



A GUIDE FOR NEW PUPILS AND PARENTS

Brownedge St Mary's
Catholic High School

Headteacher
Mrs Nicola Oddie BA (Hons) NPQH

2023



CONTENTS

- Page 3 - Mission Statement
- Page 4 - Headteacher's Welcome
- Page 5 - Key Staff
- Page 6 - Meet the Transition Team
- Page 7 - Meet the Heads of House
- Page 8 - Meet the Form Tutors
- Page 9 - Browndedge loves Challenge!
- Page 10 - One-to-One Devices
- Page 11 - SRE at Browndedge St Mary's
- Page 12 - Uniform Requirements
- Page 13 - Sports Uniform and Equipment
- Page 14 - Books and Stationery
- Page 15 - Footwear examples
- Page 16 - Hairstyles not allowed
- Page 17 - Behaviour and Discipline
- Page 18 - School Rules 2023-2024
- Page 19 - Attendance & the School Day
- Page 20 - Additional Information
- Page 21 - ParentPay
- Page 22 - Enrichment
- Page 23 - Reading for Life
- Page 24 - Reading for Life
- Page 25 - Frequently Asked Questions
- Page 26 - Frequently Asked Questions
- Page 27 - Term Dates 2023-2024



3 - Mission Statement



Let Your Light Shine

If we love others, we live in the light (1 John 2:10)

Inspired by our Gospel Values we have a shared responsibility to

- create an environment of welcome, love and respect for each member of our learning family.
- develop the unique God-given gifts and talents of all, striving for excellence in everything we do.
- live out our commitment to love, service and justice in the local and global community.
- nurture the journey of faith and discovery for all.
- celebrate and reflect on the love of God which is at the heart of all we are.

4 - Headteacher's Welcome

Choosing your child's secondary school is an important decision, one that will have taken a lot of consideration, and we are pleased that you have chosen to join our school community here at Browndedge St Mary's.

What amazes me most about our school is the way staff go beyond the ordinary to ensure children not only do well, but have an enriched experience of life. As a Catholic school, we are proud to base our ethos and principles on the example of Christianity, and work hard to ensure that the whole child is nurtured. Our Mission Statement: "Let your light shine" captures our belief that all children have talents and gifts, and that these talents should be developed and shared with others so they "shine".

We maintain a happy and disciplined environment, where achievement in and out of the classroom is encouraged, and standards are high. Since staff know the potential of each of our pupils, we can ensure that skills are carefully developed, and full potential is achieved.

Good results require tremendous effort and commitment. Staff not only deliver excellent results but find time to run an amazing variety of trips, extra-curricular activities and clubs. The relationship between staff and pupils is a powerful link to success - forging strong bonds, which Ofsted has described as 'outstanding'.

One of the most important things you can do as parents is to encourage your child to take part in the wider life of school. Our house system provides even more opportunities for our children to develop and share their talents. We look forward to your children being part of our community.

Mrs N Oddie
Headteacher



5 - Key Staff

Headteacher	Mrs N Oddie
Deputy Headteacher	Miss T Mault
Assistant Headteacher/SENDCo	Mrs K Boardman
Assistant Headteacher/Transition Lead	Mr M Crusham
Assistant Headteacher	Mrs C Godbold
Transition/Admissions Officer	Mrs V Chester
Deputy SENDCo	Mrs M Tyrer

Heads of House

Bosco	Drexel	Kolbe	Romero	Teresa
Mrs Bland	Mrs Canfield	Mr Cowan	Mr Hayhurst	Mrs Ainsworth & Mr Wilson

Form Tutors

Bosco	Drexel	Kolbe	Romero	Teresa
Miss Close	Mr Harding	Mr Suart	Mrs Davey	Mr Bridges

6 - Meet the Transition Team



Mr Crusham, Assistant Headteacher/SLT Lead for Year 7

Hi Year 6 or should I say Year 7. I have already visited many of you in your current primary schools and am really looking forward to you starting your journey with us in September. I promise you will be well looked after and cared for. I can't wait to see you all flourish and grow in the image of our house saints and school values, by continuing to 'Let your Light Shine' in all you do.



Mrs Chester, Admissions and Transition Officer/Head's PA

Hello, welcome to Brownedge. My name is Mrs Chester and I look forward to seeing you on your first day in September. I have already been working on getting to know you all as I have been compiling all the application forms and admitting you to our wonderful school. I have already spoken to many parents answering lots of questions and I will continue to look after you when you arrive. I can usually be found in the main office.



Mrs Boardman, Assistant Headteacher/SENDCo/DSL

My name is Mrs Boardman. My office is in the ELC and I will always be there to support any pupils who feel anxious, needs extra help and support. I love running, spinning and skiing. I also love reading and one of my favourite books is To Kill a Mockingbird as Atticus Finch is my favourite literary character. I look forward to seeing you in September.



Mrs Watson, Intervention Manager

Hello, my name is Mrs Watson and I am the intervention manager at school. My role is to look after all of our pupils and to make sure their emotional health and wellbeing is looked after. Moving to secondary school can be a very worrying experience for lots of pupils but myself and my team along with our Mental Health Champions will be here to make sure that you have the easiest and smoothest transition possible.



Rachael Bowe, Lay Chaplain

My name is Rachael and that is what you call me. I am privileged to work at Brownedge as your Lay Chaplain. This means I work with pupils helping them in their journey of Faith. I lead Chaplaincy across school and we have lots of great groups for you to get involved in. I am a very good listener and love to get to know our pupils. I can't wait to meet you and help you discover Jesus in your own way.

7 - Meet the Heads of House



Mrs Bland, Head of Bosco House

Welcome to all new pupils joining Bosco House. We are proud of our house and its values and I am proud to be your Head of House. St John Bosco is my favourite Saint as he had a great love and compassion for the young particularly those that needed it the most and that is what we strive to achieve together.

"Always think well of everyone, and be ready to help others. Do this and you will be happy" - St John Bosco



Mrs Canfield, Head of Drexel House

St Katharine Drexel is my favourite Saint because she was always willing to help those that were less fortunate and stood up for racial injustice continually striving for unity. All pupils in Drexel will warmly welcome you and together we can make a change for good.

"It is for each of us to learn the path by which He requires us to follow Him, and to follow Him in that path." - St Katharine Drexel



Mr Cowan, Head of Kolbe House

Kolbe House are eagerly waiting to welcome you. As your Head of House, I can't wait to see you all flourish and grow in the image of our House Saint, demonstrating qualities such as courage, hope, justice, patience and kindness on your journey to becoming full members of our Brownedge family.

"A single act of love makes the soul return to life" - St Maximilian Kolbe



Mr Hayhurst, Head of Romero House

As Head of Romero House it is my honour to represent and support all our pupils in the light of Oscar Romero's example. He is a wonderful example to us all as he courageously stood up for those who were less fortunate in the face of adversity and persecution at the risk of his own life. I am looking forward to welcoming you to our Romero family.

"Let us not tire of preaching love; it is the force that will overcome the world."

- St Oscar Romero



Mr Wilson and Mrs Ainsworth, Heads of Teresa House

Hi Year 7, pupils in Teresa house are guaranteed a warm welcome and a friendly face to help you settle in to your new school. We understand how daunting this may be, but we will support you in every way possible. We love Mother Teresa as she demonstrated great generosity and humility in giving to her community and was fearless in everything she did.

"Not all of us can do great things. But we can do small things with great love." - St Teresa of Calcutta

8 - Meet the Form Tutors



Miss Close, 7B Form Tutor

Hello, my name is Miss Close and I am very excited to meet you all. I was once in your shoes arriving as a new Year 7 student into Brownedge. I loved our school so much I am now a maths teacher here. You will be my first form group and I look forward to being on this journey with you! I love to read and my favourite book is Harry Potter and the Philosopher's Stone.



Mr Harding, 7D Form Tutor

Greetings future Year 7s. My name is Mr Harding, I'm one of the RE teachers, so I may also teach some of you for RE during your time at Brownedge. I'm from Liverpool and support Everton. My favourite book, whilst I do love the Bible and that is my favourite collection of books, the Hobbit is probably one of my favourite fiction books. Try your best everyday and you will do well. See you soon.



Mr Suart, 7K Form Tutor

I take pride in being a year 7 form tutor as I love to help settle all our new pupils into school life. I will always be available if ever you need anything, at lunch time or after school. Just ask.

I am a keen sports fan, particularly cycling, rugby, strength sport and womens football. I spend most of my spare time having adventures with my daughter and I love to read. My favourite book is The Hobbit by JRR Tolkein, it is fab!



Mrs Davey, 7R Form Tutor

Welcome to 7R. I am Mrs Davey and I have been helping Year 7 Romero students settle into our school for a long time now. I am here to support you during your time here. In my own time I love learning new things, I love to read (my favourite book as a child was 'The Little White Horse'), I love to swim, and am a huge animal lover. I am also a competitive swimming judge. I hope you enjoy your summer holidays and I look forward to seeing you in September



Mr Bridges, 7T Form Tutor

Hello Year 7, I am Mr Bridges and I too am joining Brownedge in September as Head of Music. I am delighted to have such an important job of looking after Year 7 and together we will become familiar with our new school. We will learn together, grow together and maybe even create some music together! See you all in September.



9 – Browndge loves Challenge!

As your son or daughter starts at Browndge, you will naturally want them to meet their potential and have high aspirations for what they will achieve. We agree with you! We want to focus developing the talents of every child.

We will be helping your child to develop key skills such as determination, self-reliance and persistence. These skills have been shown to have a positive impact on future career progression and will help your child to find out the right future career path for them. We call this the “Growth Mindset”. We will work on challenge and academic goals; when they progress to the upper years we focus on ‘getting the mindset’ that they will need for the next stage of their education.

Just because we are an 11-16 school, doesn’t mean that we don’t talk to pupils about universities. Around 36% of pupils nationally go on to university, and foundation degrees are a great entry point for those who feel that university might not be for them. We have strong links with Liverpool Hope University and UCLAN, and are involved in helping pupils gain that really important experience of going to university through trips and residential visits as well as summer schools. We also focus on guidance, information and advice; giving individual pupils specific support for aspirations for higher education. And there is no need to worry about financing university: we cover all the financial aspects of higher education, and show pupils how their increased earnings will mean they are better off if they study for a degree. We also talk about apprenticeships, and organise visits to local employers. We want our pupils to aim high, and everything we do together as teachers and parents will be about helping them to grow and fulfil their potential.

Your son/daughter will have many opportunities to get involved in both universal and targeted activities – for example, university & apprenticeship visits which are focused on activities, and learning in the specific subjects your child is interested in.

We start these activities from Year 7, and do not wait until Year 10 to start thinking about careers. It’s never too soon to start thinking about the next stage of education.

We use our Pupil Premium Funding (this is money the government gives us for children who qualify for free school meals) to help pay for these activities. If you have been eligible for free meals in the last few years, please do tell us, as we can claim more money to help your child. (This also applies to children who have ever been in public care or whose parents or carers are/were in the forces.)

If you have any questions, please do not hesitate to contact us.



10 - One-to-One Devices

As a school we are committed to developing 21st Century learners and in a ever emerging technological world we pride ourselves in embracing new and innovative pedagogical practice. We have already proven ourselves to be a leading centre in the use of technology through our effective deployment of our remote learning planning during the pandemic. We seamlessly facilitated continued learning for our pupils through challenging times. As a future thinking school, we are excited to announce that from September 2023 all our new year 7 students will receive an iPad to enhance and deepen learning here at Browndedge St Mary's.

Our digital strategy is integrating the use of new technologies into pupils' learning experience at Browndedge and enhance it even further with access to the latest technology, whether that be interactive software or augmented reality. The possibilities are endless in preparing our pupils for an increasing technological landscape in the future. We are committed to this ambitious and innovative vision and so from September 2023 we are launching our one-to-one device programme. This will see all pupils in year 7 be equipped with an iPad 10, trackpad keyboard and approved sturdy case. This combination of hardware alongside the Apple Classroom software will ensure pupils' learning is enhanced through the creativity of Apple technology alongside the functionality of it being akin to a laptop. A combination that we are confident will provide outstanding functionality and diverse opportunities in its application to learning.

Implementing a change of this magnitude and developing pupil behaviours around the appropriate use of such advanced technology will be a crucial part of the project. Therefore, in its initial phases to establish routines and develop skills it will be necessary for pupils to leave their device in school, where it will be charged overnight for the following day. This will ensure no pupil is ever without their device during this period of induction.

That being said, we also appreciate that the link between home and school learning is as important in the learning partnership. We recognise that although the school has invested heavily in this initiative for the benefit of our pupils, there are undoubtedly benefits to be had for this device to be a link in learning at home. Therefore, it is anticipated that we will provide the option in the future to forge a partnership with parents. This will be a unique arrangement so that pupils will benefit from being able to integrate this technology into all aspects of their learning; at school and at home. We are finalising the details of this arrangement but expect it to be a nominal cost to parents in the first year, with a view to expand the scheme to full ownership in future years.



11 – SRE at Browndge St Mary's

The full Sex and Relationships policy document is available on the school web site:

We believe all young people are part of God's creation and need to be valued and affirmed. We believe parents have a vital role to play in helping their children grow and mature, and we aim to work in partnership with them. Sex and Relationship education at St Mary's is rooted in the Christian faith and is founded on Christ's example of self-giving love. Respect is a core value to be shared by all participants in SRE lessons. We recognise that our pupils come from varied social, family and faith backgrounds and we respect this diversity. We believe that the ideal family life is one which provides unconditional love, commitment and security, and this is the ideal we hope to promote through our teaching. We recognise that everyone should be free to express themselves through love without fear of discrimination, no matter what their sexual orientation or gender identity.

Research shows that pupils who receive effective Sex & Relationships education tend to enter into sexual relationships later than those who do not. We aim to provide pupils with the values, knowledge, skills and understanding to respect themselves and others.

We have therefore planned a programme of Sex and Relationships education from which we hope your child will benefit. The Key Stage 3 programme includes sessions on the following topics: looking after their bodies & personal hygiene, internet safety, feeling positive about entering adulthood, recognising stress and how to deal with it, making safe choices, being assertive, the biology of reproduction, and the core values of family life in all its forms.

Parents play a crucial and primary role in helping their children grow and the school aims to complement their role. Parents have the right to withdraw their child from all or part of the Sex & Relationships Education programme provided by the school, except for those parts included in the Statutory National Curriculum.

If you require further information, please do not hesitate to contact Mrs Godbold, Assistant Headteacher.

12 - Uniform requirements

BOYS

- Blue blazer with embroidered school badge
- Black school trousers
- Blue School shirt
- Plain Black socks
- School house tie (Please be aware that School ties can only be purchased directly from school at a cost of £6 each.)
- Grey V-necked jumper with school logo (optional)



GIRLS

- Blue blazer with embroidered school badge
- Black school trousers / Trutex only school skirt embroidered with school badge. (Skirt lengths MUST BE NO higher than 5 cm above the knee)
- Blue School shirt / blouse
- Plain Black socks / tights with no patterns
- School house tie (Please be aware that School ties can only be purchased directly from school at a cost of £6 each.)
- Grey V-necked jumper with school logo (optional)



Our recommended supplier for school uniform and PE kit is:

Justs Clothing, 53 Pope Lane, Penwortham, Preston, PR1 9BY, Tel: 01772 743807

Top One Uniforms, 39 St John's Centre, Preston, PR1 1FB, Tel: 01772 828616.

*Please be aware that School ties can only be purchased directly from school at a cost of £6 each.

Please ensure that your child's name is clearly marked, especially on uniform items, PE kits and outdoor coats.

Lost Property is taken to the Pupil Reception Office and can be collected during break/lunch times.



13 - Sports Uniform & Equipment

In order to protect their everyday clothing and in the interests of personal hygiene, pupils will require a full set of PE kit. It is essential that all pupils have the correct PE kit, which they will use in lessons and when representing the school at various events.



GIRLS

Compulsory:

- Navy $\frac{1}{4}$ zip performance top
- Sky blue short sleeved PE top
- Navy shorts/skort/leggings
- Navy PE socks
- Trainers
- Shin pads

Optional:

- Navy tracksuit pants
- Gum shields (highly recommended)
- Football boots (highly recommended)

BOYS

Compulsory:

- Navy $\frac{1}{4}$ zip performance top
- Sky blue short sleeved PE top
- Navy shorts
- Navy PE socks
- Trainers
- Shin pads

Optional:

- Navy tracksuit pants
- Gum shields (highly recommended)
- Football boots (highly recommended)



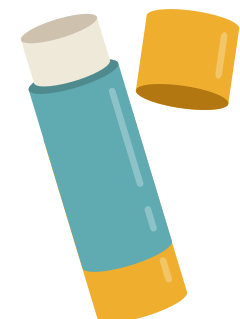
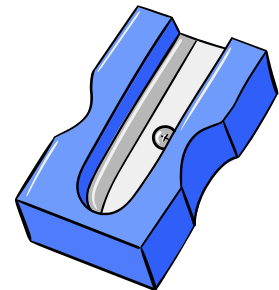
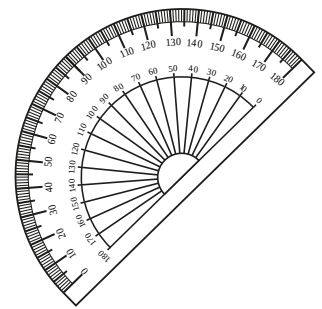
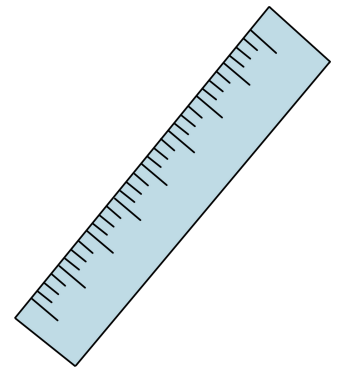
- Appropriate Astroturf trainers are required for use on the Astroturf.
- Outdoor trainers and / or marking soles are not allowed in the Sports Hall.
- No jewellery of any kind may be worn in PE. This includes body piercings.
- The use of shin pads and gum shields are highly recommended when taking part in activities such as rugby, hockey and football.
- All articles of clothing should be clearly marked with the owner's name so that in the event of loss, items can be returned to the pupil.

14 – Books and Stationery

Please provide your child with the following equipment.

Tick item when purchased:

Black ball-point pens	
Ruler	
Pencils	
Pencil sharpener	
Pair of compasses	
Protractor (small, clear plastic)	
Set square (small)	
Scientific calculator (e.g. Casio FX-83GTPLUS)	
Useful:	
Coloured pencils	
Glue stick	
Highlighter pen	
Dictionary	



Text books will be issued on loan, but remain the property of the school. They must be cared for. All exercise books, too, belong to the school, and must be treated carefully. Any which become damaged may have to be replaced at the pupil's own cost.

15 - Footwear examples

**These styles of shoes
are allowed**

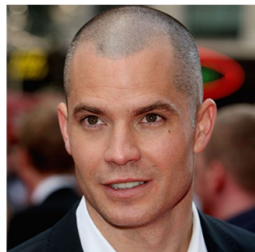


**These shoes are
not allowed**



16 - Hairstyles not allowed

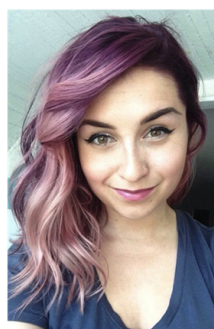
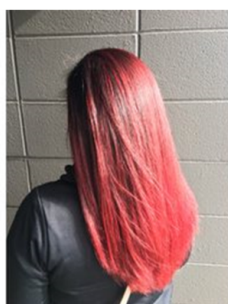
“Extreme hair styles are not allowed” such as: shaved too short at the sides, tramlines, other shapes cut into hair.



Minimum shave grade 2



“Extreme hair styles are not allowed” such as: bright colours, shaven hair sections, extensions, holiday braiding etc.



17 – Behaviour and Discipline

This statement was drawn up by the Governing Body of the school following consultation with parents, pupils and staff. It signifies the importance that governors place on good behaviour being part of what makes a good school. It also stresses that the Catholic values of the school are distinct from some of the commercial values which dominate current society. This is reflected in the school's mission.

The purpose of this statement is to give guidance to the Headteacher in framing the school's behaviour and discipline policies by stating the principles which governors expect to be followed.

The governors expect any policy or actions to be in accordance with their responsibilities under equality legislation. Namely that sanctions will be fair, just and equitable, balancing the needs of the individual with the needs of the common good.

These sanctions are intended to:

- demonstrate that misbehaviour is not acceptable
- express the disapproval of the school community
- deter other pupils from similar behaviour
- allow the individual to learn from his or her mistakes and improve future behaviour.

For this purpose, governors delegate the discharge of discipline to the Headteacher and those whom he/she delegates this authority to.

The Education Bill (2011) clarifies the law in relation to behaviour and discipline and extends new powers to schools. The Governing Body has charged the Headteacher to embrace these changes in school policy.

These include empowering the Headteacher (and other staff he/she chooses to authorise) to:

- **Discipline pupils outside of the normal school day.** This includes travelling to and from school and school trips; behaviour outside school which affects the orderly running of school, poses a threat to another pupil or which adversely affects the reputation of the school
- **Search pupils with and/or without their verbal consent if they are suspected of carrying or possessing a prohibited item**
- **Use reasonable force to control or restrain pupils in certain situations.**

18 – School Rules 2023-2024

General Rules

1. Treat others with respect and dignity remembering that those who have less than you are valued just as much as those who have more.
2. Make sure that your words and actions are always positive and that your own behaviour never prevents others from learning.
3. Wear your uniform fully and with pride. You belong to a good school and you show your belonging by how you dress and how you behave.
4. Arrive at school, on time, ready to learn with all the books and equipment you need for your learning.
5. Travel to and from school safely and responsibly using the Pedestrian and Zebra Crossings on Station Road.

Specific Rules

1. Full uniform must be worn at all times, including to and from school.
2. Uniform should be worn in accordance with the expected standards of the school. This includes shirts tucked in and blazer sleeves rolled down.
3. Trainers, leather jackets, denim jackets, “hoodies” and coats with prominent logos are not allowed. Coats, which should be plain and dark, should not be worn inside the building. Shoes must comply with the published list of acceptable footwear.
4. Extreme hairstyles, dyeing hair an extreme colour, extensions, braiding, tramlines and shapes cut into the hair or hair shaven down to the scalp are not permitted. For reasons of health and safety, long hair should be tied back in practical lessons.
5. Extreme makeup, including false tan, and nail-art, including nail varnish and extensive false nails, are not permitted. This includes false eyelashes and excessive eyebrow definition including eyebrow slits.
6. No jewellery may be worn in school. The only exception is for Year 11 who can wear a single plain stud in the lobe of the ear.
7. Mobile phones, if brought into school, MUST be handed into the Form Tutor at Registration to be locked in the mobile phone safe. Pupils caught with phones (whether they are on or off) will receive sanctions. See the Behaviour and Discipline Policy on the school website.
8. Valuable objects are not allowed in school. School is not liable for the loss of valuable objects brought into school.
9. All food and drink must be consumed in the dining room, hall or canopy. No food or drink can be taken on to the Astro turf and tennis courts. (In the summer term, when the weather is fine, hand-held food can be eaten outside as long as pupils keep the site tidy.)
10. Always put all litter in the bins provided.
11. Walk, sensibly and quietly and always follow the school’s one-way system, when appropriate.
12. Chewing gum is not allowed in school. (It ends up on carpets and clothes.)
13. No pupil is allowed out of school at break or lunchtime unless they have special permission agreed by the Head Teacher.
14. Smoking is strictly forbidden on school premises and whilst travelling to and from school. This includes vapes and electronic cigarettes. See Behaviour and Discipline Policy on the school website.
15. The possession, supply or taking of other illegal substances and items are strictly forbidden. See the Behaviour and Discipline Policy on the school website.
16. The malicious use of the Internet (e.g. Microsoft Teams, Whatsapp, Facebook, Snapchat, Instagram, texting, etc) against members of the school community will not be tolerated. This includes use out of school time.



19 - Attendance & the School Day

Absences: In the case of an unavoidable absence, parents should telephone the school by 9.30 am on **every morning** of absence. Pupils returning after a period of absence must bring a note from parents. Where the school is not contacted on the first day of absence, the school attendance officer will try to contact the pupil's parent or carer. Frequent unexplained absence will result in the parent and pupil being called to attend an Attendance Panel Board Meeting as well as an increased level of monitoring.

There is a school expectation for every pupil to achieve at least a 97% attendance rate. Achieving this will enable your child to access termly reward trips (other criteria may apply).

Lateness: Punctuality is key in any working environment. Persistent lateness will be dealt with by the Head of House. Should a pupil be late to school they should enter via the pupil reception gate located on the staff car park via Collins Road. This will prevent unnecessary phone calls to parents. Pupils who are late to school are automatically added to a daily detention.

Appointments: In the case of medical appointments, an appointment card needs to be brought to school or a letter, signed by the parent or carer showing the date and time of the appointment. This needs to be shown to the form tutor and pupil reception when signing out. Any appointments taken without an appointment card or letter from parents or carers may lead to the absence being recorded as unauthorised. Parents should pick up/return pupils via the pupil reception gate located on the staff car park via Collins Road.

The School Day

8.30am - 9.05am	Form Time Registration Daily Reading
9.05am - 10.05am	Period 1
10.05am - 11.05am	Period 2
11.05am - 11.22am	Break
11.22am - 12.22pm	Period 3
12.22pm - 1.22pm	Period 4
1.22pm - 1.55pm	Lunch
1.55pm - 2.55pm	Period 5
2.55pm - 3.05pm	Form Time
3.05pm	Home Time

Please note that start and end times of the day will not change, however the school reserves the right to amend in-day timings to suit curriculum delivery.



20 - Additional Information

Insurance

Inevitably, in a bustling community of 760+ youngsters, things are lost or mislaid, sometimes in unfortunate circumstances. It is not a bad idea to approach your home insurance company to discover whether the loss of articles of clothing etc. can be covered by your home contents insurance policy. In most cases, this is possible with the payment of a small premium.

Articles of Value

The wearing of jewellery in school is not allowed for a number of reasons, including safety and possible loss. Apart from a watch, pupils may not wear any jewellery. The school cannot accept responsibility for the personal money and property of pupils, so the following rules should be strictly observed:

- Mobile phones, if brought into school, MUST be handed into the Form Tutor at Registration to be locked in the mobile phone safe. iPods, electronic games, etc., are not allowed in school.
- Articles of value not required in school should be left at home.
- Large sums of money should not normally be brought to school. If it is necessary to do so, such money should be left with the school office for safety.
- At the beginning of P.E. lessons, watches and valuables must be deposited with the teacher.

Lockers

Lockers are available in school and the cost is attributed according to the year group. Pupils keep their lockers for the entire time at school and the amount paid will cover them until they leave at the end of Year 11 with no further payments required. Year 7 pupils have first option to purchase a locker at the start of the autumn term. Further details will be provided in September.

Bicycles/Scooters

Bicycles must be roadworthy and left locked in the cycle racks in the bike shed. Pupils should wear a helmet and bring their own bike lock. Bicycles should be post-coded. Cycling on school grounds is not permitted. Bicycles are parked at your own risk. School is not responsible for damage or theft to bikes or scooters. Electric scooters are strictly forbidden.

Home Learning

A Home Learning Timetable is produced for all pupils at the start of the school year and is set on MS Teams. All children have access to a Teams account and many download the app onto their devices. Home Learning will be set according to our 4R's; Recall, Revision, Research and Reflection. More information is available on our school website, as well as a link to Teams via Office 365.

Pupils who do not complete home learning activities will receive sanctions from their class teacher, Head of Faculty or SLT according to the Strike system which operates across school and the amount of home learning that has been missed. Pupils will also receive a sanction or may be asked to repeat work which is not of the appropriate standard expected from the pupils.

Home Learning Club operates (free of charge) in the Extended Learning Centre (ELC) Monday to Thursday from 3pm to 5pm. Please see Mr Hunt in the Extended Learning Centre to ask for a registration form.

21 – ParentPay

Payment for Lunches (Trips/School Events)

The school uses a cashless system called ParentPay. Once your child starts school with us, you will be given a unique ParentPay username and password; this will enable you to pay for activities, events and trips.

For lunches, students entitled to free school meals will have their account automatically credited with money. All other students will have to credit their account using ParentPay or they can put cash into the machines located in the dining hall.

Free School Meals

Your child may be able to get free school meals if you receive any of the following:

- Universal Credit with a household income of less than £7,400 a year (after tax and not including any benefits you get)
- Income-Based Jobseekers' Allowance
- Income-Related Employment and Support Allowance
- Child Tax Credit, not entitled to Working Tax Credit and household income less than £16,190
- Support under part VI of the Immigration and Asylum Act 1999
- Guarantee element of State Pension Credit
- Income Support
- Working Tax Credit 'run on' – the payment you receive for a further four weeks after you finish work

If your child is currently eligible for free school meals, that eligibility will be protected until Universal Credit is introduced (expected March 2025) even if your circumstances change. If your child is still in education on this date, they will be eligible until they finish the phase of schooling (primary or secondary) they are in.

If you have a younger child starting school in September and you are no longer eligible, they will not be protected because this would be a new claim.

If you think you may be entitled, please use the contact details below for the Area Education Office and they can do an immediate online check for you. They only require your name, date of birth and national insurance number to do this.

Email: FSM.South@lancashire.gov.uk

****Please note, you still have to apply for free school meals even if you have an older child already attending school and receiving free school meals.**



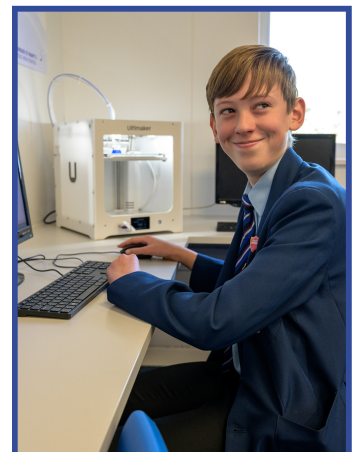
22 - Enrichment

There is so much to get involved with at school, there really is something for everyone. Every pupil is encouraged to participate and develop their skills and talents outside of the classroom as this is where lasting memories are made.

Our comprehensive CASEO (Curriculum After School Enrichment Activities) program of clubs and activities is designed to foster a wide range of pupil interests and talents. We believe that learning outside the classroom is incredibly valuable and have excellent extra-curricular activities that are designed to broaden and develop the mind and body. During the school day pupils have regular opportunities to experience guest speakers and go out of school to visit cultural places of interest, exhibitions and theatres. In addition to this we run longer residential trips within the UK and abroad.

Here are just a few of what our vibrant school offers:

- History club
- Trampolining
- CAFOD group
- Equality and Diversity group
- Choir
- Science club
- Football
- Rounders



23 – Reading for Life

Reading is the most important thing your child can do during their school years. We have a lot of things going on in school to help students find books they enjoy, from World Book Day, to Book Week, to our incredibly successful author visits, to book swaps, to library sleepovers. To get your child off to a flying start, here are some ideas we think they will enjoy!

Suggested Reading List 2023-24

English

The Lie Tree - Frances Hardinge

Chinese Cinderella - Adeline Jen Mah

Curious Incident of the Dog in the Night Time - Mark Haddon

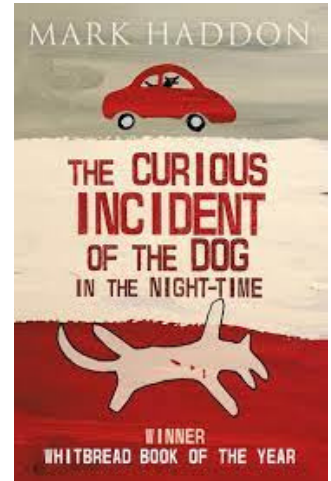
The Book of Dust - Phillip Pullman

After Tomorrow - Gillian Cross

The Book Thief - Marcus Zusak

The Diary of a Young Girl - Anne Frank

War Horse - Michael Morpurgo



Maths

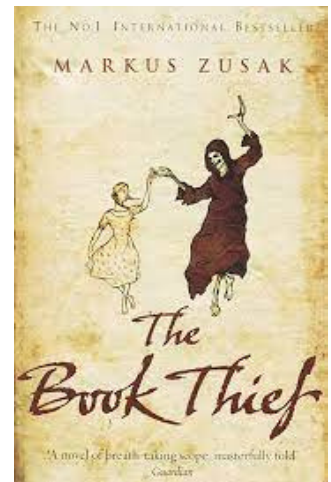
How to Lie with Statistics - Darrell Huff

Longitude - Dava Sobel

Murderous Maths - Kjartan Poskitt & Rob Davis

The Number Devil - Hans Magnus Enzensberger

The Planiverse - A K Dewdney



Science

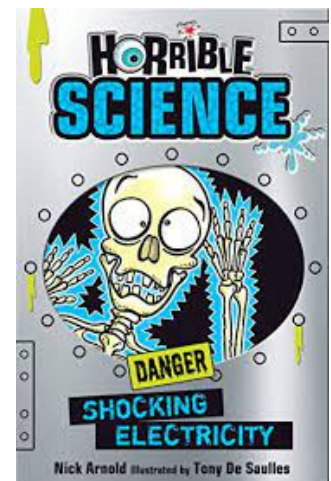
Does Anything Eat Wasps? - Mick O'Hare

How to Fossilise Your Hamster - Mick O'Hare

Why is Snot Green? - Glenn Murphy

Horrible Science - Nick Arnold

Blood, Bones and Body Bits - Nick Arnold



History

Horrible Histories - Terry Deary

Horrible Kings and Queens - Tony Robinson

Worst Children's Jobs in History - Tony Robinson

Ethel and Ernest - Raymond Briggs

War Boy - Michael Foreman

Remembrance - Theresa Breslin

24 - Reading for Life

Physical Education

Biographies of sporting heroes e.g. **A Book of Heroes** - Simon Barnes

Religious Education

River Boy - Tim Bowler

Over Sea, Under Stone - Susan Cooper

The Lion, The Witch, and The Wardrobe - C S Lewis

Noughts and Crosses - Malorie Blackman

The Bible

The Philosophy Files - Stephen Law

God: A Brief History - John Bowke

The Problem of Evil - Peter Vardy

Music

Alicia's Gift - Jessica Duchon

ICT

Wings - Terry Pratchett

Lost in Cyberspace - Richard Peck

Bully - Patricia Polacco

Artemis Fowl: The Eternity Code - Eoin Colfer

The Computer Nut - Betsy Byars

The Softwire: Virus on Orbis - PJ Haarsma

The Homework Machine - Dan Gutman

Modern Languages

Le Petit Prince - Antoine de Saint-Exupéry

Le Petit Nicolas - René Goscinny

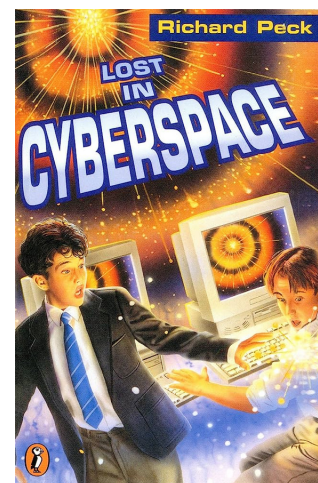
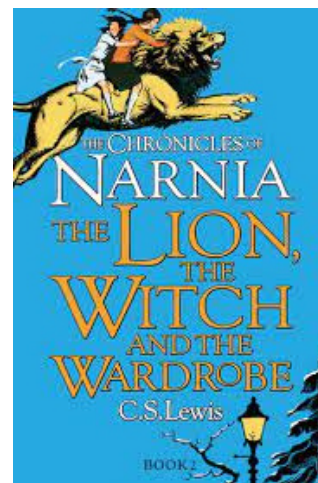
Websites for Languages magazines

www.parismatch.fr

www.équipe.fr

www.lemonde.fr

www.bunte.de



25 - Frequently Asked Questions

How much homework will I get?

You will be set homework on Teams by your teachers to support your learning in lessons. You can expect up to 1 piece of homework for each subject every week but spread across the week. Do not worry, we will ease you in over the first term to get you in to good habits.

What if I am coming on my own?

Every year, many students come to us on their own without any of their friends from primary school. This is completely normal, and you will not be alone, you will make lots of friends very quickly!

What if I get lost?

It is common that new students will get lost and struggle to find a lesson. Again, this is completely normal. You will not get into trouble if you are late because you were lost, just explain to your teacher that you were lost. You can ask any member of staff or another student where to go if you forget where a classroom is, and they will be happy to help.

What type of food is available?

We have lots of different types of food available in the canteen. Our daily food service starts with our amazing breakfast club that is open to all pupils. At break time, you can purchase toast, bagels, crumpets and lots of other breakfast snacks. At lunchtimes, you can purchase a variety of hot and cold meals. Food at Brownedge is brilliant! You can also bring a packed lunch should you wish to.

What if my child feels unwell or needs some first aid during the day?

We have invested in our pupils services by opening a full time pupil reception that caters for pupils daily enquiries. This reception is also staffed by a qualified first aider who deals with minor incidents and accidents. Across school we have a team of first aiders, however where possible pupils should report to Pupil reception in the first instance.



26 - Frequently Asked Questions

Who do I speak to if I have a problem?

You should always try to speak to your form tutor or head of house in the first instance if you have a problem. We also have a worry box in the ELC as well as the 'I am Worried' link on our school website.

My child gets a free school meal, how much do can they spend and do they have to buy particular food?

All pupils in receipt of a free school meal are able to spend a £1 at breakfast club (8.00am-8.30am) and £2.50 at lunch time. Money is automatically credited to pupil accounts daily. Unspent money from breakfast club does not roll over into lunch time, they are separate allocations.

Do you offer any trips?

We are so proud as a school to offer a wide range of trips and experiences. We offer rewards experiences at the end of every term as well as offering trips to other countries such as France, Iceland and America. Pupils love exploring the World and we are delighted to offer so many opportunities to do so. Keep your ears peeled and sign up when the chance comes along.

Our contact details have changed, who should I tell?

Having up-to-date information is vital in case of an emergency and we ask that if something such as your home address, mobile number or email address changes, you inform the school office.

My child takes regular medication, who will monitor this?

Medical information is usually shared from your child's primary school, but you should let school know if anything changes. Parents/carers are responsible for informing school of any medication requirements. Students can leave medication (such as EpiPen's, insulin etc) in the Pupil Reception office.

How does school communicate with parents?

We use a system called Firefly which is used to send emails, notifications and appointments for school events. In September, new parents will be registered on Firefly using the email address from your application form. You will receive an email with registration details once this has happened. Should you have any issues with Firefly, please contact Mr Banks at school.

27 - Term Dates for 2023-2024

Autumn Term 2023

INSET DAY Friday 1st September 2023

INSET DAY Monday 4th September 2023

School Reopens Tuesday 5th September 2023

Last Day of school for Half Term 1 Friday 20th October 2023

INSET DAY Monday 30th October 2023

School Re opens for Half Term 2 Tuesday 31st October 2023

Last Day of School for Half Term 2 Friday 22nd December 2023

Spring Term 2024

School re-opens for Half Term 3 Monday 8th January 2024

Last day of school for Half Term 3 Friday 9th February 2024

INSET DAY Monday 19th February 2024

School re-opens for Half Term 4 Tuesday 20th February 2024

Last day of school for Half Term 4 Thursday 28th March 2024

Summer Term 2024

School re opens for Half Term 5 Monday 15th April 2024


Bank Holiday Monday 6th May 2024

Last day of school for Half Term 5 Friday 24th May 2024

School re-opens for Half Term 6 Monday 3rd June 2024

Last day of school for Half Term 6 Friday 19th July 2024

We regret we cannot authorise pupils going on holiday during term time, and, in general, pupil absence from school will not be authorised, except in exceptional circumstances.





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