

Parent Information Pack 2021-22 Academic Year



WMS Parent Induction Pack Contents

Ethos and values	Pages 4 to 5
Term dates 2021 – 2022	Page 6
The home school planner	Page 7
School uniform and equipment	Pages 8 to 15
The merit award system	Page 16
WMS e-safety and responsible computer use	Page 17
A guide to the internet	Pages 18 to 19
E-safety and responsible computer use statement	Pages 20 to 21
Acceptable use of the school's ICT facilities	Page 22
School visits	Page 23
WMS sports fixtures	Page 23
Membership of the library	Page 24
Sustainable travel to school	Page 24
Use of pupil images	Page 25
WMS – Home – School – Child Agreement	Page 26
WMS Parent Induction Pack Acknowledgements	Pages 27 to 28
Please complete and sign (highlighted areas) as stated in the instructions	
WMS Parent Induction Pack Additional Information	Page 29

Ethos and Values

What is Whytrig Middle School about? Why come to Whytrig Middle School?

As Executive Headteacher of Whytrig Middle School I believe we have an ethos and set of values which we pride ourselves on. There are 3 main elements to our ethos and values:

- 1. To be a school who knows your child really well both academically and pastorally as a complete young person.**
- 2. All within the school are treated with respect and we expect that respect to be mutual.**
- 3. We expect and strive for everyone associated with the school to be as good as they possibly can be in whatever area of school life. We do not accept not trying and we are never ashamed of doing well and being proud in doing well.**

As a school we put teaching and learning at the heart of every lesson and staff receive regular training to ensure they are always improving and this has an impact on the lessons they teach. We are a medium sized school and because of that we are far more able to respond to an individual's needs compared to bigger schools. The support you and your child receive will be second to none. We will do all we can to ensure your child settles into the school and then does as well as they possibly can.

On the academic front all of our students are closely monitored to identify if they are making the progress they should be. If they are not interventions are put in place to rectify the situation.

In a sentence Whytrig can be summed up as a school that is small enough to care but big enough to deliver a positive impact.

All three schools in the Seaton Valley Federation share a set of core values.

It is expected that all members of the school community will demonstrate the core values below including students, staff, volunteers, governors and parents.

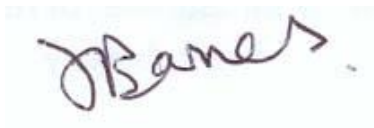
We expect that all members of our community will:

- 1. Develop their self-knowledge, self esteem and self confidence.**
- 2. Respect the laws of England and will know right from wrong and ensure their actions reflect this.**
- 3. Accept responsibility for their behaviour.**
- 4. Show initiative and contribute in a positive way to the school community, the local community and society in general.**
- 5. Show respect for each other and all people.**

6. **Show tolerance and respect for different cultures and traditions and will never act in such a way that these cultures or traditions are abused or attacked.**
7. **Show respect for the rule of democracy and respect for the democratic principles of England.**

Each school will consider how best to communicate and embed these values for their pupils.

I am immensely proud of this school, its students and staff and am more than willing to share the school experience with anyone. Please contact Angela Small in reception at the school if you would like to arrange a visit.

A handwritten signature in black ink that reads "John Barnes". The signature is written in a cursive style with a small flourish at the end.

John Barnes
Headteacher

Term Dates, 2021 – 2022

Autumn Term 2021

Monday, 6 September	Teacher day
Tuesday, 7 September	Term starts
Friday, 22 October	End of 1 st half term
Monday, 1 November	Start of 2 nd half term
Friday, 17 December	End of term

Spring Term 2022

Tuesday, 4 January 2022	Teacher day
Wednesday, 5 January	Term starts
Friday, 18 February	End of 1 st half term
Monday, 28 February	Start of 2 nd half term
Thursday, 7 April	End of term
Friday, 8 April	Teacher day

Summer Term 2022

Monday, 25 April	Term starts
Monday, 2 May	Bank holiday
Friday, 27 May	End of 1 st half term
Monday, 6 June	Start of 2 nd half term
Friday, 22 July	End of year

For your diary:

End of Key Stage 2 tests (Year 6 SATs)

9 – 12 May 2022

2021 – 2022 Academic Year

The Home School Planner

Each child will be given a planner to help them organise their year at Whytrig. It is a space in which to make note of all of the important information your child (and you!) will need:

- Your child's timetable – classwork and homework
- Your child's teachers
- Letters home
- Homework set and date due
- Times and dates to remember
- Merits gained
- Behaviour stamps which have been awarded

It also includes information about the school for your reference and reference information for pupils, such as maps, English, Maths and Science information.

It is important that pupils get into the habit of taking it to all lessons and home at the end of each day. They are also expected to take responsibility for ensuring that homework details are recorded clearly, including what needs to be done and the date it is due to be handed in. Teachers always give time for this during the lesson and will often write the instructions on the board, particularly for Key Stage 2 pupils.

Your child's Home School Planner is an important link in the partnership involving parents, teachers and pupils. Please support us by signing the planner at the end of each week and by making a note of any concerns you have to enable these to be followed up at school. Normally the class teacher will monitor the planner once a week, so if it is more urgent, please ensure that your child draws it to the attention of the teacher for a prompt reply.

We feel sure that we can count on your support and encouragement to ensure that your child makes the most of their time at Whytrig.

Please complete the Information Pack Acknowledgements on page 27 and return it to school as soon as possible.

School uniform and equipment

Whytrig has an attractive school uniform that is worn by all of the pupils. We are grateful to the parents for their support in this matter and hope it will continue. The uniform encourages the children to take pride in themselves their school and this ultimately reflects in their work and behaviour. We need your help to maintain high standards. Please read this carefully to ensure that you are not buying expensive items of clothing for your child which will not be allowed in school. In the interests of clarity, we have enclosed a reminder of our full uniform list and details of equipment we expect pupils to bring to school with them. Please complete the tear off slip and return it to school with your child to show you have read and understood the information.

School uniform can be ordered from **Emblematic**, our uniform suppliers. We believe this gives parents more flexible choices when ordering, whilst also standardising the uniform ordering process over the Seaton Valley Federation of Schools. An advantage of this system will make it easier to combine orders for parents who have pupils at middle school and high school. The option to have your child's name embroidered on to the sweatshirt is also available. This would certainly help teachers, pupils and parents with the identification of property, although the manufacturers would like to point out to parents of younger pupils the danger of strangers out of school being easily able to identify your child's name. You can place your uniform & PE Kit order using the following methods:-

- Place an on-line order on the Whytrig Middle School webpage on Emblematic's website at <http://emblematic.co.uk/longbenton-store/whms/>. This includes the option to have the pupil's name embroidered onto school jumpers and PE polo shirts. Orders will be delivered to your home (a charge for postage will be made);

OR

- In person at Emblematic's Longbenton shop at Unit 26, North Tyne Industrial Estate, Whitley Road, Benton NE12 9SZ (near Asda). Names cannot be embroidered if you buy in person.

Please note that orders for Uniform and PE Kit cannot be placed at the school. A small stock of ties and water bottles will be available for purchase from the finance office. The school keeps a set of samples for pupils to try on as a guide and to aid the ordering process; they can be tried on at the Finance Office. Please take the opportunity to check sizes and ensure you order the correct size, particularly if you choose to place an on-line order which is personalised.

A copy of the Emblematic price list can be opened by going to the School website at the following address <https://www.svf.org.uk/whytrig-middle-school/school-life/uniform> or by going directly to the Emblematic online store at <https://emblematic.co.uk/>, selecting Longbenton Store and then Whytrig Middle School.

Orders for uniform and PE kit for the 2020-21 school year **must** be received by Emblematic by **Friday 16th July 2021** 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.

UNIFORM LIST

Boys' Uniform

School burgundy sweatshirt
Black trousers, standard length (**not jeans or trousers in a jean style, cords or tracksuit bottoms**)
White shirt (**not polo shirt**)
School tie
Black school shoes (**not trainers**)*
Plain dark or white socks.

Girls' Uniform

School burgundy sweatshirt
Black skirt (**standard length and suitable for school, i.e. not too tight or too short**) and should be worn with white socks or black/natural tights *or* Black trousers (**straight legged and not hipsters, not jeans or trousers in a jean style, cords, tracksuit bottoms, leggings or jeggings**)
White blouse or shirt (**not polo shirt**)
School tie
Black school shoes (**not trainers**)*
Plain dark or white socks.
No fashion belts

***Black school shoes should be plain leather and formal. The following will not be accepted: Designer/sport branded trainers with velcro fastening, canvas plimsolls, Vans/converse style trainers, UGG style boots or platform shoes. If boots are worn in winter months or poor weather conditions, they should be tucked under trousers.**

Please note

- All clothing should be clearly named.
- KS2 boys may choose to wear formal black school shorts in the first and last half terms of the school year.
- At a stated time in the Summer Term, the children will be permitted to wear the summer uniform of a plain white polo shirt with no tie.
- Trainers should not be worn in school (pupils are only permitted to change into trainers during lunchtimes and for PE lessons).
- Non school uniform jumpers/tops, if worn as coats, **should be removed before entering the school building** and put back on when leaving at the end of the school day.

PHYSICAL EDUCATION

Boys' PE Uniform

White round necked Whytrig "T" shirt
Black shorts
Gym shoes/trainers/football boots

Black round neck 'Whytrig' sweatshirt or hoody
Black tracksuit bottoms
Black football socks

Girls' PE Uniform

White round necked Whytrig "T" shirt
Black shorts or PE skirt
Gym shoes/trainers
Black round neck 'Whytrig' sweatshirt or hoody
Black tracksuit bottoms
Black football socks

It is essential that alternative footwear is provided for these activities. Key Stage 3 children will also require football boots for their lessons. In Years 7 and 8, children are expected to change into their PE kit even if they are not taking part in the PE lesson (unless injuries dictate otherwise). If a child arrives at a PE lesson without any PE kit, we will loan them a kit, with the expectation that they can still take part in the lesson.

HAIRSTYLE AND JEWELLERY

The following guidelines apply. Please ensure that your child conforms with our expectations. If in any doubt, **please telephone the school before you agree to a proposed change of hairstyle.**

We will accept

Short hair which is neat, tidy – number 2 cut or above on top.
Subdued, modified hair colouring which changes, moderately, the hair colour shade.
Highlights used moderately to enhance the natural hair colour and tone.
Ethnic/cultural variations by agreement as discussed with a parent/carer.
Hair tied back (from the crown or lower)/use of plain headbands.

We will not accept

Hair cut extremely short and close to the scalp – number 1 cut or below.
Extreme hairstyles (ie shaved tramlines/patterns, brightly coloured)
Coloured, or natural hair extensions.
Bleached or dyed hair which is extreme in colouring (e.g. red or purple).

Pupils who wear jewellery may expose themselves and others to risk of injury. In the interests of safety parents are advised not to send their child to school wearing jewellery. Pupils are permitted to wear a watch, one ring and 'stud' earrings. All items of jewellery must be removed before Physical Education and

Games activities. This is a requirement of Sports associations and Local Authority regulations.

Please note

- Make up, false nails, fake tan and nail varnish should not be worn at all in school.
- Piercings other than 'stud' earrings (as previously stated) are not allowed.

Children who do not follow the uniform and appearance guidelines will be subject to the consequences set out in the School behaviour policy. In this way we hope to maintain our high standards.

CARE OF PROPERTY

Please ensure that all items of clothing and personal belongings are named making them much easier to trace if lost, **including packed lunch boxes**. Our building does not have a cloak area. Instead, each child has been provided with a locker in which they will keep their coats, bags and other belongings. There is an initial cost of £5 for each locker, which is for the upkeep of lockers during their time at Whytrig. Year 5 children and children who are new starters in other year groups will need to make this purchase. Please return in an envelope, stating 'locker money' with your child's name and class marked clearly. If your child loses their key during the course of the year, a replacement can be ordered from the finance office at a cost of £2.50.

Because of the size of classrooms and the nature of the desks, in order to prevent a tripping hazard, pupils are not allowed to take large bags into the classroom. They should be left in their lockers.

Book bags are available from school, if a pupil wishes to purchase one. These are 30 x 38 x 6cm and are small enough to be able to be stored on the desk. Another bag of a similar shape and size, which would be able to store books and equipment securely, would also be acceptable. We ask that pupils return their belongings to the classroom at lunchtime and do not leave them lying around in public areas.

The school or Local Education Authority cannot accept responsibility for the loss or theft of pupils' personal property. Expensive items of property should not be brought into school.

Examples of boys shoes we **WILL** accept



Boy's school shoes should be black and formal.

These types of shoes can be bought at a wide variety of shoe shops and supermarkets such as:



- Clarks
- Wynsors
- Asda
- Sainsbury's
- Tesco



Examples of girls shoes we **WILL** accept



Girl's school shoes should be black and formal.

These types of shoes can be bought at a wide variety of shoe shops and supermarkets such as:



- Clarks
- Wynsors
- Asda
- Sainsbury's
- Tesco



Examples of shoes for both boys and girls we **WILL NOT** accept:



We will not accept either boys or girls wearing shoes, whether branded or not which resemble trainer styles as shown in the pictures opposite. Canvas plimsolls, Vans/converse style trainers, UGG style boots or platform shoes are not allowed to be worn as school shoes.



If boots are worn in winter months or poor weather conditions, they should be tucked under trousers.

MOBILE PHONES

Mobile phone use is not allowed in school. If any parent would like their child to bring a mobile phone to school (for instance if they are attending an after school club), it is done at their own risk. The child must ensure that their phone is switched off when on site and stored securely in their personal locker. Phones should not be switched back on again until they are off site at the end of the school day (or unless given permission to do so by a member of staff). An internal exclusion will result if a child **uses** a mobile phone in school without permission.

WHAT DO I NEED TO BRING TO SCHOOL?

All children are expected to come to lessons with a basic set of equipment. In Year 5 this is provided by the School. This consists of:

- a black pen and a blue pen, (biro, roller ball or handwriting). We do not recommend fountain pens as they tend to leak.
- a pencil for drawings, plans, diagrams and maps.
- an eraser.
- a ruler.
- a pencil sharpener.
- their Home/School planner.

A calculator and a set of coloured pencils would also be useful items. Tippex is not allowed in school. Pens are sold in school at reduced prices to the children. Replacement sketch books, exercise books and Home School Planners are also available for the children to buy.

Please complete the Information Pack Acknowledgements on page 27 and return it to school as soon as possible.

The merit award system

Our Merit reward system takes the form of both House Merit and Individual Merit Awards.

How can merits be gained?

Merits can be gained for any of the following:

- outstanding work
- helpfulness, a job well done
- representing the school
- exceptional effort
- improvement in work
- homework projects
- seven signatures in a child's reading diary

How are merits awarded?

To award a merit, a stamp is placed by the teacher on the corresponding book/piece of work and on the appropriate page of the pupil's home school planner, initialled by the teacher. A sticker is also provided for the child to put on the relevant day in their planner. Merits count towards the pupil's individual achievements and towards the house merit competition. Non-teaching members of staff also have stamps so that they can also award merits.

House Competition

Merit totals are collected half termly and collated for the house competition. The cumulative total is then recorded on a notice board in the Key Stage 3 area, informing all pupils of the current scores in the house competition.

The house gaining the most merits will be awarded the "Merit Shield" for that term, which will also include a record of previous winners. Each house will then begin from zero again in the ensuing term.

Individual Merit System

As the merits are accumulated in the diary, the pupil can achieve the following awards:

- As recognition for receiving five merit stamps, the pupil will receive a silver sticker in year group assembly and will be a 'Silver Pupil'. This sticker will be stuck in their planner.
- When a pupil has received five silver stickers in one term, they then become a 'Gold Pupil'. For this achievement they will receive a gold sticker and a gold pupil badge, presented in a school assembly. This gold pupil badge can be worn for the ensuing term.
- Any pupil who reaches 50 merits in one term is awarded an 'Excellence' badge .
- A child who reaches 75 merits in a term will receive their 'Superstar' badge.
- A child who reaches 100 merits in a term will receive an 'owl' badge.
- A child who reaches 125 merits in a term will receive an enamel 'smiley face' badge.
- A child who reaches 150 merits in a term will receive a gold 5 point star badge.

Badges are handed out at the first time they are achieved in the school year and stickers are given on subsequent occasions. At the end of each term, all pupils revert back to a zero count of merits and have to start again, collecting merits and aiming for their first silver sticker.

WMS E-Safety and Responsible Computer Use

As part of the school's ICT programme we offer pupils supervised access to the Internet. Before being allowed to use the Internet, all pupils must obtain parent/carer permission and both they, and you, must sign and return the permission form at the back of this information pack as evidence of your approval and acceptance of the Schools E-safety and Responsible Computer Use policy.

Access to the Internet enables pupils to explore thousands of libraries & databases and emails allow them to exchange messages with other email users throughout the world. Whilst every endeavour is made to ensure that suitable restrictions are in place on the ability of pupils to access inappropriate material, the school cannot be held responsible for the nature or content of materials accessed through the internet.

If your son/daughter accidentally comes across an unsuitable website then they should report it to a teacher or the network manager so that the site can be blocked. The School will not be liable for any damages arising from your child's use of the internet facilities.

Whilst our aim for Internet use is to further educational goals and objectives, pupils may find ways to access other materials as well. We believe that the benefits to pupils from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages, but ultimately, parents/carers are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the school supports and respects each family's right to decide whether or not to apply for Internet access.

During school, teachers will guide pupils toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, videos, radio and other potentially offensive media.

As part of their induction into ICT at Whytrig pupils are taken through what is acceptable use and what is not acceptable use of the ICT system in school as well as suggestions as to what is and isn't acceptable on any other systems or devices.

All of our computer usage in school is monitored and any inappropriate or unacceptable usage will be followed up in school with appropriate sanctions being put in place. Any serious or illegal activity may also be reported to the relevant authorities e.g. Police if necessary.

A guide to the internet

Why do parents need a guide to internet safety?

The internet is a huge technological achievement, promising great benefits to society in general and to children and young people in particular, especially in education and entertainment. However, as well as all the benefits to education and businesses, the internet has brought unfamiliar problems. Some of these can create potential dangers for children, and while we do not want to exaggerate dangers, they do exist. Parents and carers need to know about possible hazards to children on the internet – such as child abuse – and how to deal with them.

There isn't an older generation to learn from

It has long been taken for granted that we must ensure our older children are streetwise before we let them go off on their own in our modern towns and cities, and when younger children go into the city they should be accompanied by an adult at all times. We teach children to be wary of strangers, not to go with, or accept gifts or lifts from, people they do not know, and so on.

In many ways the Internet is just like a big modern city. It has all sorts of people in it and there are all sorts of places within its boundaries. The great majority of the people are perfectly decent and respectful of others, and the great majority of places are entirely safe for anyone. But sadly that is not true of everyone or everywhere.

Take an interest in what your children do online

The Internet is truly a medium which adults and children can share to the great advantage of both. It is already being widely used in our schools and across the educational system. Not just to do their homework, but also for all kinds of fun and games and to communicate with their friends. Young people by and large seem to have had no difficulty adapting to the Internet with Social media and gaming being intricately woven into their lives.

Children and young people all need a certain amount of privacy but they also need parental involvement in their daily lives. You need to become engaged with how your child uses the Internet and familiarise yourself with the places they go on the Web and ask them how else they use the Internet. You should know who they are sending messages to and who they are receiving them from. You should know what social spaces they frequent and the sorts of communication's possible in those social spaces.

The possible pitfalls to watch out for

The problems your child might encounter on the Internet fall into three broad categories:

- Excessive use leading to a neglect of homework, outdoor or other social activities.

- Deliberately or unwittingly accessing inappropriate material: pictures & videos which are either dangerous, pornographic, offensive or unacceptable in some other way
- Making inappropriate contact with individuals who may wish to cause them harm.

Should I stop my child from spending too much time on the computer?

Excessive time online can lead to children neglecting homework, and outdoor or other social activities. There are no hard and fast rules about what is and is not excessive. It will vary from child to child and on the circumstances from week to week. If a child has a lot of research to do for some homework, they might need to make more use of the computer and the internet on some days than others. Each family or class needs to have its own understanding and approach. Computers can be used for so many different things it is quite easy for a child to switch rapidly from one activity to another, making it hard for parents to know if their child is really doing homework or just playing games.

Is my child at risk?

Children and young people will take part in all sorts of chat and activities online, some of which may well be of a sexual nature. This is a normal part of growing up. However these kinds of adolescent activities are very different from the kind of grooming that paedophiles can initiate.

You may need to make judgements about the sorts of material you might come across on your child's computer.

If you find any record of worrying pornographic pictures or inappropriate conversations, don't panic - but do talk to your child about your concerns, as you would about any others, and do seek help and advice if you remain worried. NSPCC (call free on 0808 800 5000) or Child Line (call free on 0800 1111) can

help or you can use the report abuse link  on many websites including the schools.

E-safety and responsible computer use statement


During your child's time at Whytrig Middle School (WMS), they will be given a user name and password that will allow them access to the ICT facilities on the Elsdon Avenue site, which includes the computer rooms at Astley Community High School (ACHS).

At WMS and ACHS students and teachers work in partnership within a learning community. Mutual respect and responsible attitudes to each other, to work and to property are the foundation of our culture of achievement by all.

The computer facilities at WMS and ACHS are the property of the Schools and are a resource shared by students and staff. This e-Safety and Responsible Computer Use Statement has been drawn up to protect all parties – students and staff (the users), the equipment and the School.

This Statement is explained to all users as part of the induction process at WMS. A full copy of the e-Safety and Responsible Computer Use policy is available from the Executive Headteacher's Personal Assistant/Support Officer.

- Access to the network should only be made via the user's authorised account. It is the user's responsibility to ensure that access to their account is not made available to any other user.
- Users will only look at, edit and delete their own files.
- The school reserves the right to examine or delete any files, including e-mails, that may be held on its computer system and to monitor or restrict access to any programme, file or Internet sites visited.
- Activity that threatens the integrity of the school's ICT systems or activity that enters, modifies, attacks or corrupts other accounts and/or systems is illegal and is forbidden.
- Users are responsible for all e-mail sent and for contacts made that may result in e-mail being received. It is the Schools requirement that all emails sent should be polite, sensible and free from unsuitable language and be carefully written.
- Users will not send emails or any attachments which are hurtful, abusive or offensive.
- Users will not play games on the network unless they have been approved as being educationally beneficial.
- If a user receives anything, sees anything, or come across a website which is unsuitable then they must report it to their teacher or the network manager immediately.
- As a school we block access to certain websites for the safety of our users. We also support the blocking of unsuitable sites by Northumberland County Council and our ISP. Any attempts to bypass these safety measures including the use of proxy avoidance sites are tantamount to rejection of this statement and of the e-Safety and Responsible Computer Use policy and will result in an immediate ban from the network. Appropriate sanctions will then be instigated in accordance with our Sanctions Policy.

- To maintain the speed and integrity of our internet connection and also to ensure our user's safety, access to social networking sites is not allowed. Should users wish to use such sites from their own home computer we would encourage them to think very carefully before they use social networking sites, what information they post on these sites and that they are age appropriate.
- As part of e-safety, users should be aware that to give your home address or phone number or to arrange to meet someone who contacts them via the internet can be dangerous. Any such approaches of this nature should be reported using the  icon located on the School's internet/intranet site. You should also speak to a trusted adult if you receive such a request.
- Use of any internet chat or instant messaging programs is not permitted.
- Copyright of materials must be respected by all users.
- Use of School facilities for personal gain, gambling or political purposes is forbidden.
- Use of the network to access, create, store or send inappropriate material is forbidden.
- All users must sign the agreement of the e-Safety and Responsible Computer Use Statement.

Acceptable use of the school's ICT facilities and internet Agreement

When I use the school's ICT facilities (like computers and equipment) and go on the internet in school, I will not:

- use them without asking a teacher first, or without a teacher in the room with me
- use them to break school rules
- go on any inappropriate websites
- go on any social networking sites (unless my teacher said I could as part of a lesson)
- use chat rooms
- open any attachments in emails, or click any links in emails, without checking with a teacher first
- use mean or rude language when talking to other people online or in emails
- share my password with others or log in using someone else's name or password
- bully other people

I understand that the school will check the websites I visit and how I use the school's computers and equipment. This is so that they can help keep me safe and make sure I am following the rules.

I will tell a teacher or a member of staff I know immediately if I find anything on a school computer or online that upsets me, or that I know is mean or wrong.

I will always be responsible when I use the school's ICT systems and internet.

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

The full policy is available on request.

Please complete the Acceptable IT use agreement for pupils and parents on page 28 and return it to school as soon as possible. Please note both pupil and parent/guardian must sign the agreement.

School visits

During the year your child will be going on various visits with his/her class or year group. In the past some children have been prevented from going on outings because they have not brought their permission slip back and we have been unable to contact parents. To try to prevent this happening we are asking you to sign the slip below giving permission for your child to go on these visits.

Of course you will still be informed of the time and destination of the visits. The form is to save having to ask your permission every time your child goes out of school. Obviously, if for some reason, you object to your child going on a particular visit, you can inform the school when you receive information about the visits.

Please tick school visits on the Information Pack Acknowledgements on page 27 if you agree to this.

WMS sports fixtures

During this academic year your son/daughter may be selected to represent Whytrig in competitive sports fixtures against other schools. As well as these matches taking place at our school there may be some 'away' fixtures at schools within the local authorities of Northumberland, North Tyneside, South Tyneside, Newcastle, Gateshead and Durham.

If an away fixture is scheduled the teacher taking the team will book transport and provide verbal notification to the students taking part. They will be told where the match is taking place and given an approximate time of return to school. As responsible learners they will be asked to share this information with you as we will not be providing separate written notification for every match.

To register permission for your son/daughter to participate in an away match please complete and return the attached consent form to the PE department. We require the emergency contact information and the medical details so that this is to hand when we are at away venues.

In providing an approximate return time prior to each match please note that instances of a delayed start, extra time or traffic congestion can result in a later than anticipated return time but in all cases students will be allowed to make use of a school mobile phone on the return journey. They will always be returned to the safety of the school premises after an away fixture from where they can continue their onward journey home as usual or wait to be collected depending upon your own individual arrangements. Thank you once again for your support.

Please tick WMS sports fixtures on the Information Pack Acknowledgements on page 27 if you agree to this.

Membership of the library

Whytrig can rightly boast having access to one of the very best school libraries in the County. Based on two floors at the main Astley entrance to the school, the Library is run in partnership with the local public library service. The arrangement means that our pupils are allowed direct access to a wider range of age appropriate resources than other local schools.

As well as having over 15 000 books on its shelves, the Library provides pupils with a range of newspapers, magazines, journals and audio-visual materials. ICT provision is also made through the twelve internet-linked computers that are based upstairs in the Library.

To enjoy the full benefit of this excellent facility, it is essential that every pupil is a member of **either** Seaton Valley Community Library **or** another Library based in Northumberland (e.g. Blyth, Cramlington, Seaton Sluice or South Beach).

If your child does not already have a valid membership card, the Library staff will help them complete an application form in the Autumn Term.

Sustainable travel to school

We are able to offer pupils the option of cycling to school. To ensure the safety of our pupils, we ask parents to apply for a pass for their child to use the school cycle racks by reading and signing the agreement below. Passes will then be given firstly to pupils who have a current Bikeability Certificate.

Pupils who do not comply with the agreement will have their cycle passes removed.

We hope that we will continue to work with the police and cycle safety organisations to provide more Bikeability training for those pupils who have not already been trained.

If you wish your child to cycle to school, please read and complete the WMS Cycling Agreement then return it to school with your child.

Please tick WMS cycling agreement on the Information Pack Acknowledgements on page 27 if you want your child to cycle to school.

Use of pupil images

During the time that your child attends Whytrig Middle School there will be opportunities to celebrate their hard work and success. In order to do this we regularly take photographs or videos of pupils at work or celebrating success. These images are then used for display around school or in school assemblies and remain the property of the School.

On occasion photographs taken are used in newsletters, on the school website, in the School Twitter feed, in the school prospectus, to send to local newspapers, in open evenings and amongst the many other opportunities that give us the chance to celebrate the success of our children.

Activities that are likely to have photographs or videos include: - pupils at work in lessons, around the school in dining areas, on school organised activities and trips away from the site, sports activities, awards presentations and school performances. No images would be used of pupils in and around the swimming pool area unless with specified consent.

Please also note that, for Child Protection reasons, it is against school rules for pupils to take photographs of other pupils in school without specific permission from a teacher. For this reason as well as others, mobile phones are not allowed in school.

It is important we protect your child/young person's interests, respect your wishes and theirs and comply with the Data Protection Act 1998. The school confirms that it shall only use photographic images of your child /young person in line with its safer images checklist and in order to demonstrate or promote activities relating to the schools' curricula and extra-curricula provision.

Under various Acts of Parliament and to safeguard your child we are only able to carry out such activities with your child's and your knowledge and co-operation. **Please complete the SVF Consent For Use Of Pupil Images form in the Additional Information section and return it to school as soon as possible.** Thank you for your support.

WMS – Home – School – Child Agreement

In the partnership of parent, teacher and pupil, each of us has special responsibilities in order to gain the greatest benefit from the time spent in school with the child. In consultation with parents, pupils and governors, we have developed our Home -School – Child Agreement. Please sign this copy and retain it for your reference. Another copy is available for reference in your child's home school planner and in the school booklet.

The School - We will:

- treat pupils and parents/carers with respect as professionals of the school.
- be open and welcoming at all times and involve you in problems encountered at school.
- look after your child in a caring, sensitive and fair manner, ensuring their safety and well-being, in line with professional codes of practice.
- provide an interesting and stimulating environment for your child.
- plan lessons carefully to meet the needs of your child, within the guidelines of the National Curriculum.
- ensure your child is given every opportunity to achieve their full potential as a valued member of the school community.
- set homework for an appropriate amount of time on a weekly basis.
- report progress to you regularly in the form of written reports and parents' evenings.
- liaise with first and high schools to ensure your child's continuity of education.
- provide a fair, well understood code of discipline.

The pupil - I will:

- follow school rules and routines.
- treat staff, pupils and property with respect.
- take responsibility for myself and my belongings.
- come to school fully equipped for the lessons of that day.
- wear the correct school uniform.
- arrive to school and to each of my lessons on time.
- complete and hand in homework to the best of my ability.
- look after the school building and its equipment.
- tell a member of staff if I have any worries or concerns.

The parent - I will:

- treat staff and stakeholders of the school with respect.
- see that my child goes to school regularly, on time, properly dressed and properly equipped.
- inform the school by phone before 9.00am if my child is absent.
- ensure that the school is fully informed of any medical/family information or concerns which may affect my child at school.
- support my child with his/her homework and home learning opportunities and ensure my child completes his/her homework on time.
- attend parents' evenings, target setting evening and discussions about my child's progress.
- support my child in responding positively to the expectations and regulations of the school.
- keep up to date with what is going on at school through newsletters, social media, the report system and my child.

Please complete the home – school – child agreement acknowledgement on the Information Pack Acknowledgements on page 27.

WMS Parent Information Pack Acknowledgements

The induction pack is for your information and we know that you will want to keep it in a safe place so that you can refer to it when required. So, in order to save paper, we have provided the signature pages on a separate sheet. Please complete this and return it to school as soon as possible with your child.

Name of child: _____ **Class:** _____

Ethos and values

I have received and read Whytrig Middle School's statement regarding ethos and values.

Home school planner

I have read and understood the information about the Home School Planner and agree to sign my child's planner at the end of each week and monitor it regularly.

School uniform and equipment

I have read and understood the information about school uniform and equipment at Whytrig.

School visits (please tick if this applies)

I give permission for my child to go on visits throughout the year. I understand that the school will inform me when my child is going out of school and that I can inform the school if I object to my child going on a particular visit.

WMS sports fixtures (please tick if this applies)

I give permission for my son/daughter to participate in sports fixtures at other school venues during 2021/22.

WMS cycling agreement (please tick if this applies)

I wish to apply for a pass for my child to cycle to school in the year 2021 - 2022. I will ensure that:

- My child is aware of how to stay safe on the roads
- My child wears a helmet when cycling to school
- My child's bicycle is in good repair, with good brakes and lights
- My child wears suitable lightly coloured/reflective clothing when cycling to and from school during the winter months
- The bicycle has a lock

I understand that, while the school will make every effort to ensure the safety and security of the cycle when it is on the premises, they can not take responsibility for this. All cycles must be locked in place during the school day.

My child has passed a Bikeability Test yes no (please tick which applies)

Please sign here

Signed: _____ (Parent/Guardian) Date: _____

Home – School – Child Agreement

My child and I have read and understood the expectations set out in the Home – School – Child Agreement.

Signed: _____ (Parent/Guardian); *Bones* (EHT); _____ (Pupil)

Acceptable IT use agreement for pupils and parents

I have read and understood the information regarding acceptable use of the school's ICT facilities and internet.

Signed: _____ (Pupil) Date: _____

As the parent or legal guardian of the pupil signing above, I grant permission for my son or daughter to use electronic mail and the Internet. I understand that pupils will be held accountable for their own actions. I also understand that some materials on the Internet may be objectionable and I accept responsibility for setting standards for my daughter or son to follow when selecting, sharing and exploring information and media. I understand all activity on the school network is monitored for appropriate use. Regular reports are sent to school by the network manager to highlight any unacceptable use by users.

Signed: _____ (Parent/Guardian) Date: _____

Additional documents at end of Information Pack

Behaviour, anti-bullying and attendance policy agreement

I have read and understood the Behaviour, Anti-bullying and Attendance policies at Whytrig Middle School and I agree to support the school by working with staff to ensure the good behaviour and attendance of my child contained in the additional information section.

SVF complaints procedure

I have received the Seaton Valley Federation Complaints Procedure document contained in the additional information section.

Signed: _____ (Parent/Guardian) Date: _____