

Christ the King

Catholic Voluntary Academy



Year 7

Information Booklet

Introduction

Welcome to Christ The King Catholic Voluntary Academy.

I am delighted that you have chosen to come to our school and I am sure that you are going to enjoy being here with us. You will have the opportunity to meet many new people that are part of the Christ the King family; new teachers and children that have come from different primary schools.

I hope that you will settle down quickly, make new friends and get to know your way around. We appreciate that the current situation is likely to make you feel a little more anxious about moving to a new school in September, but we will do all that we can to make sure that you settle in as quickly as possible.

This booklet will help you find out more about your new school before you arrive in September.

Please read this booklet carefully and keep it safe; you will find it useful during the first few weeks. If you have any questions about school, there are a number of people you can talk to: your Form Tutor, your Achievement Leader or an older student who already knows the school.

We are all delighted that you are joining us and I wish you every success for a bright and prosperous future here at Christ the King Catholic Voluntary Academy.

Good luck and God Bless.

Miss J Love
Head Teacher

What Will Happen?

In the first few weeks you will:

Be Given Your New Timetable and Homework Timetable

This will allow you to plan for yourself; to decide which books or what equipment should go in your bag for the next day and what work needs to be done. After the first full timetable you will have seen all your new teachers and rooms. Nothing much will change for the first year after this.

Be Likely to Get Lost

You will probably get lost at some time in the first few weeks. Do not worry, that's quite normal! Everyone will be the same, new teachers as well. There will be plenty of people to ask and your teacher will understand if you are late because of this.

Join Clubs

You will soon be finding out about all the other things that happen at school outside of lessons. This will include clubs and activities that you can join. These are opportunities to meet other people; find out new things and enjoy yourself.

Have lessons in specialist workshops including the Food Room, our Science laboratories and the facilities in Design Technology.

This will be a great chance to use all the new and exciting high tech equipment available.

Get to Know all of Your New Teachers

You will get to know your teachers and they are looking forward to getting to know you. This will not take long. Remember, first impressions are important, so do your best from day one!

School Badge



This is the badge and motto of your new school.
The motto says
"Christ Conquers Christ Reigns"
It is from this that we get the name of our school:

The next few years of your school life will be full of opportunities.
You will:

- Meet and make new friends
- Science is taught in specialist laboratories
- Use tools, machines and equipment to make a whole range of things in Technology
- Learn at least one new language
- Use new computers and computer programmes and develop your information and communication technology skills.
- Spend time learning about a wide range of subjects from teachers who are specialists in each subject.
- Have the opportunity to join clubs.

Top tips for Success at Secondary School

Always aim to:

- Do your very best in everything you do
- Do as you are told by your teachers (and parents)
- Be organised
- Be polite to everyone you meet
- Have a go at everything that is on offer

Your First Weeks

You will probably be feeling apprehensive, nervous, or excited. You can be sure that almost every other student in your year group will be feeling the same. It is nothing new or unusual. Everyone wants the very best for you and will be doing everything they can to help you to settle in.

What to Expect

During the next two years you will study a wide range of subjects with a different teacher for each. Your teachers will already have some idea about the things you have done in your primary school from teacher

assessments from your old school. They will all want to help you to continue to improve and make the progress which you are capable of.

Be Well Organised

With 5 separate subjects each day, homework tasks every evening, life will be getting busy. If you are going to be fully prepared for each lesson and any out of school activities, it is important to be well organised.

Plan Your Day

Do this the night before. Check you have all the books, homework and kit you need for the next day. Take out anything you do not need so that you do not make your bag heavier than necessary. Have a copy of your school timetable and homework timetable at home; this is something your parents can then check with you.

Be on time

Always arrive to school, to acts of worship and lessons on time. Being late to lessons will incur a mark on your Uniform and Equipment card. , Being late to school in the morning will automatically put you in a half an hour detention with the senior leaders of the school.

Homework

We expect students to complete three pieces of homework per night (approximately 20 minutes on each of the set subjects) as well as read for 20 minutes twice a week. Homework will be mainly set from the Knowledge Organisers.

The homework timetable helps you to organise your time to ensure that you complete all homework by the date it is due. This will also make sure that you do not leave it all until the night before it is due in. If you find you are unable to do a piece of homework, you will have time to ask your parents, friends or teacher for help **BEFORE** it is due in. Use your school planner to record homework properly. Note down your task, subject, time taken (when completed) and date due.

Aim to have a place at home where you can work. Remember, no matter what you think, you cannot do your best in front of the television. Always do your best with all your work and always aim for the best possible grades. We also have a homework club after school in the LRC which will help you to complete your homework tasks. The club is open to everyone until 4.30pm from Monday to Thursday.

The Students You Will Meet

You will be one of approximately 155 Year 7 students and you will be placed in a teaching group of about 30 students. Students come from our four partner primaries and up to 40 different primary schools covering a large part of Nottingham. If you look at a map, you will be able to find places like Carlton, Bakersfield, Gedling, Arnold, Hucknall, Bestwood, St Anns, Mapperley, Rise Park, Basford and Calverton. Students come from all of these places.

Even if you are the only student from your primary school to come to Christ the King this year, you have no need to worry. There will be others in exactly the same situation and, like you, they will be keen to meet and make new friends.

The School Buildings

There are 3 buildings – the Main Building (which is made up of the lower and upper floors), Emmanuel Building and the Regis Building. The classrooms, Science laboratories, Technology, Art and Music, Drama and ICT rooms are situated in these buildings.

There is also a Gymnasium, Sports Hall, Dining Room and Assembly Hall as well as a Learning Resource Centre which is full of books, computers and reference facilities.

As stated earlier, you will no doubt get lost at some time in your first few days at the school. Do not worry – there are plenty of people who will be only too willing to show you around or direct you. You will be provided with a map to help you over the first few days.

Your Form Tutor

- may not teach you for a lesson but, like your primary school



- teacher, they are there to help you.
- is the first person to talk to if you have a problem.

- is the person your parents need to contact if they have any concerns.
- is the person that other students and teachers will talk to if they have a problem with you.

Usually your Form Tutor will be able to sort things out. If not, the matter will be passed onto your Achievement Leader.

The House System

The school is organised into five houses, led by a Head of House and a team of tutors. Each House includes students from Year 7 to Year 11.

This system promotes continuity, so that the Head of House and Tutors can get to know students and their families really well during their time with us. It allows more effective monitoring of students' progress and achievements across all subjects.

The House system encourages the development of a wider variety of inter-house activities and competitions. There are five Houses and they are named after places of Christian pilgrimage. They are:

Lindisfarne Walsingham Holywell Canterbury Iona

Staff List

Head Teacher	Ms J Love
Vice Principal	Mr A Riding
Assistant Principals	Mrs L Bator, Mr P Baxter and Miss M Tyrrell
Transition Co-ordinator	Miss M Tyrrell
Year 7 Achievement Leader	Mr K Farrell
Chaplain	Mr Joe McCay
Assistant Chaplain	Miss M Masterson

You can add other members of staff involved in your life at school in the spaces below:

Head of House

Form Tutor

English

Maths

French

History

Geography

Science

R.E

P.E

ICT

Technology

Art

Music

Drama

My tutor group is:

My tutor room is:

What to Bring to School

1. Your bag for carrying your equipment
2. Your pencil, pen, ruler, sharpener, coloured crayons – all in a pencil case
3. Your Planner
4. Your Knowledge Organiser
5. Your books for the day
6. Your reading book
7. PE Kit on the days which you need it
8. Your school bus fare or bus pass
9. The homework which you have to hand in on that day (this will usually be in your Knowledge Organiser)
10. Any absence notes or requests for leave of absence

Uniform

Girls

- Black blazer with school badge
- School skirt or school trousers, embroidered with the Christ the King emblem. (These are available from Just-Schoolware in Arnold)
- White blouse
- Clip-on School tie (compulsory)
- Black V-necked pullover (optional) - no cardigans, motif or trim
- White or grey socks or flesh-coloured, grey, black or white tights
- Dark outer coat or anorak - no leather or denim
- Sensible shoes – dark coloured
- No trainers or canvas shoes

Boys

- Black blazer with school badge
- White shirt
- Black trousers (not jeans or cords)
- Clip-on School tie (compulsory)
- Black V-necked pullover (optional) - no cardigans, motif or trim
- Dark outer coat or anorak - no leather or denim
- Sensible dark-coloured shoes
- No trainers or canvas shoes

Jewellery

No jewellery should be worn except an inexpensive watch and one small stud in each ear.

Physical Education in Year 7

All students take part in PE. It is a very enjoyable subject and you will learn and take part in a range of activities such as:

Netball	Athletics	Table Tennis	Football
Tennis	Futsal	Gymnastics	Cricket
Rounders	Basketball	Handball	Dance

PE Kit

Girls:

- Unisex long sleeved outdoor jersey in gold & black with school badge
- Unisex white polo shirt with embroidered school badge
- Black games skirt; wrap over or pleated
- Black shorts
- Long gold socks
- Trainers
- Football boots.

Boys:

- Unisex long sleeved outdoor jersey in gold & black with embroidered school badge
- Unisex white polo shirt with embroidered school badge
- Black shorts
- Long gold socks
- Trainers
- Football boots

Make sure that your kit is clearly marked with name tags. The 'iron on' name tags come off very easily and so it is advisable to sew them in. Even your footwear must be clearly marked.

Can I Wear Earrings or Watches? No. In PE jewellery must not be worn because it is very dangerous and nasty accidents can occur. If you have just had your ears pierced, you must bring a plaster to wear over them.

Rules

Long hair tied back
No earrings, watches or jewellery
No chewing
REMEMBER to bring the correct kit

The Learning Resource Centre (LRC)

The LRC is open every morning for students from 8:00am and every lunchtime for changing books, homework, internet research and careers information. Sixth Form students have access for the whole of the school day. The LRC has ten networked computers with ICT support being available at all times.

English Reading Lessons for Year 7 and 8 students are timetabled in the LRC (on a rota basis). During this time students read, review, discuss and change school reading books with the help and advice of the Learning Resource Manager: Ms Brookes.

Frequently asked questions:

Q. How will I know how to use the LRC?

All Year 7 students will have induction lessons in September

Q. When can Year 7 use the LRC?

Every morning from 8am, at morning break, lunchtime and after school until 4.30 from Monday to Thursday.

Q. How many books can I have out?

You are allowed 1 book out at a time and can keep it for up to 4 weeks before renewing or returning it. Please take care of it when it is in your possession.

Q. Can I use the computers in the LRC?

Yes, for research and homework on a first come, first served basis.

DEAR Time

During Year 7, 8 and 9, you will spend 15 minutes per day undertaking silent reading to help improve your reading skills. This will rotate between lessons so it is important that you have a book with you at all times. Once you have read the book, you take part in short online quizzes where your knowledge of the book is questioned. You will get a diary in which this information should be kept and there are prizes and rewards for students who read the most.

Clubs

You should try and join at least one club. The most important thing is to remember to attend each week. If you decide you are not enjoying it, after a few sessions tell the teacher so they will know you are no longer attending. If you have to miss a practice because of something urgent, like a doctor's appointment, tell the teacher beforehand.

By joining clubs you could be entered for competitions and tournaments around the county. So come along and enjoy the fun! The PE clubs include: Netball, Football, Dance, Gymnastics, Basketball, Rounders, Cricket, Athletics, Volleyball and many more.

If you have any more questions then just ask the PE staff:
Miss Bestwick; Mr Farrell; Mrs Logan or Mr Riding

Religion at Christ the King

As a Catholic Academy, Religious Education is a very important part of your learning. Each class has five lessons of RE every two weeks. As well as this, you will get to know the Chaplain/Assistant Chaplain who are based in the School Chapel and are always happy to spend time with you.

You will also have a chance to be part of the Chaplaincy group and to help out at school masses and celebrations. We expect you to help us with our charity work, supporting those in need. As you get older you will also be able to visit the Briars Youth Centre in Derbyshire.

The School Council

The School Council is a group of students who act as representatives for their class, Year group and Parish. They will represent views and raise issues as well as take forward initiatives and projects on behalf of their peers. They will also be involved in strategic planning and processes such as the School Development Plan, Governing body meetings and staff appointments. There will be lots of opportunities for you to be involved in the work of the school council, including becoming a member of the council itself.

The School Day at Christ the King

This is organised into 5 subject lessons in different parts of the school buildings, so you will be walking about a lot, with all the books and equipment you need on your back.

8:45 – 9:05	Registration/Acts of Worship
9:05 – 10:05	Period 1
10:05 – 10:25	Break
10:25 – 11:25	Period 2
11:25 – 12:25	Period 3
12:25 – 13:05	Lunchtime
13:05 – 14:05	Period 4
14:05 – 15:05	Period 5 End of day Prayer

Lunch time

During your induction, we will set up your account using your fingerprint. Money can be added to your account using your SQUID account.

Dinner bells ring once. Line up outside the Dining Room.

When told by staff, enter and queue up in an orderly way.

Select dinner/pudding from what is available.

Take meal to checkout and put your finger on the scanner.

Collect cutlery and then sit at any table to eat your meal.

When finished, take dirty plates and litter to hatch before quietly leaving the dining hall.

Do not worry! For the first week Year 7 will go into dinner **before the rest of the school.**

Health and First Aid

The School Nurse is usually in school at least once a week. We also have a First Aid room in school, which is supervised at all times in the school day. If you do feel unwell at any point in the day, you should visit first aid, after obtaining a note from a teacher. In the event of an emergency, a note will not be required.

Health Appraisals

These are offered to everyone in Years 7 and 10 by the School Nurse. This is to check your weight, height, sight, blood pressure, colour vision and scoliosis (curvature of the spine).

Vaccinations

Before a vaccination, consent forms will be sent home to be signed by your parent/carer. TB testing and the vaccination is offered to all Year 8 students. The vaccination is not obtainable from your own doctor.

Medicines

You should notify the school of any tablets or medicines that you need to take during school time on a long-term basis. All medicines should be labelled with your name, tutor group and expiry date on them. These should be passed to the School First Aider so that they can ensure the correct dose is taken and at the right times.

If you are asthmatic and require an inhaler, then a spare inhaler, labelled with your name and form, should be given to First Aid, to be kept in the medical rooms for the occasions you may forget yours.

If you become ill at school, your parent/carer or other responsible adult will be contacted. For this reason please ensure that the school office is kept up to date with telephone numbers. If you feel unwell, please do not come to school, as we do not have facilities to keep a child in bed during the day.

Drinks

If you bring a drink to school, make sure the lid is secured properly, otherwise you will have soaked books and equipment. You are allowed to have water during lessons, but this may not be appropriate in all lessons. If you are unsure, then ask your teacher. Please **Label your bottle.**

What Happens if?

I Injure Myself in a Lesson?

Always report it – no matter how small it may be,

I feel ill and want to go home?

You must not contact home without permission from Student Services. Speak to your teacher who will arrange for home to be contacted.

I want to go to First Aid?

1. Bring the note in your planner to First-Aid and present it to the First-Aider.
2. The First-Aiders will contact your parent/carer to arrange for you to go home if that is necessary.
3. The First-Aiders will sign you out and then you will be allowed to leave.

I am ill and cannot come to school?

Ask your parent/carer to ring the school and bring a note on the day you return. Give the note to your Tutor.

I have an appointment at the dentist/opticians/doctors?

Bring the appointment card or a letter from your parent/carer. Show it to your Tutor, then show it to your lesson teacher before you leave. You will need to sign out at the Student Reception before you go, and sign in when you come back.

I am late?

Report to Main Reception. They will log that you have come to school late and you then go to your current lesson.

I Lose Something?

Make sure your name is on everything. Report any losses to your Tutor and/or ask to look in "Lost Property". Please use permanent markers or name labels to put your name on all your clothes and equipment. This is essential with school uniform as everyone's lost property looks much the same once it has been lost!

Final Checkpoint

If you get lost, please do not panic, you will not be the only one. You can always:

- Ask the way from an older student or teacher
- Two heads are better than one (stay with a friend)
- Use your map

Organisation

You are going to need a good sized pencil case so that you can fit everything in.

- Pens - more than one
- Pencils - more than one
- Coloured pencils - this is especially important for Technology
- Eraser
- Sharpener
- Ruler
- Protractor & Compass
- Scientific Calculator

You are also going to need a good sized bag, preferably a rucksack to carry all of the books, equipment and kit you may need for the day.

PE Kit?

If you forget your PE kit, you must report it to the teacher who takes you for P.E. It will be recorded in the register. If it happens on 3 occasions throughout the year, a letter will be sent home to your parents. This happens even if you forget part of it.

Remember to pack your P.E kit in your bag the night before!

Break and Lunch time

Go to the toilet as soon as your lesson finishes. Then go outside or to the dining area. Students are not allowed to eat or gather in corridors at break and lunch times. In the summer months you will also be allowed onto the field.

Notes:

Fire Assembly Point

