



The Castle School

ACHIEVE | BELONG | PARTICIPATE



An introduction to The Castle School
for our new Year 7 students

2023

Our aim is for every child to achieve, belong and participate, and this is at the heart of everything we do at The Castle School

Induction Days 2023

We are looking forward to seeing you on 4 and 5 July. You should come in your primary school uniform and arrive at 8.30am.

Tuesday 4 July

8.30am - come into school by the main entrance and you will be shown through to the Main Hall (along with approximately 240 other new students). If your parents/carers want to drop you off, please ask them not to park on site to avoid congestion (eg Tesco's) and walk over with you to school via Long Run Meadow.

You will be told which House you are in and you will go with your Form Tutor to your form room.

You will spend the day getting to know your way around, meeting your Head of House, buddy and other members of your tutor group.

You will need to bring either money to purchase a school meal or bring a packed lunch. The cost of the main meal is £1.95 or the two course meal costs £2.50.

Lunch is not until 1.30pm so you may get hungry. You can buy a snack during morning break at 11.10am or bring something with you.

Bring this booklet and a well stocked pencil case.

You will finish at 3.10pm. The front of school will get very busy so your parents/carers should meet you in the playground around the side of the school. Brothers and sisters can pick you up in the Main Hall.

Wednesday 5 July

Arrive 8.30am. Please wear your school PE kit.

You can wait in the Main Hall or playground.

At 8.40am, when the bell goes, go to your form room, the same one as the day before.

Today you will have a series of 'taster lessons' but don't worry, some Year 7 guides will make sure you don't get lost.

You will take part in a mini sports tournament organised by Year 8 students.

You will need to bring:
Pens/pencils
Snack or money for break time
Money for lunch or a packed lunch

You will finish at 3.10pm with the same arrangements as Tuesday. You may make your own way home if your parents are happy for you to do so. If your parents/carers are picking you up they should meet you in the playground around the side of school as the front of school gets very busy. Brothers and sisters can pick you up in the Main Hall.

Parents' Evening - Wednesday 5 July

There will be a Parents' Evening on Wednesday 5 July 2023 at 6pm. Please come with your parents so you can introduce your Form Tutor and Head of House to them.



Travelling to School

If you bring a bike you must get off and walk it up the drive. Park your bike in the bike shed, and bring a D lock or chain to secure it. The bike shed will be locked during the day.

Most of you, I am sure, will walk, but if your parents bring you by car it would be advisable not to park on site and use alternative parking (eg Tesco's) to avoid congestion.

At the end of the day, meet brothers and sisters in the Main Hall and meet parents in the playground by the Tennis Courts.

Welcome to The Castle School



My name is:

We all hope that you are really excited about joining your brand new school!

Everything we do at The Castle School is linked to our values of: achieve, belong, participate. You will be able to embrace the many wonderful opportunities on offer at our school and thrive to grow into exemplary young people.

This booklet includes lots of information, as well as some activities to do. Please spend time reading it as it is very useful and will help you to feel reassured.

On your induction days, you will meet your Head of House and your Form Tutor, as well as see some other staff who are in school. You'll find out about all aspects of life at The Castle School and leave looking forward to September when you will be in Year 7.

Questions I would like to find out the answers to:

PERSONAL PAGES

It will be useful for you to write down any information that you have heard during the Induction Day.

Don't forget that it will be quite a long time before you begin your first term at The Castle School.

My Form Tutor's name:

My Form room:

My House name:

My Head of House's name:

The Headteacher's name:



Deputy Headteachers' names:



The date I start: **The day I start:**

Any other useful bits of information:
(Pastoral Support for your House, Welfare Officer...)

On the first day of term, your tutor will be asking you for lots of information. Most of you will know already, but make sure that you know where your parents/carers can be contacted during the day when you are at school. This could be your home phone number, a neighbour's phone number, or your parents'/carers' work number.

Contact name:

Contact number:

Finding Your Feet



Starting a new school is difficult and there is no doubt that the first few days will be hectic. New situations always seem to be more worrying than they actually are, but with a little bit of active preparation you can overcome most problems and find out the answers to most of the questions you are likely to be asking. Don't worry, you are all in it together! Think carefully about the problems and situations outlined below which many Year 7 students come across. How could they be solved in your new school? Find out and write your answers underneath each one.

Help! I missed the bus this morning and I'm late for school. What should I do?

I've forgotten my PIN number for Cashless Catering! Who should I see? What should I do?

I accidentally left my school bag on the bus this morning. What should I do?

I really don't feel very well. Who should I see?

I've been absent for a few days and I've missed a lot of work. What should I do?

I'm lost! I don't know where my class is or what my next lesson is. What do I do?

Knowing what to do

Getting to know you

tutor group



On this page, there are six boxes. Through the day try to fill the boxes as you meet new people. Jot down their name and something about them, eg which primary school they go to, which will help you to remember them in September.

Name:

Fact:

Name:

Fact:

Name:

Fact:

Name:

Fact:

Name:

Fact:

Name:

Fact:

Getting to know people



We will take a photo of your new Tutor Group. You will be able to stick it here and write on as many names as you can remember.

The First Day in September!

School starts at 8.45am with registration in your Form room. You are allowed into the main school buildings at 8.40am.

As you settle into life at The Castle School, you may want to go to the Library before registration, eg if you have some work to finish. You may want to visit the Canteen for some extra breakfast! You are allowed into the Library and Canteen from 8.00am.

Give yourself plenty of time and plan to arrive before 8.40am. You will be reminded where to go in the morning – usually to the Main Hall.

What to bring with you:

- This booklet.
- Pens, pencils, rubbers etc.
- Colouring pencils.
- Packed lunch or money for your lunch on 6 September. Please credit your cashless catering account online on the same day at www.scopay.com or top up with cash at the revaluation machines in the Main Hall.



- Students may have mobile phones with them during the day, but they must be turned off, and kept away during lessons. We would ask parents/carers not to contact students during the day. Mobile phones are the responsibility of the child and we cannot be responsible if lost. They can usually be covered on household insurance.



- You are encouraged to drink water during lessons if you bring it in a 'sports top' bottle. Drinking water regularly helps your brain to learn more effectively (but remember this applies to water only, not other drinks. In ICT rooms or Science Labs, always ask the teacher first). Do not bring cans or glass bottles.

- It is strongly recommended that you also have a calculator. (These are available from the Finance Office at a very good price - £9.50 inc VAT).



Remember – You should put your name on all your personal belongings.

What I need for lessons

It is very important to organise yourself carefully and well. At first it will be hard to remember everything. Your teacher will understand. There are lots of things and people to help you – your plan of the school, your timetable, your Form Tutor and your friends. Soon though, you will be expected to be responsible and remember what you need.

Begin by packing your bag the night before – your timetable will help you to sort this out – have a copy of this near where you keep your school books.

To do well in the classroom, you must have the right equipment. Do not rely on friends to lend you pens, pencils, rulers etc. Instead, rely on good personal organisation.



You will need to bring special equipment to your PE lessons. Remember to bring your kit to each PE lesson.

Below is a check list of the basic equipment that you will need to have with you at all times:

- Black or blue pen
- Pencil
- Ruler
- Scientific calculator (£9.50 inc VAT - available from the school Finance Office)
- Coloured pencils
- Coloured pens for underlining work
- Highlighter pens
- Protractor
- Pencil sharpener
- Rubber

It's a really good idea to have all your possessions marked with your name and Tutor Group.

School Map

Finding your way around the school



Qdos Building

Downstairs

LS Q1 - Q2
Dance Studio Q4

Upstairs

Maths Q12
Gym



Science rooms

P1 - P6

The Sheila Naylor Building



DT rooms
N1 - N2
N11 - N13

Qdos



Dance Q4

Science

Science

Prep room

Science



Science

Staff room



TaCS

Library



Main Reception

Jubilee



Sealy



Dance (DSS)

RTL

Pastoral Hub



Drama (DBS)



Main Hall

T4

Canteen



Sports Hall



Student Reception

Tower



Jubilee Building

Downstairs

MFL J1 - J5
Music J6 - J7

Upstairs

English J11 - J14 &
J17 - J20
IT J15 - J16



Sealy Building

Downstairs

Maths S1 - S4
Resources

Upstairs

Maths S12 - S14
IT S11



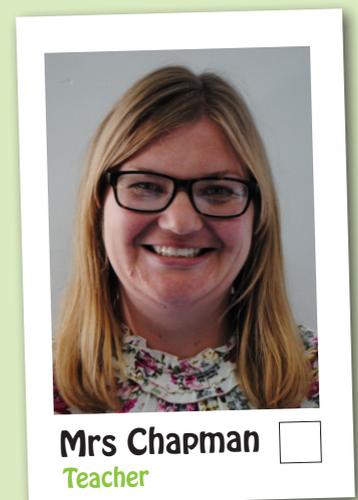
Library

Teachers and lessons

In your present or last school you would be used to one teacher who would have taken you for most or all of your lessons. In your new secondary school, you will find that you will have a different teacher for all of the different subjects that you are studying.

During one week, you will find that you could meet 10, 11 or even 12 different teachers during your lessons and you will see and meet even more as you walk around school.

It will be strange meeting all these new teachers and it will be difficult to remember all of their names and the subjects that they teach. There are also a number of support staff who are here to assist you. The photos below will help you get to know staff. Over the two days, tick next to the photo of each member of staff you see.

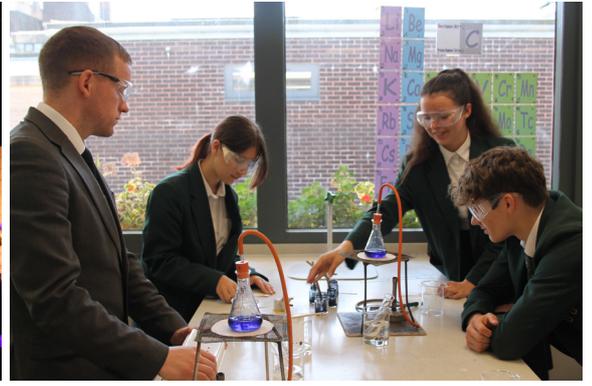


Other staff who can help

Here are a few other members of staff who you will see a lot around school. Every single member of staff at The Castle School is here to help and support you. Here are a few faces that will become very familiar and these members of staff can help you with any problems you may have. Tick the box when you spot them at school!



My Subjects



Some of the subjects which you will be doing at The Castle School will not be new to you ... but others will!

The following is a list of subjects that you will be studying in your first year.

Subject		Teacher	Room
Art			
Technology	Food		
	Textiles		
	DT		
English			
Modern Foreign Languages	French		
	German		
	Mandarin		
	Spanish		
Geography			
History			
Maths			
Music			
PE/Games			
RE			
Science			
Computing			
Drama			
Dance			



HOUSES



When you join The Castle School you will be part of a House. You may have older brothers or sisters who are in one. There are six Houses:

Balmoral (Green)

Lancaster (Orange)

Caernarvon (Mauve)

Buckingham (Red)

Windsor (Blue)

Sandringham (Yellow)



All of the students in your Tutor Group are part of your House. There are students in every year in your House. This is a brilliant opportunity for you to work with and get to know older students from across the school.

You will have a House assembly once a week where you can participate with students from across all years. House assemblies are an opportunity to share and reward students' individual and collective achievements.

Being in a House means that you can represent your House in a variety of activities from sport to languages. Houses compete against each other. You can be awarded House points for exceptional work in lessons and you can also earn points for representing your House.

You can also talk to your Head of House and your Form Tutor if you have any concerns. The Houses also have a Pastoral Support Officer (PSO) who can help you too.





Where to seek help



Help in school

There is lots of help and support available for you in school. Pop along to your pastoral department to find out more, or just come for a chat. You can talk to your Form Tutor, your Head of House or any member of staff. We are all here to help you; you are never alone.



Young people haven't fundamentally changed but the world in which they live has. The pace of change is unprecedented and, with so much uncertainty, it is little wonder that many teens, and those supporting them, are struggling to cope.

The Wellbeing Hub provides a proactive approach to mental health and wellbeing by offering support and guidance for every parent, student and member of staff via three distinct 'Hubs'.

The Wellbeing Hub is live and interactive, with a team of professionals delivering new content weekly, making sure students, staff and parents have what they need, when they need it.

Help outside of school

Here is a list of trusted websites for you:

Childline	www.childline.org.uk
Barnados	www.barnados.org.uk
2BU	www.2bu-somerset.co.uk
LGBT website	www.lgbt.foundation
Mind	www.mind.org.uk
Kooth	www.kooth.com
Drugs and alcohol services	www.turning-point.co.uk/sdas
SWISH – Sexual health	www.swishservices.co.uk

Sometimes asking for help is the bravest **move** you can make. You don't have to go it alone.

Help on our website

If you go to www.castleschool.co.uk/students, click on 'help and support' you will find loads of helpful links to websites on all sorts of topics for example: exam stress, anxiety, friendships and relationships, gaming safely, racism, you and your body and many more.

Pinkery Trips – Autumn 2023

During the Autumn Term, Year 7 students will have an opportunity to stay overnight (on a Friday or Saturday) at Pinkery Outdoor Education Centre on Exmoor. The purpose of the trip is to spend time with other members of your Tutor Group, taking part in a variety of fun activities such as low ropes, mountain boarding, bushcraft and at the same time making lots of new friends!

The dates for the autumn term trips are as follows and as soon as you find out which Tutor Group you are in you can make a note of the date you will be going:

Balmoral

7G1 - Friday 8 September - Saturday 9 September

7G2 - Saturday 9 September - Sunday 10 September

Sandringham

7Y1 - Friday 15 September - Saturday 16 September

7Y2 - Friday 6 October - Saturday 7 October

Lancaster

7O - Saturday 16 September - Sunday 17 September

Buckingham

Saturday 7 October - Sunday 8 October

Windsor

Friday 13 October - Saturday 14 October

Caernarvon

Saturday 14 October - Sunday 15 October





Sports



At The Castle School, there are plenty of sports clubs that offer great quality and variety. Most clubs are completely free of charge, and you can attend as many or as few as you want. Clubs are on before school, during lunchtimes and after school, so there are loads of opportunities to get involved. Apart from a few clubs, we do not specify gender, so anyone can attend.

How do you join clubs? In September, the PE staff will go through what's going on in PE and information will be available on the website and on all the notice boards around school. All you need to do is turn up and give it a go, maybe even bring a friend. It could be the best decision you make – you'll make new friends, get a chance to represent the school or your House and get fitter!



Art and Music

Art and Music



In the first lessons during Year 7 your teachers will tell you about many of the exciting clubs and projects that we have happening in the Arts.

sessions on printmaking, knitting, textiles, sculpture and photography. Performing Arts also run a drama and dance club.

There are opportunities to get involved in music activities that run during lunchtime sessions and after school. These include choir, rock band, steel pan group and orchestra.

In Music, Art, Dance and Drama there are special projects taking place throughout the year. These will be advertised by your teachers and through our daily bulletin; they include a musical production, music concerts, House Dance competition, a variety show 'Castle's Got Talent', making sets for school plays, and getting involved in our House art competition.

There will be a variety of Art clubs running throughout the year including an exclusive Year 7 art club, art room drop-in sessions and previous clubs have included specialised



Do the right thing

Arrive on time.

Sit down quietly, especially if a teacher has not arrived, or wait quietly in line outside the room if you are not normally allowed in without a teacher.

Ask if you do not understand.

Always show kindness and respect.

Move calmly around school.

Don't be afraid to answer a question.

The Science Labs and Design Workshops are areas of the school where it is especially important to listen to and learn the safety codes.

Make sure you follow the uniform policy.

As well as listening, if you see someone else doing something dangerous – tell them. You may prevent an accident.

Listening and understanding are two very important skills. By listening you will learn about The Castle School and will know what to do.

Always be courteous and polite.

Most activities at school are safe, but there are some learning areas in the school buildings that are potentially dangerous.

Put your chair under your desk when you leave the room.



Presentation of Work

If you follow these ten golden rules, you will get good marks for presentation.

1. Write in blue or black pen.
2. Draw in pencil.
3. All work must have a date.
4. All work must have a title.
5. All titles must be underlined with a ruler.
6. Put one neat line through any mistake that you make.
7. Keep your book organised – don't leave large spaces between pieces of work.
8. Finish each piece of work.
9. Do not scribble or doodle anywhere in your book.
10. If you are away, you must copy up missing work.

Follow the
golden rules.



ABOUT HOMEWORK

At The Castle School, we use the ClassCharts website and apps to support many aspects of school life. We have found ClassCharts to be exceptional in terms of our ability to communicate successfully with families. Parents and carers, as well as students, can download versions of the ClassCharts app to their devices. All log in details will be circulated once you join the school.



ClassCharts allows you to monitor:

- **attendance**
- **timetable**
- **positive House Points given for successfully meeting school values of achieve, belong and participate**
- **negative behaviour points given where there has been a breach of the Behaviour for Learning Policy**
- **any detentions that may have been set**
- **ClassCharts also has a Rewards Store, where students can spend their hard-earned House Points on something they choose.**

All of the homework set by teachers at The Castle School is written on to ClassCharts, with clear detail as to the task itself and the due date. This means that parents and carers can monitor this and keep track, so that all work is completed as expected.

You will also be given a homework timetable so that you know when to expect work from different subjects. Some homeworks will be set regularly and be fairly short; others may take the form of longer projects.

If you have some research to do, a good place to do this is in the school Library. It is open before school starts, at break, at lunch and after school finishes. The Library has lots of good resources to help you complete your projects and research to a high standard. The Library is open from 8.00am – 5.00pm.

Here are some useful hints from last year's students:

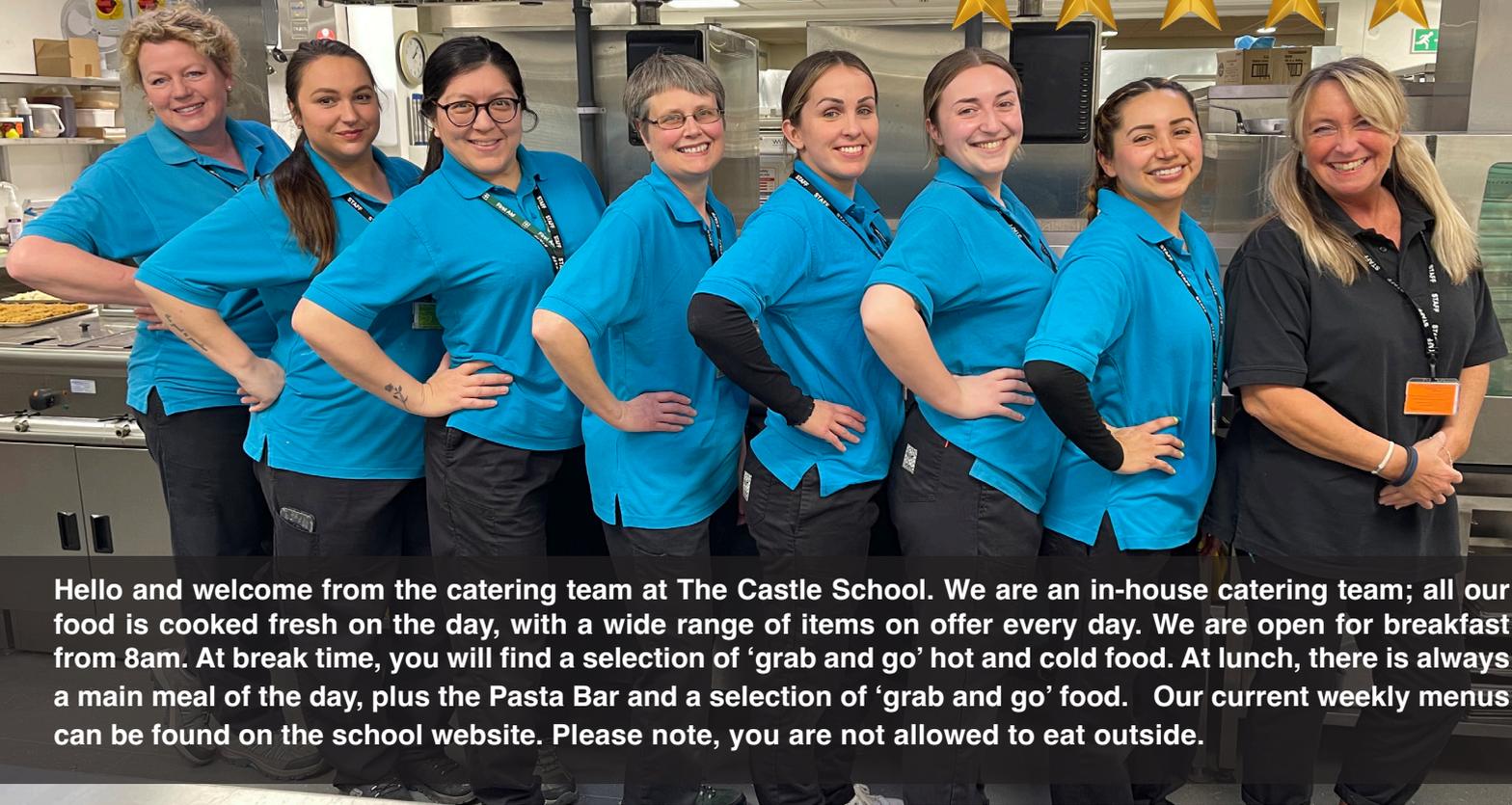


'Put your mobile phone to one side when doing homework as it is really distracting.'

'Try to get into a regular routine by doing your homework as soon as you get home so that you have the rest of the evening free. Do not watch TV and do your homework at the same time.'

'If you find your homework too difficult, or you do not understand it, don't panic. Your parents may be able to help you, but otherwise just ask the teacher.'

The Castle Canteen



Hello and welcome from the catering team at The Castle School. We are an in-house catering team; all our food is cooked fresh on the day, with a wide range of items on offer every day. We are open for breakfast from 8am. At break time, you will find a selection of 'grab and go' hot and cold food. At lunch, there is always a main meal of the day, plus the Pasta Bar and a selection of 'grab and go' food. Our current weekly menus can be found on the school website. Please note, you are not allowed to eat outside.

Breakfast 8.00 - 8.40am

Tea, coffee, hot toast with preserve, hot chocolate, bacon sandwiches in fresh bread or toast, fresh fruit salad, cereals.

Morning Break 11.10 - 11.30am

Sandwiches, small and large baguettes, home-made cakes, pizzas, pasta in a sauce, rice (stir-fried) in sauce and vegetables, fresh fruit, grapes, melon, noodles in a sauce, cheese and ham toasties, roasted vegetables.

Lunch 1.30 - 2.20pm (example)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Main meal choice	Curry bar Served with vegetable rice	Sausage, mash and beans	Beef chilli with vegetable rice	Roast Day with roast potatoes and veg	Fry Day Chip shop mains with beans/peas
Main meal choice (vegetarian)	Veggie curry Served with vegetable rice	Veggie sausage, mash and beans	Veggie chilli with vegetable rice	Veggie Roast Day, with roast potatoes and veg	Chip Shop selection with beans/peas
Vegetables and Potatoes	All main meals served with a selection of vegetables and potatoes of the day.				

Also available daily: Pasta choice, various filled baguettes, paninis, sandwiches, rolls and wraps, fresh salads, snack choices, cold desserts, cookies and tray bakes

ALL MADE IN-HOUSE AND FRESH ON THE DAY.

The Castle School Price Tariff

(prices correct at time of printing)

Chef's Special		Sandwiches & rolls	Jacket potatoes
Main meal	£1.95	Premium filling sandwiches £1.70	Plain £1.10
Vegetarian choice	£1.95	Standard filling sandwiches & baguettes £2.05	+ 1 filling £1.45
Panini	£2.05	Tortilla wraps (hot) £1.95	+ 2 filling £1.80
Hot pudding	85p	Naan (various fillings - hot) £2.15	Wedges £1.10
Meal deal (two courses)	£2.50	Salads	Drinks
		Self-service salad bar - with protein item £1.90	Flavoured waters 330 ml 85p
		Self-service salad bar - with non protein item £1.40	Fizzy fruit drinks 330 ml 95p
		Pizza	Plain water 330 ml 60p
		Home-made pizza slices 95p	Plain water 500 ml 85p
		Sweets and puddings	Flavoured milk VIVA 95p
		Cold sweets from 60p	Fruit juice 200 ml 85p
		Fresh fruit from 45p	
		Fresh fruit pots 70p	
		Cakes and biscuits 85p	



Delicious food



My Journey

to School

The Castle School is very close to a main road and we want you to be safe. When you come to school, you may walk, cycle, catch a bus or travel in a car.

**Read the next few sentences carefully.
They may save your life or that of your friends!**

If you catch a bus:



Take care when getting on and off the bus. Do not cross the road until the bus has pulled away. Always wear your seatbelt.

If you walk, remember:



- Not to walk to or from school alone.
- Not to talk to strangers.
- To ensure you have your mobile phone on you and make sure it's fully charged.

- Do not hesitate to dial 999 if you are approached by a stranger and to tell the police 'I am a child in danger'.
- Return to school if that's closer than home and see a member of staff.
- Take care when crossing side roads.
- Cross Wellington Road at the pelican crossing.
- Wait until the green "walk" sign comes on before crossing.
- Use the zebra crossing on the school drive.

If you cycle:



- Wear a bike helmet.
- Dismount and use the pelican crossing if you want to cross Wellington Road.
- Wait until the green "walk" sign comes on before crossing.
- Push your bike down the drive, use the pavement.
- Leave your bike locked up in the bike shed.
- If you have an appointment during school time ask Main Reception for the key. You can do this just before you need to leave and you will need to return the key before you go.
- Do not leave your bike in the bike shed over night.

If you come by car:



Make sure that you are dropped off away from the main road, and out of the path of the students cycling.

Please do not come up the drive as it gets very congested.



The Castle School

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