Kings’ School

Moving Up

Year 6 Transition Information Book 2017-18
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Introduction

This booklet has been carefully put together in order to provide families of children moving into Year 7 with as much information and advice as possible so that the transition from primary to secondary education is as smooth and stress-free as it can be.

The booklet has been put together in a very specific way so that you can move through the pages chronologically. The information at the front of the booklet is information you will need now, moving through the pages towards information you will need for September.

At the back of the booklet are a number of very important documents that we would like you to complete and return to us at the Year 6 Parents’ Information Evening in July 2018.

Transition

Transition is a part of life we all deal with in our own ways. To try to make transition easier for both children and parents, communication is vital. It is important parents can be involved in this process alongside their children and so we aim to make this a positive experience for all involved. Our aims and outcomes for this programme are:-

- Preparation for change
- Confidence building
- Assisting pupils’ learning, social and intellectual development
- Providing new working experiences and environments
- Giving opportunities to work as a team
Welcome from the Headteacher

Welcome to the Kings’ School family. We hope that you and your son/daughter are excited and happy at the prospect of starting with us.

We know that the transition from Year 6 can be a daunting prospect, both for pupils and for parents. Please be reassured – every year, hundreds of young people successfully make the change, and our experience at Kings’ is that early anxieties quickly disappear. The school is a friendly and welcoming place and we have a large team of staff and pupils working to support our newest families.

I hope that you will find this booklet useful and I look forward to meeting you and to working with you over the next five years.

Matthew Leeming
Headteacher
Transition Timeline

The timeline below lists all of the events that will take place between now and when your child joins us in September. The events are displayed chronologically and the following pages give more information about each event. Attendance at some events is optional, but to those events highlighted in green, attendance is expected.

- **Spring Term**
  - Yr6 Parents Informal Coffee Mornings

- **Summer Term**
  - Yr6 Induction Days
    - June/July 2018
    - 8.45am – 3.00pm
  - Yr6 Parents Information Evening
    - 4th July 2018
  - Yr6 Parents Informal Coffee Mornings

- **Summer Holidays**
  - Yr6 Summer School
    - 23rd/24th July & 30th/31st August 2018

- **September**
  - Yr7 First Day of Term
Meet the Team

Mr. Gunning
Head of Year

Miss Souter
Deputy Head of Year

Mrs. Edwards
Transition Co-ordinator

Mrs. Jenkins
Pastoral Admin Support

Mrs. Berridge
Guidance Manager/DSL

Miss Fox
Attendance

Mrs. Laing

Mr. Nichols

Mrs. McGuinness
KS3 Learning Support Co-ordinator (SENCO)
Head of Year/Deputy Head of Year

As Head of Year and Deputy Head of Year, we look forward to another smooth transition of pupils from their Primary Schools to Kings’ in September 2018. We realise that the time between now and September can be an apprehensive one for pupils and parents alike but we hope that by meeting you and writing to you over the coming months, this will alleviate any concerns that you have.

The pupils will come from a wide variety of schools, having had a wide variety of experiences. That in itself will prove fascinating and provide a rich base for your child’s education at Kings’. Rest assured, we will do all we can to ensure that the transition is as smooth as possible. At any time, please contact your child’s tutor should problems arise. If this is connected to school related costs, parents who are in genuine financial hardship, should contact the Head of Year in confidence.

Transition Co-ordinator

The role of the Transition Co-ordinator is to organise and oversee the Transition Programme and be the main point of contact for all those involved in transition, i.e. parents, primary schools and Kings’ staff. Our aim is to provide a comprehensive Transition Programme incorporating events for both parents and children as well as working closely with our linked primary schools to deliver transition work and activities in to the Year 6 pupils.

Welfare Team

Kings’ School has a caring and sensitive approach to students with individual needs. The Welfare Team offer a variety of services to support families, including workshops, 1:1 and group support to enable the pupil to develop self-reliance, self-esteem and emotional resilience. If you are interested in finding out more about these services as well as informal drop-in sessions and workshops, please call the Welfare Team on 01962 861161.

Pupil Support Department

The Kings’ School Pupil Support Department is a large, committed team working at the centre of the school to support pupils in all aspects of the curriculum.

The department provides two main areas of support to pupils: a fully resourced Physical Disability (PD) provision supports pupils with physical needs and Learning Support focuses on supporting pupils with Special Educational Needs (SEN). We currently support 15 PD and 13 SEN pupils who have a statement of SEND or Education and Health Care Plan (EHCP).

The aim of the department is to ensure that all pupils are fully included in all aspects of the curriculum and school life and able to achieve their full potential.

Physical Disabilities

Kings’ is a designated school for pupils with physical disabilities. Consequently, we are exceptionally well resourced to ensure that pupils are fully included and integrated into the mainstream education of the school. Support Staff are very well trained to enable the pupils to succeed within a happy, caring and truly supportive environment.
Learning Support

Learning Support offers assistance across all year groups and abilities, working more closely with pupils with SEN. Expectations of all SEN pupils remain high, they are encouraged to work to the best of their ability and are provided with opportunities to become fully involved in the school community. Support Staff use a varied approach to supporting the individual additional needs of each pupil, to ensure they can achieve their full potential. This area of the department supports through multiple means ranging from providing provisions such as laptops and coloured overlays to differentiated resources and targeted support through the department run literacy withdrawal programme. For those pupils with SEN, but who do not have an EHCP, the majority of support is provided through inclusive strategies put in place within the classroom.

Learning Support works closely with the Pastoral Team, the Heads of Year and outside agencies, where appropriate, in order to provide the most suitable support for individual pupils.

SEN and the Curriculum

Support Staff are valuable members of the school community who work mainly in the classrooms alongside teachers, supporting the many needs of individual pupils and their learning, but also support outside the curriculum ensuring engagement in other areas of school life. Support Staff are first allocated to those pupils who have EHCPs. The remainder of the time is then allocated where there is the greatest need. Support Staff work inclusively within the classroom to support pupil progress and independence.

Support Staff oversee the Homework Club which runs every lunch time and after school from Monday to Thursday from 15:15-16:30 where they support pupils with additional learning opportunities. In addition to this learning based support, Support Staff also run the Lunchtime Club which provides pupils who have SpLCN and ASD difficulties and find social interaction difficult a smaller environment in which to develop these skills.

A Special Educational Need or disability of a pupil at Kings’ is not considered a barrier to learning but a matter that needs to be recognised, considered and worked with. Pupils are entitled to enjoy the full curriculum, regardless of additional requirements, and we strive to meet the individual needs of each pupil.
Autumn, Spring & Summer Terms
We fully understand the size and nature of the changes that lie ahead for your child, so it is vitally important to us that both you and your child are fully supported throughout the transition process.

This support can be helped through the development of strong relationships which is why our support events and activities start during the Autumn Term of Year 6 and go through to the start of Year 7 and beyond.

We will be offering a range of optional activities for parents and children to attend that will help them to start familiarising themselves with Kings’ School, its young people and its staff.

**Informal Coffee Mornings/Afternoons**
These events are designed to give parents/carers the opportunity to meet with key members of the Pastoral Team who will be supporting the children through their time at Kings’.

The aim is to provide an opportunity to answer any queries that parents may have and allay any worries and/or concerns.

**Spring Term**
Thursday 22\textsuperscript{nd} March 2018 – 9.30am – 11.00am
Monday 26\textsuperscript{th} March 2018 – 1.00pm to 2.30pm

**Summer Term**
Monday 11\textsuperscript{th} June 2018 – 1.00pm – 2.30pm

If you are interested in attending any of the above, please either complete and return the relevant reply slip in the provided at the end of this book or contact Mrs. M. Edwards or Mrs. Jenkins on 01962 861161 to confirm.
Year 6 Uniform Evening

Wednesday 27th June 2018
Venue: Sports Hall
2.00pm – 6.15pm

This event gives the parents the opportunity to purchase all the required uniform in one visit (see check list for details).

We also have a Uniform Shop on site which is open on Mondays and Wednesdays between 12.15pm and 1.00pm to allow pupils, only, to buy items of uniform. The uniform shop is open to parents on a Thursday morning between 10.00am and 11.00am. There is also a selection of GCSE Revision Guides and stationery available to purchase from the shop too. Please see the website for further details.

If you have any questions regarding uniform, you can speak to Miss Merrett at the school.

Once your child starts at Kings’ School, the easiest way to purchase items of uniform is through the on-line shop here.
The pupils can then collect items bought during the opening times. During the summer holidays, items ordered on-line will, at regular intervals, be taken to the Reception for collection.
Year 6 Induction Days

Wednesday 27th/Thursday 28th June

and Tuesday 3rd/Wednesday 4th July 2018

Please note: It is expected that all children who will be joining Kings’ in September will attend their specified Induction Day.

Your child will be invited to spend the day with us at Kings’ on one of the four dates listed above.

Please ensure that your son/daughter arrives at school between 8.30 and 8.45 am with a packed lunch, or if your child would like to sample Kings’ in house cuisine, there will be a free meal provided for every pupil.

It would be helpful if pupils could bring with them a notebook and something with which to write. The children should also bring their Transition Workbook with them.

The children should wear their primary school uniform.

There will be an opportunity to look around the school, take part in a question and answer session and sample some lessons.

Your son/daughter can then be collected from school at 3.00pm. Children making their own way home will be escorted to the Romsey Road crossing at this time.

If you have any questions about the induction days, please contact school and ask to speak to Mrs. M. Edwards, Transition Co-ordinator.
Year 6 Parents Information Evening

Wednesday 4th July 2018
Venue: Sports Hall

Please note: It is expected that all parents and carers will attend this important evening. Your child is also very welcome to join us as well.

The purpose of this evening is to give you an opportunity to meet with key members of staff at Kings’ School and ask any questions you may have.

There will be a presentation by the Head of Year followed by refreshments provided by the Kings’ School Association (KSA).

We hope the evening will be a pleasant and informative occasion.

As parking is restricted at Kings’, we would ask parents who live locally to walk where possible. The playground at the back of the school (via Sarum Road) will also be available for parking.

In addition to meeting your child’s Head of Year/Deputy Head of Year you will also meet Mr. Leeming, Headteacher and Year 7 Tutors.
Summer Holidays
Transition Summer School

Monday 23rd July/Tuesday 24th July &
Thursday 30th August/Friday 31st August 2018
£35 per day
(Funded places available - please contact Mrs. Edwards for further information/criteria)

The formal timetable for the Summer School will be sent out in the Summer Term once we
know how many pupils would like to take part. This information is needed in order to finalise
group numbers. However, below are some of the activities that the children will be able to take
part in:

Team Building/Resilience/Problem Solving Activities

Creativity

Dance Workshop

Art Workshop

Drum Workshop

Literacy & Numeracy Challenges
Getting ready for September
Useful Contact Information

Kings’ School
Romsey Road
Winchester
SO22 5PN

Tel: 01962 861161
FAX: 01962 849224
www.kings-winchester.hants.sch.uk

Headteacher: Mr. Leeming
Admissions: Mrs. Keay
School Business Manager: Mr. I Pickles
School Transport: School Business Coordinator
School Uniform: Miss Merrett
Pupil Absence: Ms Horrigan

Pastoral Team
Head of Year: Mr. Gunning
Deputy Head of Year: Miss Souter
Transition Co-ordinator: Mrs. Edwards
Pastoral Admin Assistant: Mrs. Jenkins
Guidance Manager/DSL: Mrs. Berridge
Attendance: Miss Fox
KS3 Learning Support Co-ordinator: Mrs. McGuinness
All pupils attending Kings’ School are required to wear the correct uniform, which has been designed so that it is simple, clear and practical.

Uniform can be purchased from the shop, which can be found in The Kings’ Tower. The shop is open Monday and Wednesday lunchtime for pupils only. It is also open on a Thursday morning 10.00am – 11.00am for parents to make a purchase or pick up.

In certain circumstances, parents are able to obtain a school uniform grant. In such cases parents are advised to read the information on the school website. If you meet the criteria then you will need to fill in the grant form and forward to Miss Merrett in the school office.

All items of uniform marked with an asterisk* can be purchased through the school uniform shop. The uniform is as follows:

**Girls**

- Blazer Black with school badge*
- Charcoal grey, pleated knee length skirt * - to be purchased from the Kings’ School Uniform Shop (Trousers are not allowed)
- Plain burgundy 'V' neck jumper with*/without gold band*
- Plain white shirt/blouse (not fitted) with conventional collar (Short sleeved shirts / blouses may be worn as summer wear)
- Burgundy school tie with fine gold stripe*
- Plain black or neutral tights
- Plain black, white, grey angle socks.
- Flat black shoes only – no heels, no ballet pumps, no boots or trainers.

**Boys**

- Blazer Black with school badge*
- Charcoal grey / black, trousers
- Plain burgundy 'V' neck jumper with*/without gold band*
- Plain white shirt with conventional collar (short sleeved shirts may be worn as summer wear)
- Burgundy school tie with fine gold stripe*
- Plain black/grey ankle socks.
- Black shoes only – not in a trainer style. No trainers/boots.
**Boys/Girls**

Safety outdoor coat of plain colour only is preferable (fluorescent strips advisable for added safety on dark evenings)

School scarf* (no other is acceptable)

Leather jackets, denim jackets and other outer clothing of this type particularly if emblazoned with motifs are considered unsuitable for school and must not be worn.

Hair must be in an appropriate style for school and must not reflect any extreme of fashion.

- Makeup and nail varnish are not allowed.
- Girls can only wear one plain gold stud earring in each ear.
- It is considered inappropriate for boys to wear earrings for school and, therefore, they must not be worn.
- Necklaces/chains must not be worn.
- One plain, simple ring is allowed, e.g. a signet ring, for both girls and boys
- Bracelet, bangles, etc., are not allowed.
- Watches may be worn at the owner’s risk and should be engraved with the pupil’s name.
- Hats must not be worn.
- Shirts must be worn tucked in at the waist at all times.
- Top collar buttons must be done up at all times.
- Ties must be worn with six gold stripes showing.
- Boys must be clean shaven.
- Hair accessories must be limited to a plain black hair band only, no flowers, sparkly pins etc.
- School bags should be of a rucksack style to allow for even distribution of weight. They should also be waterproof. Pupils may not use handbags of any size.
- Plastic or paper carrier bags may not be used for school books or PE equipment. This must be carried within the rucksack or another suitable bag.

**GENERAL NOTE:**

All items of clothing etc should be clearly marked with the pupil’s name.

Named items of lost property can usually be retrieved from Matron, but the school accepts no responsibility for lost property. Valuables, large amounts of money etc. must not be brought into School. Mobile telephones must not be used in school and should be stored during the day in the pupil’s locker. Mobile phones will be confiscated if used during the school day. Confiscated mobile phones must be collected from the Main Office by a parent.

**Responsibility cannot be accepted by the Education Committee, Governors or school for any items mislaid, lost or stolen.**
# Basic school equipment pupils must have

<table>
<thead>
<tr>
<th>Item</th>
<th>Tick When Purchased</th>
<th>Item</th>
<th>Tick When Purchased</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blazer</td>
<td><img src="image" alt="Blazer" /></td>
<td>Girls PE Shorts</td>
<td><img src="image" alt="Girls PE Shorts" /></td>
</tr>
<tr>
<td>Shirt</td>
<td><img src="image" alt="Shirt" /></td>
<td>Boys PE Shorts</td>
<td><img src="image" alt="Boys PE Shorts" /></td>
</tr>
<tr>
<td>Jumper</td>
<td><img src="image" alt="Jumper" /></td>
<td>PE Socks</td>
<td><img src="image" alt="PE Socks" /></td>
</tr>
<tr>
<td>Skirt</td>
<td><img src="image" alt="Skirt" /></td>
<td>Football/Rugby Boots</td>
<td><img src="image" alt="Football/Rugby Boots" /></td>
</tr>
<tr>
<td>Trousers</td>
<td><img src="image" alt="Trousers" /></td>
<td>Trainers</td>
<td><img src="image" alt="Trainers" /></td>
</tr>
<tr>
<td>Tie</td>
<td><img src="image" alt="Tie" /></td>
<td>Apron</td>
<td><img src="image" alt="Apron" /></td>
</tr>
<tr>
<td>Black School Shoes</td>
<td><img src="image" alt="Black School Shoes" /></td>
<td>Pencil Case</td>
<td><img src="image" alt="Pencil Case" /></td>
</tr>
<tr>
<td>School Bag</td>
<td><img src="image" alt="School Bag" /></td>
<td>2 x Black or Blue Ball Point Pens, 2 x HB Pencils</td>
<td><img src="image" alt="2 x Black or Blue Ball Point Pens, 2 x HB Pencils" /></td>
</tr>
<tr>
<td>Rugby Shirt</td>
<td><img src="image" alt="Rugby Shirt" /></td>
<td>1 x Rubber, 1 x Pencil Sharpener</td>
<td><img src="image" alt="1 x Rubber, 1 x Pencil Sharpener" /></td>
</tr>
<tr>
<td>Polo Shirt</td>
<td><img src="image" alt="Polo Shirt" /></td>
<td>1 x Compass, 1 x Protractor</td>
<td><img src="image" alt="1 x Compass, 1 x Protractor" /></td>
</tr>
<tr>
<td>PE Skirt</td>
<td><img src="image" alt="PE Skirt" /></td>
<td>1 x Ruler, 1 x Scientific Calculator</td>
<td><img src="image" alt="1 x Ruler, 1 x Scientific Calculator" /></td>
</tr>
</tbody>
</table>
Kings’ School has a wide catchment area with pupils travelling in many different ways to get to and from school. The table below is designed to help you with some of the different transport methods available and the following page provides details about the school buses. Please note that however they travel we do expect all pupils to be conform to the full list of uniform requirements for the entirety of their journey.

<table>
<thead>
<tr>
<th>Mode</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>On foot</td>
<td>Many of our pupils live within a mile of Kings’ and use this to their advantage by taking the healthy option and walking to school. Being aware of the dangers associated with busy road networks like Romsey Road and practising good road safety is the key to enjoying this practical transport method.</td>
</tr>
<tr>
<td>Cycle</td>
<td>A growing number of children cycle to school, taking advantage of the secure and well-covered bicycle sheds located at the Tower and to the rear of the Sports Hall. We would recommend that pupils undertake their road safety/cycling proficiency courses. All those that cycle are required to wear cycle helmets.</td>
</tr>
<tr>
<td>By Car</td>
<td>Parents and carers may drop off/collect their children at school by using the rear entrance located on Sarum Road. With the exception of those using our disabled parking bays, parents and carers are asked not to use the main Kings’ Road entrance due to the number of staff and school buses accessing the school via this road.</td>
</tr>
<tr>
<td>By Bus</td>
<td>School buses are provided either by Hampshire County Council for pupils living in our catchment area and by the school for pupils living outside our catchment area (see bus routes on pages 21/22). Please contact Miss Lewis for further information. Public service buses also run regularly (approx. every 15 minutes) along the Romsey Road. Bus stops are located at the bottom of Kings Road</td>
</tr>
<tr>
<td>By Train</td>
<td>Winchester Railway Station is approximately a 25 minute walk from the school and is easily assessable via the public service buses running along the Romsey Road.</td>
</tr>
</tbody>
</table>
School Bus Service

Kings’ School ‘Out of Catchment’ Transport

Yellow School Bus Route – September 2017 to July 2018

Please be aware that there may be changes to these services for 2018/19 – please contact the School Business Coordinator for further information.

Romsey to Kings’ School -  Route:  Kings’ ONE  Provider – First Bus

<table>
<thead>
<tr>
<th>Pick-up/Drop-off</th>
<th>AM</th>
<th>PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Romsey Bus Station</td>
<td>7:07</td>
<td>16:43</td>
</tr>
<tr>
<td>Fishlake Meadows</td>
<td>7:14</td>
<td>16:36</td>
</tr>
<tr>
<td>Sandy Lane</td>
<td>7:16</td>
<td>16:34</td>
</tr>
<tr>
<td>Briashfield Road/A31</td>
<td>7:19</td>
<td>16:31</td>
</tr>
<tr>
<td>Potters Heron</td>
<td>7:26</td>
<td>16:24</td>
</tr>
<tr>
<td>Ashdown Arms</td>
<td>7:31</td>
<td>16:19</td>
</tr>
<tr>
<td>Knightwood Rd/Shannon Way</td>
<td>7:41</td>
<td>16:09</td>
</tr>
<tr>
<td>Asda Roundabout</td>
<td>7:45</td>
<td>16:05</td>
</tr>
<tr>
<td>Chandlers Ford Precinct</td>
<td>7:50</td>
<td>16:00</td>
</tr>
<tr>
<td>Fryern Arcade</td>
<td>7:55</td>
<td>15:55</td>
</tr>
<tr>
<td>Kings’ School</td>
<td>8:20</td>
<td>15:30</td>
</tr>
</tbody>
</table>

Waltham Chase to Kings’ School -  Route:  Kings’ TWO  Provider – First Bus

<table>
<thead>
<tr>
<th>Pick-up/Drop-off</th>
<th>AM</th>
<th>PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Winchester Rd/Church Road</td>
<td>07:03</td>
<td>16:47</td>
</tr>
<tr>
<td>Waltham Chase (Forest Road)</td>
<td>07:08</td>
<td>16:42</td>
</tr>
<tr>
<td>Swanmore Shops</td>
<td>07:11</td>
<td>16:39</td>
</tr>
<tr>
<td>Hoe Road</td>
<td>07:16</td>
<td>16:34</td>
</tr>
<tr>
<td>Shore Lane</td>
<td>07:18</td>
<td>16:32</td>
</tr>
<tr>
<td>Bishops Waltham Square</td>
<td>07:21</td>
<td>16:29</td>
</tr>
<tr>
<td>Albany Road</td>
<td>07:23</td>
<td>16:27</td>
</tr>
<tr>
<td>Durley (Robin Hood)</td>
<td>07:27</td>
<td>16:23</td>
</tr>
<tr>
<td>Brigadier Gerard</td>
<td>07:33</td>
<td>16:17</td>
</tr>
<tr>
<td>Fair Oak Square</td>
<td>07:37</td>
<td>16:13</td>
</tr>
<tr>
<td>Sandy Lane</td>
<td>07:39</td>
<td>16:10</td>
</tr>
<tr>
<td>Welcome Inn</td>
<td>07:42</td>
<td>16:08</td>
</tr>
<tr>
<td>Underwood Road</td>
<td>07:47</td>
<td>16:03</td>
</tr>
<tr>
<td>Stoke Park Road</td>
<td>07:49</td>
<td>16:01</td>
</tr>
<tr>
<td>Eastleigh Bus Station</td>
<td>07:55</td>
<td>15:55</td>
</tr>
<tr>
<td>Twyford Road</td>
<td>07:57</td>
<td>15:53</td>
</tr>
<tr>
<td>Kings’ School</td>
<td>08:20</td>
<td>15:30</td>
</tr>
</tbody>
</table>

Swaythling to Kings’ School -  Route:  Kings’ THREE  Provider – First Bus

<table>
<thead>
<tr>
<th>Pick-up/Drop-off</th>
<th>AM</th>
<th>PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Swaythling (McDonalds)</td>
<td>07:02</td>
<td>16:48</td>
</tr>
<tr>
<td>Chartwell Green</td>
<td>07:12</td>
<td>16:38</td>
</tr>
<tr>
<td>Cerne Close</td>
<td>07:13</td>
<td>16:37</td>
</tr>
<tr>
<td>Cat &amp; Mouse</td>
<td>07:15</td>
<td>16:35</td>
</tr>
<tr>
<td>Portswood Junction</td>
<td>07:30</td>
<td>16:20</td>
</tr>
<tr>
<td>Highfield</td>
<td>07:33</td>
<td>16:17</td>
</tr>
<tr>
<td>Chilworth Roundabout</td>
<td>07:42</td>
<td>16:08</td>
</tr>
<tr>
<td>Asda Roundabout</td>
<td>07:44</td>
<td>16:06</td>
</tr>
<tr>
<td>Chestnut Avenue</td>
<td>07:46</td>
<td>16:04</td>
</tr>
<tr>
<td>Allbrook</td>
<td>07:58</td>
<td>15:52</td>
</tr>
<tr>
<td>Otterbourne</td>
<td>08:03</td>
<td>15:47</td>
</tr>
<tr>
<td>Kings’ School</td>
<td>08:20</td>
<td>15:30</td>
</tr>
</tbody>
</table>
Kings’ School ‘Out of Catchment’ Transport
Andover Routes – September 2017 to July 2018

Please be aware that there may be changes to these services for 2018/19 – please contact the School Business Coordinator for further information.

Andover to Kings’ School Via Stockbridge - Route: Kings’ North 1 (KN1)
Provider - Wheelers

<table>
<thead>
<tr>
<th>Pick-up/Drop-off</th>
<th>AM</th>
<th>PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andover Bus station</td>
<td>7.25</td>
<td>16.24</td>
</tr>
<tr>
<td>Hexagon</td>
<td>7.29</td>
<td>16.21</td>
</tr>
<tr>
<td>Abbots Ann</td>
<td>7.32</td>
<td>16.18</td>
</tr>
<tr>
<td>Upper Clatford</td>
<td>7.34</td>
<td>16.16</td>
</tr>
<tr>
<td>Royal Oak</td>
<td>7.37</td>
<td>16.13</td>
</tr>
<tr>
<td>Wherwell</td>
<td>7.42</td>
<td>16.08</td>
</tr>
<tr>
<td>Chilbolton</td>
<td>7.45</td>
<td>16.05</td>
</tr>
<tr>
<td>Cottonworth</td>
<td>7.49</td>
<td>16.01</td>
</tr>
<tr>
<td>Leckford Shop</td>
<td>7.53</td>
<td>15.57</td>
</tr>
<tr>
<td>Stockbridge</td>
<td>8.02</td>
<td>15.48</td>
</tr>
<tr>
<td>Kings Somborne</td>
<td>8.06</td>
<td>15.44</td>
</tr>
<tr>
<td>Up Somborne</td>
<td>8.12</td>
<td>15.38</td>
</tr>
<tr>
<td>Rack &amp; Manger</td>
<td>8.14</td>
<td>15.36</td>
</tr>
<tr>
<td>Sparsholt</td>
<td>8.17</td>
<td>15.33</td>
</tr>
<tr>
<td>Weeke</td>
<td>8.20</td>
<td>15.30</td>
</tr>
<tr>
<td>Kings’ School</td>
<td>8.25</td>
<td>15.25</td>
</tr>
</tbody>
</table>

Sutton Scotney to Kings’ School - Route: Kings’ North 2 (KN2)
Provider - Wheelers

<table>
<thead>
<tr>
<th>Pick-up/Drop-off</th>
<th>AM</th>
<th>PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sutton Scotney</td>
<td>7.50</td>
<td>16.00</td>
</tr>
<tr>
<td>South Wonston (Wrights Close)</td>
<td>7.54</td>
<td>15.56</td>
</tr>
<tr>
<td>Littleton</td>
<td>8.02</td>
<td>15.48</td>
</tr>
<tr>
<td>Kings’ School</td>
<td>8.25</td>
<td>15.25</td>
</tr>
</tbody>
</table>

Kings’ School ‘Catchment’ Transport

For parents wishing to apply for a place on one of our ‘catchment’ buses provided by HCC please contact School Transport direct on 01962 846924 or 01962 845332 or via their website at www.hants.gov.uk/passengertransport/sch-transport/stforms
GUIDELINES FOR CHILDREN USING SCHOOL TRANSPORT AND THEIR PARENTS.

These guidelines and procedures are derived from the KINGS’ SCHOOL BEHAVIOUR MANAGEMENT POLICY.

1. **Code of Conduct for Children**

1.1 If pupils are given a bus pass, they must carry it with them on every school journey. Pupils should give their name to the driver or member of staff if they are asked.

1.2 Pupils must queue for the bus in an orderly fashion away from the kerbside.

1.3 Pupils must not push forward in the queue when waiting for the transport to arrive.

1.4 Pupils must not push other children when boarding the vehicle.

1.5 Pupils must not sit in the front seats or the middle rear seat if there are no seat belts. If the vehicle has seat belts pupils **must** wear them.

1.6 Pupils should be seated before the vehicle moves off and remain seated until the vehicle has stopped at the school or set down point.

1.7 Pupils must not kneel in the seats, or put their feet on the seat.

1.8 Pupils should sit quietly in the vehicle. They should not shout or throw things as it may distract the driver and cause an accident.

1.9 Pupils should not eat or drink on the bus. Smoking is absolutely forbidden on all contract vehicles.

1.10 When pupils arrive at the school, they must go straight into the school grounds.

2. **Parents’ Responsibilities:-**

2.1 Parents must ensure that their children behave properly on the transport, as above.

2.2 Parents are responsible for the safety of their children between their home and the transport pick-up/drop off point, for both morning and afternoon journeys.
2.3 Parents must ensure that their children are familiar with the route and know which pick-up point they arrive at and return to, and what to do if the transport fails to arrive or is late.

2.4 Parents must ensure that their children carry valid bus passes. If passes are lost or stolen, replacement passes must be obtained by contacting the Transport Administrator.

2.5 Parents must endeavour to notify the school immediately of any change of address.

2.4 Parents must inform their children to wear seat belts where fitted throughout the whole of their journey to and from school if they are fitted on the bus.

3. Unacceptable Behaviour on the bus

3.1 If a pupil is found by the school to have been guilty of irresponsible behaviour or has ignored the Code of Conduct for Children, then the school will ban the pupil from the bus and/or exclude from school.
Our Ethos & Curriculum
Ethos

Una Laborantes – Working Together

At Kings’ School, everyone works together. We are motivated by:

- A sense of moral seriousness of what schools do;
- A conviction that education, while important, should also be fun;
- A belief that schools should be inclusive communities in which everyone is equally valued;
- A determination that each one of us will become the very best person that we can be.

Knowing that all human beings are equally and infinitely valuable and that they have equal rights and equal dignity, we promote respect, courtesy, consideration and tolerance.

We are optimistic – we believe the future can be better than the past and that we each have a responsibility to make sure that it is.

We are also absolutely convinced that effort is more important than ability and that, if they study hard enough, every pupil who comes to Kings’ can achieve GCSE passes in every subject they take. This is our school’s normal expectations.
Curriculum

It is our aim to offer a broad, balanced and differentiated curriculum that caters for individual needs and give pupils opportunities to fulfil their potential. Each pupil’s progress is measured, monitored and catered for.

Key Stage 3 – Years 7 – 9
All pupils are tested on entry to Kings’ and are placed in ability sets within the first half term of Year 7. The National Curriculum is taught with the individual in mind. All pupils follow a core curriculum which includes Personal, Social, Health Education (PSHEE).

In Year 7, all pupils will study one of the following foreign languages: French, Spanish, Italian or German. By Year 8, the more able linguists are offered a second language: French, Spanish, Latin, German or Italian.

Key Stage 4 – Years 10 – 11
Pathways are introduced through our Options Programme at Key Stage 4. Each pathway includes core subjects of English, Mathematics, Science and Physical Education.

Option choices are then available in a range of subjects and courses culminating in a wide range of GCSE and Vocational qualifications. Strong links with local schools and colleges provide us with the opportunities to study an exciting range of subjects ‘off site’. Work placements can also be arranged to support an adapted curriculum.

Special Educational Needs
Pupils with special educational needs are well supported both within and outside the curriculum. Much of the support is undertaken in class by Learning Support Assistants. Additional support is offered by small group work and on an individual basis through withdrawal sessions.

Literacy and numeracy skills programmes and supervised homework clubs are provided. At Key Stage 4 vocational, work skills courses and work related learning experiences are offered.

Kings’ is a designated school for pupils with physical disabilities. Consequently, we are exceptionally well resourced to ensure that pupils are fully included and integrated into the mainstream education of the school. Our staff are very well trained to enable the pupils to succeed within a happy, caring and truly supportive environment.
**Homework Expectations**

**Key Stage 3***

<table>
<thead>
<tr>
<th>1 Hour per week</th>
<th>30 Minutes per week</th>
<th>30 Minutes per fortnight</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>Modern Foreign</td>
<td>Geography</td>
</tr>
<tr>
<td>Maths</td>
<td>Languages**</td>
<td>History</td>
</tr>
<tr>
<td>Science</td>
<td></td>
<td>Religious Studies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BEE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PSHEE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Technology</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Music</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Drama</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Art</td>
</tr>
</tbody>
</table>

**Second Foreign Language = 2nd 30mins per week**

**Key Stage 4**

<table>
<thead>
<tr>
<th>2 Hours per week***</th>
<th>1 Hour per week*</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>All other examined subjects</td>
</tr>
<tr>
<td>Maths</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td></td>
</tr>
</tbody>
</table>

***10 – 12 Hours per week of homework and additional independent study**
### Sample Year 7 Timetable

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>8.45</td>
<td>Maths</td>
<td>PE</td>
<td>Maths</td>
</tr>
<tr>
<td>Period 1</td>
<td>9.05</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSHEE</td>
<td>BEE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 2</td>
<td>10.10</td>
<td>English</td>
<td>Music</td>
<td>History</td>
</tr>
<tr>
<td>Technology</td>
<td>Languages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 3</td>
<td>11.15</td>
<td>Languages</td>
<td>Maths</td>
<td>Science</td>
</tr>
<tr>
<td>English</td>
<td>English</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lunchtime</td>
<td>12.15</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration</td>
<td>1.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 4</td>
<td>1.10</td>
<td>Art</td>
<td>Languages</td>
<td>PE</td>
</tr>
<tr>
<td>RS</td>
<td>Drama</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 5</td>
<td>2.15</td>
<td>Science</td>
<td>Geography</td>
<td>English</td>
</tr>
<tr>
<td>Maths</td>
<td>Science</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Rewards

At Kings’, we actively encourage positive conduct and respectful behaviour from all our pupils in lessons and around the school.

Pupils who show and demonstrate positive behaviours and a good attitude towards learning are rewarded with credits.

Criteria for rewarding credits
- A piece of exceptional work.
- A period of sustained good work.
- An example of exceptional effort.
- A significant period of consistent effort.
- An example of exceptional helpfulness.
- A record of consistent helpfulness.

Additional certificated awards at KS3
25 credits Bronze Kings’ Award
50 credits Silver Kings’ Award
100 credits Gold Kings’ Award
150 credits Platinum Kings’ Award
200 credits Laureate
250 credits Diadem
300 credits Corona

Pupils who successfully achieve the Corona Award will be invited to High Tea with the Headteacher.

Additional awards at KS4
At the end of each term, up to five pupils in each tutor group can receive a free cinema voucher. These pupils are selected from those who achieve the highest number of credits via nominations from their tutor for noteworthy actions or deeds.
Our Expectations
Positive Discipline

Behaviour Policy

We have very high expectations of all our pupils. This, combined with creative, challenging, well-resourced lessons and a skilful response by teachers to inappropriate conduct, we believe leads to an inclusive, positive learning environment.

These are our aims as we strive to achieve in positive behaviour. Both staff and pupils have responsibility to ensure that these are met:

- To demonstrate a purposeful attitude
- To be courteous and co-operative
- To create a calm and positive environment
- To actively support the school uniform code
- To demonstrate a self-responsible attitude
- To be respectful and purposeful when dealing with others
- To demonstrate a positive attitude to learning
- To take good care of learning areas
- To demonstrate a calm, structured and purposeful order in lessons and when moving around the school

In school, good order, discipline and considerate behaviour are essential for effective teaching and learning. The school expects the highest standards of personal behaviour from pupils and, in return, provides a pleasant and happy environment in which children can work, develop and thrive. Violent behaviour or involvement with illegal drugs will not be tolerated under any circumstances.

Pupils who offend may be dealt with by counselling, admonishing, the imposition of appropriate tasks or detention etc. The school uses its discretion as to whether or not parents need to be told about minor offences but where a serious offence has been committed, or where there is a deteriorating pattern of behaviour, parents are informed and consulted as appropriate. The school may wish to detain pupils at the end of the school day where it is considered necessary. Pupils’ parents are always given at least twenty four hours’ notice before this sanction is imposed.

The school takes all forms of bullying very seriously. We will always do all that we can to support and protect pupils and eradicate or remove this behaviour from our school.

All pupils attending Kings’ School are required to wear the correct school uniform. There is no negotiation of this point. The school uniform is designed so that it is simple, clear, unequivocal and easily obtainable. We believe our uniform allows pupils to take a pride in their school and their own appearance and helps to provide an inclusive ethos and sense of belonging to our community. (For further information and details please refer to the Homework Diary or our Behaviour Policy.)
Other Expectations

ICT Policy

• Pupils will only use their own login and password, and will keep their password secret.
• Pupils will only use the computers for schools related study.
• Pupils are responsible for their own files and understand that the school will check the files and monitor the sites they visit.
• Pupils will only email people they know or those their teacher has approved.
• All emails will be polite and sensible.
• Pupils will not give out any personal information in their emails like mobile numbers or addresses or arrange to meet anyone they do not know.
• Pupils will only enter sites on the internet that they have the teacher’s permission to enter.
• Pupils will not enter chat rooms or play internet games.
• Pupils will not rearrange the hardware or install any software.
• Pupils will not use social networking sites to post untrue information or comments about any other person.
• Pupils breaking any of the above rules may be stopped from using the school’s computers, or possibly, be excluded from school.

Rules about Mobile Phones

We recognise that mobile phones may be necessary before and after school for some of our pupils, but pupils must have phones turned off and in their bags from 8.45am until 3.15pm. All parental contact with and by pupils during the school day, should be made through the school switchboard.

If a mobile phone is seen or heard at any time between 8.45am and 3.15pm, it will be confiscated. Parents will be notified and asked to collect the confiscated phone from the Main Office.
Other Expectations

Attendance

Regular and Punctual Attendance – it is imperative for a child’s future that he or she makes the most of his or her time at school. This means attending regularly and turning up on time – qualities also valued by employers.

- Pupils must arrive at school by 8.45am and although some pupils may arrive at school earlier than this, parents are advised that there will be no staff supervising pupils before 8.30am.
- Pupils are considered late if they have not registered by 8.45am (unless they are late with good reasons eg: school bus was late.)
- If for any reason pupils are late for school, or need to leave school early they should ‘sign in/out’ at Reception. They must also bring a note signed by a parent/guardian.
- Pupils must not be absent from school unless they are ill – casual or holiday absence is not granted. At Kings’ School we have always stressed the importance of regular attendance and detailed monitoring systems involving Tutors, Heads of Year and the Welfare Team are in place. Legislation requires that schools thoroughly investigate any suspected cases of unauthorised absence and report the results of these investigations to the appropriate authorities are required.
- The Attendance Policy is available to view in full on the school website.
Documents to be completed and returned
Informal Coffee Mornings/Afternoon Tea

Please return to: Mrs. M. Edwards, Kings’ School, Romsey Road, Winchester, SO22 5PN.

I would like to attend the informal coffee morning/afternoon tea to meet the Pastoral Team on (choose from the dates below):

(Please state date and time you would like to attend – see below)

Name of Child: ___________________________  Primary School: _______________________

Signed: _________________________________  Name: ________________________________

Parent/Guardian

Name: _________________________________  Tel. No. ______________________________

Address: ____________________________________________
 ____________________________________________
 ____________________________________________
 ____________________________________________

Dates
Thursday 22\textsuperscript{nd} March 2018 – 9.30am – 11.00am

Monday 26\textsuperscript{th} March 2018 – 1.00pm to 2.30pm

Monday 11\textsuperscript{th} June 2018 – 1.00pm – 2.30pm
Transition Summer School
Monday 23rd/Tuesday 24th July
Thursday 30th/Friday 31st August 2018

£35 per day
(Funded places available - please contact Mrs. Edwards for further information/criteria)

Pupils are be able to attend all four days or any combination thereof. Further information regarding activities being offered to follow as the start of the Summer Term.

Please return to: Mrs. M. Edwards, Kings’ School, Romsey Road, Winchester, SO22 5PN.

I would like to reserve a place for my child to attend the Transition Summer School.

Yes/No

Dates: 23rd July ☐ 24th July ☐ 30th Aug ☐ 31st Aug ☐

Name of Child: ___________________________  Primary School: ___________________________

Signed: ___________________________
Parent/Guardian

Name: ___________________________  Tel. No. ___________________________

Address: ___________________________  
__________________________
__________________________
__________________________

Signed: ___________________________
Parent/Guardian

Name: ___________________________  Tel. No. ___________________________

Address: ___________________________  
__________________________
__________________________
__________________________
Kings’ School Association (KSA)
Information and Contact Details

All parents and staff are automatically members of the Kings’ School Association (KSA). The committee meetings are held regularly. The KSA arranges educational, cultural, sporting, social and fund-raising activities throughout the school. It provides financial assistance for facilities not normally supplied by the Local Authority. The committee is extremely generous of its time energy and commitment towards the school. If you feel you would like to be actively involved you can be assured a warm welcome.

email: c.rossiter@kings-winchester.hants.sch.uk

Chairman Mrs Jane Lamprey

Treasurer Mr Simon Hallett

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The KSA is the parent/teacher association working together fundraising for our school.

WE NEED YOU!

As you may be aware we have several fundraising events. Parent helpers are desperately needed to help out at these throughout the year. Please come and join our very friendly, fun group who raise funds for our children. Last year we raised over £50,000 towards a brand new Enterprise suite. Although we meet regularly, we know how busy many of you are, so are unable to support us directly.

You may, therefore, be interested in supporting the KSA in another way via a voluntary standing order payment. A small monthly contribution while your child is at Kings’ would make a huge difference to the money we raise.

Please speak to a member of the KSA team or email the KSA if you would like to help or need further information.

JANE LAMPREY (CHAIRPERSON)
ksa@kings-winchester.hants.sch.uk