



# Parent Information Pack

## 2025 - 2026



## WELCOME FROM THE HEAD OF SCHOOL

A big welcome to Seaton Valley High School (SVHS)! I would like to thank you for choosing to send your child to our school, as they continue their education journey from Year 9 to 11. As a parent, I know how important it is to choose the right school for your child. You are placing a great deal of trust in us to nurture your child and for them to reach their full potential.

This year is especially exciting for our school as we move into our brand new school building. Your child will benefit from being part of the first cohort of students to experience the exceptional facilities.

The school is part of the Seaton Valley Federation. Across the federation we have a simple vision for all students to be exceptional in everything they do, attend school where they are safe, happy and successful, and have access to a positive learning environment so that they achieve their potential. This vision is underpinned by our ethos of knowing each child (both academically and pastorally), an emphasis on everyone treating each other and everything with respect, and a focus on everyone striving to be as good as they can be.

The school's broad and balanced curriculum provides opportunities (both inside and outside of the classroom) that ensures our students have the skills and attributes to be successful members of society. Our skilled and experienced teachers ensure that teaching is interesting, challenging and engaging. Through the curriculum they experience, we aim for all students to be literate, independent, numerate and culturally aware.

We recognise that all students require support at some point during their time at school. At SVHS one of our strengths is the level of pastoral and special educational needs support that we put in place for our students. So that all students experience a positive learning environment, we support students with their behaviour, emotions, achievement and mental health.

At SVHS we have 3 simple expectations for all of our students; to be **ready** (on time for school and each lesson and prepared for learning), to be **respectful** (to all members of the school community - staff and students, to themselves and to the environment), and to be **safe** (in the community, online, during lessons and around school).

I am really looking forward to welcoming all the new Year 9 students into school from September. I also look forward to working closely with you over the next few years so that we can ensure your child reaches their full potential.

Mr R Goodman  
Head of School



## WHAT THIS PACK CONTAINS

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## TERM DATES

### **Autumn Term**

Tuesday 2nd September 2025 to Friday 19th December 2025

Autumn mid-term holiday: Monday 27th October to Friday 31st October 2025

(Training Day: Monday 1st September)

### **Spring Term**

Tuesday 6th January 2026 to Wednesday 1st April 2026

Spring mid-term holiday: Monday 16th February to Friday 20th February 2026

(Training Days: Monday 5th January 2026 and Thursday 2nd April 2026)

### **Summer Term**

Monday 20th April 2026 to Friday 17th July 2026

May Day Holiday: Monday 4th May 2026

Summer mid term holiday: Monday 25th to Friday 29th May 2026

# THE SCHOOL DAY

The school day is split into periods. There are two periods of social time (break & lunch). Period 4 is split into two 35 minute periods giving time for students to have a 35 minute lunch break.

## SEATON VALLEY HIGH SCHOOL - TIMES OF THE DAY


SVHS	
Registration/Assembly	8.50 - 9.05
Period 1	9.05 - 10.05
Period 2	10.05 - 11.05
Break	11.05 - 11.20
Period 3	11.20 - 12.20
Period 4	12.20 - 12.55
Period 4L1 (Lunch)	12.55- 1.30
Period 4L2 (Lunch)	1.30 - 2.05
Period 5	2.05 - 3.05
End of School	3.05

The timetable is a two-week rotation. On Wednesday week 1, the school day finishes at 2:05pm to allow staff to attend training and receive updates on the curriculum. Students attend 49 lessons over the two week period.

# UNIFORM EXPECTATIONS

It is expected that all students follow the uniform expectations of the school. In summary these are as follows:

Boys	Girls
School Sweatshirt (Emblematic)	
Black Trousers - standard length	Black Trousers - standard length Black Straight Back Vent Skirt (GSA) *School Approved Skirt* (Emblematic) (if a student chooses to wear a skirt then this is the skirt that needs to be worn)
The following are <b>NOT</b> allowed: Jeans, jeans-style trousers, tracksuit bottoms, cords, leggings, jeggings, mini skirts, stretch material, fashion belts	
White Shirt (not a polo shirt)	White Blouse or Shirt (not a polo shirt)
School Tie (Clip-on) (Emblematic)	
Black Shoes	
Black shoes should be plain and formal. The following will not be accepted: Designer trainers with velcro fastening, canvas plimsolls, UGG type boots, Dr. Martens, Vans or platform shoes. The school definition of acceptability of all uniform is non-negotiable.	
Black/White socks	Black/White socks / Black tights
<p>PE Kit</p> <p>Compulsory kit:</p> <ul style="list-style-type: none"> <li>Blue cool-fit PE top, navy blue shorts, navy blue football socks OR white tennis socks</li> </ul> <p>Optional kit:</p> <ul style="list-style-type: none"> <li>Navy Blue SVHS logo leggings OR</li> <li>Navy Blue SVHS logo tracksuit bottoms</li> <li>Navy Blue SVHS 3/4 zip long sleeved top</li> </ul> <p>We will <b>not</b> accept:</p> <ul style="list-style-type: none"> <li>Non-SVHS leggings/tracksuit bottoms</li> <li>Non-SVHS long sleeved tops/hoodies</li> <li>Black socks</li> <li>"Skins"/under shirts etc.</li> </ul>	



Our School Uniform Policy can be found on our website. [School Uniform | Seaton Valley Federation](#)

The following items are school specific and should be ordered from our uniform supplier - Emblematic: School Jumper, School Skirt, School Tie, PE Kit. [Seaton Valley High School](#)

You can order online or visit the Longbenton shop at: Emblematic Ltd, Unit 26, North Tyne Ind. Est., Longbenton, Newcastle upon Tyne, NE12 9SZ.

Orders for uniform and PE kit should be placed ASAP and must be received by Emblematic by **Sunday 20th July 2025** to ensure they are ready for the start of the school year. Any orders received after this date may not be processed and ready for the start of term.

# HAIRSTYLES, JEWELLERY & MAKEUP

The following guidelines apply to all pupils.

## Hairstyles

We <b>WILL</b> accept	We <b>WILL NOT</b> accept
Short hair which is neat and tidy - number 1 cut or above	Extremely short and cut close to the scalp - number 1 cut or below on top, no guard on back and sides
Subdued, modified hair colouring which changes, moderately the hair colour shade	Tramlines or individual shaved lines
Highlights used moderately to enhance the natural hair colour and tone	Coloured or natural hair extensions
Ethnic / cultural variations by agreement as discussed with parent/carers	Tight plaited hairstyles or plaited hairstyles using differently colour plaits or adorned with coloured beads or other ornamentation
	Bleached or dyed hair that is extreme in colouring
	Any form of red, purple, blue, green hair etc.
	Extreme highlights which completely change the colour and tone of the hair
	Extremes such as spiky 'Mohican' or punk style either natural or coloured

## Jewellery, Piercings & Tattoos

Pupils are permitted to wear a wrist watch, one ring per hand and one necklace. Maximum of one small stud earring in each ear. All other jewellery is forbidden.

All jewellery and piercings should be removed for PE Lessons. This is a requirement of the Sports Association and Local Authority Regulations.

No pupil will be allowed to attend with rings, bars or studs in the nose, lips, tongue, eyebrows, tummy etc.

Fake eyelashes and eyelash extensions are not allowed. Nail extensions of extreme length are not allowed due to significant health and safety issues, particularly in Food Technology and PE.

Tattoos contravene the dress code policy.

For further information, please read the school's uniform policy available on the website. [School Uniform | Seaton Valley Federation](#)





# E-SAFETY & RESPONSIBLE COMPUTER USE

## ACCEPTABLE USE OF THE SCHOOL'S ICT FACILITIES AND INTERNET

Agreement for pupils and parents/carers

When using the school's ICT facilities and accessing the internet in school, I will not:

- use them for a non-educational purpose
- use them without a Teacher being present, or without a Teacher's permission
- use them to break school rules
- access any inappropriate websites
- access social networking sites (unless my Teacher has expressly allowed this as part of a learning activity)
- use chat rooms
- open any attachments in emails, or follow any links in emails, without first checking with a Teacher
- use any inappropriate language when communicating online, including in emails
- share my password with others or log into the school network using someone else's details
- bully other people

I understand that the school will monitor the websites I visit and my use of the schools ICT facilities and systems.

I will immediately let a Teacher or other member of staff know if I find any material which might upset, distress or harm others.

I will always use the school's ICT systems and internet responsibly.

I understand that the school can discipline me if I do certain unacceptable things online, even if I'm not in school when I do them.



## MOBILE PHONE USE IN SCHOOL

- Mobile phones should only be used at break and lunch times in the School Hall (and in the outside yard).
- Mobile phones should not be used (or be out of students' bags/pockets) during lessons, in the corridors or around the school building.
- If a student is seen with a mobile phone in a lesson or in the corridors then this will be confiscated by the member of staff (and collected from the Pastoral Corridor at the end of the day).
- During break and lunch times students can use their mobile phones in a sensible manner in the School Hall (and in the outside yard). This can include accessing appropriate internet sites, social media, playing games, and listening/watching things through the use of earphones. However, students should not be using their mobile phones to take photos/videos, to listen/watch things out loud, or make phone/video calls including through social media). If students are seen using their mobile phone inappropriately then their phone will be confiscated by the member of staff (and collected from the Pastoral Corridor at the end of the day).
- When a student has failed to follow the mobile phone expectations on several occasions, for a period of time they will hand their phone in to a member of the Pastoral Team or at Reception each morning and collect it at the end of the School Day. Failure to do this will result in parents being called to come to school and remove the mobile phone from their child. Under no circumstances should a student use their phone to photograph, video or record either openly or covertly any member of staff.



## ATTENDANCE & REGISTRATION

The law entitles every child of compulsory school age to an efficient, full-time education suitable to their age, aptitude, and any special educational need they may have. It is the legal responsibility of every parent to make sure their child receives that education either by attendance at a school or by education otherwise than at a school.

Where parents decide to have their child registered at school, they have an additional legal duty to ensure their child attends that school regularly. This means their child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend or being given permission for an absence in advance from the school.

Any decision to not attend school should always be given careful consideration and never be taken lightly. Every school day has two attendance sessions (am and pm). If a child is unable to attend in the morning for any reason, the aim should always be for the child to attend the pm session wherever possible.

If school is not provided with an appropriate reason for any absence, the attendance team will provide a same day home visit to offer children and parents additional support. All unexplained absences will be unauthorised and Seaton Valley High School will enforce the legal framework where absence is repeated.

It is important that all parents/carers are aware of, and abide by the Federation's Attendance and Registration Policy which can be viewed on the federation's website [Policies | Seaton Valley Federation](#)



0 days of school	100%
Equates to 2 days off school each year	99%
Equates to 5 days off school each year	97%
Equates to 10 days off school each year	95%
Equates to 20 days off school each year	90%
Equates to 30 days off school each year	85%

The single most important factor impacting on GCSE outcomes, life chances and future earning potential is attendance. Students with an attendance rate of 95% - 100% are nearly twice as likely to achieve positive GCSE outcomes than those who attend less than 95% of the time.

Students who attend school less than 90% of the time are classified as persistently absent. Extensive research proves that persistently absent children are at a significant disadvantage, which can affect the individual for the rest of their lives. A 28 year old who was persistently absent from school is 60% less likely to be employed and stands to earn £10,000 less than those who attended regularly.

At Seaton Valley High School we work hard to foster a warm, welcoming and nurturing environment, where all children feel valued. This is achieved in a number of ways:

- All children are welcome to a free breakfast each day on arrival to school.
- Half termly '*Merit Reward*' celebration events
- Weekly '*Hot Chocolate with the Headteacher*'
- Regular student voice feedback is gathered so that we can listen to the views of our students.
- Positive relationships are the bedrock of our school behaviour model.
- Wellbeing: Pastoral support, in school counselling, working with external partners.
- We provide an engaging curriculum, including drop down curriculum and personal development experiences.
- High quality teaching and learning.
- Student Council.
- Broad extra curricular offer.
- Attendance Champions rewards strategy: a fully inclusive initiative where all children, regardless of background or circumstance, has the opportunity to win.



## MEDICAL CONDITIONS / ALLERGIES

We understand that some students attend school with medication that has to be taken according to prescription requirements.

We also believe that students with allergies or other medical needs may require medications to be kept on their person throughout the school day.

We have implemented a new system to ensure that medication and medical events are recorded, tracked and reported on, as well as providing efficient communication with parents/carers.

If your child has a need for medication during the school day, please contact the school for further information on the following:

- Administration of Prescribed Drugs
- Administration of one-off medication (over the counter drugs)
- Students with Health Care Plans
- Self-Administration (inhaler / epi-pen)

Please email the Medical Coordinator should you have any queries, require further information or to obtain the relevant forms to be completed at [studentmedication@svf.org.uk](mailto:studentmedication@svf.org.uk)

You can find the SVF Supporting Pupils with Medical Conditions Policy on our website [Policies | Seaton Valley Federation](#)



# POLICIES

Our school is part of the Seaton Valley Federation of Schools. Please make yourself familiar with the policies that can be found on the Federation's website including, but not limited to, those below.

The following policies should be read prior to your child starting at the school:

- Anti-Bullying Policy
- Attendance and Registration Policy
- Behaviour Policy (school specific)
- Drugs Policy
- Online Safety Policy
- Child Protection Policy
- Uniform Policy

[Policies | Seaton Valley Federation](#)



## DATA USAGE

The school uses a Management Information System (MIS) known as Bromcom. Bromcom stores all information we hold on a pupil's attendance, behaviour, safeguarding and progress. It also stores information that you provide on parental contact, home address and contact details. Other systems that the school uses integrate with Bromcom and may have access to your personal data.

It is important that if any of the information we hold on your child or you changes, that the school is informed as soon as possible. You can make changes via the MCAS (My Child At School) app or webpage.

This year we are using a new system to gather information from parents. This is called Applicaa. Please visit here for their Privacy Statement <https://applicaa.com/privacy-policy/>

To ensure that the details we hold for you are up to date from your child's admission date, an email will be sent out for parents to login and amend their details and consents:

[svhs.applicaa.com](https://svhs.applicaa.com)

Please read the Privacy Notices on the Federation's website regarding how we use your personal data.

[Policies | Seaton Valley Federation](#)



## BIOMETRICS

As a school, we use a pupil's fingerprint to ensure that money on their dinner account can only be accessed by them. We do need your consent to use your child's fingerprint and this permission is requested via Applicaa.

We'd like your consent to use your child's fingerprint in the ways below. This information is held securely in school and helps us to operate these systems more efficiently. At any time you can object or withdraw consent by contacting the school reception.

- To top up their dinner account
- To pay for their school meal

## PHOTOGRAPHS AND VIDEOS

Within the Seaton Valley Federation of Schools, we sometimes take photographs/videos to showcase the work and achievements of our pupils to the wider community. We use the photos/videos around our federation on displays and during assemblies as well as in school publications (including newsletters, magazine, prospectuses and leavers' books at the end of Year 8, on our websites, on our social media sites (X, Facebook, Instagram and any other social media channels we may subscribe to in the future))

To safeguard all pupils, we are only able to take and use photographs and videos of your child if you give us expressed permission to do so. This permission can be withdrawn at any time. Initial consent will be requested via Applicaa.



## MYCHILDATSCHOOL (MCAS)

MCAS (by Bromcom) is an online portal for parents/carers that links directly to Bromcom. It provides real-time information about your child. You can access your child's timetable, classes, attendance record, behaviour record and reward points. You can also check and request updates to the data we hold for you. You will also receive your child's school reports and receive important communications from the school via the app.

MCAS can be accessed in the following ways:



Website: <https://www.mychildatschool.com>

Apple: <https://apps.apple.com/gb/app/mychildatschool/id1394575255>

Google:

<https://play.google.com/store/apps/details?id=com.bromcom.mcas&pli=1>

In the last week of August you will receive an email allowing you to set up your account for MCAS. This will allow you to login to the App or the website. Once received, the email is only valid for 24hrs. If you forget your password or don't receive the setup email please go to the MCAS website and click on the reset password link.

If you already have a student on MCAS and are using the same email address then both (all) students should appear in the app.

If you do not receive the setup email or cannot get MCAS to work by 2nd September, please contact school

Seaton Valley High School [svhs@svf.org.uk](mailto:svhs@svf.org.uk)

For more information, please visit <https://svf.org.uk/my-child-at-school> where you can view a Parent/Carer Guide. We currently do not make use of all the features of the system.

mychildatschool.com

PARENT LOGIN

Email

Password

☐ Remember Email Address

[Reset Password](#)



## CASHLESS SYSTEM

MCAS also enables the school to operate a cashless system. This system allows for parents/carers to upload money via the app or website to a child's dinner account or to pay for extra-curricular activities that are organised by the school.

### Benefits

- Parents/carers can view reports on their child's spending via the app or produced on request.
- The lunch queue is shortened as there is no need for cash being handled at the tills.
- Pupils in Free School Meals access the lunch system in the same way and this gives anonymity.
- A 'daily spend cap' prevents all the money in the account being spent in one transaction. This is set at £5 for Key Stage 2 and £10 for Key Stage 3 and above but can be lowered or raised on request.

### Topping Up

- Parents/carers can top up accounts in minutes using the app or website.
- Cash can be loaded on to the account at one of the Cash Loaders in school.
- Your child can use the Cash Loader to check the balance of their account.

### Payment of Equipment / Extra-Curricular Activities

Parents/Carers can pay for equipment, extra-curricular activities and visits via the MCAS app. These will be highlighted in any letter you receive regarding opportunities.

### Free School Meals

There is no difference to the system that pupils who are eligible for free school meals use to any other pupil. Every day the system updates your child's account with the price of a two-course meal deal. If the meal is not taken, the value is taken off at the end of the day. Additional money can be loaded on to the account if required. Free school meal allowance is available for lunch time only. Anything that exceeds the free school meal allowance amount must be paid for at the point of purchase. Therefore, please ensure your child's account has sufficient funds at all times.

If your child is moving from another school where they have received free school meals, this entitlement will continue until the roll out of universal credit is complete or the government changes eligibility criteria. If you live in North Tyneside, it is important to apply for Free School Meals from Northumberland. Transitional protections have been extended until the end of the 2025/26 school year. All pupils eligible for free school meals under the benefits-based criteria, should continue to receive this entitlement, regardless of any change in household circumstances or phase of education until the end of the 2025/26 school year.



# HOME SCHOOL AGREEMENT

We recognise the importance of the roles parents/carers, students and the school staff have to play in the education of each individual. Therefore it is important to have an agreement in place between home and school. This agreement should be signed by the parent/carer, the child and the Headteacher.

## The Parents/Carers

### **I / We will:**

- encourage my child to follow the ready, respectful, safe expectations
- make sure my child attends school regularly, on time and properly equipped
- make the school aware of any concerns or problems that might affect my child's work or behaviour
- support the school's stance on uniform, jewellery, body piercing and hairstyle and general appearance
- support all the school's policies and guidelines for behaviour, including policies on detention, drugs, bullying, racism and mobile phones
- support my child in homework and other opportunities for home learning
- make every effort to attend Parents' Evenings, Review Days and discussions about my child's progress
- check my child's planner weekly
- support the school's stance that Seaton Valley High School is a smoking free zone
- make every effort to avoid family holidays in term-time.

## The School

### **The School will:**

- ensure that all students follow the ready, respectful, safe expectations
- care for your child's safety and happiness
- ensure opportunities for your child to achieve their full potential as a valued member of the school community
- provide a balanced curriculum and make every effort to meet the needs of your child
- provide a programme of extra curricular activities and events
- develop high standards of work and behaviour through building good relationships and developing a sense of responsibility
- keep you informed about school matters in general and about your child's progress in particular, through progress reports (termly), an annual report, Parents' Evenings, headteacher's newsletters and information on the website
- be open and welcoming at all times
- act promptly to deal with any anti-social behaviour which might occur
- uphold Seaton Valley High School as a smoking free zone
- make contact at the earliest opportunity if we are concerned about academic progress, behaviour or attendance.



## The Student

I shall:

- Follow the ready, respectful, safe expectations

READY
<ol style="list-style-type: none"><li>1. I will be on time for school</li><li>2. I will be on time for my lessons</li><li>3. I will have the correct uniform (including PE Kit)</li><li>4. I will have the correct equipment</li></ol>
RESPECTFUL
<ol style="list-style-type: none"><li>1. I will have a positive attitude to learning</li><li>2. I will show respect to all members of the school community</li><li>3. I will show respect for the school environment</li><li>4. I will follow staff instructions when asked first time</li></ol>
SAFE
<ol style="list-style-type: none"><li>1. I will behave in a safe manner in classrooms and around school</li><li>2. I will stay safe online</li><li>3. I will behave in a safe manner in the community</li></ol>

\* Equipment students will need each day are a pen, pencil, rubber, ruler and calculator in addition to their PE kit when required.

**THE SCHOOL CANNOT CARRY OUT ITS DUTY OF CARE UNLESS THIS KEY EXPECTATION  
OF THE HOME SCHOOL AGREEMENT IS IN PLACE**

# EQUIPMENT AND FOOD TECHNOLOGY ORDER FORM

## Equipment Order

Orders are taken in school for sketch pads, calculators and lockers. These items will be handed out to pupils who have placed orders in the first week of the new term and are also available to purchase at any time throughout the school year.

Orders must be received by Friday 11th July 2025 and payment must be made via MCAS. Payment can be made under the 'School Shop' section of the app.

Item	Cost
Scientific Calculator (Essential)	<b>£8.50</b>
Locker Rental for 3 years (fee is <b>non-refundable</b> )	<b>£15.00</b>
No charge for Locker Rental if pupil is on Free School Meals (reviewed annually) Please tick box if applicable	N/A
<b>ALL</b> pupils pay a £4.00 refundable locker key deposit when they collect their key, usually in the first few weeks of term.	<b>£4.00</b>

## Food Technology Payments 2025/2026 School Year

We find that the best arrangement for Food Technology Practical Lessons is for the school to buy ingredients on behalf of all students. To ensure we can run a full range of practical sessions, we ask parents/carers for a contribution to the cost of the ingredients equivalent to £10.00 per term. Students are then able to take the finished product home with them.

Any student becoming entitled to free school meals during the following terms would then only make a voluntary contribution should they wish/be able to.

To place your order please complete the order form by visiting the link below or by scanning the QR code which will take you directly to the form.



<https://tinyurl.com/equipmentorderform2025>