

WELCOME YEAR 6 PARENTS

Get Ready Get Set Go!

YOUR HELPFUL
PREPARATION GUIDE FOR READING
YOUR CHILD TO START THEIR
JOURNEY TO SECONDARY SCHOOL



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Wednesday 3 July



BE READY

Welcome

We are delighted to welcome you to our school. This is the start of a real partnership; working together to ensure your child receives the very best education, and can take advantage of all the opportunities we have to offer.

Moving from primary to secondary school can feel like a big step, this is natural. Our staff are looking forward to helping your child prepare for this exciting next step in their educational career.

This parents evening is just one of the ways that we will support you through this journey and make the transition as smooth as possible. We have planned other events for you to enjoy; the next date is our transition day on Wednesday 3 July.

You can use this booklet to gather information about school and it will also give you the opportunity to reflect. We hope that by reading all of the information provided in this booklet, that all of your questions will be answered.

We are looking forward to working with you over the next five years and for your child's potential to be their reality.

Mrs Gould

Headteacher

BE THE BEST

Our School Virtues

Our house points are called virtue points and are awarded when you demonstrate our virtues

You can collect virtues badges to wear on your blazer for demonstrating the virtues. There are also Bronze, Silver and Gold awards for collecting Virtues points. Each term we have a celebration assembly to celebrate your successes.

There are reward trips, trips for your different subject and Y7 have an adventurous residential trip in the summer term.



Self-discipline - The ability to manage one's feelings and conduct oneself appropriately.



Integrity - The quality of being honest and trustworthy.



Kindness - The quality of being friendly, generous, and compassionate.



Gratitude - Feeling and expressing thanks and appreciation.



Courage - Acting with bravery in challenging situations.



Respect - Due regard for someone's feelings and rights.



Commitment - Demonstrating dedication and determination to achieve a goal.



Service - A humble generosity of time, thought and spirit.

BE INFORMED

Class Charts

Class Charts keeps track of your child(ren)s behaviour, tracks scheduled detentions, and allows you to view communications from school. We now also have a rewards shop. If you have more than one child, you can access Class Charts information about your children from a single, centralised parent account.

Behaviour Management

You are able to monitor your child(ren)s achievements and behaviour points. You can find graphs and a list of behaviour activity relating to your child. These display the behaviour that was awarded, when, who, and the lesson the behaviour was awarded in, including the worth of the award points.

Detentions

The detentions module offers a slick way for our school to manage the whole detentions process. Detentions will fall under 4 categories: Attended, Not attended, Pending and Upscaled. Parents can view detentions on the Class Charts website or app.

Reward store

We aim to motivate & engage students with our very own reward store. This means that positive work translates into rewards as we believe it incentivises and promotes positive behaviour. There will be a range of different rewards for different amounts of points. Here are just a few examples: 15 Points = Mini Chocolate Bar, 20 Points = 3x Lunch Passes, 35 Points = Can of Drink (Sugar Free), 50 Points = Can of Drink (Sugar), 75 Points = Large Bag of Sweets, 100 Points = Golden Time Pass, 150 Points = A Football, 200 Points = £5 JD/Amazon Voucher, 350 Points = £10 JD/Amazon Voucher.

Communication

Our Communication module enables you to see your child's timetable & easily share information with you as parents, students & teachers.

BE INFORMED

ParentPay

As an alternative to traditional ways of collecting money, our school use ParentPay. This is a unique web based service that lets parents make secure online payments by credit and debit card directly to school. The benefits of this system are;

- Students do not have to carry money
- The risk of loss is removed
- Receipt of your payment is acknowledged
- You have a record of your payment history online
- You can make one payment for multiple items

ParentPay offers you the freedom to make payments whenever and wherever you like, safe in the knowledge that the technology used is the highest internet security available. You have a secure online account, with a unique user ID and password. You can change these to something you will easily remember and merge accounts of 2 or more children. Parentpay also allows you to make payments for School Meals, all educational visits, along with trips and music tuition.

No card details are stored in any part of the system.

Our cashless system relies on biometric information and we are required by law to have your permission for your child to use it.

Each student will have their index finger registered which will then be converted to an alpha numeric code. The system is programmed to identify the students by a number. The image of the index finger is not retained by the system and there is no way that the number can be used to reconstruct a fingerprint image. This allows the system to recognise each individual student, hold individual cash balances, record cash spent and cash received. It also keeps a record of what food is brought.

BE INFORMED

ParentPay

A daily spend limit of £5 will be set for all students, and no food or drink above that limit can be brought. An individual student limit can be changed. This request would need to be in writing.

The system works exactly the same for all students, whether they pay or have a free school meal.

The amount allocated for free school meals will be entered into the system daily. Any underspend or missed dinner will not be carried over to the next day. The free school meal amount will not show on your child's account on the machine in the hall, however your child can add extra cash to their balance.

Certain data will be held on the system to ensure accurate operation. This will include your child's name, form, photo, account balance and meal entitlement. This data will be handled under the guidelines of the Data Protection Act and only used by parties directly involved with the implementation of the system.

If you have any queries about ParentPay, please email accounts@jws.bham.sch.uk.

BE PREPARED

Travel & Transport

School Bus Information

We have a morning and afternoon dedicated bus service provided by NX Bus West Midlands. These buses operate in the same way as a public service and the same fare for travel applies.

There are a variety of websites and apps to plan your journey. Below are 2 that our students use:

NX Bus West Midlands - <https://nxbus.co.uk/west-midlands/journey-planning>

Moovit - https://moovitapp.com/west_midlands-2108/poi/en-gb?ref=7&customerId=4908

The dedicated bus timetables are also available on their websites:

NX Bus West Midlands - <https://nxbus.co.uk/west-midlands/services-timetables>

Moovit - https://moovitapp.com/west_midlands-2108/poi/en-gb?customerId=4908

We strongly advise that students know how to get to school and return home via an alternative bus service, should any of the dedicated buses not arrive.



**MOOVIT JOURNEY
PLANNER**



**NX BUS JOURNEY
PLANNER**

BE PREPARED

Travel & Transport

There are also a variety of NX Buses/Diamond Buses that travel to Gracechurch Shopping Centre:

5 Pheasey - Kingstanding - New Oscott - Gracechurch

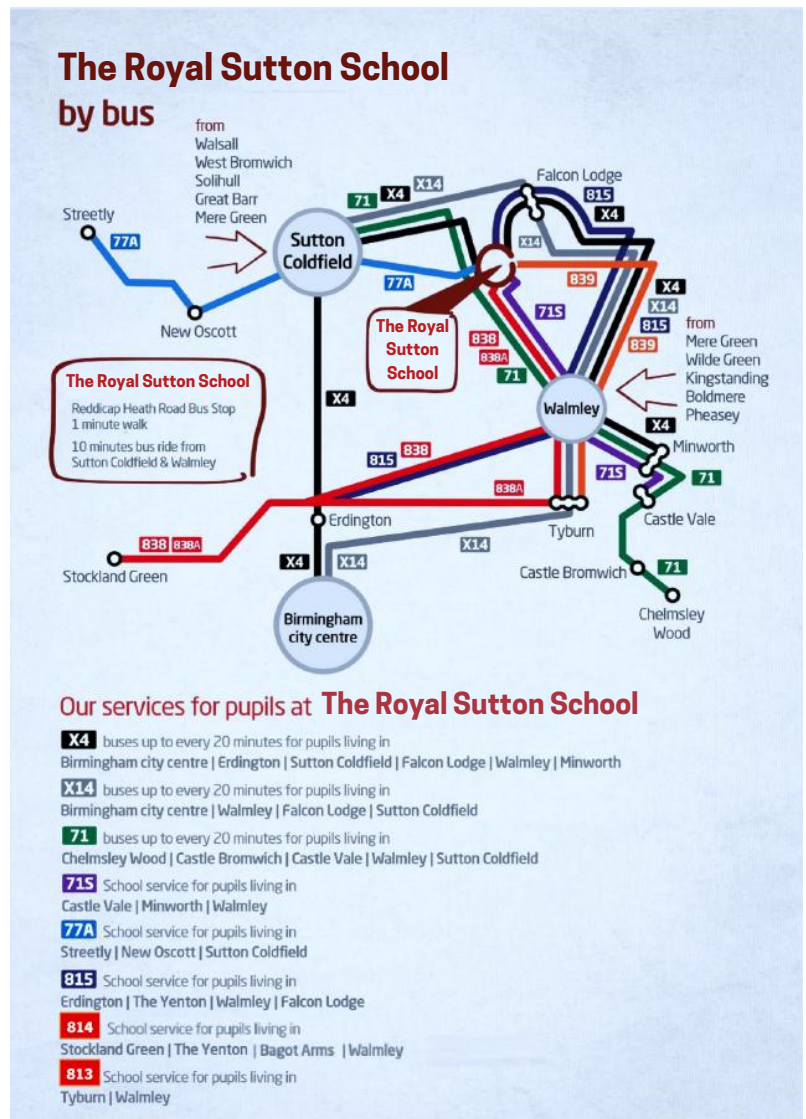
66 Six Ways Erdington - The Greyhound - Boldmere Road - Gracechurch

77 Barr Beacon Crossroads - Monmouth Drive - New Oscott - Gracechurch

907 Kingstanding - New Oscott - Gracechurch

Free School Travel Assistance

in some instances Birmingham city council is able to offer children free school travel assistance to get to school. however, please note that these are usually exceptional circumstances and approximately 20% of applications meet the specified criteria and are successful.



BE SMART

School Uniform & Uniform Discounts

Uniform is an important aspect of our identity. It reinforces our community values and helps students to feel a sense of pride in their school. We expect students to wear perfect uniform every day.

To support students:

- Staff will check students' uniform every morning on entry to school
- Staff will check students' uniform during morning line up
- Heads of Year will support tutors to ensure that missing uniform items are addressed and uniform has been corrected
- Staff will check students' uniform throughout the day at the start and end of every lesson and at each line up
- Students will ensure their uniform is worn perfectly for the duration of the school day
- Students will only take their blazers off in lessons after they have been given permission by their teacher

If students fail to wear perfect uniform, they will either borrow temporary uniform to wear or families will be contacted and asked to bring in appropriate uniform. Failing this, students will be sent to our school Reflection Room until their uniform meets our expectations. We will do this to ensure that all our students take pride in their appearance and to make sure that all students are treated fairly.

The Royal Sutton School Uniform

- White shirt (regular fit, not fitted) tucked in with top button done up
- The Royal Sutton School tie
- Plain navy trousers (off the leg – straight cut, not skinny style) or formal navy skirt that's down to the knees
- Plain, black shoes with black socks/black tights
- The Royal Sutton School blazer to be worn at all times
- Plain navy blue woollen V-neck jumper

BE SMART

School Uniform & Uniform Discounts

Inappropriate uniform (what we will not accept)

- Footwear Canvas shoes or trainers
 - Open front shoes
 - Trousers Skinny/tight fit or cropped
 - Trousers cannot be skin tight or Elastic/legging/Lycra material
 - Short skirts that do not touch the knee
 - Tight fit Lycra based skirts
 - White or coloured socks
 - Trainer socks
 - Socks with tights
 - Hoodies or Sweatshirts
 - Sweat bands
 - Caps
 - Balaclavas
 - Neck warmers
 - Bracelets
 - Necklaces
 - Heavy make-up
 - Acrylic or gel nail extensions
 - Multiple ear piercings
 - Hooped earrings or hanging earrings
 - All other types of ear piercings Ear stretchers/Ear expanders
 - Septum piercings or facial piercings
- Students can wear a small clear stud in their nose and can wear one pair of small studs. Any existing unacceptable piercings need to be removed regardless of when the piercings have been done (eyebrow, lip, tongue, or any other facial piercings are not permitted).



CLIVE MARK

ESTABLISHED 1965

15% OFF

ALL ITEMS INSTORE & ONLINE

TO REDEEM ONLINE USE CODE: CMS2024
OR VISIT YOUR NEAREST CLIVE MARK STORE

FOR NEW INTAKE ONLY - OFFER VALID FROM 24th JUNE 2024

*Terms & Conditions: Offer ends 4th August 2024, available to redeem online or in store on presentation of this voucher. Vouchers can only be redeemed once. Voucher cannot be used in conjunction with any other offer.



Quality Service & Value

FOR OVER 50 YEARS IN THE MIDLANDS

YOUR LOCAL SCHOOLWEAR SPECIALISTS

The Royal Sutton School

All Offers end 31st July 2024

Blazer (inc Logo)

£28.99

All The Royal Sutton School
Offer ends 31st July 2024

Sportswear

15% OFF

All The Royal Sutton School
Offer ends 31st July 2024

15% OFF

Boys
Trousers

15% OFF

Girls
Trousers

15% OFF

Girls Blouses
(Twin Pack)

15% OFF

Boys Shirts
(Twin Pack)

15% OFF

Girls
Skirts

£2.50

Pack of 15
Iron on Name Labels

Simply bring this flyer into either store below to redeem offers.

71 HIGH STREET | ERDINGTON TOWN CENTRE | B23 6SA
182 Gracechurch Shopping Centre | Sutton Coldfield | B72 1PA

BE PUNCTUAL

Timings of the Day

8:00am	Gates open
8:40am – 8:50am	Line Up
8:50am – 9:10am	Registration
9:10am – 10:10am	Period 1
10:10am – 11:10am	Period 2
11:10am – 11:30am	Break
11:30am – 12:30pm	Period 3
12:30pm – 1:30pm	Period 4
1:30pm – 2:10pm	Lunch
2:10pm – 3:10pm	Period 5

*For the first two weeks of term in September, Year 7 students will go to lunch at 1:15pm

BE PUNCTUAL

Term Dates

Autumn Term 2024

Training Day: Monday 2 September

Training Day: Tuesday 3 September

Term Starts: Wednesday 4 September

Half Term: Monday 28 October to Friday 1 November

Training Day: Friday 29 November

Term Ends: Thursday 19 December

Training Day: Friday 20 December

Spring Term 2025

Training Day: Monday 6 January

Term Starts: Tuesday 7 January

Half Term: Monday 17 February to Friday 21 February

Term Ends: Friday 11 April

Summer Term 2025

Training Day: Monday 28 April

Term Starts: Tuesday 29 April

Bank holiday: Monday 5 May

Half Term: Monday 26 May to Friday 30 May

Training Day: Friday 4 July

Term Ends: Friday 18 July

Training Day: Monday 21 July

BE EQUIPPED

School Bag & Lockers

Equipment

Students are expected to bring the right equipment to the school every day. They should have with them:

- School Bag
- Pencil case
- Glue Stick
- Black ink pen x2
- Green ink pen x2
- Pencil x2
- Eraser
- Ruler
- Scientific calculator
- Protractor
- School iPad
- School wallet (for all equipment)
- School white board

Mobile phones

The Royal Sutton School does not permit students to use mobile phones, headphones or other electronic devices on the school site. If families wish for students to bring their mobile phone to the school it must be turned off and put away in their bag.

If a student's mobile phone, headphones or other electronic devices are seen or heard they will be confiscated by the member of staff who saw/heard it, a text will be sent home and the item can be collected, by the student, from reception at the end of the day. On a second confiscation, parents are required to come into school to collect.

Lockers

Lockers are available at a cost of £35 payable in advance via ParentPay, £30 (which equates to £6 per year) plus a £5 refundable deposit.

Each student is responsible for their own key. If a key is lost, a purchase of a replacement will be required. These are priced at £2.25 per key.

At the end of Year 11, on receipt of the locker key, the refund of the refundable deposit, £5, will be made.

BE ACTIVE

P.E Equipment List

All students are expected to have the following items of PE kit with them for every PE lesson:

- The Royal Sutton School long sleeved sports top.
- Plain navy t-shirt with no logos (please be aware that students are not allowed to wear branded t-shirts or tracksuit/sweatshirt tops.)
- Plain navy tracksuit bottoms or shorts. These may have a small logo on them.
- Trainers suitable for indoor and outdoor use.

The Royal Sutton School logo coat can be worn if students are outside for PE lessons.

Students will only need to bring their PE kit with them on the day they are timetabled for PE. We do have lockers that you can have for a fee of £35 for 5 years. If a student does not have a locker, they will be expected to carry it with them in a suitable bag for the duration of that day. Failure to bring correct PE kit for lessons will result in a consequence.



BE INVOLVED

Clubs, Music Tuition & Food Technology

Clubs

At The Royal Sutton School, we offer our students a range of activities for our students to take part in. These range from our breakfast club in the mornings, to our more sporty clubs at lunch time and afterschool e.g. Football, Netball, Basketball, Table tennis.

Music tuition

Through the services for education music service, we offer our students the opportunity to receive 1-to-1 music lessons.

The 1-to-1 tuition happens within school, with a wide range of instruments. Lessons are 20 minutes in duration and run on a rotation system meaning that no child is ever missing the same part of the same lesson on a regular basis.

Food Technology

We aim to provide all students the opportunity to participate in food technology by purchasing all of the ingredients that would be needed in a practical.

All we ask in return is a small contribution in return, however, this is yet to be determined.

BE HEALTHY

School Meals

Lunch is available from 13.30. Our on-site catering team serve a balanced and healthy choice of meals, catering to all students' dietary requirements, religious beliefs and cultural practices.

Alternatively, students may bring a packed lunch into school. If you send your child to school with a packed lunch, please avoid foods high in fat or sugar. Energy drinks are banned in school.

In the event of rain, all year groups have an allocated alternative indoor space.

The lunch menu can be found here: <https://jws.bham.sch.uk/welcome/school-menu/>

Free School Meals

Apply online – <https://www.cloudforedu.org.uk/ofsm/birmingham/>

It is quick and easy to find out if your child is eligible for Free School Meals by applying through the online checking service which will instantly advise you if your child is eligible. Your details are also updated automatically so there is no need for a formal review process, everything is kept up to date after your initial application.

When completing your application you will need to provide your date of birth and National Insurance number/National Asylum Support Service Reference Number to enable this process to be completed.

Your child may be eligible for free school meals if you are in receipt of any of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)

BE HEALTHY

School Meals

- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).

In addition, for every child on Free School Meals, we will also receive additional funding (Pupil Premium) from the Government which we will use to support teaching and learning. Therefore, by undertaking this simple test, you will also be benefitting our school.

Please email enquiry@jws.bham.sch.uk if you are advised that your child is eligible so that the free school meal allowance can be applied straightaway to your child's dinner account.



POTENTIAL INTO REALITY

BE SAFE

Support

The Arthur Terry Learning Partnership (ATLP) is totally committed to safeguarding and promoting the welfare of children. We fully understand the role we play in safeguarding the youngest, and most vulnerable members of our community and how through good multi-agency working we can help protect those too young to protect themselves.

We recognise that this is the responsibility of everyone and we all, staff and visitors, have an important role to play. As a Learning Partnership we must have regard to current legislation when carrying our duties to safeguard and promote the welfare of children. It is the role of the Governing Body of each school to ensure that the appropriate mechanisms are in place to assist staff to understand and discharge their roles and responsibilities as set out in current legislation with regard to safeguarding children.

We firmly believe that:

- All children have the right to be protected from harm
- Children need to feel safe and to be safe in our school
- We can contribute to the prevention of abuse including physical, sexual, emotional, neglect, bullying, extreme behaviours, discriminatory views and risk taking behaviour
- Children need support that matches their individual needs, including those who may have experienced abuse

In accordance with statutory guidance all John Willmott School Staff have receive regular safeguarding training and are fully aware of and are in compliance with the following guidance:

- Working together to Safeguard Children (DfE)
- Keeping Children Safe in Education: statutory guidance for schools and colleagues (DfE)
- The Procedures of Birmingham Safeguarding Children Board including Right Service Right Time

BE SAFE

Support

The Royal Sutton School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts within the school will require enhanced DBS (Disclosure and Barring Service) clearance in addition to identification and qualification checks.

We have a large pastoral team who will support your child with any problems they have at school. Their tutor is there to make sure they feel safe and happy at school, but they can talk to any member of staff and they will help them.

We keep a list with our first aid trained staff and make staff aware of any allergies. In addition to this, the catering team display allergens on the counter and all pre-packed food complies with Natasha's Law.

Our Designated Safeguarding Lead Team (DSLs)



Ms V Spawton
Designated Safeguarding
Lead/SPOC



Mrs N Gould
Headteacher



Ms T Richards
Deputy DSL



Miss L Wootton
Family Support Worker



Mr M Grove
Assistant Headteacher

BE A VOICE

The Royal Sutton School PTA

Our parent teacher association is a newly formed group in our school. It aims to bring together parents, teachers and students to raise funds and strengthen the school community.

We are looking for a host of regular volunteers to support our fund raising efforts. All parents are welcome to register their interest. If you can help please email pta@jws.bham.sch.uk. Please title the email 'PTA WhatsApp' and include your name, your child's name and your number. Once your number is checked on our records, we will send you the code to join the community group.



**JOIN US
FUNDRAISE
CELEBRATE** with us
with us

WE INVITE YOU TO JOIN OUR ROYAL SUTTON SCHOOL PTA.
PLEASE PROVIDE YOUR CONTACT DETAILS AND CHILD'S NAME TO JOIN.

Together we will fundraise, celebrate and continue
to grow our wonderful school community.

#Potentialintoreality



POTENTIAL INTO REALITY

YEAR 6 TRANSITION DAY

Wednesday 3 July

**Students should come in their
Primary School PE kit**

Time	Activity	Aims
8.40-9.30	Students arrive at the front of school for a gam start Students registered on arrival	Warm welcome
9:30-9:45	Mrs Gould - Welcome and context of the day	
9:45-9:50	Transitioning to first room of the day	
9:50-11:30	Expectations and Importance of trying your hardest, guiding students to access test READING TEST SPORTING ELITE	High Expectations and turning 'potential into reality' Students will complete one NGRT reading test. This is really important as it allows us to know your reading age and help to set you in the right groups for when you come in September. There will also be a sporting activity. Please remember to come in your PE kit on this day
11:30-11:45	BREAK	

<p>11:45-12:30</p>	<p>Activities with our creative subjects</p>	
<p>12:30-1:15</p>	<p>LUNCH</p> <p>Family style lunch Students sit in their groups with Student Leaders, serving one another</p> <p>Students line up at 1.15 ready to be taken back in</p>	<p>Friendship and gratitude</p>
<p>1:15-2:15</p>	<p>Expectations and Importance of trying your hardest, guiding students to access test</p> <p>READING TEST</p> <p>SPORTING ELITE</p>	<p>High Expectations and turning 'potential into reality'</p> <p>Students will complete one NGRT reading test. This is really important as it allows us to know your reading age and help to set you in the right groups for when you come in September</p> <p>There will also be a sporting activity. Please remember to come in your PE kit on this day</p>
<p>2:15-2:30</p>	<p>Students enter the hall for reflection and thanks</p> <p>2:30 - SLT lead classes out of the hall, through music, through the T Junction to Car Park 2</p>	



THE
ROYAL SUTTON
SCHOOL

POTENTIAL INTO REALITY