



YEAR 6 TO 7 TRANSITION BOOKLET

ST AUGUSTINE'S CE HIGH SCHOOL



WELCOME

We've put together this booklet to give you everything you need to know about starting Year 7. We're excited to introduce you to our outstanding staff who will play a crucial role in your child's primary to secondary transition.

We've also included information on our values, uniform, the typical school day and more. Please read the contents of this carefully so you and your child are fully prepared to join us in September.

I am looking forward to meeting you all!

Ms Rachel Kelly
Head of High School

MS KELLY

HEAD OF HIGH SCHOOL

Dear Year 6 Students and Parent/Carers,

I am delighted to welcome you to St Augustine's CE High School. Some of you will be joining our community for the first time. For others, the children joining us in September 2024 will be following a long line of family members who have been educated in this school.

I hope you are proud to be joining a school with over 150 years of history. We want you all to 'Be the best you can be.' Our school is built on the values of Inclusion, Respect, Integrity, Perseverance, Kindness, Wisdom, Joy and Curiosity, all of which are underpinned by our Christian virtues of Faith, Hope and Love. The better you understand what the school has to offer and our expectations of your child the more successful your child's transition will be.

This academic year, we have had two very successful Inspections at St Augustine's. In November 2022, we had a statutory Inspection for Church Schools, SIAMS, in which we were awarded the highest grade in all 3 categories - 'Excellent.'

In March 2023, St Augustine's had a full OFSTED Inspection under the new framework, the first time since 2013. We were graded a 'Good' School with Personal Development as 'Outstanding.' OFSTED reported "The vision of faith, hope and love is central to this school. The core values of kindness and inclusion are guiding principles. Leaders encourage pupils to develop an understanding of differences in people. They help pupils to respect people from different backgrounds and to challenge stereotypes."

OFSTED also reported that "Leaders have high expectations, including for pupils' behaviour. They provide pupils with support and guidance. Pupils are safe, happy and well cared for by staff. Pupils appreciate staff's approach to managing behaviour in a fair and reflective way. Leaders address any concerns about bullying or the use of discriminatory language effectively when they occur. Pupils behave well, and the school is a calm and purposeful environment. Working relationships between staff and pupils are respectful." These remain important elements of our school and we expect all our parent/carers to work with us, and support us, to maintain excellent behaviour.

My ambition for St Augustine's is for every student to be a kind and respectful member of the community, to have opportunities to develop their personal interest and skills and to help achieve your child's ambitions. We celebrate and recognise all achievements at St Augustine's, whether this is an improvement in effort or securing a place at Oxford or Cambridge University.

We are all here to support your child, but in particular Mr. Russell who will be your child's Director of Learning for Year 7 and Ms Brady, who is the Pastoral Year Coordinator for Year 7. Everyone at St Augustine's is looking forward to working with you in partnership to ensure your child achieves success.

Rachel Kelly, Head of School



MR RUSSELL

DIRECTOR OF LEARNING - Y7

What do you enjoy most about working at St Augustine's School?

I have a few reasons why I enjoy working at St Augustine's. The first one is that there is a wonderful sense of community here and everybody is very helpful and friendly. The school's approach and the relationships that staff have with students are exceptional. I am very lucky to work with amazing students on a daily basis, and I am really grateful for this. I love the school's inclusive approach to education, giving every student a fantastic chance to fulfil their potential both academically and in their own personal development. My favourite part of working at St Augustine's is seeing how students grow from first coming in as shy Year 7's to when they leave as successful, kind young adults.



MS BRADY

PASTORAL YEAR COORDINATOR

What are your main responsibilities as a PYC at St Augustine's?

I have been working in St Augustine's for 20 years. I have always been involved with the transition from primary to secondary school and have visited many of the primary schools in Westminster, Brent and Camden over the years.

I would describe my responsibilities as ensuring the Year 7s are happy, healthy and safe in school. I liaise with parents, primary schools and various agencies to ensure any additional needs are supported in school. This could be anything under the umbrella of 'pastoral care', including emotional wellbeing and day-to-day guidance (such as with friendship issues). I gather a lot of information about the students which helps with identifying any additional needs (learning difficulties, emotional needs, social needs, etc) and refer children to the relevant department or service for assessment and/or support.



MS TUMBER

ASSISTANT HEADTEACHER

Why did you want to work at St Augustine's?

St Augustine's is a culturally rich community that reflects and celebrates the social diversity of London. This is what attracted me to the school. Having grown up in London myself, I wanted to work in an inner-city school and give back to the city I grew up in. I really admire the nurturing environment at St Augustine's and believe in their core values of kindness and inclusion as guiding principles.



ADVICE

FROM CURRENT YEAR 7 STUDENTS

Jad Shahab E7: "Come to school with a positive attitude, and listen to the teachers as they are very knowledgeable. Definitely take part in after school activities like sports or science club"

Basma El-Sayed A7: "Being organised is a key skill that is needed in secondary school. If you are organised it will have a great impact on your education. Two tips for being organised are: making sure your bag is packed with all the equipment you need for your lessons and getting familiar with your timetable. Ask for help if you need it!"

Princess Leiticia Ladd E7: "Treat everyone, including the adults, the same way you would like to be treated. Always respect others and always try your best!"

CHURCH OF ENGLAND SCHOOL



We are a Voluntary Aided Church of England of School. St Augustine's is founded on Christian principles and welcomes families of all faiths - we are a Christian School not just a School for Christians. Prayers are said in collective worship; children can participate in acts of worship or sit respectfully whilst they take place. As a school community, we go termly to St Augustine's Church.



We have a prayer room where Muslim Friday Prayers take place. In collective worship, we recognise many different religious festivals.

All these events, which include performances by students, are designed to represent the entire school community. Attendance is compulsory though children are not required to take part in any acts of worship.



TERM DATES

Michaelmas Term

INSET days : Monday 2nd and Tuesday 3rd September 2024: NO STUDENTS IN

Wednesday 4th September 2024 : First day of term for Year 7 and Year 12 Only

Thurs 5th September 2024: Year 7, Year 11, Year 12 and Year 13 Only

Friday 6th September 2024: All Year Groups

Half-term break : Monday 28th October to Friday 1st November 2024

End of Term : Friday 20th December 2024 at 12.00pm: All Year Groups

Lent Term 2025

INSET day: Monday 6th January 2025: NO STUDENTS IN

Students start date : Tuesday 7th January 2025: All Year Groups

Half Term break : Monday 17th February to Friday 21st February 2025

End of Term :Friday 4th April 2025 at 12.00pm: All Year Groups

Trinity Term 2025

Students start date : Tuesday 22nd April 2025 : All Year Groups

Bank Holiday: Monday 5th May 2025

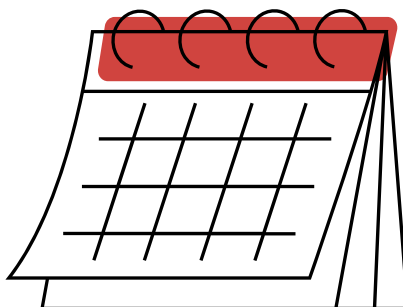
Half Term: Monday 26th May to Friday 30th May 2025

Last day for students : Friday 18th July 2025 : all Year Groups

INSET days : Monday 21st and Tuesday 22nd July 2025: NO STUDENTS IN

For a calendar view of the term dates visit our website under “School life” and the “High School Calendar” section

<https://www.stahigh.org/school-life/high-school-calendar/>



STARTING YEAR 7

ST AUGUSTINE'S CE HIGH SCHOOL

GETTING READY

Leaving the familiar surroundings and people in primary school to start the next stage of your life in secondary school can be both exciting and challenging. Through our induction programme and by visiting students in their primary schools we aim to talk about all the hopes and fears your children might have and try to make the transition to Year 7 a successful one. We ask all students, with their families and carers, to read through this booklet. Hopefully any questions you have about starting St Augustine's will be answered. If not, please do not hesitate to contact the school.

One of the more usual worries is allowing your child to travel to and from school alone. During the summer break, perhaps, you could practice the journey a few times with your child so that they get used to the route.

All secondary school children **MUST** have an oyster card—please apply for this so that you receive it before the start of the new term.



FIRST DAY - SEPTEMBER 2024

Students should arrive by 8.40am and go to the main school gate. Students should be in full school uniform and should bring with them basic writing equipment. Students will be assembled into their Tutor Groups and will be taken by their Form Tutor to their Tutor Room for registration. They will spend the day getting to know their Tutor, other staff, fellow students and the layout of the building. They will also be registered on a range of computerised systems, such as our learning and homework online platforms and the break/lunch system.

If your child is entitled to Free School Meals, and has been at Primary School, this will be automatically updated to your child's account on Parent Pay. If you are a Westminster Resident, your child will also automatically receive a free meal for Year 7 only, through Westminster's pledge to provide this support. If you are an out of borough resident, you can apply for Free School Meals if you have not been in receipt of these during primary school. You may, of course, provide a packed lunch if you prefer.

The school day will finish at 3.30pm, except Fridays when school closes at 2.40pm. Students can be collected or make their own way home. Please make your arrangements clear to your child. It would also help if your child has an emergency telephone contact number on them, especially if you have changed your contact numbers since completing the application form last October.

THE SCHOOL DAY

Monday, Tuesday, Wednesday & Thursday	Friday
8:40am - Students arrive to school	
8:50 - 9:10am - Registration & Readiness and/or Collective Worship/ Assemblies	
Period 1 - 9:10am - 10:00am Period 2 - 10:00am - 11:10am Break KS3 - 10:00am - 10:20am Period 3 - 11:10am - 12:00pm Period 4A - Lunch 12:00pm - 12:40pm Period 4B - 12:40pm - 1:30pm Period 5 - 1:30pm - 2:20pm Period 6 - 2:20pm - 3:10pm Registration and Reflection - 3:10pm - 3:30pm	Period 1 - 9:10am - 9:55am Period 2 - 9:55am - 11:00am Break KS3 - 9:55am - 10:15am Period 3 - 11:00am - 11:45am Period 4A - Lunch 11:45am - 12:25pm Period 4B - 12:25pm - 1:10pm Period 5 - 1:10pm - 1:55pm Period 6 - 1:55pm - 2:40pm

SCHOOL POLICIES

ST AUGUSTINE'S CE HIGH SCHOOL

PAYING FOR LUNCHESES, TRIPS, RESOURCES

We are a cashless school and use the online payment system, ParentPay. You may have already used this at your child's primary school. Any payments for books, trips, money for break/lunch times and/or donations can be made through ParentPay.

You would have already been sent a link and a username/password to activate your Parent Pay account. Please see the Main Office if you have any issues with this.

For more information on how to activate your account follow this link <https://parent-support.parentpaygroup.com/hc/en-gb/articles/4410745182481-How-do-I-activate-my-account#how-do-i-activate-my-account--0-0> or search the ParentPay Parent Support page.

For more information on how to make a payment payment follow this link <https://parent-support.parentpaygroup.com/hc/en-gb/articles/4410737893649-How-to-make-a-payment> or search the ParentPay Parent Support page.

If the ParentPay account goes on minus, the student won't be able to have a school lunch.

FOR LOGIN AND MORE INFORMATION SCAN THE QR CODE BELOW



SCHOOL POLICIES

ST AUGUSTINE'S CE HIGH SCHOOL

MEDICAL & FIRST AID

If your child has any medical needs, allergies, takes regular medication or requires a medical plan, please contact our medical team on medical@stahigh.org to make an appointment to pop in and see them. The school medical room is a place for students to rest temporarily if they are suffering from a mild ailment or injury. We are not permitted to supply medication of any kind.

The school nurse is not permanently on site.

Students who use inhalers for asthma or have an EpiPen should carry them at all times. Students with diagnosed medical needs will need to have a Health Care Plan in place in school and the School Medical Welfare Officer will contact you about this.

Any essential medication should be handed in to the School or Medical Office together with a completed Administration of Medicines Form (available from the school office), explaining quantity and time of dosage. Students can then self-medicate as required.

If a student is considered unfit to return to lessons, we will contact you to inform you of the illness or injury and arrange for you to collect your child from school.

If the illness or injury is of a serious nature an ambulance may be called and you will be notified immediately. The school has several first aiders to assess the best course of action, and we will endeavor to keep you informed of the situation and outcome.



THE CANTEEN

ST AUGUSTINE'S CE HIGH SCHOOL

ST AUGUSTINE'S CANTEEN

Magic Breakfast 7.45am - 8.30am

All students are welcome to come along for a FREE breakfast... a great way to start the day!

All students should bring a refillable water bottle so that they can drink water throughout the day.

Break and Lunch

When your child comes to St Augustine's they will be able to buy food from the Canteen during break and at lunchtime. There is more choice than at primary school and you will need to talk to your child about trying a wide range of foods rather than only choosing the same type of food each day. We use a 'thumb-print' system and you can 'top-up' with on-line credits via your Parent Pay account.

St Augustine's is a cashless school and student's accounts will need to be pre-loaded with sufficient funds. The cost of purchases is deducted from your child's account at the till. Parents can access information about account activity (credits/debits) at any time via our online payment system, Parent Pay.

The Meal Deal is different each day and there is always a vegetarian/Halal option. The meal deal includes a drink or hot dessert or biscuit or a small juice drink.

From September 2023, all Westminster Residents in Year 7 will automatically receive a Free School Meal as part of Westminster council's funding. If you are eligible for Free School Meals, we still actively encourage you to apply for this funding, as the school will continue to get funds which can support subsidised trips and learning resources for

your child. This is currently only in place for the time your child is in Year 7, so if you would normally be in receipt of, or looking to apply for Free School Meals during Year 7, and moving into Year 8, please do apply as soon as possible.

Free School Meal forms are available online - <https://www.westminster.gov.uk/education/free-school-meals/how-do-i-apply-free-school-meals>. You will need to provide a copy of your Benefit letter or other proof (bank statement). Qualifying benefits include Universal Credit/ Job Seekers allowance / Employment and Support Allowance / Immigration and Asylum Act Support (NASS) / State Pension / Child Tax Credit / Working Tax Credit 'run on'.

Students with FSM need to top-up their accounts for additional purchases (this is essential if they want to buy items at breaktime as FSM only covers the lunch times.)

Students are more than welcome to bring in packed lunches and eat them in the Canteen if they prefer—no notice or permission is required. If you choose to provide a packed lunch, please ensure that the lunch is a balanced meal with healthy food – no sweets or fizzy drinks or glass bottles are allowed.

MUSIC LESSONS

St Augustine's High School offers your child the opportunity to learn one or more of a wide range of instruments including brass, woodwind, guitar, piano, jazz band, individual singing, choir, gospel choir (Soulful Sounds), steel pans, cello, violin or drums. Further information on how your child can access music lessons will be shared with you in September.



SCHOOL POLICIES

ST AUGUSTINE'S CE HIGH SCHOOL

ATTENDANCE & PUNCTUALITY

An excellent attendance record is essential for a student to gain the most out of their time in school. Research has proven that there is a link between poor attendance and poor attainment. Any absence affects the progression of a child's learning and regular absence will seriously affect their learning.

Ensuring your child attends school is a parent's legal responsibility and if you permit absence from school without a good reason it is an offence which may result in you being fined (Fixed Penalty Notice). Children are expected to attend school on 190 days per year. That leaves 175 days for family outings, holidays, shopping and non-urgent medical and dental appointments. Please avoid booking routine medical appointments during the school day.

WHAT TO DO IF YOUR CHILD IS ABSENT

From time to time there may be genuine reasons for absence; illness, acute family problems, urgent medical appointments. It is the parent/carer's responsibility to call the school on each day of absence to explain the reason. Please call 0207 328 3434 Option 1 and leave a clear message stating your child's name, Tutor Group and reason for absence. Please provide appointment letters or doctor's notes to evidence reasons for any absences.

Occasionally, where reasons for absence are not acceptable or where there is a concern about unexplained absences, this could result in a referral to the Local Authority which could lead to statutory action being taken, i.e., a fine for taking a child out of school during term time or for persistent absence. The school will support students and families in whatever way they can to ensure high levels of attendance and punctuality.

Collection: If your child must leave school or be collected during the school day, we must receive a written note or e-mail in advance or during morning registration on the day concerned. Pastoral Year Coordinators will then authorise the absence. Please do not turn up without notice to collect your child as this causes disruption to lessons and your child could even be off-site (PE). Students will need to 'sign-out' at the Main Office.

Family holidays: All family holidays should be taken during published school holidays. The Local Authority actively discourages holidays during term time. The Headteacher has the discretion to authorise exceptional leave of absence where there may be emergency circumstances for which you may be asked to provide proof. Please be aware that additional time off school is not an entitlement and may not be authorised and additional 'holidays' will generally result in a Fixed Penalty Notice (fine).

SCHOOL POLICIES

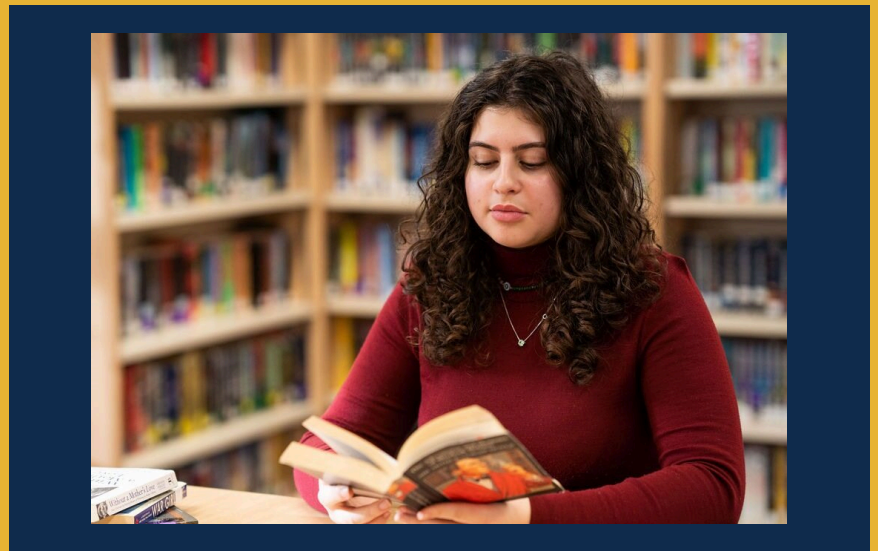
ST AUGUSTINE'S CE HIGH SCHOOL

RESTORATIVE DETENTION

As part of our behaviour policy, St Augustine's implement a system to support our students with reflecting on their behaviour choices. This system allows students to have a restorative conversation with members of staff following any behaviour that is deemed not to be consistent with our school values.

This is called a Restorative Detention and ensures that there is an opportunity for students to have a conversation with staff and resolve any issues in a positive way. We have found that these conversations repair and strengthen student and teacher relationships and instil a sense of accountability in our students for their actions. Restorative Detention has had a positive impact on the attitude to learning of students and allows them to have a voice following any behaviour incident.

If your child receives a negative comment at any-time before 3.15pm, they will receive a Restorative Detention. Any student in a Restorative Detention will be in school between 3:30pm-4pm. This is to give students more time to reflect on the behaviour that has led to them receiving a negative comment and have more productive restorative conversations with their teachers.



Parents/carers are notified via email daily at 3:15pm if their child will be in Restorative Detention

SCHOOL POLICIES

ST AUGUSTINE'S CE HIGH SCHOOL

POSITIVE POINTS & AWARDS

When teachers think they are doing well and really trying their best the students will get 'positive points'.

These are recorded on our school 'tracking system' called SIMS.

At the end of year 7, a large number of students have over 200 positive points and NO negatives – so they are TOTALLY POSITIVE.



At St Augustine's we have a rewards system to ensure that we can celebrate and recognise all of the fantastic work that our students do every day at school. We want to celebrate when they show growth in our virtues of Faith, Hope and Love, and when they demonstrate our school values.

During every term we give out the following rewards:

- Positive emails are sent home to parents/carers each week when students receive a positive point.
- Student of the Fortnight Certificates – These are given to the students in each year group who receive the highest number of positives.
- 'Be the Best that we can be' Achievement Certificates – These are given when you reach 100, 150 and 200 positives.
- Student of the Half Term Certificates – These are given to students who receive the highest number of positives each half term.
- Tutor Group of the Half Term – Pizza and Games parties are awarded to the tutor group who receive the highest number of positives.

At the end of each term, we also have rewards assemblies, in which the following rewards are given out.

- Ethos and Values Badge – This is awarded to students who receive all 9 positive behaviour points during the term.
- Head Teacher's Commendation – This is awarded to one male and female student in each year group who have stood out and contributed to school life.
- Attendance and Punctuality awards for students who have an outstanding attendance record are entered into a draw for a prize.
- Mr Hatch Community Award – This is awarded to one student in each year group who has contributed to school life.
- We also have a new reward that launched in 2024 which is the Zuhair Hassan Creative and Performing Arts Award which is awarded to one student in each year group who has contributed to creative and performing arts.

EQUIPMENT

ST AUGUSTINE'S CE HIGH SCHOOL

Please make sure your child has all the basic equipment before the start of term. Please remember that your child has to carry their equipment around all day so only provide essential items. Your child will need a pencil, a pen, ruler, eraser, sharpener, glue stick, maths set, scientific calculator, a set of headphones (for some lessons where computers are used) and a small dictionary.

All pupils should have a strong backpack - fairly big and with wide straps is best. These are comfortable for students to carry their books and equipment.

Design&Technology (DT)

- Pencil
- Black pen
- Eraser
- Sharpener
- Ruler (15 cm or 30 cm)
- Colouring pencils (optional)

Science

- 2 Black/Blue pens
- 2 pencils
- Rubber
- Ruler
- Protractor
- Calculator - ideally scientific; they can then use it right through to year 13.
- Small selection of highlighter pens
- They should all be in a pencil case.

Maths

- Protractor
- Ruler
- Calculator
- 2 Green Pens
- 2 Black Pens
- Pencils

MFL (Spanish and French)

- A blue pen
- A red pen
- A green pen
- A highlighter
- A ruler
- A pencil
- A rubber
- Colour pencils (recommended)



UNIFORM & PE KIT

ST AUGUSTINE'S CE HIGH SCHOOL

UNIFORM

Uniform Details

- Black blazer
- School badge - to be purchased from ParentPay and collected from school.
- Black school skirt or trousers*
- Navy Blue V-neck jumper or cardigan
- White shirt (with collar)
- Plain black footwear
- Tie - to be purchased from ParentPay and collected from school.

*School trousers must be black as styled like the picture below. They must not be jeans or fashion trousers of any kind including skinny jeans or leggings. Girls also have the option of wearing skirts, and these must be of a modest length. If we think that a girl's skirt is not suitable for school, she may be sent home to change, and you will receive a call informing you of this.

If girls wear a headscarf (hijab), it must be plain blue, black or white. Hairstyles must be smart and appropriate for school. Long hair will need to be tied up for certain lessons.

Jewellery

Students are not allowed to wear any items of jewellery to school except for the following:

- Medical alert necklace/bracelet (by prior agreement)
- One pair of plain studs or sleepers are permitted (not 'diamond' or similar fashion styles)
- Smart watches are not permitted
- Make-up, nail polish, hooded tops, caps and bandanas are not allowed in school.

SCAN THE QR CODE BELOW



UNIFORM & PE KIT

ST AUGUSTINE'S CE HIGH SCHOOL

PE KIT

Our PE Kit is available to order online.

When students have PE they must come to school in their uniform and then change into their PE kit.

<https://www.mapac.com/education/parents/uniform/staugustinescehighnw65sn>

- Plain navy-blue tracksuit bottoms or leggings with school badge
- Plain navy-blue shorts with school badge
- Plain blue t-shirt with the school badge
- Tracksuit Top (Optional)
- Trainers
- Some lessons take place at Paddington Recreation ground, so footwear suitable for Astro is also acceptable.



FOR MORE INFORMATION SCAN THE QR CODE BELOW



REMINDERS

ST AUGUSTINE'S CE HIGH SCHOOL

LOOKING AFTER YOUR PROPERTY

Secondary School is very different from Primary School. There are more students and more classrooms, and you are moving to different parts of the building for lessons. At times, Year 7 students can forget their coats or leave bags in the PE changing rooms by mistake. Please ensure that all of your child's belongings clearly have their first name and surname on the labels so any item can be returned. All lost property will be taken to the Main Office.

The school does not accept any responsibility for personal items brought into school by students. Please support the school by reminding your child not to bring the following items to school:

- Electronic games
- Jewellery (except one pair of plain studs)
- Extra (unnecessary) money

Items listed above will be confiscated and will only be returned to a parent by prior arrangement or to the student at the end of the half-term. The school will not accept responsibility for lost, stolen or damaged mobile phones as they are not covered by insurance.

MOBILE PHONES

Mobile Phones/Ear Pods **MUST NOT BE USED, SEEN OR HEARD** in St Augustine's. If a member of staff sees a mobile phone or Ear Pods, they will be confiscated, and a parent/carer will need to collect these from main reception at the end of the following day. If a student is seen using their phone/ear pods at any point on site, they may be confiscated for up to 5 days. The School has the right to view the content (photos, messages, social media, etc.) on a child's mobile phone if a concern has been raised such as online bullying. In some cases, the School Based Police Officer may be asked for advice relating to content on a phone.

TOP TIPS

1. Stick a copy of your timetable up somewhere at home.
2. Pack your school bag the night before so you are ready for the next day,
3. Toilets are not used by students in lesson time. In an emergency, a teacher may give you permission to use the toilets. Parents/Carers - it is important you let us know of any medical condition which may justify a 'toilet pass'.
4. Make sure you have learnt how to tie your tie before September. Practice also doing your top button up on your shirts. You will need to be able to get changed into your PE kit and back into your uniform quickly so practice!
5. If you are not sure about something, then please ASK. Both staff and students want to help you settle in.

WEBSITE

The link to our school website is www.stahigh.org and you will find information about your child's curriculum, links to our policies, newsletters and updates on term dates here. Please do regularly have a look at the website, as we will also use this platform to communicate any changes to the school day that may impact on your child.



REMINDERS

ST AUGUSTINE'S CE HIGH SCHOOL

QUICK REMINDERS

Routines and expectations

Please support your child by doing the following:

- Top up your child's account via ParentPay
- Ensure your child has all the correct items of uniform
- Put your child's name on each item of uniform/equipment
- Ensure your child brings a reading book every day to school
- Check MS Teams for the homework assignments that are being set

To aid good communication:

- Please do not call your child's mobile phone during the school day. Students are not permitted to use their phones in school. They should not call or text you for any reason from their mobiles during the day. They can contact you from the Year Team office if they feel they need to speak to you for any reason.
- Please only make doctor and dentist appointments outside of normal school hours.
- If your child does have an appointment during school time, please send in their appointment letter/card in advance, or email a screenshot of the appointment details. This can be noted, and arrangements put in place so that your child is ready at the right time to be collected by you. Please avoid 'just turning up' to collect your child as this interrupts lessons and staff may not be available.
- If your child is unwell or absent for any other reason, please call the school on 0207 328 3434 and select Option 1. Please clearly state your child's name, Tutor Group and reason for absence. All unexplained absences will result in a Truancy Call to your main contact numbers.
- Please make a note of any extracurricular activities your child takes part in so that you are not worried when they do not return home at the usual time from school.

EXTRA-CURRICULAR CLUBS

At St. Augustine's CE High School, we offer a wide range of extra-curricular activities to cater for all interests: academic subject clubs, sport coaching and activities, creative clubs, homework support and so on. We want all students to become involved in at least one club to widen their interests. It is very important that students have a balance of 'work and play' - this improves physical and mental health and well-being.

The extra-curricular timetable changes according to the sporting seasons and availability of staff. New groups are added from time to time, and these are advertised within the school. Visit the School website for an up-to-date list of activities and events.

Please encourage your child to try something new or to build on existing skills. They may find a passion for something they can enjoy for the rest of their life and can develop friendships with other like-minded people.

LIBRARY

Students can use the library after school to complete their homework. Computers are available if they don't have access at home.

YEAR 7 CURRICULUM

Subject	Number of Lessons per week	Subject	Number of Lessons per week
English	4	Geography	2
Maths	4	History	2
Science	4	PE	2
Religious Education	2	Design and Food Technology	2
Art	2	PSHCE	1
French or Spanish	2	Drama	1
ICT	1	Music	1

SAFEGUARDING & SUPPORT

ST AUGUSTINE'S CE HIGH SCHOOL

KEEPING CHILDREN SAFE IN EDUCATION

The need to keep children safe is one of the most important tasks that school staff must undertake. Every member of staff and visitor to our school has a duty to safeguard and promote the welfare of our students.

All staff are trained in aspects of Safeguarding and the school has a clear policy on what to look out for and how to refer any concerns to one of the Safeguarding Team. General areas of training for all staff have included awareness of types of abuse (including physical, emotional, sexual and neglect), Prevent (anti-radicalisation strategy), Female Genital Mutilation, Honour Based Violence, On-line Safety, Child Sexual Exploitation, Mental Health issues and other issues that could potentially affect young people.

The Safeguarding Team have had additional training so that they are the key staff to be notified of any disclosures or concerns that will need to be referred on to other supportive agencies such as Social Care, Child and Adolescent Mental Health Services (CAMHS), etc. The school works with various agencies to ensure that all aspects of a child's physical and emotional needs and medical wellbeing are addressed.

The school has a duty to share information with other service providers when there are new or ongoing concerns about a child's safety or welfare. If you have a concern about a child in school, we will ask that you call 0207 328 3434 extension 227 or e-mail jbrady@stahigh.org so that any concerns can be followed-up straight away.

The Safeguarding Team are:

- Mr E Moriarty; Head of Federation, Deputy Designated Safeguarding Lead
- Ms R Kelly; Head of High School, Deputy Designated Safeguarding Lead
- Mr D Cunningham: Deputy Headteacher, Designated Safeguarding Lead
- Ms J Brady: Pastoral Year Coordinator Year 7, Deputy Designated Safeguarding Lead
- Ms S Jarrett: Pastoral Year Coordinator Year 11, Deputy Designated Safeguarding Lead
- Ms J Khawam: Assistant Headteacher, Deputy Designated Safeguarding Lead

SUPPORT

Across the school, systems are in place to support students to fully access the curriculum. The Special Educational Needs (SEN) department provides targeted support to students.

Homework Club is also offered to all students after school each day—this is for all Year Groups and subjects.

Other school-based staff help students with a range of issues linked to either personal, social or emotional difficulties. These include our Pastoral Year Coordinators (PYCs), School Counsellor and the School Based Police Officer (promoting Safer Schools). Having over 1,000 pre-teens and teenagers in school can sometimes present issues around self-confidence, self-esteem, managing emotions and feelings, coping with friendship difficulties, etc. These needs can be either short-term or may need a longer period of support.

Other agencies come to school to discuss concerns and provide support, including Social Workers and Family Support Practitioners to support children and their families with a range of challenges.

We also have a Deaf Students' Provision, Speech and Language Therapists, Art Therapist, West London Zone and visiting advisory teachers and therapists to support our students.

Our aim is to always be available to listen to a student's concerns and to help them identify what type of support they think would help. Every student should be able to feel happy, healthy and safe.

SECURITY

The safety of your child is very important to us, and we do our best to ensure that our students are in a safe environment. During the school day, students, apart from Sixth Formers, are not permitted to leave the school grounds unless they are on an organised activity.

Visitors can only access the school via the Kilburn Park Road entrance. If you wish to visit the school during the school day you MUST report to the Main School Reception.

No visitors, including parents, are allowed to walk around the school unescorted.

SAFEGUARDING & SUPPORT

ST AUGUSTINE'S CE HIGH SCHOOL

IMPORTANT INFORMATION ON ONLINE SAFETY

Mobile phones, tablets and laptops are in everyday use by very young children and can be used as a 'safety tool' by them and parents to keep in touch. Some Apps are educational and useful and having a phone or tablet is 'the norm'. However, these items make it very easy for young people to become involved in conversations (voice, message or video) that usually take place away from where adults can see and hear what is happening. The main Apps that children use to send messages are also the places where some children are targeted for bullying and includes:

WhatsApp, Snapchat, Instagram, TikTok



The emotional impact of being targeted for online abuse and/or bullying can be devastating for both for the target (child) and their family. In some cases, the victim suffers long-term harm affecting their confidence and well-being. Sometimes, when they realise the impact of their actions the person who has set up a group or sent messages also feels bad for their part in the bullying of another young person.

This can affect people's careers as future employers increasingly check an applicant's past social media content. Sometimes a young person shares an image or video of themselves which may be sexually explicit – this is referred to 'sexting'. It is very important that all young children clearly understand that they have no control over sent images or how they are shared or saved by others. However, many agencies are working together to support the young people affected by this and to try to minimise the impact of sharing 'sexting' images on the sender.

Cyber bullying can be considered as harassment, threats or menacing communication and may be an offence under the one or more of the following acts:

- Protection from Harassment Act (1997)
- Malicious Communications Act (1988)
- Communications Act (2003)
- Obscene Publications Act (1959)
- Computer Misuse Act (1990)

For more support or advice or to report a crime regarding on-line bullying, sexting, worries about on-line grooming, etc. please refer to the following agencies:


School: Pastoral Year Coordinator and/or School Based Police Officer

Child Exploitation and Online Protection Centre—www.ceop.police.uk

www.childline.org.uk 0800 1111





READING LIST



TITLE	WHAT IS IT ABOUT?	CHECKLIST & NOTES
<p>The Spiderwick Chronicles by Tony di Terlizzi</p> 	<p>After finding a mysterious, handmade field guide in the attic of the ramshackle old mansion they've just moved into, Jared; his twin brother, Simon; and their older sister, Mallory, discover that there's a magical and maybe dangerous world existing parallel to our own—the world of faerie.</p>	
<p>Kick by Mitch Johnson</p> 	<p>Budi works in a sweatshop in Jakarta making football boots. He dreams of playing for the greatest team on earth, instead of sweating over each stitch he sews. But one unlucky kick brings Budi's world crashing down. Now he owes the Dragon, the most dangerous man in Jakarta. Soon it isn't only Budi's dreams at stake, but his life.</p>	
<p>Artichoke Hearts by Sita Brahmachari</p> 	<p>12 year old Mira's life is full of the ups and downs of family, friends and school; most particularly there is sadness in knowing that her beloved grandmother is dying and happiness as her interest in a mysterious boy in her class blossoms.</p>	
<p>The Dark is Rising (series) by Susan Cooper</p> 	<p>"Tonight will be bad, and tomorrow will be beyond imagining." Fantasy, magic, Arthurian legends, mythology, folklore, the battle between Good and Evil: all these elements combine to make this quintet of books a must-read for fans of JK Rowling and Philip Pullman.</p>	

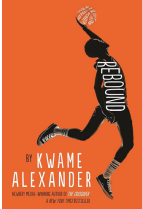



READING LIST



TITLE	WHAT IS IT ABOUT?	CHECKLIST & NOTES
<p>The Haunting of Aveline Jones by Phil Hickes</p> 	<p>Aveline loves reading ghost stories, so a dreary half-term becomes much more exciting when she discovers a spooky old book. Not only are the stories spine-tingling, but it belonged to a girl called Primrose Penberthy, who vanished mysteriously, never to be seen again. Intrigued, Aveline decides to investigate Primrose's disappearance, with some help from her new friend, Harold. Now someone...or something, is stirring. And it is looking for Aveline</p>	
<p>Inkheart (trilogy) by Cornelia Funke</p> 	<p>A series of books about books – the magic and power of them. Set partly in Italy and partly in a work of fiction, the author takes us to some dark places with villainous characters but the strength of family makes for a powerful antidote.</p>	
<p>The Secret Detectives by Ella Risbridger</p> 	<p>When Isobel is orphaned, she finds herself sent from India to an uncle in England. On board the ship, she sees somebody thrown overboard in the night. But when the captain insists no-one is missing, Isobel must solve the mysteries before the culprit escapes.</p>	
<p>A Wrinkle in Time by Madeleine L'Engle</p> 	<p>A brother and sister become involved with unearthly strangers and a search for their father, who has disappeared while engaged in secret work for the government. Unusual in the realm of science fiction/ fantasy for having a strong female lead character.</p>	






READING LIST



TITLE	WHAT IS IT ABOUT?	CHECKLIST & NOTES
<p>Rebound by Kwame Alexander</p> 	<p>When Charlie gets into trouble one too many times, he's packed off to stay with his grandparents for the summer. There his cousin introduces him to a whole new world: basketball. A legend on the courts is born, but can he resist trouble when it comes knocking once again? A story told in verse</p>	
<p>Northern Lights (series) by Philip Pullman</p> 	<p>The heroine of this series, Lyra, is true to herself and makes friends in her travels that are of all shapes, sizes, and colours. Nothing stops her from doing what she believes to be the right thing and this makes her an appealing and subversive role model.</p>	
<p>Letters from the Lighthouse by Emma Carroll</p> 	<p>After Olive's big sister Sukie vanishes during an air raid, Olive and her little brother Cliff are evacuated to the south coast. They stay in the lighthouse, but the little village isn't as sleepy as it seems, and somehow, what's going on is linked to Sukie's disappearance.</p>	
<p>The Starlight Watchmaker by Lauren James</p> 	<p>Hugo is an android who works at a prestigious school where aliens from across the galaxy come to study. He strikes up an unlikely friendship with pompous student Dorian, and together they unearth a sinister scheme.</p>	

READING LIST



TITLE	WHAT IS IT ABOUT?	CHECKLIST & NOTES
<p>The Hobbit by JRR Tolkien</p> 	<p>Classic tale of an unlikely and endearing hero who becomes caught up in a perilous quest to steal a dragon's hoard and while doing so finds a magical ring. More light-hearted and an easier read than the author's Lord of the Rings sequence.</p>	
<p>Refugee Boy by Benjamin Zephaniah</p> 	<p>His father brings Alem to London for what he thinks is a holiday; in fact he's escaping the war in Ethiopia and leaves him to survive by himself as a refugee. The struggles and injustice he face will make you angry – but the book is full of hope.</p>	
<p>Noah's Gold by Frank Cottrell - Boyce</p> 	<p>11-year-old Noah sneaks along on his sister's geography trip but six kids are marooned on an island. They're hungry & their teacher vanishes. The phones and internet don't work. There's no way of contacting home.</p>	
<p>Twelve Minutes to Midnight by Christopher Edge</p> 	<p>Penelope Tredwell is the feisty thirteen-year-old orphan heiress of the bestselling magazine, The Penny Dreadful. Her masterly tales of the macabre are gripping Victorian Britain, even if no one knows she's the author. One day, a letter she receives from the governor of the notorious Bedlam madhouse plunges her into an adventure more terrifying than anything she has ever imagined.</p>	
<p>The Seeing Stone by Kevin Crossley - Holland</p> 	<p>The stories of a young King Arthur told in 100 short chapters.</p>	