



# Year 6

## Transition Booklet

### 2024

# Contents



Welcome from the Principal	Page 3-5
Introduction	Page 6-8
Useful contact information	Page 9
Virtual tour	Page 10
The school day	Page 11
Our curriculum	Page 13-14
Values and character	Page 15-16
SEND	Page 17
School uniform	Page 18-19
Everyday equipment	Page 20
Getting to school	Page 21-22
Free school meals	Page 23
Catering	Page 24-25
Internet payments	Page 26
Attendance	Page 27-30
Behaviour	Page 31
Extra-curricular activities	Page 32-34
Enrichment	Page 35
Arbor- School/home communication	Page 36-37
Induction programme	Page 38-39
What can you do to help your child?	Page 40

# Welcome from the Principal



Dear families of Year 6,

We are excited to welcome you to Temple Moor.

We invite you to work with us, and our staff, over the next seven years, in continuing your educational journey and in supporting us in our pursuit of excellence for you. Excellence means preparing you to thrive in the future, through achieving the strongest academic outcomes but also developing the skills and character attributes to be a strong, productive and active member of society.

However, excellence requires the highest standards to be upheld and we are unapologetic in the high expectations we require from everyone connected to the school. This means students who are ambitious for themselves, attend school consistently, conduct themselves in a mature and respectful manner, and seize the opportunities afforded by the school. This enables us all to be one cohesive school community, united in our pursuit of the best for you.

We continue to be an Ofsted graded 'Good' school, and have been for over a decade now. This recognises the strong culture of success in the school and students' academic achievements over many successive years. Such successes indicate to us clearly that the approach we take works best for the students in our care. We know the unique package of support, the progressive curriculum, dedicated teachers, and the strength in our pastoral care, continues to drive our success.

As a result, students will be presented with challenging lessons within a safe and welcoming learning environment, where teachers will do their best to help you/your child reach their full potential.

We are proud to be an outward-facing learning community, which is both happy and successful, but we are also a school that does not rest on its achievements. Our staff are dedicated professionals, modelling the very highest expectations in their own learning and the standards at the school. We work closely with other schools through the Red Kite Learning Trust, of which we are a member, and the Red Kite Alliance of schools across West and North Yorkshire; both of which are focussed on the development of best practice and school improvement.



Because of these strong partnerships, and our outward facing mentality, we can provide much more choice and greater depth of quality in our curriculum and enrichment offer. This all adds up to your child receiving the very best opportunities, both daily within school and through a range of inspiring and sometimes unique experiences beyond the school gates.

A key element of our future success will be another critical partnership: the one between yourself and the school. Our experience tells us that when young people have clear structures and guidance from home, as well as school, reinforcing these basic elements, they are better able to go on and succeed. Working together, we can achieve the very best for your child.

We ask for your support in this partnership by ensuring that our high expectations regarding attendance, behaviour, uniform and homework are reinforced at home. Students benefit academically and socially from being in school, and we expect attendance to be maintained above 95% during the year.

The experience of how you engage with the school will be different to primary school, where daily contact with a single member of staff may have been normal, but please be assured that we do our best to communicate regularly and listen to your feedback, in sustaining and strengthening this partnership. Opportunities for this include through: a named point of contact through the Phase leader and Head of Year; form tutors; parents' evenings; social media; the Arbor app; options evenings; newsletters; and other channels.

Our team have been blessed by the generosity and support shown to us by our existing parents during the last few years. We are indebted to them for their patience, understanding and good humour in support of us. We know you will do the same, as we continue to adapt our school to meet the new demands post pandemic, and your help is much appreciated.

Andy Beecroft      James Hudson  
Co-Principals



## **The Year 6 Transition Booklet**

This booklet has been carefully put together to provide families of children moving into Year 7 in September 2024, with practical information and advice, so that the transition from primary to secondary education is as smooth and stress-free as it can be.

## **Welcome from the Transition Leader**

Dear Students, Parents and Carers,

You are about to embark on an exciting adventure as you move from your primary school to secondary school, and we are excited to be welcoming you to Temple Moor High School community in the coming weeks and months. We understand that this can be a time where you might feel worried or anxious about the move to high school but please rest assured that we will support you in your move and you will soon get to know a wide range of staff and students who will help you on your journey.

Some of you may have seen me and other staff within your primary school over the last few weeks and months, as we start to get to know you and you get to know us. As part of your transition package there will be the opportunity to get involved with many activities both within your Primaries and also within Temple Moor. We have a dedicated transition team at Temple Moor who work to ensure that you feel supported in your move to high school, and that you know a few friendly faces when you officially start here in September.

We are looking forward to welcoming students to the transition days in the summer where students will have the opportunity to meet some of your new teachers, as well as become familiar with the school surroundings so that you feel confident in your new learning environment. These transition days will take place on Wednesday 10<sup>th</sup> and Thursday 11<sup>th</sup> July 2024.

# Introduction



In addition to students spending time at school, we will also be holding a number of events which parents and carers can attend. These will help to provide you with some more information about the transition and the process of moving to high school, and life at Temple Moor. There will also be some smaller drop-in sessions, where you can also book an appointment to meet a member of the transition team and discuss individual situations in more detail. We understand that this process can also be a worrying time for parents, and we value your engagement with us in the process of transition and across your child's school career.

While you look forward to some of our upcoming events, we would highly recommend that you follow our social media pages and keep up to date with the 'New Students' area on the Temple Moor website. This will provide up to date information in the run up to September.

I look forward to being on this exciting journey with you and welcoming you into Temple Moor.

## Key Dates

6 June 2024	New Year 7 Parents Evening (information to follow before May Half Term)
17 June 2024	Drop in afternoon – 3:30 pm – 5:00 pm
18 June 2024	Drop in morning – 9:00 am – 10:30 am
10 – 11 July 2024	New Year 7 students attend Temple Moor High School

Mr Duba  
Associate Assistant Principal



# Introduction



## Welcome from the Phase Leader

Hello to all Year 6 students, parents and carers,

My name is Mr Sutton and I will be your Phase Leader at Temple Moor High School.

My role for this exciting stage of your lives is to ensure your transition from primary to secondary school is as smooth, exciting, engaging and all round as amazing as possible!

Over the course of your transition, and early stages of your time at Temple Moor, I will be here to support you, both pastorally and academically.

I will support you in building your confidence and resilience, and help you overcome any concerns which might stop you from reaching your full potential. This will involve upholding our school values, which will enable you to be an effective Temple Moor citizen, and an outstanding member of society.

I will make sure the lessons you experience each day are engaging, thought-provoking and challenging to help you progress as an individual, and as a member of our school community.

I am greatly looking forward to welcoming you to Temple Moor High School!

Mr Sutton  
Phase Leader Y7



## Welcome from the Pastoral Officer

My name is Mr Hollingworth and I am the Pastoral Officer for Year 7. My role at Temple Moor High School will be to support all students in the year group to feel safe, valued, and ready to learn. There may be worries about starting high school, meeting new people, and leaving your old school. These feelings are perfectly normal. With the support from myself and other members of staff at school, we will ensure you have a smooth transition from primary school to Temple Moor.

I look forward to meeting you all in person over the next few months to learn a bit about you and how best we can support you at school. There is plenty of information in this booklet and on our school website that will hopefully answer any of your questions. However, please feel free to contact me if there is anything specific you would like to discuss with me in more detail.

I, along with all the staff, can't wait to meet you all and welcome you to Temple Moor High School.

Mr Hollingworth  
Pastoral Officer Y7





# Useful Contact Information



Temple Moor High School

Field End Grove

Selby Road

Leeds

LS15 0PT

Reception - Tel: 0113 390 0770

Website: [Temple Moor High School & Sixth Form - Red Kite Learning Trust - New Students \(tmhs.co.uk\)](http://tmhs.co.uk)

Twitter: @TempleMoorHigh

@TempleMoorSport

Facebook: [Temple Moor High School and Sixth Form | Facebook](https://www.facebook.com/TempleMoorHighSchool)



School Email: [info@tmhs.rklt.co.uk](mailto:info@tmhs.rklt.co.uk)

**Education Leeds Admissions Team:**

0113 222 4414

**Leeds Revenues and Benefits Service:**

0113 222 4404

**Rawcliffes Uniform:**

0113 249 4025 / [Temple Moor High School - Search by School \(rawcliffesleeds.co.uk\)](http://rawcliffesleeds.co.uk)

**The Uniform Shop:** 0113 235 1256 / [Temple Moor High School - Search by School \(uniwears.co.uk\)](http://uniwears.co.uk)

# Virtual Tour of Temple Moor



We know that many of you will have attended our Open Day when considering your options for high school, some of you will also have family members who have attended Temple Moor, or who currently attend, and you may be familiar with the school layout.

For other children, we know that the simple things can often cause the most anxiety when moving school. Using our 'Virtual Tour' you will be able to make your way around the school and have a 360 view of the corridors and different learning areas. This will allow you to have a 'walk around' the school and investigate the building before you arrive. Don't worry If you haven't visited us before there will be staff and other students on hand to help you find your way around!

[Virtual Tour](#)

# The School Day



The school is open from 7:45 am for students, with breakfast available to be purchased from the dining room. Students are actively encouraged to join in our after-school clubs.

The school day will formally start at 8:25 am, and end at 3:05 pm on a Monday – Thursday and at 2:35 pm on a Friday. Students are expected to arrive to school by 8:20 am, before the start of the day, to allow them to be punctual to their registration group. Please note that the side gates are locked at 8:20 am, any student arriving after this time is considered to be late and must sign in via main reception.

The structure of the school day allows students to take part in a school wide reading programme and curriculum enrichment opportunities, to supplement subject based lessons. A 20-minute form period at the start of the day will be used in support of our character and values curriculum, with students then undertaking 5 one-hour lessons (Monday – Friday), and either a 30-minute reading or enrichment period at the end of the day (Monday-Thursday only).

Students have two breaks during the school day. The morning break is 20 minutes in length and the lunchtime break is 30 minutes in length.

Registration:	8:25 – 8:45
Period 1:	8:45 - 9:45
Period 2:	9:45 – 10:45
Morning break:	10:45 – 11:05
Period 3:	11:05 – 12:05
Period 4:	12:05 – 13:05
Lunch:	13:05 – 13:35
Period 5:	13:35 - 14:35 (School finishes at this point on a Friday)
Period 6:	14:35 – 15:05 (Monday to Thursday only)

The school building is much bigger than a primary school and it may take a few minutes from leaving one lesson to arriving at the next. This isn't something to worry about. Staff give a reasonable amount of time, around 5 minutes initially, to get to the lesson. Early in the term, staff will also help Year 7 find their classrooms.

Our intent is to offer students a broad, balanced, and inclusive curriculum, which caters for their needs and supports them in fulfilling their ambitions. Alongside the development of deep knowledge in these subjects, we also aim to foster in students a love of learning, the skills they need to be successful and an understanding of how they can be healthy, safe, and well-rounded citizens.

To this end, we have carefully designed our curriculum with a strong emphasis on academic subjects which develop powerful knowledge, whilst also placing significant value and time into the development of the arts and foundation subjects. This means that over the course of a fortnight, students in Year 7 will have the following timetable:

English – 7 hours per fortnight

Maths – 6 hours per fortnight

Science – 6 hours per fortnight

Geography – 4 hours per fortnight

History – 4 hours per fortnight

A Modern Foreign Language – 4 hours per fortnight

Music – 2 hours per fortnight

Performing Arts – 2 hours per fortnight

Design Technology – 3 hours per fortnight

Graphic Arts and Photography – 3 hours per fortnight

Core PE – 3 hours per fortnight

Personal Development – 2 hours per fortnight

Religious Education – 2 hours per fortnight

Computer Science – 2 hours per fortnight.

Read to Succeed -2 hours per fortnight (run as 30-minute sessions)

Extracurricular experiences – 2 hours per fortnight (run as 30-minute sessions)

Personal development – this is a subject which encompasses statutory content around Citizenship, PSHE, Fundamental British Values, Careers and Relationships and Sex education (RSE).

The aim of this is to develop well rounded individuals with positive character and learning attributes, the ability to be safe and successful, and strong moral values. Students are taught a programme across six themes across the year: Developing my character and values; Treating others with respect and compassion; Being healthy; Being safe; Being a global citizen; Being successful in life. The development of these themes is also supported through the form time and assembly curriculum.

Our curriculum also places great value on extra-curricular activities as a mechanism of enriching the taught curriculum, allowing students to deepen their understanding, see the applications of their studies, promote enjoyment, as well as fostering relationships, health, skills and broader interests.

Temple Moor prides itself on offering a wide and varied suite of extra-curricular activities through the extensive number of clubs, sports teams and performances that our staff run after school, throughout the year.

All students in school participate in two chosen extra-curricular activities per term, as part of a 30-minute lesson introduced following the extension of our school day in 2022. Where activities require more than 30 minutes e.g. sports matches, parents and students will be informed that this is the case.

Students can opt for two extra-curricular clubs per term from the following categories:

My mind – clubs and activities linked to academic subjects.

My body – activities across a range of sports, including participation in local and regional competitions.

My creativity – clubs and activities that provide opportunities to develop their imagination and inventiveness.

My future – projects and challenges which broaden students' perspectives beyond Temple Moor.

My community – activities linked to supporting and developing students' understanding of their role within the local community.

# Our Curriculum



Within these areas are many clubs, including STEM Club, Gaming Club, Performance & Music Clubs, Journalism, “Up for Debate” debating society, Eco Warriors and Science Club, to name but a few. Details can be found on our website: <https://www.tmhs.co.uk/for-students-parentscarers/enrichment/>

Regular extra-curricular activities are also supplemented by curriculum trips, over the five/seven years that students are with us, to enrich and consolidate their taught curriculum. These trips may include: field studies trips, trips to watch theatre plays, exchange visits, trips to sporting venues and rewards trips

Part of our extracurricular offer is to provide students with a broad and balanced extra-curricular PE program, which is divided between Winter/Summer sports. We encourage students to try new sports. Regardless of whether you are an expert or novice, we will tailor the sessions for you.



At Temple Moor, we want our young people to take responsibility for themselves, their learning and their future so that they are successful and well-rounded individuals. We need to prepare our learners for life beyond education, but also instill confidence that they can overcome any barriers they may face in the classroom and in their examinations. Building values and character by developing personal qualities allows students to develop their skills for life and in dealing with a range of situations they will face in the future.

We identified three Qualities that we want our students to develop and demonstrate in all aspects of their school life. These are:

Resilience

Ambition

Reflection

These three Qualities are a fundamental part of life and learning at Temple Moor.

Both Key Stage 3 and Key Stage 4 students follow carefully planned programmes during form time that allow for enrichment and the development of individuals. This in turn supports students academically, their role within society and functionality as citizens. Additionally, it supports their wellbeing and coping mechanisms as well as their skills and qualities for life. Form time presents an excellent opportunity to explore the qualities and reflect upon individual development in each of the areas.

Quality Time also takes place in all lessons at Temple Moor. Quality Time is a minimum of ten minutes in each period of the school day, across all subjects, whereby the teacher allows students to take ownership and independence of their own learning. During Quality Time, students will complete a range of challenging tasks, both written and practical. Examples may include, but are not limited to, extended writing, planning, reading, analysis, or assessment. These carefully planned activities, which are completed independently, encourage students to 'think ahead' so that they are prepared and able to access the work without being reliant upon the teacher.

# Values and Character



Qualities run throughout our curriculum and extend into KS5 with Quality Leaders who are given the opportunity to support in the delivery of form time and share experiences with younger students. In this leadership role, the Quality Leaders themselves will develop and demonstrate the skills required to apply for university, apprenticeships and better prepare them for life beyond Temple Moor, as well as providing the support for our younger students.





Here at Temple Moor we pride ourselves on being an inclusive school, where every young person can flourish and meet their full potential. We recognise that the relationship with parents/carers is key and we look forward to working with you to support transition and beyond. We know that for parents/carers and students, the move to high school can be a source of real anxiety, so we will do all we can to answer questions, provide additional support and help every young person feel welcome and valued.

Our aim is to ensure every student receives high quality teaching that meets their needs and helps the journey towards independence. Encouraging students to be curious and keen to explore new opportunities is pivotal to our SEND ethos.

Temple Moor has excellent facilities to support a wide range of learners, including well-resourced provision for visually impaired students and fully accessible teaching spaces. We are incredibly fortunate to share our school with the East SILC High Care Partnership and this allows our settings to work closely together to bring a fully inclusive culture to our school.

Alongside experienced Teaching Assistants, we have an Autism Practitioner, a Mental Health Practitioner and two Emotional Literacy Support Assistants to help support students.

We consider it a privilege to work with our SEND learners in school and look forward to sharing the high school journey with you.

Mrs McAndrew  
SENDCO



School dress, or uniform, identifies the students with the school. It helps to establish acceptable common standards amongst our students. It is practical and compares favourably in price with alternative wear. We have always enjoyed strong parental support for this policy, and we expect this to continue.

Please click [here](#) to view the full school uniform policy for September 2023.

## Our School Uniform

- Navy blue V necked jumper with stitched Temple Moor logo
- School tie with stitched Temple Moor logo
- Pe – Navy blue short sleeved logo top or navy blue long sleeved logo top

The following items are expected but are not required to be branded and generic items can be purchased from any supplier.

- Black school shoes – not trainers (must also be closed toe)
- White collared shirt
- Grey trousers (**no skirts permitted**)
- PE - Black or blue shorts or jogging bottoms, as per student preference
- PE – Black or blue football socks
- PE - Football boots (no need to buy these for September, your child's PE teacher will let their class know when they will be playing rugby/football).
- PE – Sports/running trainers

# School Uniform



The following items are optional for parents.

- PE ¾ zip jumper with the stitched/printed Temple Moor logo
- BTEC/GCSE Sport t-shirt (offered for purchase to those students who register for this examination class)
- PE – Akora branded shorts, leggings and tracksuit bottoms
- PE – Mouthguards and shin pads for contact sports
- PE – Non-branded base layer (worn underneath PE uniform)

Expectations for jewellery and personal appearance (considering the requirement described above to avoid discrimination in line with the Equality Act 2010)

- Students are permitted to wear a wristwatch (no SMART watches)
- A single pair of stud earrings (unisex)

Our school uniform is available to purchase from Rawcliffes and The Uniform Shop either in store or online.

**Rawcliffes Uniform:** 0113 249 4025 / [Temple Moor High School - Search by School \(rawcliffesleeds.co.uk\)](http://rawcliffesleeds.co.uk)

**The Uniform Shop:** 0113 235 1256 / [Temple Moor High School - Search by School \(uniwears.co.uk\)](http://uniwears.co.uk)

# Everyday Equipment



Students must have the following equipment:

- Pencil case
- 2 black ball-point pens
- 2 HB pencils
- Eraser
- Pencil sharpener
- Compass
- Protractor
- Glue stick
- Ruler
- Red and green ball-point pens
- Scientific calculator
- A bag big enough to carry the equipment and books they require.
- Coloured biros and highlighters

Home Learning is set on Arbor for you to view, some of which may require students to produce documents in Microsoft (Word, Excel, Power Point) to be printed. These can be accessed for free via students' school Microsoft accounts, details of which will be sent home in September. If your child does not have access to a printer at home school printers located in the Library are available before/after school and during break times.



# Getting to school



Students are to enter school via the entrances on Field End Road or Pinfold Road.

Students are not permitted to use the main reception entrance until after 8:20 am when the side gates will be locked.

## Field End Road – Referred to as the PE gate



## Pinfold Road – Referred to as the Technology gate



# Getting to school



**On Foot:** Many of our students live within a mile of Temple Moor High School and use this to their advantage by taking the healthy option and walking to school. Being aware of the dangers associated with busy road networks, like Selby Road, and practicing good road safety is the key to enjoying this practical transport method.

**Cycle:** A growing number of children cycle to school, taking advantage of the bicycle sheds at the back of school. Students will need to bring their own lock and we encourage them to exercise cycle safety when using/crossing the roads. Students should wear a helmet wherever possible and have lights fitted to their bicycles.

**By Car:** Parents and carers may drop their children off at school. Parents and carers are not permitted to use the school car park but can drop off children at the student entrances on Field End Road and Pinfold Road.

**By Bus:** The number 40, 19 and 19A provided by First Buses drop off near to the school. Timetables can be found by visiting. <https://www.wymetro.com/> Please think about practicing this journey before your child starts school, so that the route is familiar.

# Free School Meals



If you are the parent, foster parent, network family carer or guardian of children at school, and you are on a low income, you could be entitled to free school meals.

Your children are entitled to free school meals if you receive:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

If you think your child may be eligible for FSM please use the link below where you will find details on how to apply to Leeds City Council.

<https://www.leeds.gov.uk/schools-and-education/apply-for-free-school-meals>

## How does FSM work in school?

Each week Leeds City Council informs us who is eligible for FSM and we update our records.

Students eligible for FSM can use their entitlement at second break to purchase a hot meal deal or a sandwich meal deal. Students are also entitled to breakfast before school available from 7:45 am.

Students do not need to alert the catering staff to the fact that they are a FSM student, the catering system will already show this information.

One of the most frequently asked questions we get while on our visits to primaries is about the food options at Temple Moor. The school has its own catering service which offers a range of exciting, yet healthy options at the beginning of the day and at school break times. Your child can buy a cooked meal, sandwiches, and pasta pots or can bring a packed lunch.

Our catering team have an excellent reputation for their freshly cooked and varied meals with both staff and students. Water fountains are located around the school providing students with free, fresh water throughout the day.

Our aim is to provide all students with a varied and balanced diet, and we offer students a 'Meal Deal' which includes meal of the day and a drink or piece of home baking. A sandwich deal is also available and would include a sandwich, juice drink or a piece of home baking. We have also introduced sub roll sandwiches, wraps and hot panini's which are available at second break.

Breakfast is available before the start of school, serving cereals, toast, baguettes, fruit and much more. At first break students have another opportunity to purchase food, options include breakfast items, sausage rolls, pizza slice and bagels.

Hot and cold food can be purchased from the main Dining Room as well as the Atrium Café and Snack Box.

Please see the next page for an example of our menus.



### Atrium Lunch Menu:

Monday	Hot Dog	Tortilla & Basil Pasta
Tuesday	Chicken Burger	Mozzarella Pasta
Wednesday	Pizza & Chips	Tomato Pasta
Thursday	Chicken Tikka Masala	Tomato Pasta
Friday	Papoum Chicken	Margherita Pizza

### Dining Hall Week 1 Lunch Menu:

Monday	Spicy Tikka Masala Chicken	Pasta Bolognaise	Vegetarian Curry
Tuesday	Spicy Chicken Curry	Tomato & Mozzarella Pasta	
Wednesday	Spicy Chicken Curry	Chicken Biryani	Vegetarian Curry
Thursday	Spicy Curry	Spicy Sweet Potato & Black Bean Curry	
Friday	Spicy Papoum Chicken	Margherita Pizza	Pepperoni Pizza

### Dining Hall Week 2 Lunch Menu:

Monday	Spicy Tikka Masala	Chicken Tikka Masala	
Tuesday	Chicken Biryani	Vegetarian Curry	
Wednesday	Chicken Tikka Masala	Chicken Tikka Masala	Vegetarian Curry
Thursday	Spicy Curry	Spicy Sweet Potato & Black Bean Curry	
Friday	Spicy Papoum Chicken	Margherita Pizza	Pepperoni Pizza

### Dining Hall Week 3 Lunch Menu:

Monday	Chicken & Chicken Biryani	Spicy & Basil Chicken	Spicy & Basil Chicken Muggles
Tuesday	Chicken Curry	Spicy Sweet Potato & Black Bean Curry	Spicy Curry
Wednesday	Spicy Curry	Pasta Bolognaise	
Thursday	Spicy Curry	Vegetarian Curry	
Friday	Spicy Papoum Chicken	Margherita Pizza	

# Internet Payments



Temple Moor High School operates a cashless system, which uses biometric fingerprints to access each individual account. Each student will be set up with their own account which can be used to purchase school meals.

Your child's online account enables parents to pay for school trips, music lessons and school meals online. ALL payments must be submitted through your online account, cash/cheques are no longer accepted.

Similar systems have already been installed in many schools nationally, bringing several important benefits:

- Simple to use web interface.
- Payments are made through RBS so they are secure and reliable.
- Parents can view their payment history online.
- Reduce risk of students losing cash.

A self-explanatory letter will be sent home prior to September with instructions on how to set up your online account.

There is a link available on the school website directing you to the payments website (SCOPAY) and providing more information about the online payments system. <https://www.scopay.com/login>



There has been a proven correlation between attendance and academic success and at Temple Moor High School we do everything we can to support you in ensuring that your child attends school every day and on time.

Registration is electronic and completed at every lesson.

Absence due to genuine ill health is unavoidable, but all other forms of absence are strongly discouraged. Where possible, appointments with doctors and dentists should be made out of school hours as they should any other appointment your child needs to attend.

If an appointment needs to be made in the school day, then students should attend school around this. A whole or half day for a 30-minute appointment is not acceptable. We will require proof of the appointment to authorise the absence, such as a screenshot or copy of the appointment letter, which can be emailed to our attendance team [tmhsattendance@tmhs.rklt.co.uk](mailto:tmhsattendance@tmhs.rklt.co.uk)

Time lost in term-time cannot be made up for and will adversely affect your child's progress. Without exception, no holidays during term time will be authorised for students. The taking of term-time holidays leads to a fixed penalty notice issued by the Local Authority.

## Absence notification:

Parents are asked to inform school of their son's/daughter's absence as early as possible on the first day of absence by contacting school either by sending a message via Arbor or calling the school on 0113 390 0770 option 1, before 8:15 am and following the simple instructions. Please continue to do this for any following days' absence. A current home, work and mobile telephone number should be provided, as well as a current email address. If we are not notified of an absence, then a text message and telephone call home is automatically made.

### Getting your child to school really matters. Did you know...

If your child's attendance during the school year...	Your child would have lost approximately...	Or they would have missed approximately...
Was 95%	9 days from school	50 lessons
Was 90%	19 days from school	100 lessons
Was 85%	29 days from school	150 lessons
Was 80%	38 days from school	200 lessons
Was 75%	48 days from school	250 lessons

You should not take your child on holiday during term time. Please encourage punctuality to maintain school attendance.

Remember, absence = lost opportunity.

## Punctuality:

Students are expected to be in school for a form time start of **8:25 am**. Any student arriving late before 9:00 am will be issued with a 20-minute detention for the next school day. Any student arriving late after 9:00 am will be issued with a 40-minute detention the next school day. The school gates will be locked from **8:20 am**. Any student arriving after this will need to sign in through the main reception. Punctuality is an essential life skill, and we are trying to encourage students into positive routines that will support their learning and progression throughout life.

The school will continue to follow the advice from the Government in relation to the legislation regarding attendance. We will keep all parents up to date with any alterations to the school week that may influence attendance.

For further information on our attendance and punctuality policy, please use the link below to our website: <https://www.tmhs.co.uk/school-life/attendance/>

### Getting your child to school really matters. Did you know...

If in a school year, your child is late everyday by...	Your child would have lost approximately...	Or they would have missed approximately...
5 minutes	3.5 days from school	20 lessons
10 minutes	7 days from school	41 lessons
15 minutes	10 days from school	55 lessons
20 minutes	14.5 days from school	82 lessons
30 minutes	22 days from school	123 lessons

You should not take your child on holiday during term time. Please encourage punctuality to maintain school attendance.

Remember, absence = lost opportunity.

# Leaving the school premises



All students in Years 7 to 11 must stay on the school site all day. Parents wishing their son/daughter to leave school for any reason during school hours should provide a note that can be shown and signed by the attendance office. Students then report to the attendance office where they will be 'signed out' by a member of the attendance team, all of whom have been instructed not to allow any student to leave the school unless they have the appropriate authorisation.

For their own safety, under no circumstances should a student leave school premises without permission and his/her departure being recorded. Equally, no student will ever be sent off-site unless parental permission has been obtained by the school. As such, it is very important to provide the school with up-to-date emergency contact telephone numbers.

At Temple Moor, we have high expectations of all of our students at all times. The staff at Temple Moor will treat all students with courtesy and respect and expect students to treat staff and each other with that same courtesy and respect.

We expect students and parents to work with us as we share the same aims: for our students to be happy and successful. We have always maintained strong relationships with parents and carers; this is particularly important in ensuring students face the consequences for making poor decisions and/or demonstrating poor behaviour. We expect parents and carers to support the school in ensuring students complete any sanctions imposed by the school in the event of students making poor choices. Students who struggle with poor decision making will of course always be given help and guidance in order that they can meet our standards of behaviour.

Students are expected to comply at the first time of asking with requests from staff and our expectations extend to the journey to and from school. While a student is travelling to or from school and/or wearing our uniform, they are expected to meet our high standards of behaviour.

Below are our non-negotiable expectations for all students:

- Be **Friendly** and **Polite**.
- Be **Punctual** to school and lessons.
- Put **Litter** in a bin.
- Bring your **Equipment** including your **Planner, pen, pencil, ruler, sharpener, rubber and glue stick**.
- Wear **Uniform** correctly.
- Accept **Consequences** for own behaviour.
- Give your **Name** when requested to do so by a member of staff.
- Move and behave **Safely** around school.
- Work to the **Best** of your ability.
- Understand that **Banned** items e.g. jewellery, fizzy drinks, mobile phones will be confiscated.
- Complete homework on time and to the best of your ability.

# Extra–Curricular Activities



At Temple Moor High School, we are delighted to offer our students a broad and balanced extra-curricular PE program, which is divided between Winter/Summer sports. We encourage students to and try participating in as many of the clubs as possible. Regardless of whether you are an expert or novice we will tailor the sessions for you.

Clubs will run every night between Monday-Thursday. As you can see from the timetables, we cover a large range of sports including some sports which are not currently taught in PE lessons. In addition to this, we hold an annual foreign sports tour. Over recent years we have been lucky enough to take some of our students to Malaga, Gibraltar and Porto to take part in football/netball training sessions and tournaments.

We also offer sporting trips to UK based locations for example, The Wimbledon Tennis Championships. Wembley/Stamford Bridge/Etihad stadium tours. Trips to the National Football Museum, European Indoor Athletics Championships and the Netball World Cup.

As you can see there are lots of exciting opportunities for students at Temple Moor to get involved with.



# Example Sport Extra–Curricular Activities



Example Winter timetable -

Monday	Tuesday	Wednesday	Thursday
<b>Girl's Rugby Field All years</b>	<b>Boy's Football Field All years</b>	<b>Boys Rugby Field Y7,8,9</b>	<b>Girl's Football Field All years</b>
	<b>Fitness Club Fitness Suite All years</b>	<b>Netball Club Sports Hall All Years</b>	<b>Fitness Club Fitness Suite All years</b>
	<b>Table Tennis Club Sports Hall All years</b>	<b>Rowing Club Fitness Suite All years</b>	
		<b>Fitness Club Fitness Suite All years</b>	



# Example Sport Extra–Curricular Activities



Example Summer timetable -

Monday	Tuesday	Wednesday	Thursday
<b>Running Club</b> <b>All years</b>	<b>Tennis</b> <b>Muga</b> <b>All years</b>	<b>Rounders</b> <b>Field</b> <b>All years</b>	<b>Athletics</b> <b>Field</b> <b>All years</b>
	<b>Fitness Club</b> <b>Fitness Suite</b> <b>All years</b>	<b>Fitness Club</b> <b>Fitness Suite</b> <b>All years</b>	<b>Fitness Club</b> <b>Fitness Suite</b> <b>All years</b>
	<b>Basketball</b> <b>Sports Hall</b> <b>All years</b>	<b>Rowing</b> <b>Fitness Suite</b> <b>All years</b>	<b>Badminton</b> <b>Sports Hall</b> <b>All years</b>

Extra-curricular is not solely Sport related, we have many other established clubs which provide students with a range of opportunities to develop both their interests and their skills. Clubs that you are likely to see are Science club, Maths, Music, Dance, Enterprise and Drama. Further to this we are currently developing our offer for extra-curricular so that students will be able to access a wider range of subjects and interests, and really invest in themselves outside of the curriculum.



Our curriculum also places great value in extra-curricular activities as a mechanism of enriching the taught curriculum, allowing students to deepen their understanding, see the applications of their studies, promote enjoyment, as well as fostering relationships, health, skills and broader interests.

Temple Moor prides itself on offering a wide and varied suite of extra-curricular activities through the extensive number of clubs, sports teams and performances that our staff run after school, throughout the year.

All Year 7 students joining the school participate in two chosen extra-curricular activities per term as part of a 30-minute extended school day. Where activities require more than 30 minutes e.g. sports matches, parents and students will be informed that this is the case.

Students can opt for two extra-curricular clubs per term from the following categories:

Developing my mind – clubs and activities linked to academic subjects.

Developing my body – activities across a range of sports, including teams which participate in local and regional competitions.

Developing my independence – projects and challenges which broaden students' perspectives beyond Temple Moor.

Within these areas are many clubs, including STEM Club, Gaming Club, Performance & Music Clubs, Learn Italian, "Up for Debate" debating society, Do it 4 Youth (Duke of Edinburgh), Eco Warriors and Science Club, to name but a few.

Regular extra-curricular activities are also supplemented by curriculum trips, over the five/seven years that students are with us, to enrich and consolidate their taught curriculum. These trips may include: field studies trips, trips to watch theatre plays, exchange visits, trips to sporting venues and rewards trips.

Part of our extracurricular offer is to provide students with a broad and balanced extra-curricular PE program, which is divided between Winter/Summer sports. We encourage students to try new sports. Regardless of whether you are an expert or novice we will tailor the sessions for you.

# Arbor – Connecting parents, students and school



We believe that the relationship between school and home has a huge impact on the success of our students and with that in mind we have implemented an app that will allow that two-way communication at the touch of a button.

You may already be familiar with Arbor from your child's primary school but once this app is downloaded you will have access to all the information relating to your son/daughter, including attendance, behaviour, homework, letters, exam timetables, key dates and reports.

You will be able to message the school and complete any reply slips for trips or events through the app.

We recommend that you create your parent account now as we will use this means of communication to keep you up to date with the transition process and information for September.

## **Parent Portal (via web browser)**

To create your account, you just need to set a password.

- Go to <https://login.arbor.sc>
- Enter your email address
- Click 'Forgot your password?' to finish setting up your account.

## **Parent App**

We strongly recommend that you download the Arbor app as you will receive alerts when a message has been sent to you, compared to when you receive an email.

Search for 'Arbor Parent' in your app store to download the app to your device.

## **First Time Logging In**

Click the links below to read information regarding logging in for the first time, as well as an overview on the features you will find on the Parent Portal.

# Arbor – Connecting parents, students and school



[First time logging in guide](#)

[Being a guardian for multiple children- switching students](#)

If you have any issues logging in, please read through the following troubleshooting guide BEFORE contacting school, as many of the issues are solved by following the steps in this guide.

[Log in issues – troubleshooting guide](#)

If you do have any issues logging in please contact Mrs Pickering [pickeringn@tmhs.rklt.co.uk](mailto:pickeringn@tmhs.rklt.co.uk) providing us with the following information:

- Student Name
- Your name and email address



# Induction Programme

Wednesday, 10 July & Thursday, 11 July 2024



Our Induction Programme aims to help prepare students for high school and a settled start in September.

We have an exciting and busy programme of events planned, ranging from enrichment projects and resilience activities. A key feature is that students will start to experience lessons in all of the subjects that will be studied from September. During this time students will begin to get to know their new class mates and build relationships with their pastoral form tutor and subject teachers. This time spent familiarising themselves, will ensure that when September arrives, children are far less apprehensive about the changes they will face.

## Practicalities

- **For the transition days in July students will start at 8:30 am and finish at 15:00 pm.**
- Students should make their way to Temple Moor High School each morning and enter through the atrium doors, accessed by either of the side gates. Reminder students must be on site by 8:20am as the side gates are locked at this time.
- Students will return home at the end of the school day. Parents may wish to collect their children from the school's side gates. Please do not come onto school grounds or use the staff car park.
- The Transition Programme will focus on developing some of the key skills that our students will be using at secondary school such as resilience, determination and independence. Students will experience different subjects and different teaching styles over the week which will help them prepare for September.
- Students will have a free lunch provided for them each day but can bring a packed lunch should they wish. From September if a student wishes to purchase anything from the canteen they will need to have funds added in advance to their Scopay account.

# Induction Programme

Wednesday, 10 July & Thursday, 11 July 2024



- Wednesday 10<sup>th</sup> July – students to attend in their primary school uniform (this can include their leavers hoodie).
- Thursday 11<sup>th</sup> July – students to attend in their primary school PE kit. Students will be taking part in a sports day and are advised to also bring a hat and sunscreen.
- Students will also need their pencil case both days as well as a water bottle and snack for first break.
- If your child cannot attend on a particular day due to illness, you must contact the absence line on the following number 0113 390 0770 option 1 by 8:15 am or message the school via Arbor. In the event of a child missing a day, we will contact their primary school to share this information.

# What can you do to help your child?



Establishing an effective home-school partnership makes a real difference to students' success within secondary school. We know that parents and carers who actively encourage their children to succeed academically and emotionally, whilst at the same time support the school creates the most rounded experiences for students and encourages them to thrive.

You can:

- Practice the journey to school. Make sure that they know where the two side gates are located as well as the main reception.
- Set aside time to discuss the move from primary to secondary school. They (and you) may have mixed feelings – keen to move to the next stage, but apprehensive about their ability to cope. Common worries for many children are making new friends, lunchtime arrangements, travelling to and from school and finding their way around the school. Discuss these and use the online information to support your discussions.
- Make sure students are properly equipped for school each day by checking their timetable on the previous evening, leaving this until the morning often causes anxiety and items to be forgotten.
- From September check Arbor every night to ensure homework is completed.
- Offer praise for positive comments and challenge any negative comments.
- Avoid term-time holidays, this can leave students feeling left out and like they have missed key parts of their learning.
- Try to always attend Parents' Evenings – these are run virtually.
- Label every item of school clothing.
- Make sure there is credit on their cashless catering (Scopay) account for their lunch, if appropriate.
- Create your parent Arbor account to ensure school can communicate with you effectively - we send all communication electronically so having this is vital to support success.
- Attend Y7 New Parents Evening, Thursday, 6 June 2024. Further details to follow.