FOUNDATION FOR GROWTH

WOOTTON PARK

'Ipsum quod faciendum est diutius'

WELCOME BOOKLET

WELCOME

We are delighted that you will be joining us at Wootton Park School this September. The process of transition from primary to secondary school can be daunting, but we want to make you really welcome.

This booklet provides you with lots of information about Wootton Park School to help you feel confident and prepared about joining us.

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Wootton Park School

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www.woottonparkschool.org.uk

IMPORTANT DATES

May & June 2023	**Virtual 1:1 meeting** *All families will be offered a meeting with a member of the leadership/pastoral team to welcome them to WPS and answer any questions.*
3rd July 2023	**Transition Day** *All year 6 learners to come for transition day, where they will experience what life at WPS is like. You will meet staff, become familiar with the school environment and start to build friendships.*
6th September 2023	**Start at Wootton Park School**

2023/2024 Academic Calendar

Term 1	Wednesday 6th September to Thursday 19th October 2023
Term 2	Monday 30th October to Wednesday 20th December 2023
Term 3	Thursday 4th January to Friday 16th February 2024
Term 4	Monday 26th February to Thursday 28th March 2024
Term 5	Monday 15th April to Friday 24th May 2024
Term 6	Monday 3rd June to Friday 19th July 2024

Teacher Training Days

Monday 4th September 2023
Tuesday 5th September 2023
Friday 20th October 2023
Monday 22nd July 2024
Tuesday 23rd July 2024

Bank Holidays

Friday 29th March 2024
Monday 1st April 2024
Monday 6th May 2024

THE SCHOOL DAY

8.00am-8.25am	School gates open
8.25am-8.40am	Registration
8.40am-9.40am	Lesson 1
9.40am-10.40am	Lesson 2
10.40am-11.00am	Break
11.00am-11.20am	Tutor time
11.20am-12.20pm	Lesson 3
12.20pm-1.20pm	Lesson 4
1.20pm-2.20pm	Lunch
2.20pm-3.20pm	Lesson 5
3.25pm-4.30pm	Enrichment clubs
Until 6.00pm	Acorns wrap around care

UNIFORM

We believe that wearing school uniform promotes a sense of belonging and we insist that all learners wear their full uniform when attending school or when participating in a school-organised event outside normal school hours.

Main School Uniform

- Navy school blazer with Wootton Park School logo.
- House tie (clip on).
- Plain white collared shirt – buttoned to the collar (worn tucked in).
- Navy school V-neck jumper or sleeveless V-neck jumper with Wootton Park School logo.
- School tartan skirt—to sit on or below the knee.
- Dark grey full length tailored trousers (not tight/fashion trousers).
- Grey/navy socks or tights.
- Belts should be plain black/grey/navy with no studs.
- Sensible black leather-type shoes (should be able to polish them), flat soled or heels no higher than 2cm. No trainers, high heels, sandals, boots or canvas pumps.

PE Kit

- WPS polo shirt with logo.
- WPS shorts or skorts.
- Navy PE socks.
- Training shoes - non-marking sole.
- Football boots with safety studs.
- Shin pads
- Gum shields

Optional (for cold weather):

- Sports base layers - navy, black.
- WPS tracksuit bottoms.
- WPS zip fleece top with logo.
- WPS rugby shirt.
- WPS showerproof jacket.

Outerwear

- In cold weather gloves, a plain scarf, woolly hat or similar, in a tasteful design may be worn to and from school but not inside the school buildings.
- The School advises that learners who cycle or scoot to school should wear cycle helmets and make sure they have some form of high visibility clothing or markings.

(Not Acceptable - tracksuit tops, hoodies, baseball caps).

Please order uniform from the school website:
https://www.woottonparkschool.org.uk/portals/quicklinks/uniform

All items of clothing **must** be clearly labelled with the learners full name.

APPEARANCE

Hair

- Hair should not be dyed using unnatural colours or be styled with flashes of colour.
- No shapes, patterns, lines or tramlines should be shaved into the hair or the eyebrows.
- Long hair must be tied back where likely to cause a safety issue. At all times hair must not cover an eye or eyes.
- Hair should be kept clean and tidy.
- Hair accessories may be worn if they are functional and not for the purpose of fashion. They should be subtle and in line with school colours.
- Hair extensions are not permitted.

Jewellery

As a general rule, the school does not expect children to wear jewellery. A small number of exceptions are permitted:

- Only one single gold/silver stud earring in each ear is allowed (no bigger than 5mm). No other visible piercings are acceptable.
- No other personal jewellery other than a wristwatch to be worn.
- Medic alert bracelets and necklaces may be worn and need to be visible.
- The only badges permitted are official school badges, such as Learner Council badges.

Make up

- With the exception of minimal skin tone concealer, make up should not be worn. This includes semi-permanent make up such as eyebrows.
- Nail varnish, false nails or nail extensions are not permitted.

ESSENTIAL EQUIPMENT

All secondary learners should, as a minimum, take to every lesson:

2 pens (blue or black)

1 Green pen

2 pencils (Art - 1 HB and 1 2B)

Rubber

Coloured pencils (felt tip pens are discouraged)

30cm (12”) Ruler

Geometry set

A glue stick

Scientific Calculator (Casio fx-85GT PLUS is recommended)

Please note that ALL equipment and uniform should be clearly named where possible.

YEAR 7 TIMETABLE

The subjects you will study in year 7 include:

- English
- Maths
- Science
- Physical Education (PE)
- Computer Science
- Spanish
- Technology
- Performing Arts
- Geography
- Philosophy and Ethics
- History
- PSHE
- Music
- Art

On your first day in September you will receive a timetable. Below is an example of what a year 7 timetable might look like.

Lesson *Room* *Teacher*	Mon	Tue	Wed	Thu	Fri
Registration 8.25am-8.40am	**Year 7: 7SI 2** Tech 1 Mr Williams	**Year 7: 7SI 2** Tech 1 Mr Williams	**Year 7: 7SI 2** Tech 1 Mr Williams	**Year 7: 7SI 2** Tech 1 Mr Williams	**Year 7: 7SI 2** Tech 1 Mr Williams
Lesson 1 8.40am-9.40am	**ICT** ICT2 Mr Treadgold	**Science** SC3 Miss Walker	**Music** Mus2 Mrs Quin	**P.E.** Miss Jones	**Technology** Tech1 Mr Williams
Lesson 2 9.40am-10.40am	**Languages** 1.13 Mrs Fernandez	**History** 1.04 Ms Rautenberg	**Maths** 2.14 Miss Coxon		**Maths** 2.14 Miss Coxon
10.40am-11.00am	**BREAK**				
Tutor/Assembly 11.00am-11.20am	**Tutor 7SI 2** Tech1 Mr Williams	**Tutor 7SI 2** Tech1 Mr Williams	**Tutor 7SI 2** Tech1 Mr Williams	**Tutor 7SI 2** Tech1 Mr Williams	**Year 7 Assembly** Hall
Lesson 3 11.20am-12.20pm	**English** S4 Mrs Drury	**Performing Arts** Dance Studio Mrs Drury	**PE** Miss Jones	**English** 1.12 Mrs Drury	**PSHE** 1.07 Mrs Carter
Lesson 4 12.20pm-1.20pm		**English** 1.12 Mrs Drury	**Maths** 2.14 Miss Coxon	**Science** SC3 Miss Walker	**Art** AR1 Miss Garrett
1.20pm-2.20pm	**LUNCH**				
Lesson 5 2.20pm-3.20pm	**Geography** 1.06 Mr Jones	**Philos & Ethics** 1.04 Ms Rautenberg	**Languages** 1.13 Mrs Fernandez	**Science** SC3 Mrs Walker	**Maths** 2.16 Mr Tipler

Take a look around our school using the virtual tour on our website:
https://www.woottonparkschool.org.uk/about/virtual-open-event

ENRICHMENT

At Wootton Park School, learning is developed beyond the classroom through a wide variety of enrichment activities within our lunchtime clubs, afterschool clubs, Acorns wrap-around care and holiday provision.

The clubs vary throughout the year, but we have listed some examples below.

- Netball
- Football
- Rugby
- Rounders
- Cricket
- Badminton
- Athletics
- Home learning
- Board games
- Film club
- Mindfulness
- Debating
- Book Club
- Baking
- Creative writing
- Chess
- Spanish
- STEM Club
- Music
- Drama
- Dance
- Choir
- Performing Arts
- Art Club
- Dungeons & Dragons
- Plus many more...

Music lessons are offered through NMPAT. To find out more, please get a parent/carer to email **a.otoole@woottonparkschool.org.uk**.

PASTORAL SUPPORT

Moving to secondary school can be a daunting experience even for the most confident child. At Wootton Park School we recognise it can be quite daunting for parents also! Therefore, if your parent(s)/carer(s) have any concerns, worries or questions please tell them to contact us. Their first port of contact should be your form tutor. All staff can be contacted via their WPS email address, which is their first initial followed by their last name.

You will find out who your form tutor is shortly, but in the meantime if you have any questions regarding transition please contact our transition team on **transition@woottonparkschool.org.uk**.

You will be allocated to one of our four school Houses; **Red**, **Blue**, **Gold** or **Silver**.

The House with the most points at the end of the year wins the House Cup. Learners can gain house points through good behaviour and effort, as well as through inter-house competitions (e.g. sport). Rewards are also given out to individual learners who gain a significant number of house points.

If you have an older brother or sister at our school, you are likely to be in the same house as them (although this is not always the case).

WELLBEING

At Wootton Park School, we believe wellbeing is a powerful tool to grow our own capability, independence and resilience in ourselves, enabling us to realise our own richest potential.

We strive to solve our own problems, generate our own opportunities and equip ourselves to thrive in our own future.

Our Wellbeing team:

Wellbeing Counsellor
Miss Grady

Wellbeing Teacher
Mrs Chambers

Senior Leader of Learner Leadership and Wellbeing
Mr Cowdell

Attendance & Wellbeing Officer
Mr Coe

Wellbeing Coach
Miss Davey

Wellbeing Dog
Alfie

Mental Health Wellbeing Nurse
Mrs Knight

Wellbeing Coach
Miss Easton

In addition to small group and one-to-one work, the team delivers a wellbeing provision for the entire school through assemblies, Talking Tuesday activities, whole school Wellbeing days, lunchtime drop-in sessions and the Wellbeing Hub, where secondary learners can go at lunch.

Our school Wellbeing Ambassadors are comprised of staff, governors, parents and learners. Our Learner Wellbeing Ambassadors are involved in leading the way for Wellbeing with their ideas, organisation and running of events and charity work in school and out in the wider community.

THE WOOTTON PARK WAY

- Always smile and say hello.
- Care for everyone and everything.
- Work hard, challenge yourself and have a positive attitude.
- Arrive to school and lessons on time every day. If you are late to school you should report to the main office giving your reason for lateness. If you are late for school with no valid reason you will lose your break time.
- Be calm, polite and respectful to all, both in and out of school. There is no excuse for rudeness, disrespect or insolence towards others. Racist, homophobic or abusive remarks and/or bullying behaviour will not be tolerated and will be dealt with severely. Any aggressive physical contact with another learner is normally dealt with by a period of exclusion. Severe instances of aggression, or repeated poor behaviour could even result in permanent exclusion.
- Wear the correct school uniform at all times. Outdoor coats and scarves may not be worn indoors.
- Respect the environment and do not litter.
- Be ready and equipped for learning.
- When your teacher or a nominated learner talks to the whole class, you are silent and concentrate. If the class is asked a question, you put up your hand to answer and do not call out. You work sensibly within your class and do not distract or annoy others. A request or instruction from a teacher should be carried out at once and without argument.
- Any home learning set should be completed and handed in on time.
- All learners are expected to move around the school in a controlled and considerate manner, keeping to the left on corridors and stairs, and carrying bags and equipment sensibly. You help by opening doors and standing back to let people pass.
- You do not bring chewing gum into school.
- You are not allowed to use mobile phones during the school day. If mobile phones are brought into school, they need to be stored in lockers throughout the school day. They need to be turned off and must not be used during break, lunchtime or until you have left the school site.
- IPods or other music devices should not be brought into school. If seen in class, or around school, the same rules apply as for mobile phones.
- Eating must be confined to the appropriately designated areas at break and lunchtime.
- You must leave the school premises by 4.30pm unless a member of staff is directly supervising you.

ATTENDANCE

Here at Wootton Park School we have very high expectations when it comes to attendance. We aim for every learner to have an attendance of 98% or higher.

When a learner falls below this threshold we wholeheartedly believe that this will begin to impact upon progress and attainment. The link between attainment and attendance is clear and we want all of our learners to achieve their full potential at Wootton Park School, which begins by maintaining a consistent level of attendance.

It is the legal responsibility of parents to ensure regular attendance of their children. All learners should be at school, on time, every day that we are open, unless the reason for the absence is unavoidable.

What happens if you are ill?

If you are really ill and unable to attend school, a parent/carer must call the absence line where a message can be left. To do this they simply call the school on 01604 931139 and select the option to report a learner absence. We need to be contacted on every day of absence.

If you feel very unwell during the day, you should ask your teacher if you might go to the main office to see one of the school's first aiders. You may not go home unless this is arranged via the first aider, your pastoral leader or a member of the school leadership team.

Absence for appointments

If you need to leave the school premises between 8.35am and 3.20pm, an absence request form must be completed by your parent/carer and authorised by the Principal.

Absence for medical/dental appointments will only be authorised for either a morning or afternoon session. Learners will be expected to attend school for the remainder of the day. Absence for a full day will only be authorised in exceptional circumstances. Evidence of appointments will be requested (e.g. appointment slip or confirmation letter). The school strongly recommends all appointments to be made out of school hours wherever possible, so that learning is not disrupted and attendance is not affected.

Family Holidays

Family holidays are not authorised during term time. Any learner who is absent from school due to a family holiday will be reported to the Education Entitlement Service who often decide to issue a fixed penalty notice. We advise that if there is a need for a term time absence, you contact the school as early as possible to discuss this absence.

Lateness

Lateness is a form of absence. If you are late for school with no valid reason you will lose your break time. Learners should be aiming to be at school by 8:25am to ensure they are on time for the beginning of the school day.

CATERING

Opening times

The canteen is open before school, at break time and at lunchtime.

We deliver nutritional and traditional home cooked food. Main meals cost approximately £2.50 per secondary learner. Light snacks and drinks are also available for learners to purchase during the morning break. If you would prefer to bring a packed lunch please help us to be a healthy school by ensuring it has a balanced nutritional value. Please note that energy and fizzy drinks are not permitted in school. Breakfast is available between 8am and 8.20am each morning.

How do learners pay for food?

Please be aware that you will not be able to pay for food at the till point with cash, but instead you will use our cashless catering system. You can credit your account by getting a parent to top up your account online using ParentPay. You can then buy food using our fingerprint registration system. (ParentPay login details will be provided prior to September).

A daily limit may be set should a parent wish to limit the amount of money you spend each day. Your parent/carer will be able to see what you have purchased and your current balance.

Free School Meals

If you require any help or support in checking your eligibility for free school meals, please get a parent/carer to contact **freeschoolmeals@northamptonshire.gov.uk**.

Example Menu (changes weekly)

World KITCHEN

WEEK ONE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
TRADITIONAL DISH	**Margherita Pizza** Cheesy tomato topped pizza with seasonal salad and garlic slice	**Bangers & Mash** Pork sausage with mash, peas and onion gravy	**Roast Chicken** with crisp roasties, seasonal cabbage and gravy	**Chicken Curry** Marinated chicken thigh in a mild curry sauce with rice Cucumber raita and Kachumber	**Fish & Chips** Salt & Vinegar battered fish fillet with chips and peas
VEGGIE DISH (veggie)	**Pasta Napolitan** Wholemeal Penne, tomato sauce seasonal salad and garlic slice	**Bangers & Mash** Quorn sausage with mash, peas and onion gravy	**Cheese Pinwheels** Toasty cheese spirals with crispy roasties and cauliflower	**Sweet Potato Balti** Lightly spiced sweet potato, chickpea and lentil curry with rice, cucumber raita and Kachumber	**Veggie Burger** Veggie burger in a bap with green salad and chips
Hot DELI	Our Hot Deli Range includes fresh dough pizzas, pasta & noodle pots, filled jacket spuds & paninis hot chicken wraps, wings & dusted wedges. We rotate our range throughout the week.				
DELICIOUS DESSERTS	**Old School sponge and custard**	**Sticky orange cake**	**Baked American style cheesecake**	**Chocolate brownie**	**Ice cream tub**

For more information, including allergen information, please see our website:
https://www.woottonparkschool.org.uk/our-school/catering