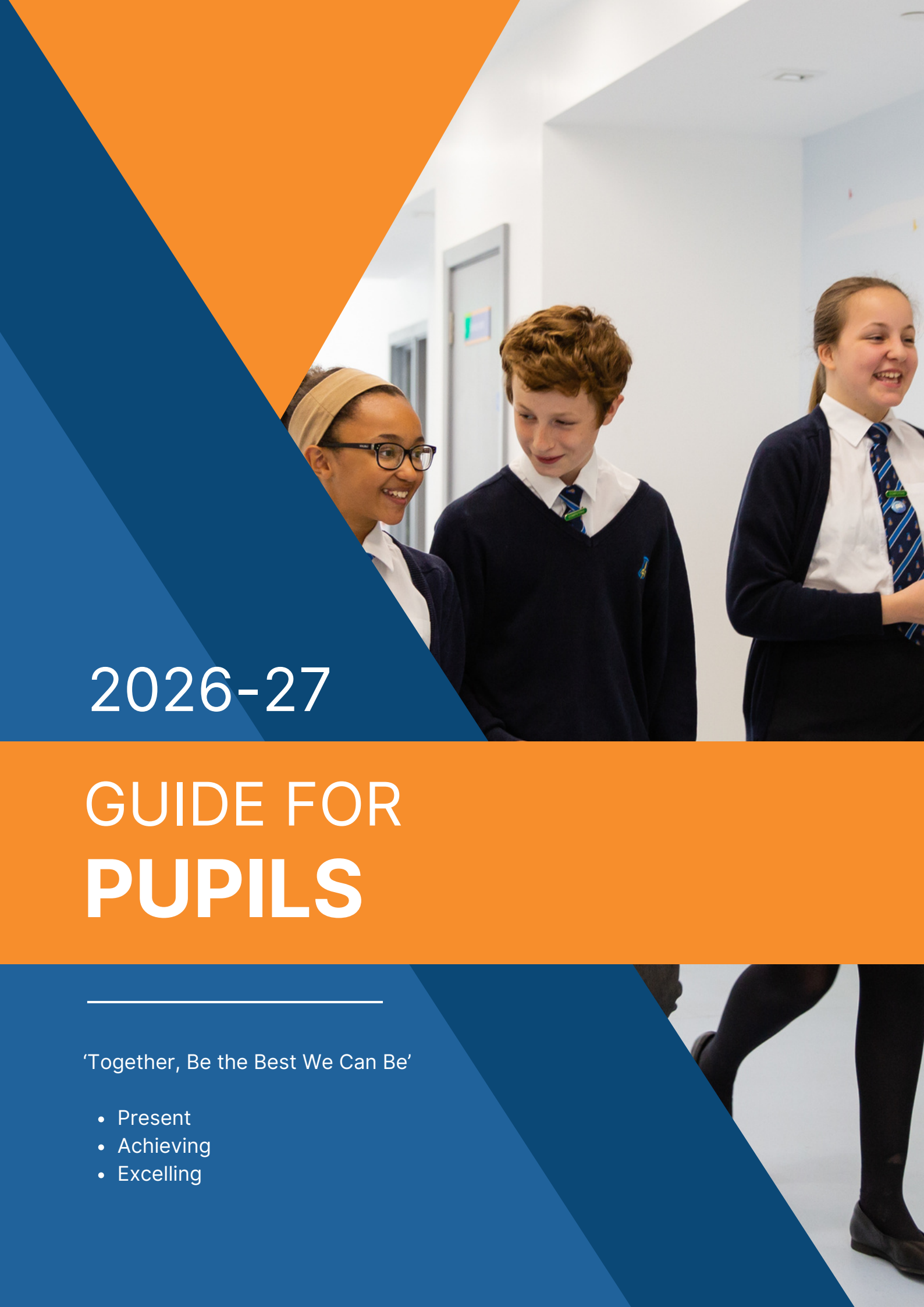


A photograph of three school pupils in a hallway. On the left, a girl with glasses and a headband smiles. In the center, a boy with curly hair looks down. On the right, a girl with a ponytail and a striped tie smiles. They are all wearing school uniforms. The background shows a modern school hallway with white walls and doors.

2026-27

# GUIDE FOR PUPILS

---

‘Together, Be the Best We Can Be’

- Present
- Achieving
- Excelling

# HELLO!

We would like to extend a warm welcome to all pupils who will be joining Kettlethorpe High School. We are excited to support you to "be the best you can be." The staff and pupils in our school are friendly and helpful, so you can rest assured that we will all work together to help you settle into your new school and 'The Kettlethorpe Way'.

We have produced this guide for you, offering some great tips from our pupils to help you feel more confident. Happy reading.

Roisin Paul

Headteacher



Scan this to  
view our 'Day in  
the life of a  
pupil' video!

# KEY STAFF

These members of staff will be on hand to help you if you need anything in school. You will also have a form tutor who you will see every morning in registration. Your form tutor should be your first port of call for all concerns.



Mrs R Paul  
**Headteacher**



Mr C Bruce-Halliwell  
**Deputy Headteacher**  
**Curriculum and Quality Standards**



Mrs M Ilyas  
**Deputy Headteacher**  
**Inclusion**



Mr P Heathcote  
**Deputy Headteacher**  
**Progress and Achievement**



Mrs F Agnew  
**Assistant Headteacher**  
**Pedagogy and Innovation**  
**(Teaching and Learning)**



Mr B Webster  
**Assistant Headteacher**  
**Behaviour and Attitudes**



Mr A Lodge  
**School Business Manager**



Mrs V Shute  
**Year 6 Transition Leader**  
**Year 7 Progress Leader and**  
**Safeguarding Lead**



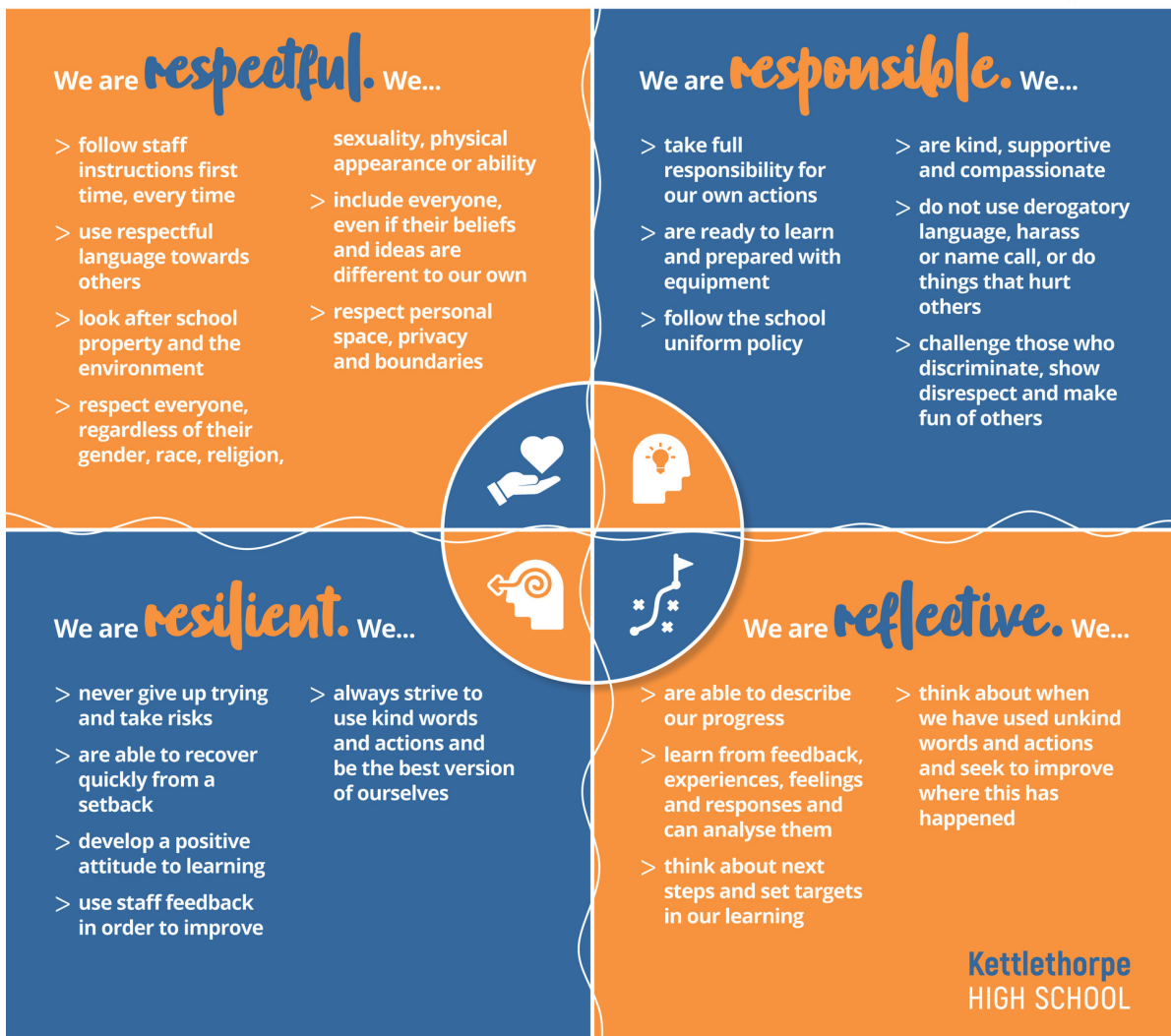
Mrs L Cotton  
**Year 8 & 9 Progress Leader**  
**and**  
**Safeguarding Lead**



Miss E Lee  
**Year 10 & 11 Progress Leader**  
**and**  
**Safeguarding Lead**

# 4 RS & KINDNESS CHARTER

We are kind. We are Kettlethorpe



# 'Together, be the best we can be'



## The Kettlethorpe Way

At Kettlethorpe High School we want to be the very best in all we do and never take things for granted. Pupil success is always a cause for celebration.

Partnership and collaboration between staff, pupils and families is vital to this success; we will do everything in our power to ensure each pupil achieves to the best of their ability.

It matters to us that every pupil feels safe and happy at school, and we work to provide an atmosphere that is safe, challenging and stimulating for our pupils. Pupils at Kettlethorpe High School have a strong voice. Pupil opinions are taken into account as we work together to continually improve Kettlethorpe High School in order to be the best.

# WHAT LESSONS WILL I DO?

## YEAR 7 & YEAR 8

| Subject                           | Lessons per week | Grouping             |
|-----------------------------------|------------------|----------------------|
| English                           | 4                | Mixed ability groups |
| Maths                             | 4                | Ability groups       |
| Science                           | 3                | Ability groups       |
| Physical Education                | 2                | Mixed ability groups |
| French or Spanish                 | 2                | Mixed ability groups |
| DT/Computing/Food/Textiles        | 3                | Mixed ability groups |
| Art & Design                      | 1                | Mixed ability groups |
| Performing Arts (Drama and Dance) | 1                | Mixed ability groups |
| Geography                         | 1.5              | Mixed ability groups |
| History                           | 1.5              | Mixed ability groups |
| Music                             | 1                | Mixed ability groups |
| Religious Studies                 | 1                | Mixed ability groups |

# WHAT LESSONS WILL I DO?

## YEAR 9, YEAR 10 & YEAR 11

| Subject                                   | Lessons per week | Grouping             |
|-------------------------------------------|------------------|----------------------|
| English                                   | 5                | Mixed ability groups |
| Maths                                     | 4                | Ability groups       |
| Science                                   | 6                | Ability groups       |
| Physical Education                        | 1 (2 in Year 9)  | Mixed ability groups |
| Guided Destination 1 (MFL or alternative) | 2.5              | Mixed ability groups |
| Guided Destination 2 (Humanities)         | 2.5              | Mixed ability groups |
| Guided Destination 3 (Open)               | 2.5              | Mixed ability groups |
| Guided Destination 4 (Open)               | 2.5              | Mixed ability groups |

This is an example of a timetable in Key Stage 4, you will pick your Guided Destinations route in Year 9 and then continue these subjects throughout your GCSEs.



# STUDENT EXPERIENCE

## Journey to the best you can be:

Year 7



Extra Curricular Programme:

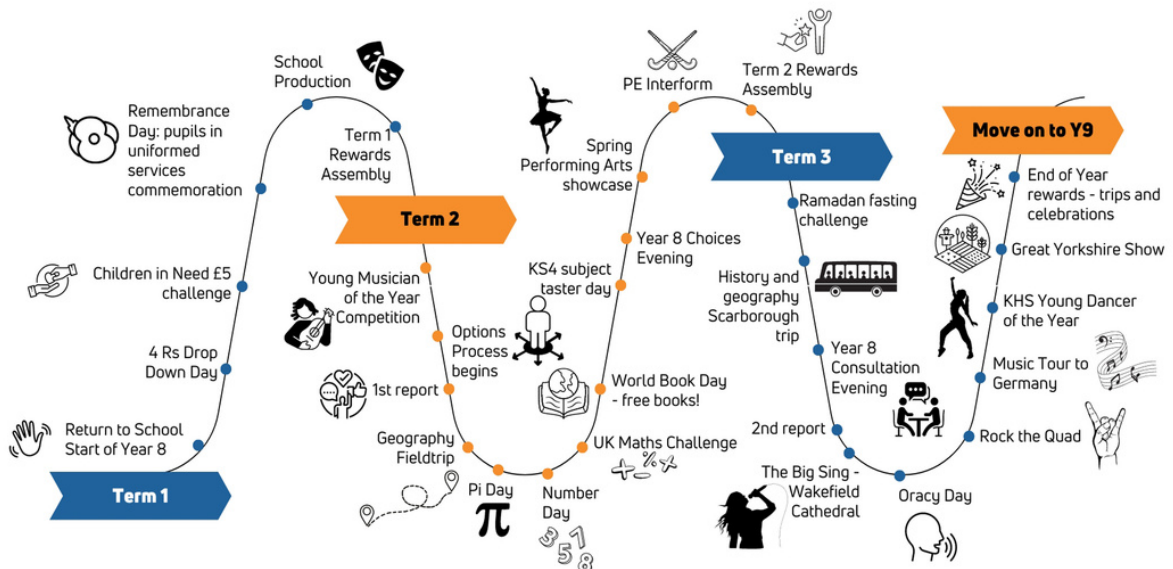
<https://kettlethorpehigh.co.uk/extra-curricular/>

*We are kind. We are Kettlethorpe*

Art | DT | Digital Subjects | English | Geography | History | Languages | Maths | PE | Performing Arts | RE | Science

## Journey to the best you can be:

Year 8



Extra Curricular Programme:

<https://kettlethorpehigh.co.uk/extra-curricular/>

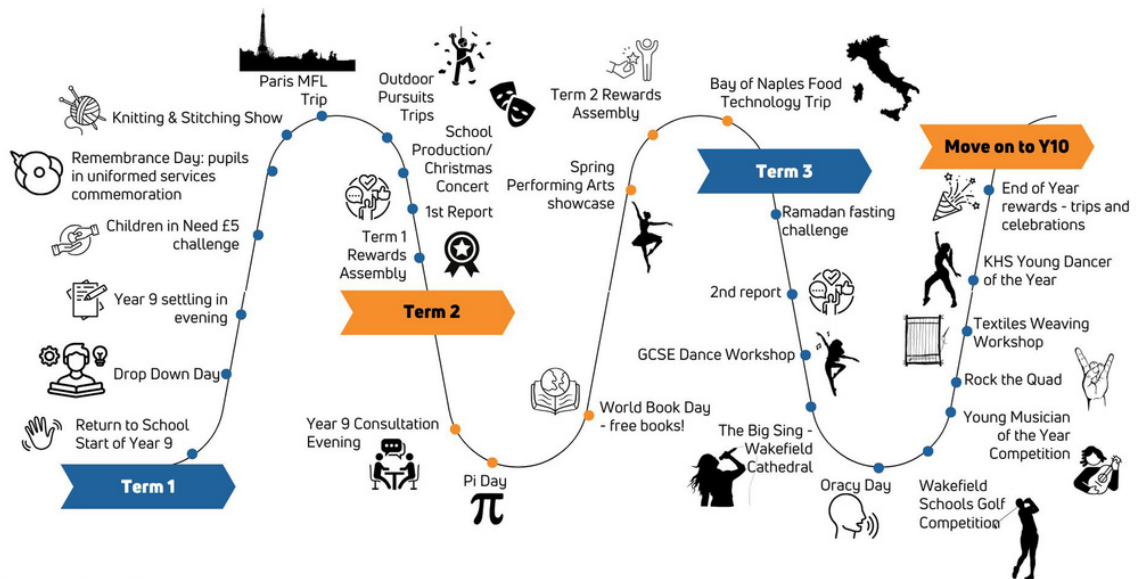
*We are kind. We are Kettlethorpe*

Art | DT | Digital Subjects | English | Geography | History | Languages | Maths | PE | Performing Arts | RE | Science

# STUDENT EXPERIENCE

## Journey to the best you can be:

Year 9

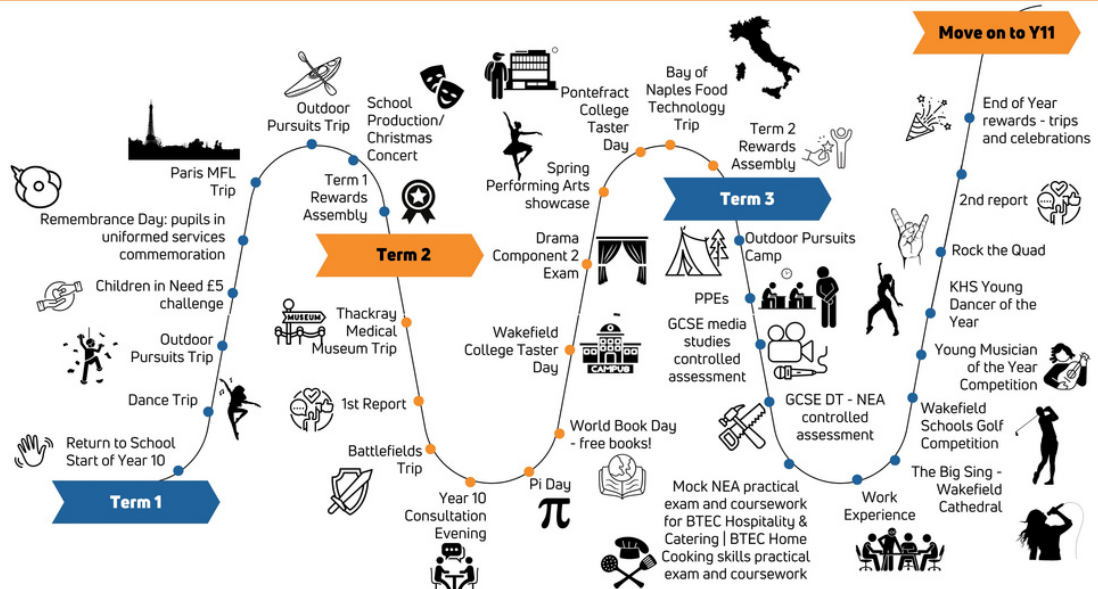


Extra Curricular Programme:  
<https://kettlethorpehigh.co.uk/extra-curricular/>

*We are kind. We are Kettlethorpe*

## Journey to the best you can be:

Year 10



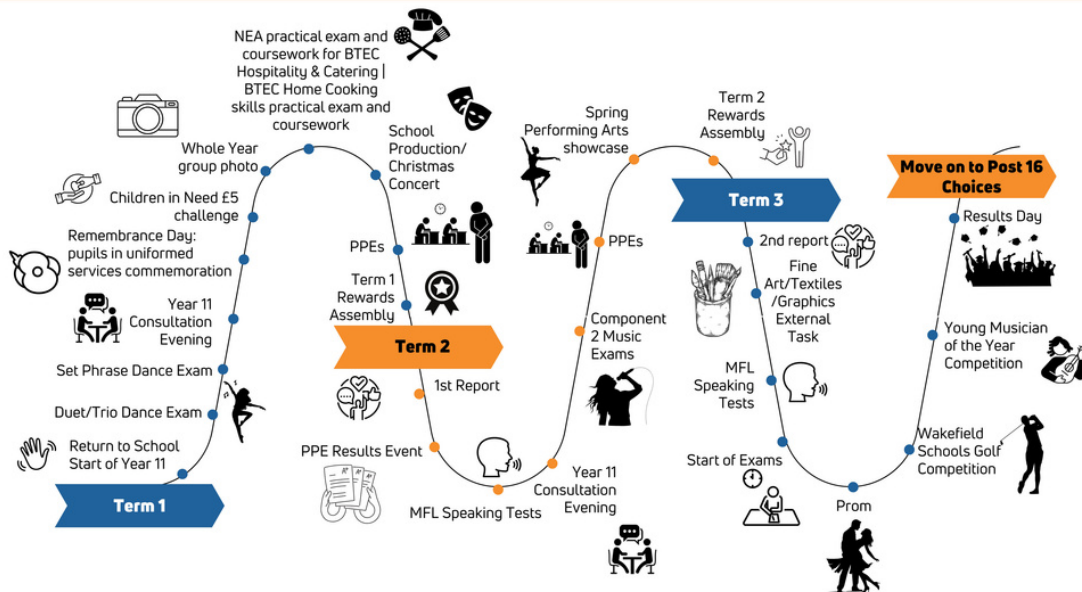
Extra Curricular Programme:  
<https://kettlethorpehigh.co.uk/extra-curricular/>

*We are kind. We are Kettlethorpe*

# STUDENT EXPERIENCE

*Journey to the best you can be:*

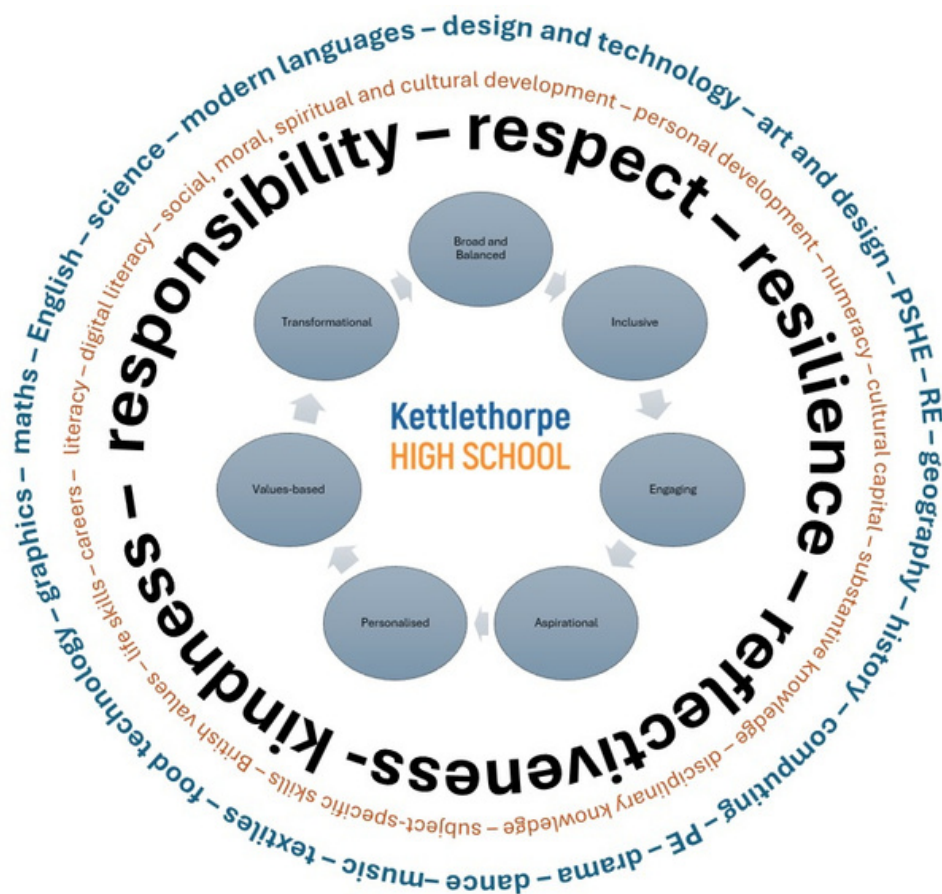
Year 11



Extra Curricular Programme:

<https://kettlethorpehigh.co.uk/extra-curricular/>

*We are kind. We are Kettlethorpe*



# HOW DO I KNOW WHERE MY LESSONS ARE?

Each pupil will be given their own timetable of all lessons. It will be stuck in your planner. Your timetable will tell you what lessons you have each day and in which room. You will get your timetable on your first day in September, your form tutor will go through this with you.

Your timetable will be a two-week timetable, which means one week may not be exactly the same as the other. You will need to check this carefully.

|             | REG            | 1                   | 2             | 3             | 4                  | 5                  |
|-------------|----------------|---------------------|---------------|---------------|--------------------|--------------------|
| <b>1Mon</b> | Rg<br>FLA SC11 | Fr<br>RCK Outdoor t | Mu<br>AGI MU1 | Dt<br>KSM IT3 | Fr<br>THA MA12     | En<br>LHI EN4      |
| <b>1Tue</b> | Rg<br>FLA SC11 | Sc<br>JNE SC1       | Ma<br>TGN MA4 | En<br>LHI EN4 | Dr<br>KMA EN10     | Dt<br>LST Training |
| <b>1Wed</b> | Rg<br>FLA SC11 | En<br>FGA EN7       | Ma<br>TGN MA4 | Sc<br>JNE SC1 | Dr<br>EMI Dance St | Ge<br>JCR GE1      |
| <b>1Thu</b> | Rg<br>FLA SC11 | Ad<br>GES AD2       | Sc<br>JNE SC1 | Ma<br>TGN MA4 | Dt<br>LST Training | En<br>FGA EN7      |
| <b>1Fri</b> | Rg<br>FLA SC11 | Pe<br>DDY           | Ma<br>TGN MA4 | En<br>FGA GE1 | Re<br>DFS RE2      | Hi<br>RDO HI4      |
| <b>2Mon</b> | Rg<br>FLA SC11 | Fr<br>RCK Outdoor t | Mu<br>AGI MU1 | Dt<br>KSM IT3 | Fr<br>THA MA12     | En<br>LHI EN4      |
| <b>2Tue</b> | Rg<br>FLA SC11 | Sc<br>JNE SC1       | Ma<br>TGN MA4 | En<br>LHI EN4 | Dr<br>KMA EN10     | Dt<br>LST Training |
| <b>2Wed</b> | Rg<br>FLA SC11 | En<br>FGA EN7       | Ma<br>TGN MA4 | Sc<br>JNE SC1 | Dr<br>EMI Dance St | Ge<br>JCR GE1      |
| <b>2Thu</b> | Rg<br>FLA SC11 | Ad<br>GES AD2       | Sc<br>JNE SC1 | Ma<br>TGN MA4 | Dt<br>LST Training | En<br>FGA EN7      |
| <b>2Fri</b> | Rg<br>FLA SC11 | Pe<br>DDY           | Ma<br>TGN MA4 | En<br>FGA GE1 | Re<br>DFS RE2      | Hi<br>RDO HI4      |

This tells you what room you are in.

This room is English 4

These are the initials of your teacher. This teacher is Mr. Greenwood

This tells you what lesson you have. This one is History

# SCHOOL DAY

## SCHOOL DAY

(8.35: Movement bell)  
8.40 - 9.15am: Tutor Programme  
9.15 - 10.15am: Period 1  
10.15 - 11.15am: Period 2  
11.15 - 11.30am: Morning break  
11.30-12.30pm: Period 3  
12.30 - 13.05: Lunch break  
13.05 - 14.05: Period 4  
14.05 - 15.05: Period 5

Pupils should arrive at school for 08.35am each morning. School gates will open between 8:15-8:20am, pupils should not arrive earlier than this.

Pupils are expected to arrive on time to school and to all lessons.

Staff and pupils will warmly greet each other along the pathway and the gate into school.

Uniform will be checked and corrected before entering school.

Gates will close at 08.40am. Any pupils who arrive after 08.40am will be marked late.

# LOGINS

When you start at Kettlethorpe, you will be given a pupil email address, this means you can access Microsoft 365. Microsoft 365 is an online platform giving you access to Teams, PowerPoint and Word. Your email address will also give you access to an app called Edulink. You can see your timetable on here and, when you get to Year 11, your exam information will be on there.

Parents/carers will also be given a login to this app, as well as one called Class Charts.

You will also be given logins for specific websites to do your homework on, they are:

- Sparx English
- Sparx Maths
- Sparx Science

# PUPIL PLANNERS /EQUIPMENT

You will be given your planner and knowledge organiser when you start at Kettlethorpe High School. You must make sure you bring it to school with you every day as it is part of your equipment.

**Planners must be carried on your person at all times, this means you must have it when walking in between your lessons.**

- This is where you will write your homework and teachers will write any notes for your parents to see if needed.
- A knowledge organiser is a way for you to recall and embed knowledge through strategies.

It is really important to be prepared for lessons. Make sure you have all the equipment you need: several black or blue pens, pencils, some coloured pencils, a ruler, a rubber, a calculator, a compass, a protractor and a pencil sharpener. Don't forget a plastic water bottle!

# UNIFORM

We believe that pupils have a responsibility to come to school smartly dressed and we expect that all our pupils will attend school wearing the clothes specified here. If, for medical reasons, your child needs to wear anything other than accepted footwear, you must support it with a dated medical letter. Ties, jumpers/cardigans, shorts and rugby/hockey shirts are only available from our uniform shop on school site. All clothing should be clearly labelled. Pupils are allowed to borrow uniform items from Pupil Reception on handover of valuable item: (e.g. mobile phone). Persistent users of this service will be dealt with in accordance to the behaviour policy.

## JUMPER/CARDIGAN

V necked jumper/cardigan with school badge. Pupils must wear a jumper or cardigan during assembly.

- Navy - Year 7/8
- Grey - Year 9/10/11

## SHIRT & TIE

Plain white shirt with stiff collar for wearing with a tie, always tucked in and all buttons fastened. Pupils must wear a school approved tie each day.

## TROUSERS & SKIRT

- Traditional dark grey or navy regular fit trousers. Trousers NOT allowed are: skinny, chino style, cords, trousers made from stretch materials, denim or boot cut trousers
- Navy Kettlethorpe High School Pleated Skirt with Logo, ONLY.  
*All skirts must be worn at knee length. Skirts must not be rolled over at the top or tied at the back or bottom. These skirts **must** be bought from MySchool.Shop.*

## TIGHTS AND SOCKS

Plain black/tan/skin toned tights, plain black/navy/dark grey socks. NO pattern

## SHOES & COATS

- Traditional, plain black leather low heeled sensible shoes or plain single colour black trainers with no distinctive logo. NO canvas pumps or boots.
- Plain coat with NO large logos or lettering. NO hoodies, sports jackets, gilets, or body warmers

## PE UNIFORM

- Kettlethorpe games outdoor top - quarter zip | Crew neck sports top
- Navy blue shorts/skorts | navy blue OR black leggings - must be sports leggings NO flares | navy blue joggers. Only navy blue shorts or skorts are allowed for all PE lessons. These must be the appropriate fit and have a loose fitting style. Nike pro shorts or cycling shorts are not part of PE kit.
- Black shorts are not to be worn for PE lessons.
- White sports socks OR Navy-blue knee-high socks
- Trainers for outdoors (studs for football/rugby) and clean trainers for indoors (NO Converse)

**All pupils are expected to take part in PE unless they have a doctor's or parent/carer note which explains why participation cannot happen. They must still bring in their PE kit as they will still be a part of the lesson.**

### JEWELLERY

- NO piercings or jewellery are allowed, except when related to religious observance when it should be worn under the uniform.
- NO smart watches of any description.

### HAIR, NAILS AND MAKE UP

·ONLY subtle make-up, if worn; this means NO bright colours, and NO false eyelashes. NO facial adornment (piercings), NO nail varnish, and NO false or extended nails. Hair is required to be neat and tidy, NO extreme colours or styles. Religious head coverings, if worn, should be black or navy and should not cover the face or the school uniform

### BORROWED ITEMS

If a pupil arrives into school without uniform, they should go to the HALT Room immediately to remedy the situation and borrow uniform. Pupils will be required to sign for the items loaned out, hand over a similar value item and return them at the end of the day. Failure to do so may result in your child being placed in RESET until the issue is resolved.

### HARDSHIP SUPPORT

There may be occasions where pupils need help in the purchase of specific items needed to meet the uniform expectations. Contact your child's Year Manager if you feel you need any support.

### PUPIL PLANNERS

Planners are provided by the school at the start of the year and need to be brought to every lesson. Planners are used to record pupil's homework with deadlines for completion. Please check and sign your child's planner on a weekly basis.

Replacement planners cost £5 and are available from the General Office.

Parents/are asked to sign it each week to confirm they have seen it. Planners are also a mechanism for whole school communication. **Planners must be carried on lesson transition.**

### EQUIPMENT NEEDED

- strong bag large enough to carry an A4 folder
- several good ink or ballpoint pens in black or blue
- Knowledge Organiser (provided)
- several pencils
- a ruler and a rubber
- a reading book
- a compass
- a protractor
- a calculator

**Pupils must bring a school bag large enough to fit A4 exercise books and knowledge organisers EVERY DAY.**

# ATTITUDE TO LEARNING

|   | Resilient                                                                                                                                                                                                                                                                                                                            | Reflective                                                                                                                                                                                                                                                                                                                                                                         | Responsible                                                                                                                                                                                                                                                                                                                                                      | Respectful                                                                                                                                                                                                                                                                           |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <ul style="list-style-type: none"> <li>Always keeps going even when the work gets difficult and produces best work</li> <li>Thrives on challenges and sets challenges for themselves and others</li> <li>Never gives up trying to improve and will take risks</li> </ul>                                                             | <ul style="list-style-type: none"> <li>Independent purple pen work (and other reflection work) is detailed and focused on the areas identified</li> <li>Values and welcomes feedback and criticism</li> <li>Highly self-motivated and independent; uses own initiative to extend learning</li> <li>Celebrates success and doesn't see failure as the end of the process</li> </ul> | <ul style="list-style-type: none"> <li>Makes a positive contribution to own learning and that of others (e.g. in discussion)</li> <li>Looks to peers for support and is always ready to support others</li> <li>Takes full responsibility for their own progress – always present in lessons and ready and prepared to learn.</li> </ul>                         | <ul style="list-style-type: none"> <li>Behaviour is exemplary</li> <li>Excellent punctuality</li> <li>Homework always handed in on time</li> <li>Books and folders show pride</li> <li>Always kind and supportive and challenges those who are not</li> </ul>                        |
| 2 | <ul style="list-style-type: none"> <li>Maintains good effort even when work is difficult</li> <li>Has confidence to take on a challenge to help themselves and others</li> <li>Tries new tasks and challenges themselves and takes risks</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>Purple pen work responds to all the areas identified</li> <li>Self-motivated and will ask about methods to extend learning</li> <li>Sees feedback as supportive and mistakes as temporary setbacks and something to overcome</li> <li>Enjoys the process of practising and sees it as part of improving</li> </ul>                          | <ul style="list-style-type: none"> <li>Contributes to the lesson when required</li> <li>Supports others through discussion, peer assessment and group work</li> <li>Behaviour is good</li> <li>Knows that they are responsible for own progress and generally present in lesson ready and prepared to learn</li> </ul>                                           | <ul style="list-style-type: none"> <li>Never late for lessons</li> <li>Homework is regularly handed in on time</li> <li>Books are usually well set out</li> <li>Kind and supportive with words and actions</li> </ul>                                                                |
| 3 | <ul style="list-style-type: none"> <li>Sometimes tries a challenge even if they think they may fail</li> <li>Generally positive when work is difficult (not always managed) and putting in a satisfactory effort</li> <li>Doesn't always take the easy task and sometimes feels confident to try something new/take risks</li> </ul> | <ul style="list-style-type: none"> <li>Sometimes uses purple pen for reflection but can be short and lacking detail</li> <li>May be motivated by feedback if not overly critical</li> <li>May persevere with support but needs strategies or may give up</li> <li>Big setbacks can make them quit/more willing to practise things already good at</li> </ul>                       | <ul style="list-style-type: none"> <li>Will ask and answer questions about tasks they feel they can do</li> <li>Sometimes supports others through discussion and group work</li> <li>Too often passive (uninvolved) or not present</li> <li>Behaviour is inconsistent with occasional low-level disruption</li> </ul>                                            | <ul style="list-style-type: none"> <li>Occasionally late</li> <li>Homework not regularly completed on time</li> <li>Sometimes shows a lack of care</li> <li>Sometimes unkind with words or actions</li> </ul>                                                                        |
| 4 | <ul style="list-style-type: none"> <li>If fails, switches off and doesn't want to try</li> <li>Doesn't challenge themselves</li> <li>Doesn't like to risk looking silly</li> <li>Completes minimum work/sometimes no work</li> </ul>                                                                                                 | <ul style="list-style-type: none"> <li>Avoids/does no purple pen/reflective work</li> <li>Sees mistakes as failures, as proof that the task is beyond reach/ feels threatened by feedback and gives up</li> <li>Does not have any strategies for reaching the learning goals</li> <li>Unsatisfactory progress due to lack of effort</li> </ul>                                     | <ul style="list-style-type: none"> <li>Contributions to class learning are rare or disruptive</li> <li>Tends to go off task during discussion or group work</li> <li>A passive and/or disruptive learner, rarely present or ready/prepared for learning</li> <li>Unsatisfactory as pupil does not value or take responsibility for their own progress</li> </ul> | <ul style="list-style-type: none"> <li>Behaviour is poor/disrupts learning</li> <li>Demands a high amount of support to stay on task</li> <li>Regularly late</li> <li>Homework rarely completed</li> <li>Books show a lack of pride</li> <li>Uses unkind words or actions</li> </ul> |

# BEHAVIOUR FOR LEARNING

## **PRAISE AND REWARDS**

Rewarding pupils is extremely important to us. All members of the school community encourage positive behaviour and look to reward pupils daily. Positive behaviour and kindness allow all pupils to strive in a safe and supportive learning environment. We aim to recognise those pupils consistently getting it right.

## **POSITIVE PRAISE POINTS**

Class Charts is used to reward students with positive points. Students can earn positive points for the following reasons and cash them in for rewards from the Kettlethorpe High School Rewards Shop.

- Ethos points – awarded every lesson to students who attend and meet behaviour for learning expectations. Students will forfeit the point if students are late, lack the necessary equipment to learn, and receive a verbal warning.
- Outstanding contributions or attitude to learning in lessons
- Outstanding and improved attendance
- Improvement in attitude to learning
- Improvement in behaviour for learning
- Charity work
- Contributing to the school community e.g. extra-curricular, open evenings and consultation evenings
- Demonstrating resilience, respectfulness, responsibility or reflectiveness
- Being kind and courteous to all members of the school community

Our expectations are based around the 4Rs – We are respectful. We are resilient. We are reflective. We are responsible. We are kind. We are Kettlethorpe.

Our school ethos is present, achieve, excel. We follow the rules of the Kettlethorpe Way and together, be the best that we can be every day in school.

## **REWARDS SHOP**

Progress Leaders will oversee the Rewards Shop in collaboration with Student Leaders.

Students will receive a catalogue outlining all available reward items, each assigned a specific points value required for purchase. Rewards will be organised into low, medium, and high tiers, with higher-value items requiring more points.

Students will be given a weekly update of their positive points total. When they wish to exchange their points for a reward, they will place an order through their Tutor. Form Tutors will then email the relevant Progress Leader to request the item. Once approved, Progress Leaders and Student Leaders will arrange for the item to be delivered to the student during Tutor time.

## THE FOLLOWING RULES ARE NON-NEGOTIABLE AND SHOULD BE FOLLOWED BY ALL PUPILS.

Around the school, students must:

- Arrive on time to school
- Wear uniform correctly with pride
- Walk around the school sensibly, safely and quietly following the one-way system
- Adhere to the Kettlethorpe Way at all times
- Follow instructions from staff, first time, every time
- Listen carefully when staff are talking, showing respect
- Behave respectfully and politely to all adults, students and their property
- Treat everyone with kindness, respect and courtesy
- Follow the 'hands off' principle
- Only eat in designated food/year group areas at the correct times
- Look after the school environment including putting litter in bins
- Not chew gum, eat sweets, or drink carbonated or energy drinks at any time
- Not use their mobile phone/headphones/speakers/ear buds/pods (these will be confiscated)
- Not bring illegal substances onto the school site (including cigarettes, electronic cigarettes, vapes and alcohol)
- Not use foul or abusive language directed towards staff or students
- Complete home learning to the best of your ability

### MENU OF SUPPORT FOR STUDENTS

A key feature of our Culture and Behaviour Policy is to help students achieve the aims of the policy by providing students with a range of staff members and wider support mechanisms/ strategies within school:

#### **Form Tutors**

Students see their form tutors daily for an extended period of time. Form Tutors know the students best and can support with a range of issues.

#### **Year Managers/Pastoral Leaders**

Year managers and pastoral leaders are responsible for the leadership of specific year groups. They communicate with parents and carers and support a team of Form Tutors to support students in school.

#### **Key Stage Progress Leaders**

Key Stage Progress Leaders are responsible for the oversight of curriculum, progress and achievement for all students within their Key Stage.

#### **Safeguarding Officer (and wider DSL team)**

Students are encouraged to speak to any member of staff if they have concerns. However, the Safeguarding Officer and DSLs are also signposted around school for students to contact should they have concerns about their safeguarding.

#### **Senior Leadership Team**

Senior Leaders are responsible for the overall direction and leadership of key areas around school. Students know who is responsible for which area of support.

#### **Inclusion Hub**

This is the central base for students with additional needs or those requiring additional support. Students who have been identified as requiring bespoke intervention may access this space at different points within their week to complete these sessions. This includes, but is not limited to: social skills, zones of regulation, and SEMH support. This level of support, often during registration, is in place to enhance the learning outcomes for some vulnerable learners.

### IN CLASS (INCLUDING THE 'OUT OF CLASSROOM' EXPECTATIONS), STUDENTS MUST:

- Arrive on time for lesson
- Take out planners and equipment for the lesson
- Sit in the requested seat from classroom teacher
- Complete work to the best of their ability, so that they can achieve their full potential, without disturbing or distracting others
- Not eat, chew or drink in class (except water)
- Exit lessons quietly and calmly.

### DETENTIONS

The school reserves the right, in line with the DfE statutory guidance, to detain or place a pupil in detention. More details can be found in the Culture and Behaviour policy.

### EXAMPLES OF PROHIBITED ITEMS

The headteacher and staff authorised by the headteacher have a statutory power to search a pupil or their possessions, without consent, where they have reasonable grounds for suspecting that a pupil may have a prohibited item or any other item the school rules identify as an item to which may be searched for (DfE Searching, Screening and Confiscation 2022)

- weapons of any description or an item intended to be used as a weapon
- alcohol
- illegal substances
- fireworks
- cigarettes
- electronic cigarettes/vapes/
- vaping fluid
- lighter/matches
- pornographic material
- materials linked to extremism or hate crime
- aerosols
- nail polish
- chewing gum
- energy drinks/isotonic drinks
- carbonated fizzy drinks
- water pistols
- tippex
- electronic games
- stolen items
- mobile devices that are switched on
- ear buds
- smart watches

*School reserves the right to retain confiscated items which are banned and dispose of them or hand them to the Police.*

## MOBILE DEVICES

If your mobile device/smartwatch/earbuds are seen or heard, they will be confiscated in line with the school policy. All devices are to be collected by a parent/carer before being returned.

**The school reserves the right to refuse a pupil to bring a mobile device onto the premises where a pupil has previously refused to hand the device over or where the device has been used inappropriately e.g. recording on site.**



# ANTI-BULLYING

## HOW TO REPORT BULLYING?

If a pupils feels they are being bullied, they can report it to any member of staff. Contact your child's form tutor in the first instance.

Pupils and parents/carers can also send a message via the Anti-Bullying Form on our school website or the 'Share your Worries' Form also on our school website. [www.ketthighschool.co.uk/safeguarding](http://www.ketthighschool.co.uk/safeguarding)

## CYBER BULLYING

This type of bullying appears when young people use mobile phones and social media. This is happening outside of school.

In school we take secure measures to ensure online safety. Whilst we will act to help deal with these issues, it is vital that parents/carers are aware of the way this technology can create real issues.

Please report any concerns you have to the police or internet provider.

# SAFEGUARDING

## SAFEGUARDING

Kettlethorpe High School is committed to safeguarding and promoting the welfare of it's pupils and expects all staff, volunteers and members of the school community to share this commitment.

We are fully committed to ensuring that consistent and effective safeguarding procedures are in place to support families, pupils and staff within the school community. All concerns are passed through the Safeguarding Team in line with our Safeguarding Policy and Keeping Children Safe in Education guidance.

## WHO CAN I CONTACT?



Deputy  
Headteacher for  
Safeguarding &  
Deputy DSL  
Mrs Ilyas



Senior Designated  
Safeguarding Lead  
Miss Hargreaves



Safeguarding Officer  
Miss Middleton



Designated Deputy  
Miss Lee



Designated Deputy  
Mrs Shute



Designated Deputy  
Mrs Cotton



Designated Deputy  
Mr Carr



Designated Deputy  
Mrs Foster



Designated Deputy  
Miss Caves



Designated Deputy  
Miss Wood



Designated Deputy  
Mr Henderson



Designated Deputy  
Mr Chapman



Designated Deputy  
Ms Mallinson



Designated Deputy  
Miss Gorton

## LANYARDS



**Blue** - KHS Staff

**Green** - Approved Visitor (DBS)

**Orange** - Contractor (with DBS)

**Red** - Visitor (No DBS) If you see anyone walking around the school site with a RED or NO LANYARD, please tell a member of staff right away.

# THINGS TO LOOK FORWARD TO:

## SCHOOL LUNCHES

### Mains

Thai red chicken curry and rice  
Cheese and onion calzone  
Beef and onion pie  
Vegetarian lasagne  
Beef burger in a bun  
Macaroni cheese  
Pasta bolognese  
Stuffed jacket boats

### Desserts

Frozen strawberry yogurt  
Chocolate and orange brownie  
Apple crumble and custard  
Chocolate Mousse

### Did you know?

There are also paninis, baked potatoes, wraps and other lunchtime deli goods available every day! You can also bring a packed lunch on any day you wish!



## SCHOOL CLUBS

You can join a variety of after-school clubs at our school. These are just a few examples, your tutor will be able to tell you about these activities. It's a great opportunity to try something new!

Concert band, Swing band, Choir, School Musical, Science Club, Textiles, Homework, Cross, DT, Art, Chess, Basketball, Netball, Football, Hockey, Cricket, Athletics



## SCHOOL TRIPS

At Kettlethorpe High School you will have the opportunity to take part in a wide variety of trips. There are opportunities to visit different places that you may have never been to before.

Year 7 all go to Mission Out in Leeds at the start of the school year as part of the induction process, pupils in the past have absolutely loved it and we can't wait to go back this year.

We also organise one-off trips to European cities like Barcelona or Paris, we have even gone to faraway places like Japan, Iceland and USA.





# HOME SCHOOL AGREEMENT

As a pupil I will...

- demonstrate kindness, responsibility, resilience, reflectiveness, and respect; I will follow the Kindness Charter
- attend school in correct uniform, be on time and with the correct equipment
- work hard in class and at home, so that I can achieve my full potential
- understand that I belong in this community; I will know that my positive actions make the school a better place
- understand that I will be rewarded for getting it right
- follow all instructions first time, every time; I will understand that sanctions are in place for a reason to help me improve my behaviour and accept them if given
- use my planner to organise my homework and record my achievements
- complete homework on time; ask for help if struggling
- represent the school positively outside in the community
- care for our environment – in and out of school – by putting rubbish in bins and looking after resources
- attempt and regularly take part in extra-curricular activities, trips and enrichment offered by the school

Approved by Governing Body (May 2023)

By choosing to work at this school, send my child to this school, or attend this school, I commit to meeting these expectations.

