



Burnley High School

New Starter

Parental Pack

Summer 2021



An Education Partnership Trust School

Dear Parent/Carers,

We would once again like to welcome you into the Burnley High School family. Since the last letter you received we have been actively speaking to all our feeder primary schools, finding out lots of wonderful information about your child, their talents, hobbies, interests and friendship groups. We have been putting together two comprehensive transition packs which will support both you as parents and your children.

Pack Contents:

- FAQ's for parents
- Supporting your child through Transition
- Uniform Expectations

You will be contacted with an invite for our school cloud virtual meeting site shortly to invite you to a short introductory meeting with myself to discuss any concerns or worries. This meeting can be just you as parents/guardians or have the pupils present aswell.

Pupil Packs

You will also receive another pack which is aimed at supporting your son/daughter through transition and providing them with all the information that would be explored on Transition days. Within the pack are several activities which pupils can complete before September and can bring them with them on their first day. Should you have any issues with the activities please do email bhstransition2021@burnleyhigh.com and we will endeavour to support where ever we can.

Kind Regards



Mrs E.K.Shaw

Transition Coordinator

Head of Year 7



Parental FAQ's

What does my son/daughter need to bring on their first day?

Your child will start school on **Monday 6th September at 8.30am**. Your son/daughter will need to bring with them the activities from their pack, a pencil case with pens, pencil, ruler, rubber and a scientific calculator. If your son/daughter has a reading book that they would like to continue reading in school they can bring this, or access the school library for a book which is classed as part of the school equipment.

Pupils will need to bring either a packed lunch or money for them to put on their finger print which will be scanned upon their arrival. If your son/daughter is currently accessing free school meals this will be ready for them on their first day.

All exercise books will be provided within their lessons.

What are times of the school day?

Monday – Friday

School doors open – 8.20am

Form Begins – 8.30am – 8.50am

Period 1 – 8.50am-9.50am

Period 2 – 9.50am-10.50am

Break time – 10.50am – 11.10am

Period 3 – 11.10am – 12.10pm

Lunch – 12.10pm – 12.50pm

Period 4 – 12.50pm – 1.50pm

Period 5 – 1.50pm-2.40pm

Form time – 2.40pm-2.45pm

How will forms be decided?

Pupils will be placed into one of 5 form groups. The groupings for these forms are based around lots of different factors and recommendations from your child's Primary teachers. This includes their hobbies, interests and friendship groups. For pupils who are the only child transferring to Burnley High School from their primary school then please do not worry. We will buddy them up with similar pupils based on the information we have been given and will provide them with additional support in the early stages.



How will academic sets be decided?

Pupils will be taught in forms for the first half term. This will help them form new friendships and become familiar with lesson styles at Burnley High School. Some baseline assessments will also take place during this time, and these combined with information from Primary schools will provide the information we need to provide the most appropriate challenge for your child at each stage in their education. Here at Burnley we have 2 bands which your child will be allocated into once assessments are done. This allows us to stretch and challenge all pupils but also ensure that those who need more support get this too. We always allow movement between sets in order to either challenge or support pupils as and when needed.

Do I need to buy my son/daughter a laptop for homework?

All our homework is either set within class, on online learning platforms, such as Seneca, or through a site called Show my Homework. All of these apps can be accessed through a free phone app or through the website. Buying a laptop is entirely a parental option at this stage, however it is not deemed a necessity within year 7.

How can parents keep a track on homework?

Parents will be given a code for Show my Homework, this code will allow all parents to be able to access homework that has been set, the subject and the deadline for this to be submitted.

How does lunch time work in regards to payments?

Burnley High School operates on a cashless system to ensure the safety of all pupils. Within our recent posted data pack, with you have signed a '**biostore**' consent form which will allow us to scan your son/daughters finger print on their first morning. Once all email addresses are set up on the system you as parents will be able to upload cash onto your son/daughters account through the use of the Weduc app (this is a free app accessible on Iphone and Andriod). On the first day, pupils will need to bring some money with them as email addresses will not be registered at this point. All pupils will have registered any cash within the first two hours of their first morning.

How will I receive letters and information from school?

All letters, information and trips forms will be uploaded through the Weduc app. This is a



free app and requires for school to have an up to date email address. If for any reason you are unable to provide an email address, print outs of the letters and information will be sent home.

Weduc allows for you as parents/carers to pay for trips, consent to activities that take place, keep track of what your son/daughter is eating and receive all correspondence from school.

Who do I contact if I have any concerns or questions and how do I do this?

As a first port of call, all contact needs to come through your child's Head of Year. This will be Miss Brennan. This can be done through a phone call or via email at **abrennan@burnleyhigh.com** . If the question or concern is relating to a specific subject this will be passed through for the required teacher to contact you directly. Please be aware that all members of staff are full time teaching staff and may not be available at the time you contact. However, we will always contact you before the end of the day. If you wish to make an appointment for a face to face meeting with staff, please contact the school and an appointment will be made. Please be aware we cannot facilitate meetings through drop in visits to reception either before or after school and a meeting for another time will be arranged.

Are there any extracurricular activities that my son/daughter could be involved in?

Yes, Tuesday-Friday we have an extracurricular timetable with a variety of activities from sports clubs to homework club to art club. These run from 2.50-3.50pm. Your son/daughter will be given an example copy of what a timetable looks like for a half term within their pupil pack. These are rotated every half term and clubs will change.

Can my son/daughter bring their mobile phone to school?

Yes, we appreciate the safety of your children travelling to and from school is paramount. Therefore, we encourage your child to bring their phone to school for travelling purposes. However, in school mobile phones can be a safeguarding risk and a distraction to learning and for this reason we operate a "no mobile policy" within school hours.

Every morning pupils hand in their mobile phones during form time, these are then locked away in a school safe and handed back out to children at the end of the school day.

Please note, that pupils failing to hand in their phone will lead to detentions and removal of the phone from their person for a parent to come and collect.



Will my son/daughter be given a locker?

No, as a school we have found that lockers have been detrimental to student punctuality for lessons and therefore impact on further learning and focus. Pupils will only be required to bring to school the books they need for that day which will be found on their timetable and therefore they will be able to carry these.

Who do I contact if my child is unwell?

If your child is incredibly unwell and they are unable to attend school that day it is paramount that you contact school as soon as possible. You can do this via email to attendance@burnleyhigh.com or ring school and leave a message. If we do not hear from you, our attendance officer will be contacting you for further information. Should your child be off for multiple days, you must ring/email each day.

If your child is unwell in school we will try to keep them in as much as possible unless they have been physically sick or are too unwell to stay in school. At this point, Mr Smith, our attendance officer will contact you to discuss arrangements for pupil collection.

What happens if my child has multiple days off school?

As you will appreciate a child's school life is a vital stage within their development and therefore attendance is a key focus for us from day one. Should your child's attendance dip you will be contacted by our attendance officer and placed on an attendance contact which will be reviewed every 4 weeks. This is done to prevent large missed gaps in learning for your child.

What if my child has a medical appointment?

We ask that if you are making a medical appointment these are made for outside school hours where possible. We appreciate this is not always possible and where on an absolute must basis your child has an in-school appointment, please ensure you notify our attendance team with as much notice as possible.

Are there any Trips or rewards that my son/daughter can access and how do they work?

Throughout each year we offer the opportunity for several behaviour and attendance reward trips.

Our biggest trip is based on attendance and will take place September 2021. This is a trip to



Blackpool pleasure beach and the criteria for this is 97% or above attendance over the year. Pupils will be monitored and kept informed on their attendance throughout the year so they can rectify their attendance in order to meet trip criteria.

At the end of each term there is behaviour reward trip/day. These are a fantastic way to motivate every child and encourage them to take responsibility for their own behaviour and encourage positive behaviour from others. It is also a great opportunity to reward those pupils who consistently behave to a high standard and demonstrate the school ethos. These trips are based on a very strict criteria and pupils are informed of the criteria at the start of each term.

What uniform will my child be expected to wear?

Attached to this pack is our most recent and up to date September uniform list. Pupils will be expected to wear full school uniform daily. Students will be checked and must bring a note to school if there are specific reasons for incorrect uniform. Our uniform policy also includes the expectation of no unnatural coloured hair and only one set of **plain gold or silver studs only**, pupils must not wear top piercings or sparkly studs as these will be removed. PE kit only needs to be brought into school on the days where pupils have PE.

My child has special educational needs, who do I liaise with?

If your son/daughter has special educational needs both Mrs Shaw and Miss Boardwell will have been liaising extensively with the primary schools to ensure we have all up to date support in place. Once September arrives all special educational needs discussions and concerns can be directed to our school SENCO, Miss Boardwell at aboardwell@burnleyhigh.com.



Uniform for Burnley High School

From September 2021, students are expected to be wearing our traditional full school uniform. Since our transfer from the Chapel Street Trust to the Education Partnership Trust the School has embarked on a limited amount of rebranding. This includes a new school crest that you will start to see on official documentation. This will also appear on our uniform in the next year. Our uniform partners, however, will be stocking the uniform in the original crest until that is sold. This will mean that you will likely purchase uniform with the original crest on. The School will continue to accept uniform with the old crest on until academic year 23/24. Our **school uniform** is as follows:

- School blazer with logo on pocket
- White long OR short sleeved shirt/blouse
- Black trousers OR plain black pleated skirt – 2"/5cm width pleats, touching the knee
- School jumper, grey with purple band round V-neck and waistband (**optional**)
- School Tie
- Plain black shoes (preferably water-resistant), no visible logo, no trainers or trainer-style and no boots
- Grey or black socks OR plain black opaque tights, no patterns, no leggings
- Dark coloured overcoat to be worn over blazer (optional) Black headscarf (**optional**)
- Plain black or purple bobble, scrunchie and/or plain black hair clip

Boys PE kit

- BHS PE Polo Shirt
- BHS Rugby Shirt (**Optional**)
- BHS PE Hoody
- Plain Black Shorts (**minimal branding**)
- Plain Black Tracksuit Bottoms (**optional - minimal branding**)
- Purple Football Socks
- Trainers
- Football Boots

Girls PE kit

- BHS PE Polo Shirt
- BHS PE Hoody



- Plain Black Shorts (**minimal branding**)
- Plain Black Tracksuit Bottoms (**optional - minimal branding**)
- Plain Black Sport Leggings (**optional - minimal branding**)
- Purple Football Socks
- Trainers
- Football Boots

Standards

- Hair must be a neat style with no unnatural colours
- Hair longer than shoulder length must be tied back with a plain black or purple bobble or scrunchie.
- No make-up should be worn
- No jewellery other than a small pair of plain gold or silver round stud earrings
- No hoodies
- All students should travel to and from school in their full uniform worn correctly

Buying Uniforms

Uniforms can be bought from:

Whittakers school wear at Burnley Pendle Village Mill:

<http://www.whittakersschoolwear.co.uk/Burnley>

Moonline - Standish Street Burnley:

https://moonlineuniforms.business.site/?utm_source=gmb&utm_medium=referral



Supporting your child through Transition

Transition is an important part of moving through school, growing up and at the end of year 6 a rite of passage, a marker that shows you are closer to adulthood.

Common Themes

Transition affects a large number of people – children, parents and teachers – as a result, there is a lot of information to process and different aspects to consider. They are all important. Most of us can remember our first day at ‘Big School’ and as parents, we will also remember our children’s first day in September. For some of you this will be something you are used to and will have experienced Transition with older children. However, for some of you this will be the first-time experiencing Transition from primary school to secondary and for everyone this is a very strange year for Transition and it looks very different to the norm for all involved.

Ways to help

Make this a positive experience – as hard as the times currently are, it is important to make sure that there is a lot of positivity around moving to high school. Talking about it as an adventure and the new things that will be experienced and new friends that will be made will help any worries or anxieties your children may have. Discuss buying new uniform and the process of growing up and new responsibilities that they will have. Share positive experiences of change and how this will help with independence and personal growth.

Talk through this pack with your children – It may be that some of the FAQ’s I have covered here are ones your children are worrying about as well. Talk through the different things in this pack, it will help pupils feel involved and know what the expectations are. Should any further questions arise for the information in this pack, please email Mrs Shaw at ecampbell@burnleyhigh.com

Talk through their packs with them - Your son/daughter may have questions from their pack and talking through what is involved will help them. There are a lot of different activities that have been included for them to complete and bring into school in September, ensure where you can to help them complete them and talk about what the tasks are.

Social media wellbeing sites – As part of our wellbeing support we have both an Instagram and Twitter page that you can follow. These pages allow for different activities to be completed and give a variety of advice and support.

Twitter: @wellbeingBHS or burnley_high

Instagram: wellbeingatBHS



Discuss safety and getting to and from school – If your son/daughter is getting the bus it may be worth making that trip a few times between now and September so they are comfortable with the journey they need to complete when it is safe to do so. If they are walking, plan out the safest and most visible route. It is essential to discuss the importance of not talking to strangers and staying safe on main roads. Plan out timings and/or bus times so that your son/daughter is not worried and late for their first days. Take into account more traffic on a 'normal' school day when thinking about timings.

Always ask – If there are any worries, questions or thoughts that are not covered within this pack or the pupil pack please do not sit on them and worry. Email the transition queries email and these will be answered to the best of our ability.

bhstransition2021@burnleyhigh.com

