deputy Headteacher for Pastoral Care and Mrs Rogerson our SENDCO are based on the first floor near to the Learning Resource Centre. Everyone is here to help you to settle quickly, make new friends and achieve your potential.



## READING LIST

### Suggested Reading List for New Year 7 Students



As preparation for Secondary School, it is important to start reading books from our list of suggestions. These books are available from most local or school libraries.

| Suggested Books                                                                    | Recommended Authors                                                                      |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <i>Gill Lewis, Sky Dancer</i>                                                      | Kenneth B. Anderson, <i>The Wrongful Death</i> or <i>The Devil's Apprentice</i>          |
| Piers Torday, <i>The Lost Magician</i>                                             | Cassandra Clare, <i>Mortal Instruments</i> Series or <i>The Infernal Devices</i> Trilogy |
| Lisa Thompson, <i>The Goldfish Boy</i>                                             | Suzanne Collins, <i>The Hunger Games</i> Series                                          |
| Frank Cottrell Boyce, <i>Millions</i> or <i>The Perfect Crime is a Work of Art</i> | Roald Dahl, eg. <i>Boy</i> and <i>Going Solo</i>                                         |
| Karen Parsons, <i>How High the Moon</i>                                            | Lucy & Stephen Hawking, <i>The George</i> Series                                         |
| R.J. Palacio, <i>Wonder</i>                                                        | Anthony Horowitz, eg. <i>Granny</i> or the <i>Alex Rider</i> Series                      |
| Jacqueline Wilson, <i>Dancing the Charleston</i>                                   | Jaco Jacobs, <i>A Good Day for Climbing Trees</i>                                        |
| <i>Peter H. Reynolds, The Dot</i>                                                  | Will Mabbitt, <i>Embassy of the Dead</i> Series                                          |
| <i>Gill Lewis, The Closest Thing to Flying</i>                                     | Michael Morpurgo, eg. <i>Flamingo Boy</i>                                                |
| Thomas Taylor, <i>Malamander</i>                                                   | Philip Pullman, <i>His Dark Materials</i> Series                                         |
| Sophie Anderson, <i>The House with Chicken Legs</i>                                | Lynne Reid Banks, <i>The Indian in the Cupboard</i> Trilogy                              |
| Carl Hiaason, <i>Squirm</i>                                                        | Rick Riordan, <i>Percy Jackson</i> Series                                                |
| Katherine Rundell, <i>The Good Thieves</i>                                         | Veronica Roth, <i>Divergent</i> Series                                                   |
| Robert Westall, <i>Blitzcat</i>                                                    | J.K. Rowling, <i>Harry Potter</i> Series                                                 |
| Julie Hearn, <i>The Merrybegot</i>                                                 | Courtney Stevens, <i>The Dress Code for Small Towns</i>                                  |
| Marcus Zusak, <i>The Book Thief</i>                                                | David Walliams, eg. <i>Ice Monster</i>                                                   |
| Anna Mainwaring, <i>Tulip Taylor</i>                                               | Kiersten White, eg. <i>The Dark Descent of Elizabeth Frankenstein</i>                    |

While you are at Balshaw's CoFE High School, you will be expected to have a book on the go and with you every day in school. It is a really good habit to get into and Balshaw's CoFE High School has a brilliant LRC (Learning Resource Centre) or Library for you to borrow from.

## WHAT UNIFORM WILL I WEAR?

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) <b>NO ALTERNATIVES</b> 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 ( <b>NOT</b> any of the following: boots, high heels, canvas shoes, plimsolls, trainers, trainer style, adornments). No shoes with logos of any kind<br><b>NO BOOTS OF ANY KIND – including those that sit on the ankle. PLEASE SEE EXAMPLES ON PAGE 23</b>                                                                                                                                                                                                                                                                                                               | Plain black shoes—leather or leather style. Not brown or blue in colour and no white trims. No sports logos or trainers ( <b>not</b> any of the following: Vans, Nike, Adidas, Converse, any other sports make, canvas or plimsolls). No shoes with logos of any kind<br><b>NO BOOTS OF ANY KIND</b> (not Timberland, Rockport, Firetrap, Kickers). <b>PLEASE SEE EXAMPLES ON PAGE 23</b> |
| No caps or hats                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | No caps or hats                                                                                                                                                                                                                                                                                                                                                                           |
| Plain black or navy outdoor coat or jacket (not denim or leather—no logo, <b>no hoodies</b> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Plain black or navy outdoor jacket or coat (not denim or leather—no logo, <b>no hoodies</b> )                                                                                                                                                                                                                                                                                             |
| 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                                                                                                                                                                                                                                                                          |
| <b>The following items are optional:</b> <ul style="list-style-type: none"> <li>Akoa (Balshaw’s branded) black &amp; 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</li> <li>Akoa girls’ sports leggings (with school logo)</li> </ul>                                                                                                                                                                                                                                       | <b>The following items are optional:</b> <ul style="list-style-type: none"> <li>Akoa (Balshaw’s branded) black &amp; 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</li> <li>Akoa boys’ track pants (with school logo)</li> </ul>                |
| <b>Balshaw’s CofE High School Uniform &amp; Akoa PE kit are only available at the following stockists:</b> <ul style="list-style-type: none"> <li>Nu Uniforms: 82 Market Street, Chorley, PR7 2SF, 01257 275512, www.nuuniforms.com</li> <li>Impressions: 250 Leyland Lane, Leyland, PR25 1XL, 01772 431431, www.impressionsuniform.co.uk</li> </ul> <b>Shoe stockist:</b> <ul style="list-style-type: none"> <li>Paces and Laces: 5 Towngate, Leyland, PR25 2EN, 01772 623777, www.pacesandlaces.com</li> </ul>                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                           |
| <p style="text-align: center;"><b>Please Note</b></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

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**
- No extreme haircuts 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.

## EXAMPLES OF SHOES YOU MAY WEAR AT BALSHAW'S CofE HIGH SCHOOL



## EXAMPLES OF FOOTWEAR AND BOOTS THAT ARE NOT ALLOWED TO BE WORN AT BALSHAW'S CofE HIGH SCHOOL



**Shoe stockist:** Paces and Laces: 5 Towngate, Leyland, 01772 623777, [www.pacesandlaces.com](http://www.pacesandlaces.com)

# MAP OF SCHOOL GROUND FLOOR





# MAP OF SCHOOL FIRST FLOOR



**CONTACT INFORMATION**

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