



YEAR 6 WELCOME PRESENTATION

July 2022



Siobhan Evans
Principal



Lorna Pountney
Assistant
Principal



Nathan Ellis
Key Stage 3
Leader



Fern Linnell
Head of Year 7

Transition Nerves?



We're here for you and your child!



Year 7 Form Tutors

Form	Tutor
A	Jethro Woolley - woolleyj@ashlawn.org.uk
B	Stacey Essam - essams@ashlawn.org.uk
C	Jamma Khan - khanj@ashlawn.org.uk
D	Nici Seadon- seadonn@ashlawn.org.uk
E	Shikisha Mabbott - mabbotts@ashlawn.org.uk
F	Wendy Pickering - pickeringw@ashlawn.org.uk
G	Shoumick Chakravarty - chakravartyc@ashlawn.org.uk
H	Lucy Rogers - rogersl@ashlawn.org.uk
I	Tamsin Summers - summerst@ashlawn.org.uk
J	Neil Taylor - taylorn@ashlawn.org.uk

Form tutors will make contact with you via email, within the first two weeks of term, in order to introduce themselves.



Pastoral Care

- One of the most important elements of school.
- Ashlawn School has an outstanding pastoral team who offer care, guidance, support and swift intervention for all students.
- We want all of our students to feel safe, happy and confident.
- The Head of Year has responsibility for their year group on a day to day basis, monitoring all aspects of a student's experience including attendance, behaviour and academic progress.
- Tutors meet their tutor group every morning and they are the first and key provider of student support.
- Students are also given additional support, as required, by our Learning Development Department, SENco and well being leads.
- We have a superb safeguarding team who are available every hour of the school day.
- We also work with external agencies to ensure that our pastoral care is effective and takes into account the needs of every student.
- You are part of the team too!



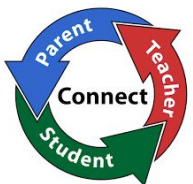
Contacting School - Desired and Correct Approach

We would always encourage you to get in touch with us if you ever have any questions, concerns or worries. Likewise, we love receiving positive and / or constructive feedback from our parents too!



Guidance for Making Contact

- Contact Form Tutors, via email, in the first instance. If we can't answer your query we will triage it to the right colleagues who will get back to you as soon as possible.
- For any emergencies please call main reception who will assist you to the very best of their abilities. They will pass messages to students and get appropriate members of staff to contact you regarding your query.
- If you have a safeguarding concern call reception and ask to speak to a Designated Safeguarding Lead or send an email to safeguarding@ashlawn.org.uk
- Please do not arrive at reception to see a member of staff without having called ahead to make an appointment. Our pastoral staff teach lessons, attend various meetings and are generally very busy members of staff. As such, they may not be available to meet with you and so you must make an appointment.



Contacting School - Email Protocol

Our staff follow an email protocol and we would really appreciate it if you were able to adhere to this too.

- Staff will check and respond to emails between 8am and 5.30pm.
- Should an email be composed outside of these hours it will be 'schedule sent' at a time between these hours.
- Our staff are diligent and hardworking and if they receive an email outside of these hours they may feel obliged to respond. It is important for our staff to achieve a work-life balance and as such if you can support them by only sending emails between 8am and 5.30pm we would be very grateful.



Uniform

Ashlawn Uniform (Years 7-11)

Following the recent survey of students, parents and staff about uniform, please find below the updated Ashlawn Uniform that has been agreed with the Academy Improvement Management Board.

Core Uniform

- Ashlawn School logo polo shirt (Burgundy for Years 7-9 and Black for Years 10-11)
- Black, smart, tailored, trousers (please note that trousers should be full length, in a fabric suitable for formal wear and have a button and zip. Trousers that have rivets or stitching like jeans are not permitted. Leggings are not permitted.)
- Ashlawn School logo knitted jumper/cardigan (if student wishes to wear a jumper)
- Plain black leather or leather look shoes or trainers

Optional Uniform Items

- Ashlawn School logo pleated skirt
- Ashlawn School logo shorts

PE Kit

Core PE Kit

- Ashlawn School PE t-shirt
- Ashlawn School PE shorts/skort
- Royal blue socks
- Trainers

Additional items

- Rugby/football boots
- Gum shield



Other PE items are also available to purchase but these items are not required. Please note that we only ask for the new style PE kit to be purchased if you choose to purchase new items. We encourage handing clothes to younger siblings/family/friends or purchasing second-hand.

We encourage parents and carers to purchase uniform items from the PTA Uniform shop. Good quality pre-loved uniform items are available at very low prices.

Other Uniform Notes

- Makeup should be subtle and designed to enhance rather than accentuate features.
- Students may wear one pair of stud earrings and one watch. Please note that earrings **must** be removed for PE so care should be taken when choosing when to pierce ears.
- No other jewellery is permitted. **All other jewellery, including any facial piercing jewellery, will need to be removed upon entry to the school site.**
- Hair should be of a colour that is considered natural. Extremes of hair colour are not permitted. Hair should be styled in a neat style that allows participation in all activities. Longer hair will need to be tied back for PE and other practical activities and should not cover eyes during lessons.
- Nails should be of a length suitable for all activities, including PE. All nails should be short and in a neutral colour. Please note that students will need to file down long nails. Please do not allow extensions during the school term unless you are happy for your child to be directed to file them to a suitable length for all school activities.



Uniform

We believe that a school uniform is part of a school's culture and it gives our students a sense of belonging to our school. It also prepares students for the expectations around standards of dress in the wider world of work.

How can parents / carers help?

- Get uniform ahead of time - Webb Ellis / Scallywagz / PTA
- Ensure that uniform is clean and easily available for students - make them part of the routine!
- Check your child's appearance / standard of dress before they leave for school.
- Don't allow piercings, which are not in line with the school's uniform policy, to be had until the very start of the summer holiday
- Support the school's position regarding the importance of meeting expectations regarding standard of dress and appearance.

Most common issues:

- Incorrect footwear
- False nails
- Rolled up skirts
- Inappropriate piercings
- Leggings
- Incorrect coat colours



UNIFORM - SUPPLIERS

All uniform must carry the Ashlawn logo/monogram and is available from the following suppliers:-

- Webb Ellis Ltd, 5 & 6 St. Matthew's Street, Rugby, CV21 3BY.
Telephone: 01788 567777.

- Scallywagz, 82 High Street, Daventry, NN11 4HU.
Telephone: 01327 700069.

- PTA Second Hand Uniform Shop - Usually the last Saturday of each month, please see our school calendar on our website (www.ashlawn.org.uk/calendar) for dates.



Timetable and Preparation

How can parents / carers help?

- Ensure your child has their laminated timetable / printed copy of their timetable each evening.
- You can check your child's timetable on edulink too.
- Help establish a bag packing routine each evening - check that books packed match the lessons for the next day, ensure that your child is equipped to learn too!
- Contact form tutors if at any stage your child loses their timetable.
- Ensure your child has their PE kit on PE days!



Being Prepared

How can parents / carers help?

Ensure that your child has the following items:

- A two strapped durable backpack suitable for carrying A4 sized books.
- A pencil case
- Pens - black and green (for responding to feedback)
- Pencils
- A sharpener
- A rubber
- Highlighters
- Ruler
- Whiteboard pen
- An appropriate aged reading book which stays with them at all times.
- A watch
- A calculator
- A protractor
- A compass



Edulink

A particularly important application that can be accessed online using a web browser or by downloading it on a smartphone or other smart device.

All parents should download and then access Edulink regularly. We recommend using the school's guide to help you get oriented with Edulink. Edulink will be available from September for you to use.

[Edulink User Guide](#)

How can parents / carers help by using Edulink?

- Check your child's timetable and help them get organised.
- Check homework that has been set and completed by your child.
- Review achievement points, behaviour points, attendance data and school reports.
- Communicate with teaching staff.
- Report absences and update details.



Punctuality

School gates are open from 8.30am-8.45am and if students arrive after this time they will be marked late. We believe that it punctuality is important as it reflects that reality of working life and the expectations that employers will have.

How can parents / carers help?

- Bedtime routines are crucial.
- Ensure that students are getting 9-11 hours of sleep each night.
- Do not allow your child to have their mobile phones in their bedrooms at night.
- Wake your children or have them set alarms.
- Have a child lay their uniform out each night before bed.
- Ensure that there is time for breakfast before leaving for school.
- Have students pack their school bags the night before and leave them by the door.
- Have your child leave on foot or leave with them by care with sufficient time to reach school before the gates close at 8.45am.
- Check edulink regularly to monitor punctuality to school in the morning and to lessons throughout the school week.



Attendance

There is a strong correlation between attendance and attainment. As such, having excellent attendance puts students in a better position to fulfil their potential.

- 90% = $\frac{1}{2}$ day a week = 4 weeks a year
Over 5 years this equals $\frac{1}{2}$ a school year
- 80% = 1 day a week.
- Over 5 years this equals 1 school year



We aim to achieve 100% attendance wherever possible.

How can parents / carers help?

- Genuine illness cannot be helped but please keep the school informed by reporting illness using edulink or the following phone number: **01788 532831**
- Support our message that attendance at school is crucial if potential is to be fulfilled.
- Sometimes students are 'ill' when there are other reasons for not wanting to go to school - as parents you will likely get a feeling for when this might be the case.
- Communicate with us if you have any concerns about school avoidance.



Home Learning Activities

All homework will be set on Edulink which is an app that can be downloaded by parents/carers in order to receive notifications regarding the work being set.

Home Learning Policy



How can parents / carers help?

- Check Edulink regularly to see what homework has been set.
- Support students with home learning activities.
- Use home learning as an opportunity to discuss wider learning and explore other interests and issues raised. .
- Contact subject teachers using Edulink if you have any queries or concerns regarding home learning activities.

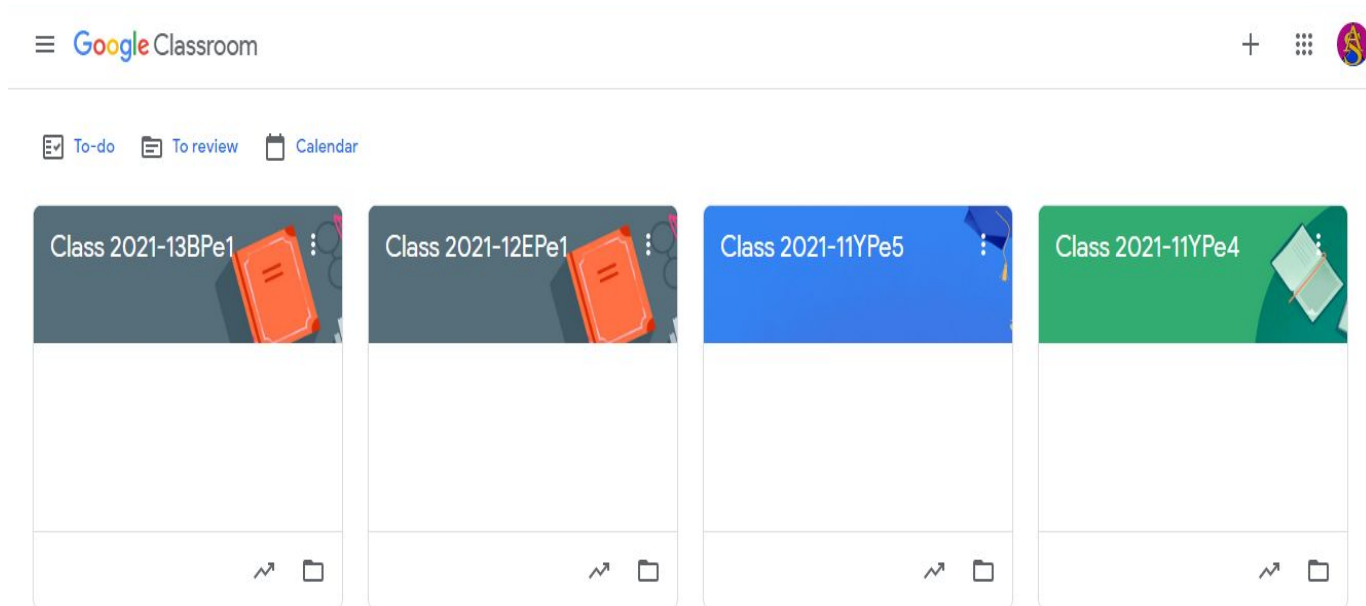


Google Classroom

Each teacher will have a Google Classroom set up for all of their classes. Students are automatically added to classrooms but if an additional classroom is created they will be given a code to join.

Google classroom is used to post homework tasks as well as for sharing key learning resources.

Students can access the classroom to see their homework tasks and they can also send messages to subject teachers using this platform.



Parent Pay and Food at School

Ashlawn is a cashless school and we accept payments online for items such as dinner money, school trips and School Fund donations using a secure website called [Parent Pay](#).

How can parents / carers help?

- Complete the Ashlawn School registration form to gain access to Parent Pay.
- Ensure that meals have been ordered in advance of the school day starting.
- Top balances up if you would like your child to be able to purchase items before school or during break.
- Review your account regularly to review purchases made by your child.
- Contact the school if you are having any difficulties with Parent Pay.
- You can apply for free school meals using this link: [Free School Meals](#).



Mobile Phones / Emerging Technology

- For Years 7-11 mobile phones are not allowed to be used in school.
- This is to prevent disruption of lessons and to avoid the possibility of theft and inappropriate use.
- If a student needs to phone home they can do this from Student Services or the appropriate Head of Years office.
- If a parent needs to contact a student urgently then they should telephone the school and a message will be taken to the student immediately.
- If a student needs to have their phone before or after school then they should hand it in to their Head of Year at the gate in the morning. They can then collect it at the end of the day from student services.
- Should a student have a mobile phone in school it will be confiscated and will have to be collected from reception by parents/carers.
- If this should happen to your child you will be telephoned by reception or the Head of Year to arrange a time to collect the phone.
- If you arrive at school without contacting the Head of Year then it may not be possible to collect the phone, as it will have been locked away in a secure area.



Mobile Phones / Emerging Technology

How can parents / carers help?

- Only allow your child to bring a mobile phone to school if you feel it is imperative for their safety during their commute to and from school.
- Encourage your child to hand in their mobile phone when they arrive at the school gate.
- Ensure that your child knows the rules regarding using a mobile phone at school and the safeguarding risks that doing so can create.
- Support the school should your child's phone be confiscated and reiterate our expectations regarding mobile phone use on the school premises.



Advice on Safeguarding Your Children

How can parents / carers help?

- Debrief your children on their day - check in regularly and meaningfully.
- Encourage structured socialising - don't allow your children to 'roam' the neighbourhood.
- Ensure you know where your children are and who they are with.
- Have oversight of your child's mobile devices and internet access.
- Do not allow your child to join 'group chats'.
- Highlight the dangers of sharing information, photographs and videos online.
- Prevent social media use until the required age of 13.
- Liaise with the school if you are concerned about your child at any stage.

**Keeping
children safe
is everyone's
responsibility**



Social Media/Whatsapp

Talk about what they do online – do you know what they are doing online?

Ask them who they interact with online and always mention for them to not to accept friend requests from strangers.

Teach them to limit what they share, i.e., their personal details such as their full name, school, address, family/friend information, etc.

Ensure that you know how to block, mute and report on different platforms.

Remind them that once they post something online, they can't take it back. Even if it is deleted from a site, you have little to no control over older versions that may exist on other people's computers which may circulate online.

Review their “friends lists” regularly – you should limit their friends list to only people you/they know.



Supporting the School

How can parents / carers help?

- Be a part of school community and work with us in partnership to achieve the very best outcomes possible for your children.
- Treat all of our staff with respect.
- Speak to us when you have worries, concerns or questions.
- Please book appointments to speak to staff and do not turn up without a pre-arranged appointment.
- Support our school policies and do not undermine them. They are there to safeguard students, push them to fulfill their potential and prepare them for life beyond school.



Home School Agreement

- Will make sure my child attends school, in the correct uniform, arrives on time and is properly equipped
- Understand that holidays taken in term will not be permitted except in exceptional circumstance
- Will encourage my child to adopt a positive attitude and help them to give their best effort. Support my child in home learning by checking and signing the success planner each week
- Will contribute at parental meetings and discussions about my child's progress
- Will support the school's policies, guidelines, rewards and sanctions procedures including after school detentions
- Will make the school aware of any successes, achievements, concerns or problems that might affect my child's work or behaviour by writing in the planner, letter or phone as appropriate
- Will encourage my child to participate in the extra-curricular opportunities offered by the school
- Will allow, as part of its drive to continue to raise standards in learning and teaching, Ashlawn School to use video and electronic imaging of students, for example in P.E, for staff training, to promote the school and for school record purposes.
- Will allow the school to use images of my child in their weekly newsletter and on their Social Media accounts. If I do not consent to this I will notify the school directly.
- Accept that the school premises is protected and monitored by CCTV images and these images will be used in accordance with our CCTV Policy.'
- Will ensure that my child adheres to the school's mobile phone policy (included in the Welcome Email) and understand that I will be required to collect any mobile phones that are confiscated under this policy.
- I will contact the school if I have a concern and will model good social media conduct by refraining from making negative comments about anything pertaining to school. I will use the complaints policy if necessary.
- Understand that the school may be required to share personal data in limited circumstances with external service providers to the education sector which assist the school such as online records or payment systems.

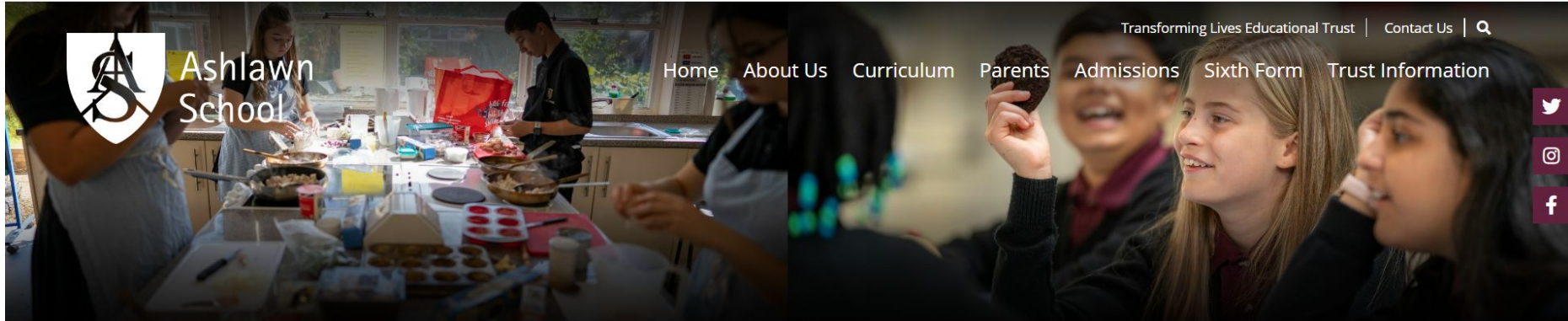


Additional Opportunities

- Foreign Language Trips
- Ski Trips and Sports Tours
- KS3 Bushcraft Trip
- KS3 Drayton Manor Trip
- Year 10 Work Experience
- Year 12 Work Experience
- Year 11 Residential
- Year 12 and 13 Outlook Expedition
- Charity Fundraising
- University visits, including Oxbridge talks and visits
- Sports Teams
- Theatre Productions
- Choir and orchestra
- Clubs and Societies
- Theatre Trips
- Inter-form Activities
- Year 7 Day Trip



The School Website



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WELCOME YEAR 7

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Transition Work

- There are optional transition tasks available on the Ashlawn school website.
- The Bingo Challenge is due Friday 15th July for anyone who would like to participate
- The Subject specific transition work is optional and this can be handed in to subject teachers.
- Students who have completed a substantial amount of transition work will be recognised and rewarded by their Head of Year.
- There are also transition materials available on our website to support parents too.

Bingo Board - Challenges

Challenge One	Challenge Two	Challenge Three	Challenge Four
Take a photo of yourself reading a book in the strangest / coolest / funniest place that you can! Make sure that this is a safe space!	Spend 30 minutes outside exercising. Take a picture doing your activity and tell us what you have done!	Tell us the names of the following staff: The Principal Head of Year 7	Complete a random act of kindness and let us know what it was! Do something that will make someone else smile!



Summer School!



**Tuesday 30th August -
Thursday 1st September**



The First Week of School

Wednesday 7th September - Y7/12 in school with form tutors.

Thursday 8th September - Y7 on trip to Beaudesert Activity Centre

Friday 9th September - All year groups in school with form tutors.

Monday 12th September - All year groups following normal timetabled lessons.



Trip - Beaudesert Outdoor Activity Centre

Thursday 8th September

- Team building day
- Getting to know staff and students outside the classroom.
- 4 different activities including climbing activities, bushcraft activities, team building activities and target activities.



Time	Event
7.45am-8.00am	Students arrive at school and register no later than 8am
8.15am	Coach departure from Ashlawn School
10.00am	Arrival at Beaudesert Outdoor Activity Centre by 10am
10.00am-11.15am	Activity One
11.15am-12.30pm	Activity Two
12.30-1.00pm	Lunch
1.00pm-2.10pm	Activity Three
2.15pm-3.30pm	Activity Four
3.30pm-3.40pm	Depart from Beaudesert Outdoor Activity Centre
4.45pm-5.15pm	Arrive back at Ashlawn



Key Contacts for September

Mr Pyle (Key Stage 3 Leader)

pylec@ashlawn.org.uk

Mrs Linnell (Head of Year 7)

linnellf@ashlawn.org.uk

If you have a safeguarding concern you can reach our safeguarding team using the email below.

safeguarding@ashlawn.org.uk

You can contact the school directly on 01788 573425.

The school may contact you via text message using the following numbers so please have these saved in your phone.

- Ashlawn Attendance: 07624 816522
- Ashlawn General Administration: 07624 816513



Ashlawn School - Social Media

Facebook - Ashlawn School

Instagram - ashlawnschool_rugby

Twitter - @AshlawnSchool



Questions and Queries

At this stage of the evening we would like to invite you to join our staff in having some refreshments outside.

This will provide you with the opportunity to speak to our staff about our wonderful school and the exciting opportunities that await your children.

Should you have any questions after this evening's event please do not hesitate to contact us!

