

# Kirkburton Middle School

‘Enjoying, Achieving, Succeeding Together’



**Year 5 Transition 2024**  
**Introducing Kirkburton Middle School**

# Term Dates 2024-2025



Kirkburton Middle School						
2024 - 2025 School Calendar						
<b>August '24</b>						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
<b>September '24</b>						
Su	M	Tu	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
<b>October '24</b>						
Su	M	Tu	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
<b>November '24</b>						
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					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
<b>December '24</b>						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>January '25</b>						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
<b>February '25</b>						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
<b>March '25</b>						
Su	M	Tu	W	Th	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
<b>April '25</b>						
Su	M	Tu	W	Th	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
<b>May '25</b>						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
<b>June '25</b>						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
<b>July '25</b>						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- School Closed/ Holidays
- Bank Holiday
- Inset Day
- Year 6 Only
- Likely Day for Eid



# Welcome Message

## Welcome to our new pupils

**It is with great pleasure that we welcome our new pupils and their families to Kirkburton Middle School (KMS).**

Starting a new school is a big moment in anybody's life. We hope that you are looking forward to coming to your new school, we know that you are probably feeling a little nervous as well. From experience, we know that this feeling goes away very quickly once you start to make new friends and study exciting new subjects for the first time. We know that all the staff, pupils and ourselves are very much looking forward to getting to know you.

There is lots to remember when you start a new school and you are bound to forget some things at first. Please do not worry about this as there are many people who are ready to help you to settle into your new school.

**The single most important thing you must remember is to always try your hardest every single day.**



If you do this, we will never question or worry about your grades or other achievements because by giving your best, it will mean that all those things will take care of themselves.

**We also ask that you make sure you have good attendance (always aim for 100%) and that you get involved in as many extra-curricular activities as you can. You are at the very start of a great journey.**

We know that exciting and enjoyable times await you in July so enjoy the remainder of Year 5, and we look forward to meeting you for the transition week.

## Welcome to our new parents

Not only is moving to KMS a big moment for your child, we know that it is the same for you. One of the things that parents often say to us is that the transition can sometimes feel like the start of a decline in their involvement in their child's education. We hope that you will not feel this way because we truly believe that not only is KMS your child's school but it is yours too.

**We therefore hope to see you in school very soon and regularly throughout your child's KMS career.**

Mr Taylor (Executive Headteacher) & Mrs Kerr (Head of School)



# School Day



Time	Event
08:50	Entry to school
08:55 – 09:00	Registration
09:00 – 9.20	Class Time
09:20 – 10:15	Period 1
10:15 – 11:10	Period 2
11:10 – 11:30	Morning Break
11:30 – 12:30	Period 3
12:30 – 13:30	Lunch / Clubs
13:30 – 14:30	Period 4
14:30 – 15:35	Period 5 / Dismissal



Assemblies will take place once a week during class time.






# Teaching & Learning

What happens in the CLASSROOM is of vital importance. Some of the subjects and lessons pupils will study will feel very similar to first school but some will be very new. Hopefully, they will find much that is exciting, interesting and inspiring. We ask that pupils never be afraid to ask when unsure about something; it is our teachers' job to guide them. It is important that pupils also work hard at home whenever they are set homework. These tasks will often require pupils to learn key concepts and knowledge from their lessons that week or fortnight. For pupils to succeed, they must be able to remember everything that they have learned throughout the year. Regularly revisiting or 'retrieving' prior knowledge is a skill we will practice a lot to help them remember things. For more information about the exciting topics pupils will study each year, please see the 'subjects' section of the school website.

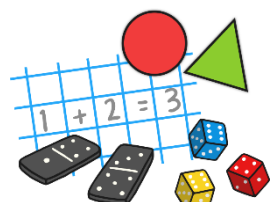
We firmly believe that learning doesn't just happen in the classroom during 'traditional' lessons. As such we have worked hard to develop a curriculum which contains a wealth of opportunities for enrichment activities. From field trips to mock interviews, university visits to careers fairs, our curriculum provides pupils with the opportunity to experience a broad range of learning experiences which will support them as they move up to high school and beyond.

## What subjects will I study?


Our timetable is a two week timetable made up of 25 lessons per week. The information below shows how many lessons of each subject pupils in Year 6 will study every two weeks.



14 Lessons English



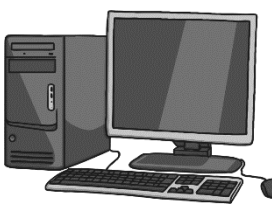
12 Lessons Maths



5 Lessons Science



4 Lessons PE



1 Lesson Computing



2 Lessons French




2 Lessons Music



2 Lessons Art



2 Lessons RE or PSHCE  
2 Lessons History & 2 Geography



2 Lessons DT, FT or Drama

# School Uniform



**We are proud of our school and expect all pupils to wear the KMS uniform with pride. We believe our uniform:**

- Creates a sense of school community, cohesion and identity
- Supports positive behaviour and good discipline
- Ensures pupils from all cultures and backgrounds feel welcome
- Protects children from social pressures to dress in a particular way

**Full details of our uniform can be found on the school website or in the pupil planner. In brief, it comprises of:**

**Jumpers** – Plain black crew neck sweatshirt. To be worn every day unless pupils are informed otherwise (with school LOGO).

**Polo shirts** – White polo shirt (with school LOGO).

**Trousers** – Plain, black full length tailored trousers. No other styles are allowed, including, canvas, linen, denim, jeans style, tight or skinny fit trousers, leggings or tracksuit bottoms. Trousers must be full length i.e. cover the top of the shoe and ankles must be covered; cropped or rolled up trousers are not permitted. Alternatively, pupils may wear black tailored school shorts (not casual shorts or sportswear).

**Skirts** – Black tailored skirt. Suitable length, preferably knee length, or just above the knee – no tube/tight fitting skirts.

**Socks/tights** – Plain black or grey ankle or knee-length socks. Plain black tights.

**Outer garments** – The wearing of outer garments to and from school is encouraged. They should be appropriate to the season. Coats should not be denim or have obtrusive logos on them. Heads should not be covered indoors (except for religious observance). Hoodies or sweatshirts must not be worn as an alternative to a coat.

**Jewellery** – Jewellery often presents a health and safety risk in school. Therefore, all jewellery must be able to be removed as this will be necessary in certain lessons where there is a particular issue. The only acceptable jewellery is a watch and one small stud per ear (no bigger than the end of a pencil). No other body/facial piercing is permitted. Nail extensions/nail polish must not be worn in school. Pupils wearing nail polish will be asked to remove it.

# School Uniform



**Shoes** - Shoes must be plain black leather or leather effect and suitable for school. Plain black laces only. Velcro fastening shoes are acceptable. Flat or low heeled ankle boots are allowed, again these must be plain black. All shoes should be able to be polished. Sports style and trainer style shoes, such as Nike, Puma, Reebok, Converse, Vans, Lonsdale etc. are not allowed even though some shops may sell them as 'school shoes'. No trainers, high heels, platforms or pumps. There should be no visible sports logos. **If in doubt, please ask school for advice before purchasing new shoes – the easiest way to do this is send us a photo / web link.**

**Hair and make-up** – Extreme or unnaturally coloured hairstyles are not allowed. What constitutes 'extreme' is at the discretion of school leaders. Shaved patterns will not be allowed. Should hairbands be worn, these must be discreet. Pupils may not wear make-up in school. This includes eyeliner, mascara, foundation, lip glosses or lipsticks. Pupils wearing make-up will be asked to remove it.

If pupils arrive at school without the correct school uniform, they may be allocated the correct items to wear for the day, including footwear.

## **PE, Games Clothing and Practical Work Checklist:**

- Indoor PE – a school P.E. top, plain black shorts / skirt/ skirt and trainers.
- Outdoor PE – as indoors with a change of socks.
- OPTIONAL Tracksuit bottoms, if worn, should be plain black. All pupils may wear a plain black hoodie, plain black sweatshirt or KMS branded P.E. hoodie.
- Pupils are encouraged to wear a gum shield when playing hockey (available from sports retailers or your dentist). Pupils are also encouraged to wear shin pads for certain sports.
- Please ensure all items are clearly marked with your child's name.

Pupils with hair which is of a length that may constitute a health and safety risk in practical subjects such as DT, Science and PE need a safe, sensible means of restraint.

Pupils will also need an apron for their DT lessons

# Equipment & Valuables



## What equipment will I need for school?

- A pencil case
- A black & green ink pen (ballpoint, cartridge, fibre tip or roller ball)
- A fine tip dry wipe marker pen
- A glue stick
- A pencil, pencil sharpener and rubber
- Pencil crayons
- A 30cm ruler
- A pair of compasses
- A calculator
- A small pair of scissors
- You should **NOT** bring Tipp-Ex or other correction fluid to school
- A schoolbag - a back pack is an ideal size
- A water bottle (labelled with your name) to keep hydrated
- A purse or wallet in which to keep your money



## Personal property & valuables.

- Pupils are strongly advised not to bring valuables into school.
- Mobile phones, Smart watches or other electronic devices should not be used in school and are not covered by the school insurance. Teachers have a right to confiscate these if seen.
- If pupils do have to bring valuables, other than mobile phones, into school, please inform a member of staff.
- Pupils must follow security procedures during PE lessons.
- Lost property should be handed to the Office. See the Office for lost items.
- Pupils should put their names on all their belongings.
- All phones **MUST** be switched off at the school gates and placed in bags.
- Phones must be handed in to your form tutor at the beginning of the day to be placed in a secure place. Phones will be returned at the end of the school day.
- Pupils who do not hand their phone in will have them confiscated for a set period of time in line with the school behaviour policy.





# Travelling to & from School



- Pupils who are walking to and from school will be expected to stay on the pavements.
- If cycling, then cycle paths should be used if possible and if not, then pupils will be expected to cycle sensibly on the roads. Cycle helmets must be worn at all times.
- Pupils arriving by school bus will be dropped off in the school turning circle and must make their way immediately onto the school site. All pupils catching a bus home must line up on the all-weather pitch at the end of the day and wait to be led to their bus by a member of staff.
- Misbehaviour on the school buses endangers pupils, the driver and other people. Such behaviour brings the school into disrepute. **IT WILL NOT BE TOLERATED.**
- Bus monitors, the driver and the bus company will inform the school of any misbehaviour.
- If reported, pupils will be temporarily or permanently excluded from the school buses. Parents/carers will be informed and will be responsible for arranging alternative transport.

## What happens if the bus is missed?

If a pupil misses the bus we do not expect them to start walking to school, so before starting at KMS it is important to agree with your child what they should do in this eventuality. Usually, pupils should go back home and report to yourself what has happened or go to a neighbour who has agreed to give them a lift to school. We also suggest all pupils have the school phone number in their mobile phone in case of an emergency.

Buses leave school promptly at 3.45pm. If your child happens to miss their bus, you will be contacted to make arrangements for them to get home.



Service Number	Operator	Destination	Departure Time	
KM1	Team Pennine (Transdev) Tel: 01535 603 284	Flockton Road Shepley The Knowle Sovereign Inn Shepley Marsh Lane Shepley Black Bull	08.10 08.17 08.21 08.25 08.30	Leaves KMS at 15.45
K82	First School Service (yellow bus) Tel: 0345 646 0707	Westgate at Sharp Lane Farnley Tyas Stockmoor Railway Station	08.15 08.25 08.32	Leaves KMS at 16:00
K89	First School Service (yellow bus) Tel: 0345 646 0707	Ivy Green Public House Waterloo Lepton High Green	08.25 08.30 08.35	16.10 16.00 15.52
411	Globe Travel Tel: 01226 299900	Emley Cross, Emley Oddfellows, Shelley	08.22 08.33	Leaves KMS at 15.45
Service D1	Team Pennine (Transdev) Tel: 01535 603 284	Huddersfield Bus Station Waterloo Bus Depot Highburton Co-op George Inn, Kirkburton	08.15 08.32 08.40 08.47	16.27 16.10 16.00 15.52
Service D1	Team Pennine (Transdev) Tel: 01535 603 284	Denby Dale Railway Station Clayton West, Springfield Ave Grove Inn, Skelmanthorpe George, Kirkburton	07.49 08.05 08.24 08.35	16.24 16.08 16.00 15.51

# Communication



**Parents' Evenings.** During the school year, Parents' Evenings are held to provide the opportunity for parents to meet and discuss with staff their child's progress. In addition to these formal Parents' Evenings, you should feel free to contact the school at any time to discuss any matters concerning your child's progress. It is best to telephone or email the school first so that an appointment may be made with the relevant member of staff at a time that suits.

**Pupil Planner.** At the start of the school year each child is given a planner which includes useful information, term dates and staff training dates. This is a key means of communication between school and home. Pupils use this to record homework each week. It is also a way of contacting home for praise or concern, having a weekly space for staff and parent comments. It should be signed each week by a parent and checked and signed by the form teacher.

**Website.** Our website provides access to school and community information. Visit us at [kirkburtonmiddleschool.co.uk](http://kirkburtonmiddleschool.co.uk) to find out more.

**Parent Bulletin.** This contains notices about upcoming school and community events. The bulletin is emailed directly to parents via Edulink fortnightly during term time and is also available on our website. If you do not receive the parent bulletin please contact us at: [kirkburtonoffice@themast.co.uk](mailto:kirkburtonoffice@themast.co.uk)

**Edulink One App.** Edulink One is the school's parental engagement app. You can use the app to view your child's timetable, attendance and behaviour records, school reports, book Parents' Evening appointments and much more. We also use the app to communicate with parents either via emails or direct messaging.



**Social Media.** KMS have social media accounts, the details of which are below. These are a really good way to keep connected to the work of the school.



[x.com/KMSchool](https://x.com/KMSchool)



[facebook.com/groups/KirkburtonMiddleSchool](https://facebook.com/groups/KirkburtonMiddleSchool)



[youtube.com/KirkburtonMiddleSchool](https://youtube.com/KirkburtonMiddleSchool)



# Getting the Most from School



We are very proud of the wide variety of extra-curricular activities on offer at our school. Whatever you are interested in, we encourage all pupils to get involved in as many different additional activities as possible. Whether you enjoy sport, the arts, technology, or any of the other exciting things we have to offer – make sure you get involved. Doing this will help you to learn in many different ways as well as introducing you to new friends. For many people, it is by joining a school club that they develop interests and hobbies which then stay with them for life.

We have a very strong music department for those who already play an instrument. If you don't already play an instrument, we have lots of opportunities for you to start. Make KMS the start of your musical adventure.



## A selection of clubs and activities available at school

- Art
- Dance
- Cricket
- Football
- Craft
- Chess
- Warhammer
- Languages
- Netball
- Pop choir
- Gymnastics
- Rock guitar
- Science club
- Hockey
- Scrabble
- Basketball
- Drama
- African drums
- Book club
- Homework

Don't see something you like? We are always open to suggestions for new clubs. Unfortunately, our budget probably won't stretch to a skydiving club however.





## The KMS way: Expectations for excellent work

### For every lesson I need:

#### Basic equipment (in pencil case)

Planner open at correct page  
 Black pen, pencil, rubber, ruler, pencil sharpener  
 Green pen  
 Calculator  
 Highlighters  
 Glue stick, scissors  
 Mini white board pen  
**Bag under table, coats on chairs**

### To ensure excellent presentation I will:

#### Date in full

#### Title

*Start work next to the margin, keeping letters between the lines. Write as neatly as you can. Check your punctuation and spelling*

Write in **black pen**

Underline date and title

Draw diagrams and tables in pencil

Self/peer assess in **green pen**

Glue in worksheets

Rule off and continue on the page for each lesson

Start a new page for each new topic

### To ensure excellent home learning I will:

Write the homework in my planner

Check Edulink for home learning

**Write the title: Home learning**

Try to complete work 1 day before it is due

Attempt all aspects of home learning

***If it is not excellent, it is not finished***

Hand work in on time

## The KMS way: Expectations for excellent behaviour

### In the school building I need to:

Walk on the left-hand side in single file  
 Walk quietly and sensibly  
 Follow the one-way system  
 Line up in single file outside classrooms quietly and sensibly  
 Follow instructions from all staff members immediately  
 Respect the environment and the people around me

### In the classroom I will:

Follow all teacher instructions at the first time of asking  
 Get my equipment out immediately without being asked  
 STAR: sit-up, track the teacher, asks and answer questions, respect those around me  
 Follow the behaviour rules

### To ensure excellent learning I will:

Always do my best  
 Always follow the school rules  
 Stay focused in lessons  
 Complete all work  
 Not give up  
 Ask for help when I need it

# Contact & Support



Parents are encouraged to seek advice and support from the school should they have any concerns relating to their child. Parents can contact school in writing, via email, in person (by appointment) or by telephone. Staff will endeavor to respond to communications as soon as they can. Our contact with you will be professional and courteous. We respectfully ask that you show the same courtesy in your communications with our staff.

**Your first point of contact should usually be with your child's Form Tutor as they will get to know your child on a daily basis. If your query is subject specific, then please contact your child's subject teacher in the first instance.**

## Email Enquiries

- General enquiries should be made via: [kirkburtonoffice@themast.co.uk](mailto:kirkburtonoffice@themast.co.uk)
- If you wish to contact a member of staff directly you will need to know their first initial and the correct spelling of their surname. A full staff list can be found on the school website.  
Example: [sjones@themast.co.uk](mailto:sjones@themast.co.uk)



# Punctuality & Absence



## Please be aware of the following information:

- ✓ Holidays during term time are not permitted. Please see Shelley Pyramid attendance policy.
- ✓ The school building opens at 8.50am and the school day starts at 8:55am prompt.
- ✓ Pupils are expected to attend school on time every day.
- ✓ If pupils are late, they should sign in at reception.
- ✓ Three lates in one half term will result in a detention.

All absences must be authorised by parents/carers, so please notify us of **absences daily** on 01484 222737 or email [kirkburtonattendance@themast.co.uk](mailto:kirkburtonattendance@themast.co.uk) and report a reason for continued absence.

If a child is absent and we haven't been informed why, school will:

- ✓ Telephone/text parents/carers on the first day of absence if we have not heard from them by 10.00am.
- ✓ Attempt a home visit if there is no response to initial contact. If there is still no response, school will ring 101 to report the absence to the police.

Overall attendance is closely monitored by our pastoral team. We may:

- ✓ Contact parents/carers if your child's attendance falls below our expectations.
- ✓ Invite parents/carers into school to discuss the situation with our pastoral team and/or a member of the senior leadership team if absences persist.
- ✓ Refer the matter to the Local Authority Attendance and Pupil Support Service if attendance falls below 85%



# School Dinners & ParentPay



## How much do school dinners cost?

School dinners currently cost £2.70 for a set meal. There is also a range of snacks available from the Burton Bistro and Bistro Alfresco at break time. Full menus and price lists can be found on the school website.



## How do I know what time to go for my dinner?

Each year group has a turn at being first into the Dining Hall for dinner, so the lunchtime staff will tell you which sitting you are on and when it's time to go for your dinner.

## How do I pay for my dinner?

We use ParentPay as a convenient way for you to pay for your child's school meals, trips, events and other items such as equipment and books. Through ParentPay you will also be able to view the school dinner menus as well as seeing what your child has had for lunch each day.

ParentPay offers freedom to make payments at any time, whenever and wherever you like, safely and securely. You will be given an online account, activated using a unique username and password, which you will be prompted to change so that only you have access to your account. If you have more than one child at KMS, you can merge accounts to create one login for your children. Making a payment is straightforward and the payment history is available to view at a later date.

## Free school meals

Full details about who is eligible for free school meals and how to apply can be found on the Kirklees website below.

<https://www.kirklees.gov.uk/beta/schools/free-school-meals.aspx>


For further information and support with making an application, please call Kirklees Council on 01484 221000 or email [freeschoolmeals@kirklees.gov.uk](mailto:freeschoolmeals@kirklees.gov.uk).


When you apply for free school meals, the school also receives additional funding called pupil premium.



## Contact Details & Social Media

 Kirkburton Middle School | Turnshaws Ave, Kirkburton, HD8 0TJ

 01484 222737

 [kirkburtonoffice@themast.co.uk](mailto:kirkburtonoffice@themast.co.uk)

 [kirkburtonmiddleschool.co.uk/transition](http://kirkburtonmiddleschool.co.uk/transition)

 [x.com/KMSchool](https://x.com/KMSchool)

 [facebook.com/groups/KirkburtonMiddleSchool](https://facebook.com/groups/KirkburtonMiddleSchool)