

Thomas Telford School



First Day/ Week Information for Year 7

Please note:

There will be no Session 3 activities
In the first or last week of each term

August 2017

Contents

1. What do I need to bring to School on the first day?.....	3
2. Travelling to and from School.....	3
3. What do I do when I get there?	5
4. Timing of the School Day	6
Session Times.....	6
School Meals.....	6
5. School Dress and Appearance Guidelines:.....	7
School Clothing List - Girls Years 7-11	7
School Clothing List - Boys Years 7-11	8
6. Session 3 Activities	9
7. Personal Tutors	10
Parents meeting with Personal Tutors	10
8. Further Information	10
Term Dates 2017/18.....	10
Heads of Key Stage	10
Who do I contact if I have a query about arrangements for the beginning of term?	10

Important note from the Headmaster

Please note that the School will have a single point of entry and exit to School from September 2017. There will be a supervised security lodge managing all entry and exits to the site. Parents must not come onto School premises at the start and end of each day unless by prior appointment with a member of staff.

In addition, following instructions from the Governing Board, and in the interest of student safety, any vehicle entering the School site between 3.00pm and 3.20pm will not be able to leave the site until the exit barrier is lifted at 3.25pm. This is to allow students to cross the School perimeter roads to embark on the coaches or exit the site safely.

1. What do I need to bring to School on the first day?

All Year 7 students should bring with them on their first day a pen, pencil, ruler, rubber and calculator. Students will also need to bring a bag of sufficient size in order to transport their Student Portfolio to and from School.

Students in 7T, 7E, 7L and 7F have PE on the first day so will need to bring kit as follows:

- Outside PE Kit – PE Kit, Trainers, Towel **AND** Swimming Kit: Swimwear and Towel

On the first morning, each Year 7 student will be given their Student Portfolio. This consists of a red lever arch file containing:

- Map of the School
- Timetable
- An envelope containing login and password for computer access – Please note that the details must never be given to anyone else. Any misuse of computer facility will be traced to individual login and password and it is, therefore, essential that this is confidential.
- Exercise books

2. Travelling to and from School

General

The transport arrangements have been made with due regard to the safety and best interests of the students. Suggestions for improvement will be accepted by the School but the School's decision will be final.

NB: The school will have just one point of entry and exit as of September 2017 with a security guard supervising all vehicles and visitors to school. There will continue to be a 1 way system and vehicles entering school will turn left and follow in a clockwise direction around school.

Arrival at School

The most suitable time for students to arrive at School is between 8.00am and 8.20am. The School is unable to receive students earlier than 7.30am. Students arriving before 8.15am should remain in the Restaurant.

Departure from School

Students not attending a Session 3 must be collected promptly at **3.15pm**.

Wolverhampton Coach Service

All coaches are fitted with lap belts, these must be worn at all times. **Failure to do so will result in students losing the right to travel on the coach.**

Adult stewards, employed by the School, will be present on the coaches and will take registers. All stewards are issued with mobile telephones.

On arrival at School there will be two drop off points. Year 7, 10 and Sixth Form students will disembark and enter the School at Entrance A. Year 8, 9 and 11 students will disembark at Entrance D (see map below).

At the end of the day, coaches will depart from Coach Pick Up Area (see map below).

Details of your route number, pick-up point and time will be mailed to you just before the beginning of term.

Bus Passes

Bus passes are available for students whose families are in receipt of government financial assistance. Please contact Mr. Talbot, the Student Support Officer at the beginning of term. Details of discounted fares for other students are available at: www.wrekinconnect.co.uk.

Parents bringing students by car

Parents are requested to stop their cars in the DROPPING OFF ZONES adjacent to the School (see map).

Safety Notice

In the interests of students' safety, parents are requested not to come on to the School site to drop off or collect students at the beginning and end of the School day.

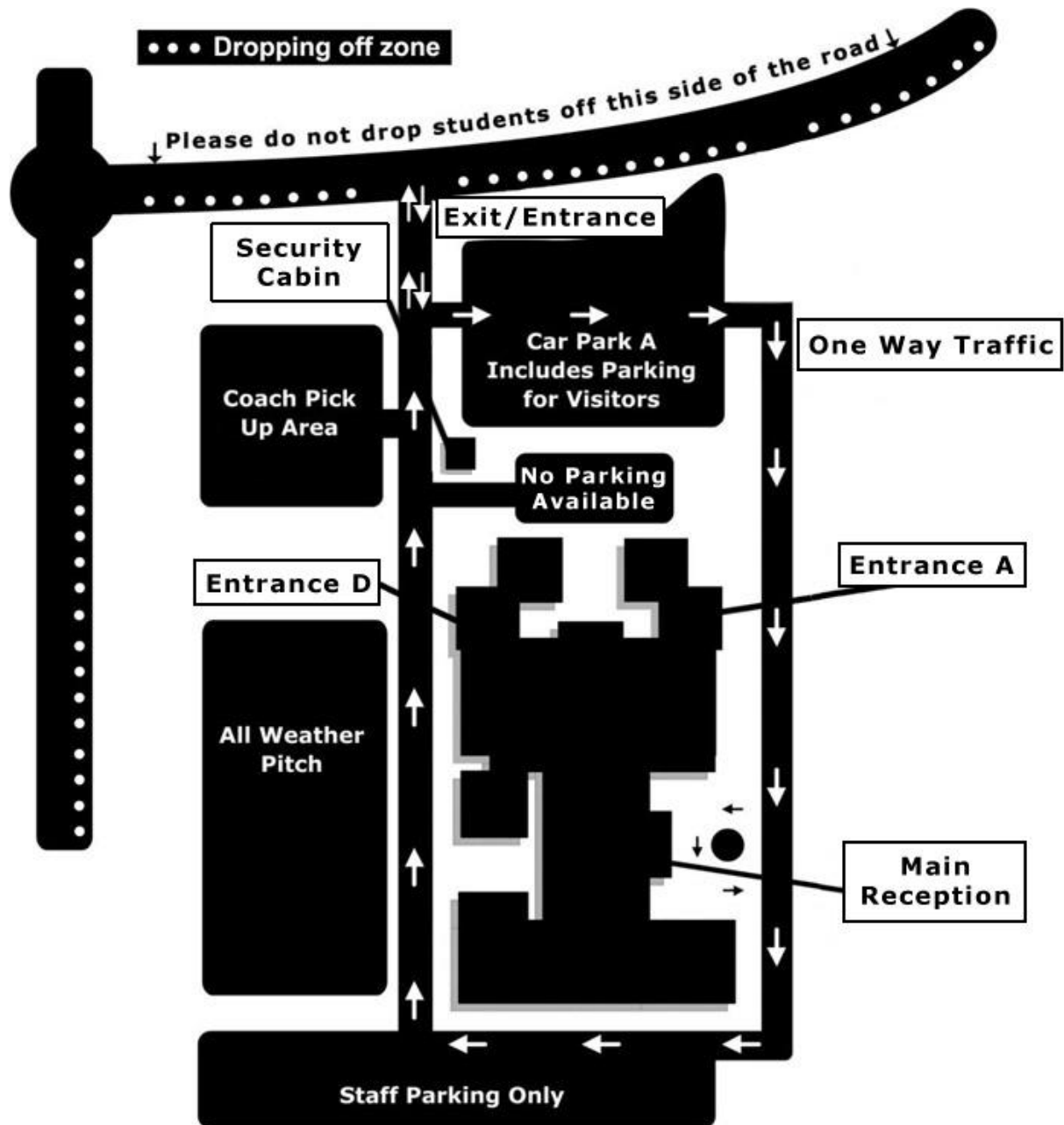
Please do not drop off students, park or turn your cars around on the zigzag lines or in the entrance/exit area; this is both illegal and dangerous. The area is well signposted and has road markings.

We receive many concerns and complaints from parents about inconsiderate driving and we would respectfully remind parents to make every effort to comply with these arrangements in the best interests of our children's safety.

The School's Road Safety Group is working with the local authority and police to improve safety.

3. What do I do when I get there?

Please use Entrance A (near Learning Base 3, see below). The cloakroom on your left is for your coats and bags. No coats or bags are to be taken into the main body of the School. Please wait in the Restaurant area until you go to Session 1.



4. Timing of the School Day

Session Times

Monday to Friday

Session 1 (including breakfast)	8.30am to 11.30am
Personal Tutorial	11.30am to 11.50am
Session 2 (including lunch)	11.50pm to 3.15pm*
Session 3	3.15pm to 5.10pm

Important Information for Year 7 Students*

For the first two weeks, Year 7 students leave at 3.00pm then for the remainder of the year they are released 5 minutes before the rest of the School at 3.10pm

School Meals

Please note that all food and drink must be consumed in the Restaurant

The School provides breakfast and lunch in the Restaurant. Lunch menus will offer variety, including a vegetarian alternative. The School suggests £3.00 for lunch and an optional £1.00 for breakfast as a suitable daily allowance. Hot and cold drinks are available from vending machines at 25p each. Water can be obtained free of charge.

We always aim to keep the price of 'healthy option' items, i.e. vegetables, salad and fruit, as low as possible to encourage the students to eat a balanced diet. Restaurant menus for each day are available on the website: www.ttsonline.net/page/restaurant-menu.

The School operates a cashless system. Parents can add credit to their child's account via ParentPay. The current default spending limit is £5.00 per students per day but parents can change this by writing to Mr S Turton, Finance Director. Parents can also check on ParentPay to see what children are purchasing.

Packed Lunches

All students are welcome to bring their own packed lunches to School and join the other students in the Restaurant.

Meal Times

Students take breakfast and lunch breaks on a rotational basis with breakfast being served between approximately 9.00 - 10.45am and lunch between 12.00 and 2.00pm.

These times may vary slightly to take into account Examinations, School trips, etc.

Support

Families qualifying for financial support with School meals will receive the equivalent of £3.00 per day. Students will be automatically identified by their fingerprint/pin code as they pass through the till which will maintain confidentiality.

General

When School trips and visits are to take place, parents will receive appropriate information concerning meals prior to the visit or trip taking place.

5. School Dress and Appearance Guidelines:

School Clothing List - Girls Years 7-11

School Uniform

- Official maroon fitted blazer with embroidered School badge
- Official grey skirt (Trutex GSA) (length must be mid- knee) or
- Official grey trousers (Trutex GTB)
- (No variation of the above skirt or trouser make or style is acceptable.)
- White blouse
- School tie with school crest
- Plain grey knee high socks or flesh coloured tights; grey ankle socks can be worn during the Summer term
- Black plain shoes of a sensible design with heels no higher than 5 cms. (Heels must not be stiletto or kitten type)
- (Boots or shoes with deep tread soles are not allowed)
- Suitable carrying bag (large enough to carry two A4 folders)

Further information can be found at: <http://www.ttsonline.net/page/school-clothing-list.aspx>

PE Kit

All Students

Polo with embroidery

MJ- YTH £11.95
Small - XL £15.00

Short Plain

24" – 28/30 £8.50
30/32 – 40" £10.50

Tracksuit Pants with Embroidery

24" – 28/30 £27.95
30/32 – 40" £33.95

Sweatshirt with embroidery

MJ- YTH £23.95
Small - XL £27.95

Black Swimsuit

any plain black swimsuit (not bikini style)

Maroon games socks

(for Hockey and Football)

Trainers.

Fashion footwear such as Vans or Toms are not suitable.

White sports socks**Towel**

Optional

Performance Pants with embroidery

24" – 28/30 £ 22.00
30/32 – 40" £26.00

Training Shirt with Embroidery

MJ- YTH £10.50
Small - XL £14.00

Performance Top with embroidery

MJ- YTH £22.00
Small - XL £25.95

Long Sleeve Base Layer

MJ- YTH £15.00
Small - XL £18.00

Skort plain – Girls

24" – 28/30 £ 20.00
30/32 – 40" £24.00

Swimming Cap

Available from Swimming Pool Manager £3

We recommend that for hockey, students should use shin pads and a mouthguard to comply with Health and Safety advice. Shin pads should also be worn in Football. These are available from most sports shops.

Students studying Dance in Key Stage 4 will require a black Jeanette leotard and capri length tights that can be purchased through school.

School Clothing List - Boys Years 7-11

School Uniform

- Official maroon blazer with vents, with embroidered School badge
- Official mid grey trousers with belt (Trutex single pleat mid grey)
- (No variation of the above trouser style is acceptable.)
- White shirt
- School tie with School crest
- Dark coloured boys socks
- Black plain shoes of a sensible design with heels no higher than 5 cms.
- (Boots or shoes with deep tread soles are not allowed)
- Suitable carrying bag (large enough to carry two A4 folders)

PE Kit

All Students

Polo with embroidery

MJ- YTH £11.95
Small - XL £15.00

Short Plain

24" – 28/30 £8.50
30/32 – 40" £10.50

Tracksuit Pants with Embroidery

24" – 28/30 £27.95
30/32 – 40" £33.95

Sweatshirt with embroidery

MJ- YTH £23.95
Small - XL £27.95

Black Swimshorts

any plain black shorts

Maroon games socks

(for Hockey and Football)

Trainers.

Fashion footwear such as Vans or Toms are not suitable.

White sports socks

Towel

Optional

Performance Pants with embroidery

24" – 28/30 £ 22.00
30/32 – 40" £26.00

Training Shirt with Embroidery

MJ- YTH £10.50
Small - XL £14.00

Performance Top with embroidery

MJ- YTH £22.00
Small - XL £25.95

Long Sleeve Base Layer

MJ- YTH £15.00
Small - XL £18.00

Skort plain – Girls

24" – 28/30 £ 20.00
30/32 – 40" £24.00

Swimming Cap

Available from Swimming Pool Manager £3

We recommend that for hockey, students should use shin pads and a mouthguard to comply with Health and Safety advice. Shin pads should also be worn in Football. These are available from most sports shops.

Students studying Dance in Key Stage 4 will require a black Jeanette leotard and capri length tights that can be purchased through school.

May I advise that the new kit will be available to purchase in Baker & Sons (Wellington store) from the 1 July 2016 for the new Year 7 intake (starting school in September 2016). If your child is in Years 8-10 (from September 2016) they will also be able to replace old kit with the new version anytime from this stage onwards, but it is expected that all students will be in the new style from September 2017.

6. Session 3 Activities

Monday to Thursday after 3.30pm

This term, Session 3 activities begin on Tuesday 12 September. This is to allow staff to concentrate on ensuring the normal School day settles into routine effectively and to allow Personal Tutors to resolve any important issues with their Personal students.

Parents will be meeting with Personal Tutors on Thursday 7 and Monday 11 September after 3.45pm (see Page 10 for details)

There are no Session 3 activities during the **first** and **last** week of each term.

Session 3 Timetable – Year 7

The Session 3 timetables are available on the website and in the Student/Parent information area.

Note: Our Individual, team, regional, national and international performers will access the Fitness Centre for specialist training by arrangement with Mr Thomas / Mr Sterling. Fitness Centre / Spin Classes will be available for all years every evening in the Fitness Centre

Session 3 Transport

Transport is arranged for students returning to Wolverhampton after Session 3 activities. Transport will be available at **5.20pm (Monday-Thursday)** as demand requires. Students should sign onto the late bus at Reception before 1.00pm.

If for any reason a student does not subsequently require the late coach, they must sign off the late coach list at Reception.

7. Personal Tutors

On the first day, all new students will be introduced to their Personal Tutor who will be the first point of contact for parents and students.

Parents meeting with Personal Tutors

Thursday 7 and Monday 11 September 2017, 3.45pm – 7.30pm

Please advise your child of a suitable time so a mutually convenient appointment can be arranged.

Arrangements will be made for all parents to book an appointment with their child's Personal Tutor on Thursday 7 and Monday 11 September 2017, 3.45pm – 7.30pm.

The purpose of the meeting is twofold:

- Firstly, for the parents of existing students at the School to meet with Personal Tutors to discuss the End of Year Report which was issued at the end of July.
- Secondly, for parents of students starting at the School to meet the Personal Tutor who will be the key person for dealing with all matters relating to their child's progress and welfare.

It is important that you bring your son/daughter with you and enable them to participate in the discussions about their progress. Students are expected to wear School uniform.

The School has an excellent record of parents working closely with Personal Tutors in the interests of the students. **This is a very important meeting and it is essential that every parent meets the Personal Tutor.**

8. Further Information

Term Dates 2017/18

Please click on the following link to download the term dates for 2017/18:
<http://www.ttsonline.net/page/term-timetable.aspx>

Heads of Key Stage

- Mr R Furlong concerning Years 7 and 8,
- Mr J Arnold concerning Years 9, 10 and 11
- Mr I Rawlings concerning Sixth Form

Who do I contact if I have a query about arrangements for the beginning of term?

Please ring the School on 01952 200000 if you have any queries or email info@ttsonline.net

Please note the School will be closed for two weeks from Monday 31 July (re-opening on Monday 14 August)