

KINGS SCHOOL



YEAR 6 TRANSITION TO
SECONDARY SCHOOL - 2022



CONTENTS

Introduction	3
Welcome from the Headteacher	4
The Transition Timeline and the teams involved	5-6
Uniform Event	7
The Year 6 Induction Days and Year 6 Information Evening	8
Useful Contact Information	9
Expectations of School Uniform	10-11
Uniform and Equipment Check List	12
Getting to and from School	13
Late bus service	14
Ethos	15
Curriculum and sample timetable	16-17
Rewards	18
Behaviour Policy	19
ICT Policy and Rules about Mobile Phones	20
Attendance	21
School Site Map	22





INTRODUCTION

This booklet has been carefully put together in order to provide families of children moving into Year 7 with as much information and advice as possible, so that the transition from primary to secondary education is as smooth and stress-free as it can be.

The booklet has been put together in a very specific way so that you can move through the pages chronologically. The information at the front of the booklet is information you will need now, moving through the pages towards information you will need for September.

TRANSITION

Transition is a part of life we all deal with in our own ways. To try to make transition easier for both children and parents, communication is vital. It is important parents can be involved in this process alongside their children and so we aim to make this a positive experience for all. Our aims and outcomes for this programme are:-

- Preparing for change
- Building confidence
- Assisting pupils' learning, social and intellectual development
- Providing new working experiences and environments
- Giving opportunities to work as a team



WELCOME FROM THE HEADTEACHER

Welcome to the Kings' School family. We hope that you and your child are excited and happy at the prospect of starting with us.

We know that the transition from Year 6 can be a daunting prospect, both for pupils and for parents. Please be reassured that every year, hundreds of young people successfully make the change and our experience at Kings' is that any early anxieties quickly disappear. The school is a friendly and welcoming place and we have a large team of staff and pupils working to support our newest families.

Kings' is an exciting, safe, inspiring and caring school. Our mission is working together to enable all pupils to achieve inspiring futures, exceptional character and academic excellence.

I hope that you will find this booklet useful and I look forward to meeting and working with you over the next five years to achieve our ambitions.



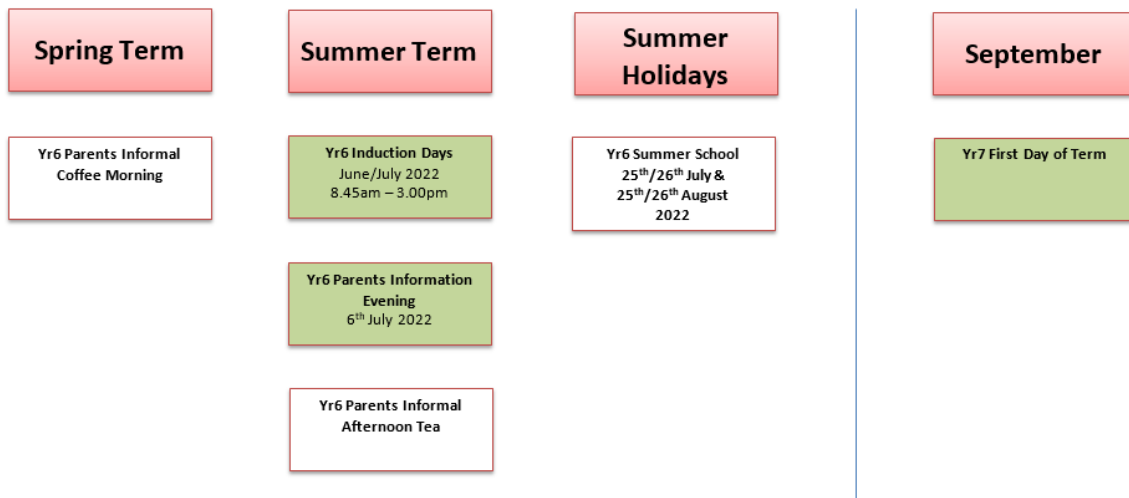
Dr James Adams
Headteacher



TRANSITION TIMELINE

(All events are subject to Government Guidelines relating to Covid 19)

The timeline below lists all of the events that will take place between now and when your child joins us in September. The events are displayed chronologically and the following pages give more information about each event. Attendance at some events is optional, but to those events highlighted in green, attendance is expected.



HEAD OF YEAR/DEPUTY HEAD OF YEAR

Our Head of Year and Deputy Head of Year look forward to another smooth transition of pupils from their Primary Schools to Kings' in September 2022. They realise that the time between now and September can be an equally exciting and apprehensive one for pupils and parents alike, but hope that by meeting you and writing to you over the coming months, this will reassure you about the transition period.

The pupils will come from a wide variety of schools, having had a wide variety of experiences. That in itself will prove fascinating and provide a rich base for your child's education at Kings'. Rest assured, the Year Office Team will do all they can to ensure that the transition is as smooth as possible. At any time, please contact your child's tutor should problems arise. If this is connected to school related costs, parents who are in genuine financial hardship should contact the Head of Year in confidence.

TRANSITION CO-ORDINATOR

The role of the Transition Co-ordinator is to organise and oversee the Transition Programme and be the main point of contact for all those involved in transition, i.e. parents, primary schools and Kings' staff. Our aim is to provide a comprehensive Transition Programme incorporating events for both parents and children, as well as working closely with our linked primary schools to deliver transition work and activities to the Year 6 pupils.

WELFARE TEAM

Kings' School has a caring and sensitive approach to students with individual needs. The Welfare Team offer a variety of services to support families, including workshops, 1:1 and group support to enable the pupil to develop self-reliance, self-esteem and emotional resilience. If you are interested in finding out more about these services, as well as informal drop-in sessions and workshops, please call the Welfare Team on 01962 861161.

PUPIL SUPPORT DEPARTMENT

The Kings' School Pupil Support Department is a large, committed team working at the centre of the school to support pupils in all aspects of the curriculum.

The department provides two main areas of support to pupils: a Resourced Provision for pupils with physical disabilities (RP), and support for pupils with Special Educational Needs or Disabilities (SEND). Within school, we currently support 6 RP and 34 SEND pupils who have Education and Health Care Plans (EHCP).

The aim of the department is to ensure that all pupils are fully included in every aspect of the curriculum and school life, and are able to achieve their full potential.

Physical Disabilities

Kings' is a designated school for pupils with physical disabilities. Consequently, we are exceptionally well resourced to ensure that pupils are fully included and integrated into the mainstream education of the school. Support Staff are very well trained to enable the pupils to succeed within a happy, caring and supportive environment.

SEND

Assistance is provided across all year groups for pupils with SEND. Expectations of all SEND pupils remain high, and they are fully involved in the school community. Support Staff use a varied approach in supporting the additional needs of each pupil, to ensure they can achieve their full potential. This area of the department supports through multiple means, ranging from providing provisions such as laptops and coloured overlays to differentiated resources and targeted interventions. For those pupils with SEND, but who do not have an EHCP, the majority of support is provided through inclusive strategies put in place within the classroom.

The SEND department works closely with the Pastoral Team, the Heads of Year and outside agencies where appropriate, in order to provide the most suitable support for individual pupils.

SEND and the Curriculum

Support Staff are valuable members of the school community who work mainly in the classrooms alongside teachers supporting the many needs of individual pupils and their learning, but also support outside the curriculum, ensuring engagement in other areas of school life. Support Staff are first allocated to those pupils who have EHCPs. The remainder of the time is then allocated where there is the greatest need. Support Staff work inclusively within the classroom to support pupil progress and independence.

Support Staff oversee the Homework Club which runs every lunch time and after school from Monday to Thursday from 3.15 to 4.30 where they support pupils with additional learning opportunities. In addition to this learning based support, Support Staff also run the Lunchtime Club. This provides pupils with ASC or SLCN difficulties, who find social interaction challenging, a smaller and quieter environment in which to develop these skills. Another learning based support is Skills Zone, after school from 3.15 to 4.30 on Tuesdays and Thursdays. This provides pupils with strategies and tips to enhance their learning experience. A Special Educational Need or disability of a pupil at Kings' is not considered a barrier to learning, but a matter that needs to be recognised, considered and worked with. Pupils are entitled to enjoy the full curriculum, regardless of additional requirements and we strive to meet the individual needs of each pupil, as they realise inspiring futures, exceptional character and academic excellence.



YEAR 6 UNIFORM EVENTS

Click and Collect Event

Tuesday 12th July

Parents are invited to come and collect orders made through our online shop.

<https://app.parentpay.com/ParentPayShop/Uniform/Default.aspx?shopid=116>

Orders should be placed online by Monday 4th July for collection on Tuesday 12th July. Orders placed after this may not be ready before the summer break.

We also have a school shop located in The Tower, which is open at lunch times for pupils, and Wednesday and Thursday mornings between 10am and 11am for parents, during term time. There is an opportunity to purchase second hand uniform, revision guides, or exchange items during these opening times. Please note the shop uses cash or cheque only.

The shop is not open during school holidays, so we kindly request your uniform is ordered, collected, and any exchanges made before the end of term. Items ordered online over the summer will continue to be made up at regular intervals, and taken to Reception for collection.

School Shop Parent opening times.

Tuesday July 12th	8:30am-6pm	New Year 7 click and collect event
Wednesday July 13 th	10-11am	All Years
Thursday July 14th	10-11am	All Years
Friday July 15th	10-11am	New Year 7 exchange and refunds
Monday July 18th	10-11am	New Year 7 exchange and refunds
Tuesday July 19 th	10—11am	New Year 7 exchange and refunds
Wednesday July 20th	10-11am	All Years
Thursday July 21st	10-11am	All Years (last shop opening)

Once pupils start at Kings' School, the easiest way to purchase is through our online shop, and collect during our opening times.

Further information about our uniform, measuring guides and a link to the online shop, can be found in the parent area of the Kings' website. If you have any questions regarding uniform, you can speak to Mrs Lawless at the school.

d.lawless@kings-winchester.hants.sch.uk



YEAR 6 INDUCTION DAYS

Wednesday 29th/Thursday 30th June
and Tuesday 5th July/Wednesday 6th July 2022

Please note: It is expected that all children who will be joining Kings' in September will attend their specified Induction Day.

Your child will be invited to spend the day with us at Kings' on one of the four dates listed above.

Please ensure that your child arrives at school between 8.30 and 8.45 am with a packed lunch, or if your child would like to sample Kings' in-house cuisine, there will be a free meal provided for every pupil.

It would be helpful if pupils could bring with them a notebook and something with which to write. The children should wear their primary school uniform.

There will be an opportunity to look around the school, take part in a question and answer session and sample some lessons.

Your child can then be collected from school at 3.00pm. Children making their own way home will be escorted to the Romsey Road crossing at this time.

If you have any questions about the induction days, please contact the school and ask to speak to Mrs. T Jenkins.

YEAR 6 PARENTS' INFORMATION EVENING

Wednesday 6th July 2022 @ 6.00pm
Venue: Sports Hall

Please note: It is expected that all parents and carers will attend this important evening. Your child is also very welcome to join us.

The purpose of this evening is to give you an opportunity to meet with key members of staff at Kings' School and ask any questions you may have.

There will be a presentation by the Headteacher, Head of Year and other key members of staff.

We hope the evening will be a pleasant and informative occasion.

As parking is restricted at Kings', we would ask parents who live locally to walk where possible. The playground at the back of the school (via Sarum Road) will also be available for parking.

In addition to meeting your child's Head of Year/Deputy Head of Year you will also meet Dr Adams, Headteacher and Year 7 Tutors.



USEFUL CONTACT INFORMATION

We want to be as helpful as possible, as quickly as possible. Please follow the guidance below.

Whom to contact

1. Pupil absence – email: pupilabsence@kings-winchester.hants.sch.uk
Pupil Absence Text: 01962 600028
2. General welfare and pastoral enquiries – tutor
Questions about specific subjects – subject teacher
3. Serious welfare and pastoral issues – Head of Year
Serious subject-specific issues – Head of Subject
4. Issues that cannot be resolved at levels 2 or 3 above – request contact of the linked member of the Senior Leadership Team

How to contact them

Phone the school on 01962 861161 or email kings.school@kings-winchester.hants.sch.uk.

What should happen

We aim to respond to telephone messages and emails within two school days.

Headteacher:	Dr Adams
Admissions:	Miss Merrett
School Business Manager:	Mrs. Ashman
School Uniform:	Mrs. Lawless
Pupil Absence:	Mrs. Brown
Transition Co-ordinator:	Mrs. Edwards
Pastoral Admin Assistant:	Mrs. Jenkins
Guidance Manager/DSL:	Mrs. Berridge
KS3 Learning Support Co-ordinator	Ms Housego



EXPECTATIONS OF SCHOOL UNIFORM

All pupils attending Kings' School are required to wear the correct School Uniform. There is no negotiation on this point. The School Uniform has been designed so that it is simple, clear, unequivocal, gender neutral (where appropriate) and easily obtainable. It is, in the first instance, the responsibility of the Tutor to monitor uniform standards. All members of staff, however, assume a corporate responsibility in maintaining the Uniform Regulations. Pupils are expected to maintain these standards both within and outside school, on the way to school and on the way home.

It is expected that all items of Uniform marked with an **asterisk *** will be purchased through the School Uniform Shop.

Uniform

Plain white long or short sleeved shirt with conventional collar to be worn with School Tie with six stripes showing.

***Black Blazer, with School Badge.**

***Charcoal grey box-pleated knee-length skirts** worn with or without tights. Tights must be plain grey, black or natural in colour **OR** socks, plain black or grey only.

***Black trousers**, which should be straight legged, not skinny or tapered legs.

***Burgundy V-neck pullover with badge (optional)**

***Burgundy School Tie with gold stripe**, worn with 6 stripes.

Socks, plain black or grey only.

Shoes, black sensible with a low heel no more than 2cm. No boots or sports branded shoes are allowed. (see school website for greater clarification).

Coats must be smart, of a single colour, with no slogans or large lettering or images and avoiding extremes of fashion. Leather or denim jackets should not be worn.

***School scarf only (optional).**

Hair must be kept smart and tidy, an appropriate style for School, must not reflect any extremes of fashion and should not be dyed, other than a single natural colour. Hair must not be cut less than a Grade 2/3 and must be above the eyebrows. Plain black hair bands only may be worn as a hair accessory. For health and safety reasons, long hair should be tied back in appropriate subjects e.g. Technology.

Eye make-up, nail varnish or false nails are not allowed

Pupils can only wear one plain gold/silver stud earrings in **both** earlobes. Pupils must not wear earrings in one ear only.

Pupils must not have any other facial piercings, including lip, tongue or nose studs.

Necklaces, chains must not be worn. No false nails.

One plain, simple ring is allowed, e.g. a Signet Ring.

Non-religious or non-medical bracelets, bangles, anklets etc. are not allowed.

Watches may be worn.

School bags must be rucksack style, which distribute weight evenly and are waterproof. Pupils must not use handbag style bags. Carrier bags are not acceptable either for books or PE kit and must not be used.

Boys must be clean shaven.

PE

***Plain black or burgundy PE shorts.**

***Burgundy shorts with School crest.**

***Black rugby shorts with School crest (optional).**

***Burgundy reversible games jersey with School crest.**

***Burgundy socks with white tops.**

Plain white sports socks.

***Kings' crest or House polo shirt.**

***Grey sweatshirt with School crest (optional).**

***Waterproof black and gold top with School crest (optional).**

***Plain black tracksuit bottoms for winter (optional).**

Astro/trainers and Football/Rugby boots.

***Black swim shorts for boys.**

***Plain black swimsuit for girls.**

Top buttons must be done up; shirts must be tucked in; skirts must not be "rolled".

If any points are unclear or cause confusion, please contact your child's Head of Year before making expensive purchases, or making any decisions regarding your child's appearance at school.

NOTE:

Pupil swim wear is not gender neutral.

All items of clothing etc. should be clearly marked with the pupil's name.

Responsibility cannot be accepted by the Governors or school for any items mislaid, lost or stolen.





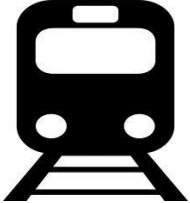
BASIC SCHOOL EQUIPMENT PUPILS MUST HAVE

Item <small>(Items marked * must be purchased from the school shop)</small>	Tick When Purchased	Item <small>(Items marked * must be purchased from the school shop)</small>	Tick When Purchased
*Boys/Girls Kings' Blazer		*Girls Burgundy Shadow stripe PE Shorts Or *Boys Black Shadow Stripe PE Shorts	
White Shirt			
*Kings' Tie		Burgundy/White Games Socks	
*Grey Pleated Skirt Or *Black Slim Fit Trousers		Gum Shield Shin Pads	
		Plastic Studded Boots	
School Bag & Named PE Bag		Trainers	
Black School Shoes with black or grey socks or tights		Plain Apron	
*Rugby Shirt		Clear pencil case 2 x black pens 2 x green pens 2 x HB pencils 1 x compass 1 x protractor 1 x eraser 1 x pencil sharpener 1x ruler	
*Kings' crest or House polo shirt			
*Burgundy PE Skort (girls only)		1 x Scientific Calculator	
Plain White Sport Socks		Plain Black Swimsuit (girls) Or Swim shorts (boys)	



GETTING TO AND FROM SCHOOL

Kings' School has a wide catchment area with pupils travelling in many different ways to get to and from school. The table below is designed to help you with some of the different transport methods available. Please note that however they travel, we do expect all pupils to conform to the full list of uniform requirements for the entirety of their journey.

	<p>On foot</p>	<p>Many of our pupils live within a mile of Kings' and use this to their advantage by taking the healthy option and walking to school. Being aware of the dangers associated with busy road networks like Romsey Road and practising good road safety is the key to enjoying this practical transport method.</p>
	<p>Cycle</p>	<p>A growing number of children cycle to school, taking advantage of the secure and well-covered bicycle sheds. We would recommend that pupils undertake their road safety/cycling proficiency courses. All those that cycle are required to wear cycle helmets.</p>
	<p>By Car</p>	<p>Parents and carers may drop off/collect their children at school by using the rear entrance located on Sarum Road.</p> <p>With the exception of those using our disabled parking bays, parents and carers are asked not to use the main Kings' Road entrance due to the number of staff and school buses accessing the school via this road.</p>
	<p>By Bus</p>	<p>School buses are provided by Hampshire County Council for pupils living in our catchment area. Parents wishing to apply for a place on buses provided by HCC please contact School Transport direct on 01962 846924 or 01962 845332 or via their website at www.hants.gov.uk/passengertransport/sch-transport/stforms</p> <p>Public service buses also run regularly (approx. every 15 minutes) along the Romsey Road. Bus stops are located at the bottom of Kings Road.</p>
	<p>By Train</p>	<p>Winchester Railway Station is approximately a 25 minute walk from the school and is easily assessable via the public service buses running along the Romsey Road.</p>

LATE BUS SERVICE

The "Late Bus" leaves school at 5PM from outside the Front Gate, by the bus turning circle.

Tickets are purchased in advance from Reception and currently cost £3.

The bus is limited to 16 pupils.

Pupils are encouraged to buy tickets a day in advance (or earlier) to secure a seat.

On boarding the bus pupils should tell the driver which Bus Stop (see list) they require.

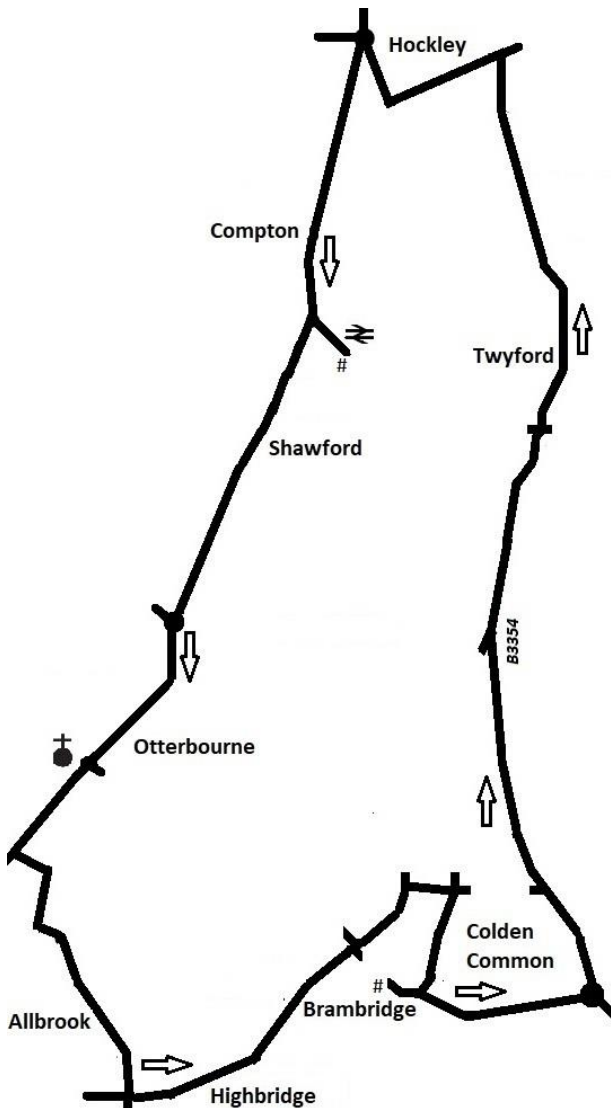
When approaching their Bus Stop pupils should call out to the driver (similar to ringing the bell)

Bus Stop List

- Depart Kings' 17:00
- Compton & Shawford 17:10
 - Compton Street
 - *Shawford Station #*
 - Shawford Down
 - South Down
 - Highways Road
- Otterbourne 17:15
 - Sparrowgrove
 - Oakwood Avenue (Nisa Local)
 - The White Horse
 - Otterbourne Hill Green
 - The Otter
- Allbrook 17:25
 - Boyatt Lane Allotments
 - Lincolns Rise
 - Pitmore Road
- Highbridge 17:30
 - Highbridge Farm
- Colden Common 17:35
 - Wardle Road
 - Community Centre (Co-Op)
 - Primary School
 - Grays Close
 - *Dog and Crook (Brambridge) #*
 - *Bishopstoke Lane (east) #*
 - Brickmakers Road
 - St. Vigor Way (roundabout)
 - Vears Lane (main road)
 - Avondale Park Homes
 - Hunts Close
 - Recreation Ground
 - Commons End
 - Woodland Drove
- Twyford 17:45
 - Manor Farm Green
 - Crossroads (Post Office)
 - Northfields
 - Hockley Cottages

These stops must be requested as they are branches off the normal route.

Times are subject to road conditions, traffic and weather.



KINGS' VALUES

At Kings' our Values are at the heart of our school culture. They underpin our vision that we are Working Together to Achieve Inspiring Futures, Exceptional Character, and Academic Excellence.

We are reminded of our vision by our motto, *Una Laborantes* (Working Together), and our core values - developed and agreed by the Kings' community of pupils, staff, parents, and carers - help to guide every child, employee, and volunteer towards attaining that goal.

These values act as our inspiration and navigation in our learning, our work, and our life at school as we work together for your child's personal growth and future academic success.

Our school values are to:

- Discover brilliance in everyone
- Have unlimited ambition
- Earn success
- Be kind, be humble, and have integrity
- Make a difference



KINGS' SCHOOL CURRICULUM

At Kings' School, our curriculum is at the heart of our mission to achieve inspiring futures, exceptional character and academic success.

At its simplest, a curriculum is the content taught to pupils in lessons. Our curriculum, however, extends well beyond lessons and, indeed, our extensive co-curricular programme. It is seen in interactions throughout the Kings' community, in our daily desire to inspire our pupils to become the very best people they can be.

We want our curriculum to be ambitious and challenging for all so that pupils of all backgrounds learn the best knowledge that we have in each subject area – and beyond. In taking our pupils beyond their lived experiences, our curriculum aims to push pupils to inspiring futures, and to address social disadvantage.

In constructing our knowledge-rich curriculum, we select and sequence the material to be taught with great care and purpose. Key Stage 3 is broad, balanced and challenging, ensuring a strong academic grounding for all before pupils select from a range of challenging option subjects for Years 10 and 11, studied alongside a core of subjects to GCSE level.

In short, our curriculum is focused, coherent and learned.

- Focused – it teaches pupils what they need to know to understand and improve the world.
- Coherent – it has a clear, carefully planned narrative within and across units.
- Learned – our pupils learn more and remember more over time. This is due to core concepts being taught explicitly, deliberate practice that uses this knowledge, and assessment and feedback that leads to pupils 'knowing what they know' and what they need to focus on in order to make improvements.

We are proud of our ever-developing curriculum at Kings' School. It contributes significantly to the fact that so many of our pupils go on to study challenging courses at 6th form college and attend universities across the country and beyond. Whatever a pupil's dreams are beyond Kings' School, when they leave us, we want our curriculum to have ensured that they have the knowledge they need to be prepared for, and inspired by, their future.



HOMWORK EXPECTATIONS

Key Stage 3

1 Hour per week	30 Minutes per week	30 Minutes per fortnight
English Maths Science	Languages	Geography History Religious Studies BEE PSHEE Technology Music Drama Art

Key Stage 4

2 Hours per week*	1 Hour per week
English Maths Science	All other examined subjects

*10 – 12 Hours per week of homework and additional independent study

SAMPLE YEAR 7 TIMETABLE

Monday	Tuesday	Wednesday	Thursday	Friday
Registration – 8.45 to 9.00				
Period 1 – 9.05 –to 10.05				
PSHEE <small>(Personal, Social Health & Economic Education)</small>	BEE <small>(Business, Enterprise & Employability)</small>	Maths	PE	Maths
Period 2 – 10.10 to 11.10				
Technology	Languages	English	Music	History
Period 3 – 11.15 to 12.15				
English	English	Languages	Maths	Science
Lunchtime – 12.15 to 1.00				
Registration – 1.00 to 1.05				
Period 4 – 1.10 to 2.10				
RS	Drama	Art	Languages	PE
Period 5 – 2.15 to 3.15				
Maths	Science	Science	Geography	English



REWARDS

At Kings', we actively encourage positive conduct and respectful behaviour from all our pupils in lessons and around the school.

Pupils who show and demonstrate positive behaviours and a good attitude towards learning are rewarded with credits.

Criteria for awarding credits

- A piece of exceptional work
- A period of sustained good work
- An example of exceptional effort
- A significant period of consistent effort
- An example of exceptional helpfulness
- A record of consistent helpfulness
- Modelling the school values

Additional certificated awards at KS3

25 credits Bronze Kings' Award

50 credits Silver Kings' Award

100 credits Gold Kings' Award

150 credits Platinum Kings' Award

200 credits Diamond Kings' Award

Additional awards at KS4

Excellent work can be recognised by teachers by either receiving a post card or a positive phone call home. At KS4, pupils who gain these rewards are entered into a prize draw each term. Pupils who are successfully drawn participate in a celebration event or receive a retail voucher.



BEHAVIOUR

At Kings' we always want to work together with our parents, to ensure that all of our pupils make exceptional progress in all of their subjects, whilst also developing social and emotional, personal skills. We want them to leave our school not only with great GCSE grades, of which they are proud, but also with the confidence to be successful in further education and the world of work.

One of the ways we do that is by setting high standards for behaviour and attitudes to learning, summed up in our expectations that pupils are '**Ready, Respectful and Responsible**' during their time at school. We know that practising these skills will really help them their own personal development. We also know, that the majority of our pupils are already excellent at this. This is in no small part because of the fantastic support that parents provide.

This, combined with creating challenging, well-resourced lessons and a skilful response by teachers to inappropriate conduct, we believe leads to an inclusive, positive learning environment.

These are our aims as we strive to achieve positive behaviour. Both staff and pupils have responsibility to ensure that these are met:

- To demonstrate a purposeful attitude
- To be courteous and co-operative
- To create a calm and positive environment
- To actively support the school uniform code
- To demonstrate a self-responsible attitude
- To be respectful and purposeful when dealing with others
- To demonstrate a positive attitude to learning
- To take good care of learning areas
- To demonstrate a calm, structured and purposeful order in lessons and when moving around the school

In school, good order, discipline and considerate behaviour are essential for effective teaching and learning. The school expects the highest standards of personal behaviour from pupils and in return, provides a pleasant and happy environment in which children can work, develop and thrive. Violent behaviour or involvement with illegal drugs will not be tolerated under any circumstances.

Pupils who offend may be dealt with by counselling, admonishing, the imposition of appropriate tasks or detention etc. The school uses its discretion as to whether or not parents need to be told about minor offences but where a serious offence has been committed or where there is a deteriorating pattern of behaviour, parents are informed and consulted as appropriate. The school may wish to detain pupils at the end of the school day where it is considered necessary. Pupils' parents are usually given at least twenty-four hours' notice before this sanction is imposed.

The school takes all forms of bullying very seriously. We will always do all that we can to support and protect pupils and eradicate or remove this behaviour from our school.

All pupils attending Kings' School are required to wear the correct school uniform. There is no negotiation of this point. The school uniform is designed so that it is simple, unequivocal and easily obtainable. We believe our uniform allows pupils to take a pride in their school and their own appearance and helps to provide an inclusive ethos and sense of belonging to our community. (For further information and details please refer to the Pupil Planner or our Behaviour Policy.)



ICT POLICY

- Pupils will only use their own login and password and will keep their password secret
- Pupils will only use the computers for schools related study
- Pupils are responsible for their own files and understand that the school will check the files and monitor the sites they visit
- Pupils will only email people they know or those their teacher has approved.
- All emails will be polite and sensible
- Pupils will not give out any personal information in their emails like mobile numbers or addresses or arrange to meet anyone they do not know
- Pupils will only enter sites on the internet that they have the teacher's permission to enter
- Pupils will not enter chat rooms or play internet games
- Pupils will not rearrange the hardware or install any software
- Pupils will not use social networking sites to post untrue information or comments about any other person
- Pupils breaking any of the above rules may be stopped from using the school's computers or possibly be excluded from school

RULES ABOUT MOBILE PHONES

We recognise that mobile phones may be necessary before and after school for some of our pupils, but pupils **must have phones turned off** and in their bags from 8.45am until 3.15pm. All parental contact with and by pupils during the school day, should be made through the school switchboard.

If a mobile phone is seen or heard at any time between 8.45am and 3.15pm, it will be confiscated. Parents will be notified and asked to collect the confiscated phone from the Main Office.



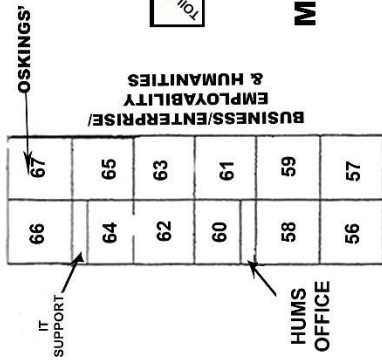
ATTENDANCE

Regular and Punctual Attendance – it is imperative for a child’s future that they make the most of their time at school. This means attending regularly and turning up on time – qualities which influence academic performance, and are valued by employers.

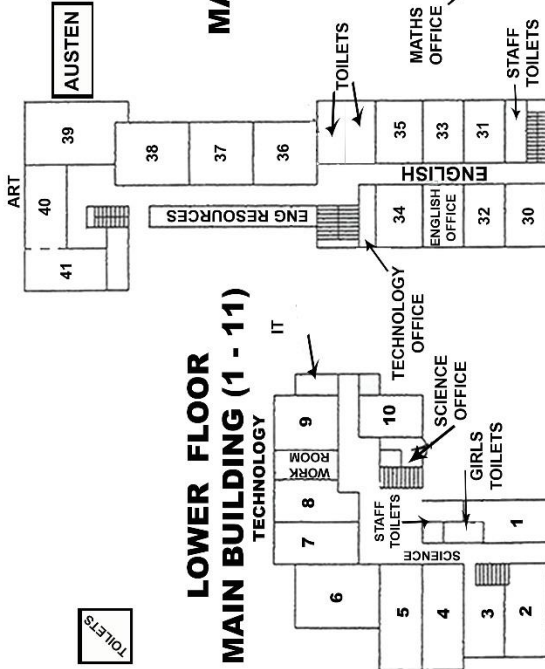
- Pupils must arrive at school before the 8.43am movement bell, and although some pupils may arrive at school earlier than this, parents are advised that there will be no staff supervising pupils before 8.30am.
- Pupils are considered late if they have not registered by 8.45am (unless they are late with good reasons e.g. school bus was late.)
- If for any reason pupils are late for school, or need to leave school early they should ‘sign in/out’ at Reception. They must also bring a note signed by a parent/guardian.
- Pupils must not be absent from school unless they are ill – casual or holiday absence is not granted. At Kings’ School we have always stressed the importance of regular attendance and detailed monitoring systems involving Tutors, Heads of Year and the Welfare Team are in place. Legislation requires that schools thoroughly investigate any suspected cases of unauthorised absence and report the results of these investigations to the appropriate authorities as required.
- The Attendance Policy is available to view in full on the school website.



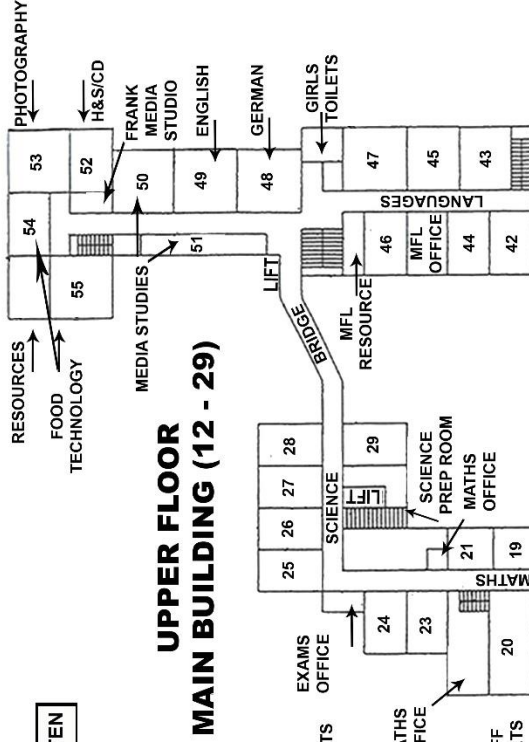
**BRADBURY
BLOCK (56 - 67)**



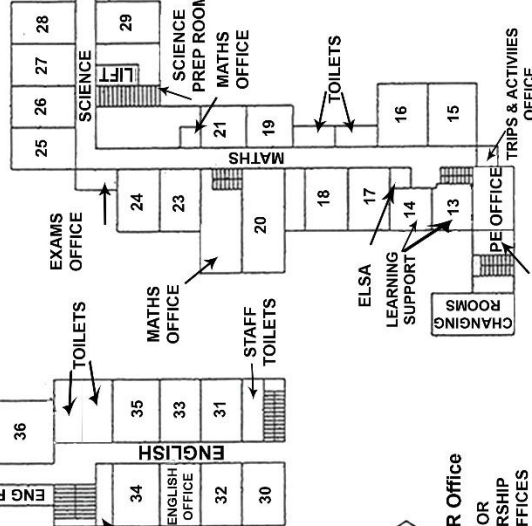
**LOWER FLOOR
SARUM (30 - 41)**



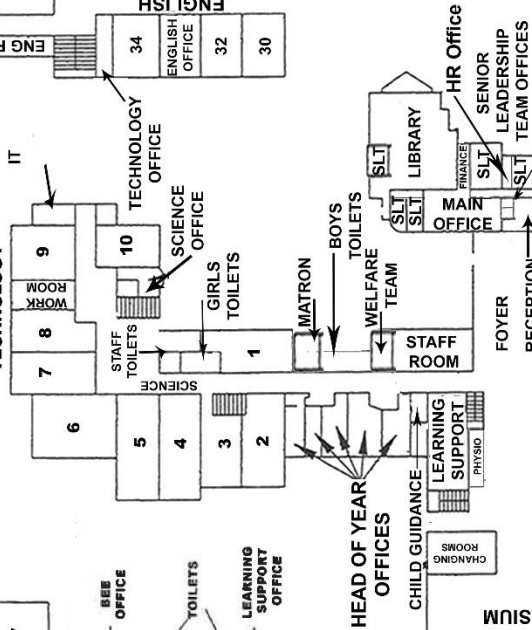
**UPPER FLOOR
SARUM (42 - 55)**



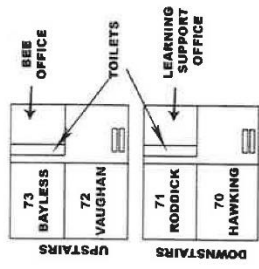
**UPPER BUILDING
MAIN BUILDING (12 - 29)**



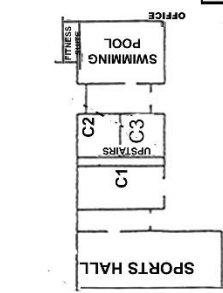
**LOWER FLOOR
MAIN BUILDING (1 - 11)**



**DANEMARK
BEE**



**HEAD OF YEAR
OFFICES**



SPORTS CENTRE

**ALFRED
CAREERS**

SWITHUN



KINGS'
SCHOOL · WINCHESTER

THE TOWER



CHECKLIST FOR YOU

THESE ARE THE THINGS YOU NEED TO HAVE
COMPLETED OR ARRANGED

Data Collection form

Coffee morning or afternoon tea booking

Summer school booking

Locker application

Music Lesson request form

Uniform

All forms are electronic and can be found on our website www.kings-hants.com under School Information/Admissions/Year 6 Transition.







