



Moving from Year 6 to Year 7

Information for Parents/Carers & Students

2020-2021



Mary Webb School & Science College

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SCHOOL TRANSITION CONTACT LIST

Headteacher	Mr P Lowe-Werrell
Deputy Headteacher / SENCo	Mr G Davies
Assistant Headteacher	Miss S Pugh (KS Leader for Y7, 8 and 9)
Head of Personalised Learning and Transition/ Assistant SENCo	Mrs K Mould
Assistant Head of Personalised Learning	Ms S Keeling
Year 7 Form Tutors	
Barcelona:	Mrs I Chorr
Barcelona 2:	Mrs V Lee
Kathmandu:	Mr B Finch
Kathmandu 2:	Mrs E Jebb
Casablanca:	Mr R Hollands
Casablanca 2:	Mrs S Manders
Sydney:	Miss A Moreton
Sydney 2:	Miss A Watkins
School Address	Mary Webb School & Science College Pontesbury Shrewsbury Shropshire SY5 0TG
Telephone Number	01743 792100
Fax Number	01743 792110
Email Address	admin@marywebbschool.com
Web Address	www.marywebbschool.com

Welcome from Mr Lowe-Werrell, Headteacher

Welcome to Mary Webb School and Science College. We believe one of the most important factors in helping to ensure students have an enjoyable, challenging and positive experience at school, is the quality of the home-school partnership. We all want your child to be successful and we can ensure this is achieved by working together.



We believe one of the most important contributions you can make as parents is by showing an interest in what your child is doing in school. Asking questions about their school day, what they are learning and what they are getting involved in is so important. Reading is another key component to being successful in the future. To encourage this, and to ensure all our children have an understanding of a shared text, I hope you enjoy reading *The Iron Man*, by Ted Hughes, over the summer. Your support in facilitating this shared reading experience is crucial.

Communication between home and school is vital throughout your child's time with us. Please do not hesitate to contact the school if you have a query or concern. Our experience tells us many issues are resolved through early contact, as this helps to prevent frustrations and problems growing.

Each year we run a number of events for parents designed to support your child with their learning. In Year 7, there will be an early opportunity to meet with the tutor as well as the more traditional parents' evening later in the school year. These events are very important and we would urge you to put time aside to ensure you can attend. If you are unable to attend such events, we will try to arrange alternative times for you to meet with staff.

We have high expectations of all who are part of our school community. We create a variety of opportunities to learn, in contexts that are challenging, relevant, enjoyable and exciting. We believe that school life must be a memorable experience, providing inspirational moments to ensure our students have rewarding and successful lives. We expect students to positively engage with these opportunities and experiences, as they are at the centre of our aim to open the minds and widen the horizons of all who are part of our school.

The secondary school induction process across the country will look very different this year, when compared to previous years. However, as your child and all other Year 6 students across the country will not have experienced the induction process before, the only people who should notice this difference is us. The adaptations we have made to the induction process have been carefully considered to support your child, at this important phase in their life, during these challenging national circumstances.

On behalf of all the students, staff and governors of the school, we wish you an enjoyable summer and we very much look forward to working with you from September.

Mr P J Lowe-Werrell, Headteacher

Map of the school – Ground Floor

Map of the school – 2nd and 3rd Floors

Organisation of Year 7

We aim to give our students a secure base within the school through membership of a tutor group. Each morning starts with students meeting in their tutor groups and many friendships are made between students in that group.

The eight tutor groups are named according to the school houses: Barcelona, Barcelona 2, Sydney, Sydney 2, Casablanca, Casablanca 2, Kathmandu and Kathmandu 2. Houses are named after cities that were chosen by students. Each city is from a different continent and with contrasting cultures for students to explore. Students remain in the same tutor group and the same house throughout their time at school. Learning is a reward in itself. The house system that operates at Mary Webb School and Science College enables us to take rewards a step further by awarding points that in turn contribute to the house your child is in. There are four houses; each has a class from Years 7 to 11. House points can be awarded for a variety of activities from contributing to the school community to sporting endeavours to making steps in their learning. In this way, every student in the school can make a positive contribution, earning points that contribute to their house total and, who knows, overall success as winners of the House Trophy! They can even 'cash in' house points in the school rewards shop.

In addition to the 8 tutor groups, Year 7 will be taught in 5 mixed teaching classes. This allows students to progress at a pace that suits their level of understanding and we are able to provide support teaching where appropriate. Form tutors will take their groups for a PSHCE (Personal, Social, Health and Citizenship Education) lesson each week to introduce students to aspects of personal and social education and citizenship in addition to daily registration.

In line with developments in the National Curriculum, all students will be following National Curriculum English (and literacy), Science, Mathematics, Design Technology, History, Geography, French, PSHCE, ICT, Drama, Music, PE and Art. Students follow the locally agreed syllabus in RE. They will be starting Key Stage 3, having completed Key Stage 2 at their primary school.

There will be a Year 7 Tutor Evening in the Autumn Term which will enable parents to find out how they have settled in. In the Spring Term, a school report will be sent to parents/carers; this will summarise student progress in each subject area. Later in the Summer Term, at the Year 7 Parent Consultation Evening, parents and carers will be able to discuss their child's progress with subject teachers.

Contact can be made with school staff very easily and we encourage you to stay in touch. Tutors can be contacted by 'phone before school and during the school day, but please be aware that teachers will almost certainly be teaching and unable to take a call in the first instance. Please allow a "settling in" period but contact the school on 01743 792100 if you are concerned about any problems your child may be having.

Your first point of contact should always be your child's form tutor

Your First Day at Mary Webb School and Science College

Wednesday 2nd September 2020

Arrive at school by 8.40 am where Miss Pugh and the Year 7 tutors will be waiting to greet you. You will need to be in full school uniform.

On this day you will need to bring:

- A school bag with a drink of water in a clear plastic bottle
- All the transition activities you were sent in June
- The Iron Man book and bookmark
- Two fiction reading books (*you must have two fiction reading books in your school bag every day*)
- PE kit
- Lunch money

You will be given these items in the autumn term:

- Your Mary Webb School and Science College pencil case containing: 2 black pens, 1 red pen, 2 pencils, a ruler, eraser, sharpener, protractor, compass
- Calculator
- A spelling, punctuation and grammar book

You need to bring your inhaler if you use one and any other necessary medication. Medication will be dispensed by Reception staff. You will need to complete an 'Administration of Medicines' request form which can be downloaded from the school website (under 'Letters and Correspondence', 'Downloadable Forms').

You will be welcomed by the teachers before you spend some time in your tutor groups. During this time, you will be given your student planners, timetable, school map and other details. There will also be a tour of the school site and a chance to get to know all the new people in your new tutor group. We know you missed your induction days and you will have a chance to get to know your new school.

For those students who paid for a locker, keys will be issued during the first week at school. If you still need to book one, please contact the school office.

Love Learning

Students come to school to learn. Therefore, they need to be ready to learn. This means being prepared to learn by making sure that they have brought the equipment they need to support their learning. Beyond remembering to bring the right exercise books and their PE kit on the right days, to be really ready to learn students need to bring the following basic items of equipment to every lesson:

- Black pen
(preferably fibre-tipped or fountain pen)
- Red Pen for self-assessment
- Pencil
- Ruler
- Eraser
- Pencil sharpener
- Protractor
- Compass
- Calculator
- Colour pencils / fine fibre tip pens

All the above equipment is available to purchase from the school office at break time. Please note that Tippex/Liquid Paper should not be used in school.

Along with the correct basic equipment, students need to come with the right attitude towards their learning and this includes taking pride in what they do. Therefore, we encourage students to ensure:

- all work in exercise books has a date and title and that both are underlined;
- written work is completed in ink; diagrams are in pencil;
- work is well presented;
- all work is finished off to the best of their ability;
- any missing work is caught up on and discussed with the teacher;
- homework is clearly identified with "H/W" in the left hand margin.

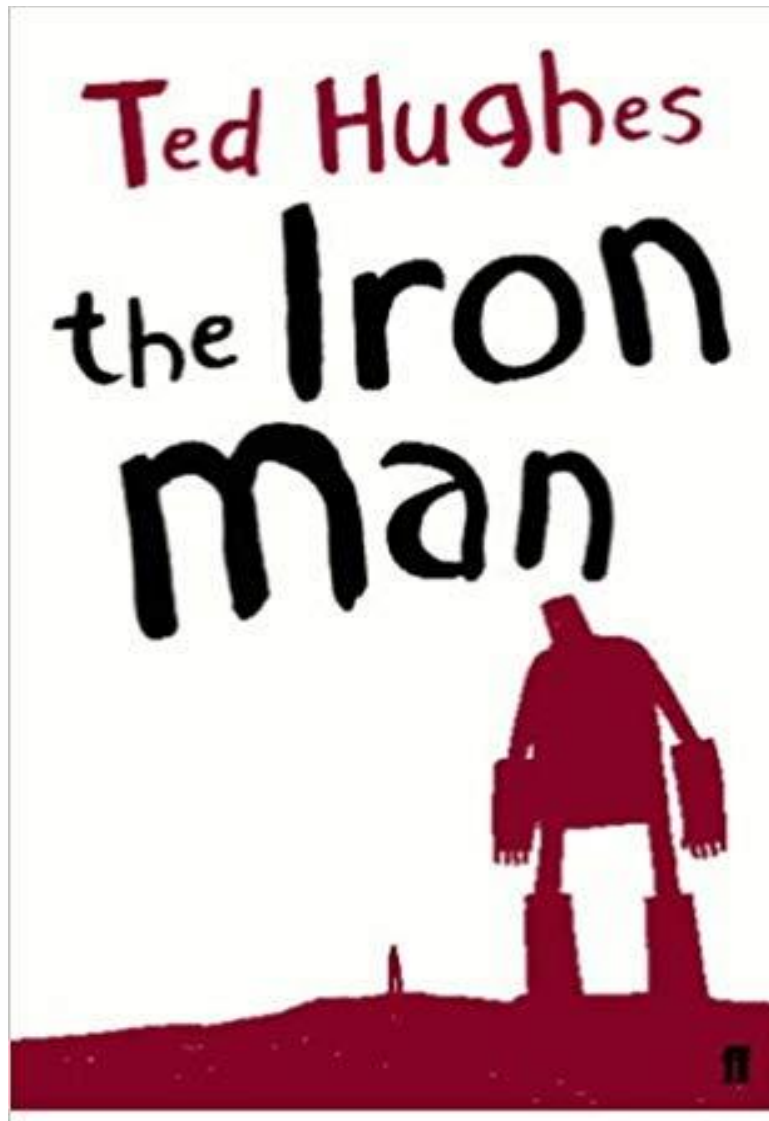
To support students in making the most of their learning experiences, students have targets to aspire to and monitor progress against. All students will receive feedback on their learning that clearly defines what they can do well and what they need to do in order to improve further. Students are expected to respond to feedback with their red pen and to check their literacy target across all subjects. When work is marked the following symbols are used to support students' learning:

sp	spelling error
ww	wrong word used
p	punctuation error
//	new paragraph needed
c	capital letter needed
?	does this make sense?
v	improve vocabulary

Summer Reading

Your child has been given "The Iron Man" by Ted Hughes to read over the summer holidays. This is a gift from Mary Webb School and Science College as they start their learning journey with us in 2020.

Please enjoy this book with your child; we encourage the whole family to read it. **Your child will need to bring this book to their English lessons in September.** As they read, please encourage them to note down new words they encounter on their bookmark.



*The more you read, the more things you will know
The more that you learn, the more places you'll go!*
Dr Seuss

The School Day

Here is the timing of the school day:

08.45 - 09.10	Registration - in your tutor room
09.10 - 10.10	Period 1
10.10 - 10.30	Break <i>You can meet your friends in the yard, you can visit the library or go to the canteen for a snack.</i>
10.30 - 11.30	Period 2
11.30 - 12.30	Period 3
12.30 - 13.15	Lunch <i>You will have lunch in the canteen then meet up with your new friends.</i>
13.15 - 14.15	Period 4
14.15 - 15.17	Period 5 After Period 5 you will make your way home. If you take the bus, there will be teachers there to help you find your bus.

The bell will go between each period. For your first few weeks, your teachers will help you find your way to your next lesson as you get to know the school. You will also have lunch a little earlier than the rest of the school as you get used to the canteen and cafeteria areas. Food and drink is available from the canteen during these times. You can bring your own packed lunch from home - to be eaten in the canteen. If you have school dinners, remember we have a cashless canteen so remember to top up before you queue! You will be shown how to do this.

Drinks must be in clear plastic bottles - ideally water. Energy and fizzy drinks are not allowed in school.

Once you have your timetable, you will have to carefully pack your bag ready for each new day, making sure you have the right books for the subjects on your timetable. Try to do this the night before.

Peer Mentors:

- You will have 3 or 4 older students attached to your tutor group.
- They are here to support you through the first term of Year 7.
- Their role is to listen, help and ensure that your time here is a positive experience.

Don't forget, if you have any questions or concerns, please ask your form tutor or one of the peer mentors who will be more than happy to help you.

Homework and Use of Planner

Homework is an important part of the learning that takes place at school.

We set homework:

- To consolidate or prepare classwork;
- To help students develop independent study habits;
- To encourage students to use resources outside the classroom;
- To provide an opportunity, where appropriate, to set different tasks to meet the needs and abilities of our students.

How do we help students to organise their homework?

We place a considerable responsibility on our students to organise their home learning sensibly.

Planners

Students will receive homework for most subjects on a weekly basis, according to a timetable. This gives them a considerable organisational challenge. The planner is there for students to record their homework and plan their time effectively. Form Tutors will assist students with the use of the planner and monitor its effectiveness.

Class Charts - the electronic planner

The homework schedule is available on 'Class Charts' - via the 'Unify' tab of the school website www.marywebbschool.com - with many set pieces of homework available to download. Your child will be given their login in the first few weeks in September. They might like to download the Class Charts APP on their phone if they have one.

Parents/Carers and Homework

Homework is an area where the partnership between school and parents/carers can help your children. Parents/carers can ensure that students do their homework by showing an interest in what has been set and ensuring there is a quiet space in the house for the child to work with appropriate equipment. Any queries parents may have about homework can be quickly and easily communicated via the planner, parents can also check Class Charts. Parents/carers are asked to sign the planner, along with the student and tutor weekly.

Homework Club

There is a Homework Club on Tuesdays and Thursdays after school. Your child is welcome to attend as long as a permission slip has been signed in advance.

Supporting Learning at Home

Moving from primary to secondary school is an exciting and significant event in the life of your child. Crucial life skills such as independent working and self-organisation come into play and your child will need support with this at the beginning.

Having the Necessary Equipment

We will be giving your child a pencil case with all the equipment they will need for the start of their new term. They will need to keep this topped up and replace items as they become used. Your support with this would be greatly appreciated. Your child will also have to pack their books for each day and ensure they have the right homework for when it is due. They might need support with this initially. It is useful to set up a routine where their bag is packed each evening, ready for the next day.

A Place to Study at Home

If possible, your child should have a quiet place to do homework and to study.

Homework

Please read your child's planner with them every week to see what homework they have been set. You can write a note to your child's tutor in the planner too if you have any queries. Often teachers will set homework with support materials which can be accessed via Class Charts. It is useful to set a homework routine early on so it is done at particular times in the week to suit your child.

Reading

We aim to foster a love of reading at Mary Webb School and Science College. Reading can start to drop off at the start of secondary school. Please encourage your child to keep reading and to choose challenging texts. Their English teacher and Mrs Bourne in the library will have lots of suggestions of good books. Reading at bedtime is a good routine to encourage. They will need to have two fiction books in their school bag every day.

Learning Spellings

Your child will have regular spelling tests across the curriculum; learning spellings will often be set as homework tasks. Strategies to help learn spellings include **look, say, cover, write, check** - *a strategy familiar from primary school*.

Learning Times Tables

Helping your child with knowing their times tables is very helpful. Learn them in order, learn them backwards, learn them in random. This can be a fun activity in the car!

School Uniform

PLEASE LABEL CLEARLY ALL ITEMS OF CLOTHING, INCLUDING TIES, WITH YOUR CHILD'S NAME

Each student at Mary Webb School and Science College is expected to wear the uniform as prescribed in the school brochure. Certain fashion styles of school clothing are not suitable as they pose a health and safety issue, e.g. high heels, backless shoes and toeless sandals. The governors expect staff to take account of such issues when checking uniform.

The uniform was carefully chosen by the governors and staff. It is both smart and attractive as well as being practical. We believe that uniform has a unifying factor and students are encouraged to wear their school uniform with pride and as an outward symbol of their commitment to the school community.

BOYS

- Maroon jumper with school logo for Years 7 to 10
(Year 11 students wear a black jumper with school logo)
- White shirt
- School tie
- (Year 11 students wear a black tie / prefects wear a red tie)
- Black or grey socks
- Black shoes of sensible design
- Black trousers of sensible design

GIRLS

- Maroon jumper with school logo for Years 7 to 10
(Year 11 students wear a black jumper with school logo)
- White shirt
- School tie
- (Year 11 students wear a black tie / prefects wear a red tie)
- Black or white socks / plain black tights
- Black shoes of sensible design / heels should not exceed 2 inches
- Plain black skirt (knee-length/marginally above the knee) and of the correct style (not 'skin-tight'). When wearing skirts plain black tights are required.
- or
- Black trousers of sensible design

PE Kit

Girls	Boys
<ul style="list-style-type: none">• Navy and sky blue panelled skorts (skirt/short skirt at the front, shorts underneath)• Navy and sky blue panelled polo top with MW logo• Navy fleece with logo (optional)• Navy socks• Trainers with a good grip (not fashion trainers)	<ul style="list-style-type: none">• Navy shorts• Navy and sky blue panelled polo top with MW logo• Navy and reversible rugby shirt with MW logo• Navy fleece with logo (optional)• Navy socks• Football boots• Shin pads• Trainers with a good grip (not fashion trainers)

School ties and clothing that carries the school logo can be purchased through:

School Shop Direct
Unit 17-18 Sundorne Trade Park
Featherbed Lane
Shrewsbury SY1 4NS

www.schoolshopdirect.co.uk

Tel: 01743 440449

Boys Shoes



Girls Shoes



General Points: Uniform

- We request the co-operation and support of all parents/carers in ensuring that high standards of dress are maintained and that students wear the correct uniform.
- Trousers should be made from an appropriate plain material. Leggings, jeans or cords are not appropriate styles/materials for school trousers. Detailing such as shiny zipped pockets are not permitted.
- Trainers are only to be worn in PE practical lessons.
- If a t-shirt is worn under the shirt, it must be white and devoid of any visible logo, design or brand name.
- Please note that the wearing of the school jumper is compulsory in the classroom and around school. However, in warm weather, staff will usually permit students to remove their jumpers if they so wish.
- The wearing of baseball caps or headgear of any sort is not permitted in the school buildings at any time.
- All clothing and equipment should be **clearly labelled** with the student's name to assist in the recovery of lost items.
- If you have any queries or difficulties arise regarding the provision of uniform, please contact the Key Stage Leaders: Miss Pugh for Key Stage 3 students and Mr Jervis for Key Stage 4 students, or email uniform@marywebbschool.com

General Points

- Extremes of hairstyles / hair colour are not permitted. Make-up, if worn, must be subtle and discreet.
- Students may wear **one** stud earring in each ear. No other forms of jewellery are permitted. All forms of other facial/body piercing are strictly forbidden.
- Practical PE lessons: long hair must be tied back and earrings removed.
- Practical subjects: in some lessons, such as science and technology subjects, long hair must be tied back.

Using School Buses

Please ensure you have contacted Transport at Shropshire Council to apply for a bus pass. You can contact school transport either by email schooltransport@shropshire.gov.uk or by telephone 0345 6789008.

Before the school journey, students MUST...

- Be accompanied to, and at, the pick-up point unless parents do not consider this necessary
- Normally wait for at least 10 minutes if the bus/taxi is late
- Make sure that they carry a valid travel pass (or travel may not be allowed)
- Be at the pick-up point in good time
- Wait in an orderly manner
- Keep clear of other traffic
- Keep well clear of moving school buses or taxis
- Board the bus or taxi when stationary, one at a time and in an orderly manner
- Go to their seats immediately and sit down properly, put on seatbelts

During the school journey students MUST...

- Stay properly seated: do not stand up whilst the vehicle is moving (unless having to stand on a public service- if so hold tight)
- Wear seatbelts where fitted (this is a legal requirement)
- Not distract the driver or be discourteous
- Not be abusive
- Treat other students with care and respect and not misbehave
- Not smoke/vape
- Keep luggage/bags out of aisles
- Not attempt to operate doors or emergency exits (unless in an emergency) or any other mechanisms
- Not endanger people's safety or damage the vehicle
- Report any concerns about the journey to the driver and/or the school
- Follow the drivers' instructions if there is a breakdown or emergency
- Not carry an offensive weapon, real or replica

At the end of the school journey, students MUST...

- Stay seated until the vehicle stops
- Not operate any doors or exits (unless in an emergency)
- Get off the bus in an orderly manner
- Ensure that clothing (i.e. toggles can be particularly dangerous) or bags, do not become entangled/snagged in door mechanisms

Respect

At Mary Webb School and Science College we strive to achieve a culture of mutual respect. By adopting such a culture, students become more successful learners whilst meeting the expectations set out in the behaviour policy:

RESPECT - YOURSELF, OTHERS, THE ENVIRONMENT

A culture for respect can be achieved if the whole school community adopts the following simple routines and rules;

- | | |
|-------------------------------|--|
| Be punctual | - be where you should be when you should be there |
| Co-operate | - treat others as you would like to be treated yourself |
| Take pride | - be smart at all times and look after equipment |
| Always do your best | - try your hardest and always aim for better |
| Be prepared | - be ready to learn by being organised with equipment and homework |
| Participate | - get positively involved in school activities |
| Be thoughtful and safe | - adopt a common sense approach and make the right decisions |

As a school we understand that teenage years are a time of discovery; students are learning about themselves - who they are and how they fit in. Whilst we respect that students feel the need to display their individuality, in order to function safely as a community, we need to set some boundaries. Please note that the wearing of excessive jewellery, make-up and extreme hairstyles and colour are inappropriate for school.

Further to this, the school respects that we live in a technology-rich society. Where students choose to bring electronic items into school they do so at their own risk. The school cannot take responsibility for such items. Likewise, the school cannot take responsibility for any items lost or damaged from the cloakroom area - students are encouraged to use their lockers for storage.

Sometimes students need to bring medication into school. Where this is the case, we ask for all medications to be left with Reception who will dispense as required. Parents/carers are required to complete an authorisation form stating doses and frequency. Students should not carry medication in their bag or store in their locker. It goes without saying that cigarettes, lighters, matches, drugs, alcohol, knives, laser pens and solvents are items that must never be brought into school.

We do not allow the use of aerosols. This is to help protect students who have asthma and similar conditions. We also request that students do not bring chewing gum, energy drinks or carbonated drinks into school.

We recognise that school is more than just lessons and valuable life skills are learnt through social times. All eating takes place in the canteen, although students are welcome to drink beyond the canteen if the drink is water in a see-through plastic bottle. During break and lunchtime, students are encouraged to go outside for fresh air but we ask that they use designated areas within the school boundaries. Provision is made inside for when the weather is poor. Students have access to the library at break, lunchtime and after school and can use the time to work with staff on request.

Mobile Technology Protocol

Students are allowed to bring mobile devices (including phones) to school on the understanding that they keep to the protocol outlined below:

- Mobile devices and their earphones must not be seen or used in lessons, assemblies or registrations;
- During school hours, mobile phones should not be used to call home. Calls home should be made via Reception.
- Mobile devices must be turned off during lessons, assemblies and registrations;
- If a mobile device is seen, heard or being used during lessons, assemblies or registrations, the student will be asked to put it away immediately or it will be confiscated until the end of the school day;
- If the mobile device is confiscated for a second time, contact will be made with home to discuss when it can be collected by the parent/carer;
- Mobile devices may not be used in lessons as calculators or watches;
- Mobile devices are not allowed in examination rooms;
- Students found abusing the use of a mobile device, e.g. making threatening calls etc, will be banned from bringing the device to school;
- Students may use mobile devices at breaks and lunchtimes, but not within the school canteen;
- The Headteacher's decision on all matters of mobile devices is final.
- The school can accept no responsibility for the loss of, or damage to, mobile devices.
- Students can deposit their mobile device at Reception for safekeeping during the day.

Acceptable Use Policy

Student Agreement

The computers are provided and maintained for the benefit of all students. You are encouraged to use and enjoy these resources, and help to ensure they remain available to all. You agree to behave responsibly with all equipment wherever it is in school. Remember that access is a privilege not a right and inappropriate use will result in that access being withdrawn.

Equipment - You agree ...

- not to damage, disable, or harm any computers or equipment;
- only to use the computers for school work;
- that you will make sure that memory sticks have no viruses and nothing on them that breaks school rules;
- to report any accidental damage immediately to a member of staff;
- to report any bad use of equipment to a member of staff.

Security and Privacy - You agree ...

- to protect your work by keeping your password to yourself; never use someone else's logon name or password;
- to never give your home address, telephone number, school name, or picture on the internet;
- not to use the computer to bully, upset, insult or offend anyone;
- not to try and alter security settings on computers;
- that the school will monitor your accounts, emails and memory sticks to make sure you are using the system appropriately.

Internet - You agree ...

- to only use the internet for school work and activities;
- not to access or download anything which is illegal or obscene or offensive;
- not to access other users' accounts or work without permission;
- only to use chat rooms provided by the school.

Email - You agree ...

- to use email sensibly;
- not to use email to bully, upset, insult or offend anyone;
- to only open attachments in emails if they come from someone you already know and trust;
- to report any bad use of email to a member of staff.

Read this document carefully. **IT IS IMPORTANT.** You need to accept it to be able to access the network. If you break the rules you will be locked out of your account. If you misuse the internet your access will be blocked. We will always contact parents/carers if you break the rules!

I know that anything I share online may be monitored.

I know that once I share anything online it is completely out of my control and may be used by others in a way that I did not intend.

Free Microsoft Office 365 ProPlus

We can arrange for your child to gain free access to Word, Excel, Publisher and PowerPoint whilst a student at Mary Webb School and Science College.

Should you require this, please follow the link from the 'Unify' tab on the Mary Webb School and Science College website.

General Information for Parents/Carers

Attendance

Students are asked to carry forward the culture of respect when travelling to and from school. For those students who travel on buses, they are expected to have their bus pass with them at all times. Bus passes are for use on designated routes only and are non-transferable. For those students who choose to cycle to school, there are facilities to store the bicycle during the school day. A permit is available from reception.

The proper place for students to be on a school day is at school. **Absence must have a justifiable reason and the school needs to be informed by telephone or by using the designated email address attendance@marywebbschool.com before 8.30am on the day of absence. The answerphone service is the easiest option:**

01743 792112

School should be notified, either by telephone or letter, of any medical appointments prior to the appointment. Where students are going to be absent for part of the school day, e.g. for a medical appointment, they need to be signed in and out of school at Reception. Absence will often be followed up by a telephone call from the school's Attendance Officer, Ms Yates.

Holidays

Parents/carers should not arrange family holidays during term time. Other requests for leave of absence should be made using a "Request for Student Leave of Absence in term time in Exceptional Circumstances" form available from Reception or the school website.

At Mary Webb School and Science College, the Headteacher will only grant leave of absence when an application is made at least 5 days in advance and it is felt to be for an exceptional circumstance. The annual family holiday would not be deemed an exceptional circumstance.

In deciding whether or not to grant leave of absence for 'exceptional circumstances', the Headteacher will follow the guidance and criteria listed below:

- It is highly unlikely that the event will occur again in a child's school life
- It is necessary for the child to be in attendance at the event
- The event cannot be organised outside of the school term
- The event is necessary to the health and wellbeing of the child
- Taking part in the event will be of greater value to the child than attending school

Emergency School Closure

Please note the following places where information can be obtained if you are uncertain as to whether the school is open or closed due to bad weather.

Mary Webb School and Science College website: www.marywebbschool.com

Shropshire Council school closures: <http://shropshire.gov.uk/school-closures>

Radio Shropshire: www.bbc.co.uk/radioshropshire / 90, 95, 96 and 104.1

First Aid

If students feel ill at school, they should ask their teacher's permission to go to Reception, where they will be assessed as to whether they are well enough to stay in school. Parents/carers will be contacted where necessary, but please note that we will always try to encourage students back to lessons rather than simply allow them to go home when they feel unwell. It is essential that parents/carers inform staff in the School Office of any known medical problems so that we can provide the best possible care.

Sometimes students need to bring medication into school. Where this is the case, we ask for all medications to be left with Reception staff who will dispense as required. Parents/carers are required to complete an authorisation form stating doses and frequency. An 'Administration of Medicines' request form is available on the school website under 'Downloadable Forms'. Students should not carry medication in their bag or store it in their locker.

Library

The library is looked upon as a key central resource for the whole school community. Our aim is to provide a welcoming environment where students can enjoy reading and learning, and can develop enquiring minds.

The library is at the heart of the school. It is a calm environment where students will feel safe and will be stimulated to pursue independent and group learning, play board games, or quietly read a book.

The library is well equipped with a wide variety of resources to support the curriculum needs of both students and staff.

Shropshire Music Service

Instrumental lessons are available during the school day via Shropshire Music Service whose staff come into school to provide the lessons. There is a whole range of instrumental lessons on offer and the opportunity to hire instruments if required. Information is shown on the Instrumental Registration form in your pack which may be subject to change in September.

Letters home

- Our website has all the letters that we produce as a school - please check www.marywebbschool.com.
- Parentmail is also available - please ensure you have completed the form to allow us to text/email you regarding school events/school closures.

The school website is your primary route for information regarding events at school. It is updated regularly.

Newsletter

The school newsletter is produced on a weekly basis. It is emailed out to parents/carers who have registered with Parentmail and is also available on the school website.

Transport

- Coaches are labelled so students won't be confused, plus staff and mentors will be there to help you.
- Whether walking or travelling by bus/car, it's important to be safe.
- Waiting to be picked up? Stay on the school grounds until someone arrives.
- Any issues that occur on the buses are dealt with by Miss Pugh who can be contacted at school.

Biometric System

As you will be aware, we use a voluntary biometric recognition system in the school canteen. We find this provides the school with a number of very significant benefits including:

- Reduction in opportunities for bullying as students are not carrying cash
- Reduction in the need for cash handling
- Students do not have to remember to bring a card
- Reduction in queuing time for food and drink
- Reduction in administration time and cost dealing with lost or forgotten cards/passwords/PINs

We will continue to offer an opportunity to opt out for those students who would prefer to use alternative forms of identification. If you would like more information or the chance to discuss this further, please feel free to contact school.

ParentPay

We will be introducing ParentPay in September to all parents within the school community. You will be able to pay for school dinners, trips and visits securely using this online facility. ParentPay has been designed to work on tablets and phones as well as desktop computers. Communication and your account activation details will be provided in September.

Webberzine

The school magazine, The Webberzine, is produced once a term and distributed to every student. It is also available on the school website and on Reading Cloud.

Sharing Aware - Staying Safe Online

Share Aware, from NSPCC and O2, gives parents all the tools they need to have regular and informed conversations with their child about staying safe online. Under 20% of parents discuss online safety regularly with their children but we want to get every family talking about their child's life online, just as they would their day at school.

Parents can sign up to the [Icebreaker email series](#) and become an expert in their child's online world in 6 weeks, follow the [four simple steps](#) to keeping children safe online, watch the film '[Safety advice from a 10 year old](#)' or visit [Net Aware](#) - the guide to your child's social networks apps and games.

The internet is a great place for kids to be, being Share Aware makes it safer.

1. Just like in real life, children need our help to stay safe online. Teach your child to be #ShareAware with @NSPCC and @O2 <https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/share-aware/>
2. Teach your child to be #ShareAware online, with step-by-step advice from @NSPCC <https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/share-aware/>

School Visits / Trips

When your child goes on a school trip, you will be invited to make a voluntary contribution towards the cost of the trip. We must, however, inform you that, as the school could not bear the whole cost of the trip, it will not take place unless all parents/carers, who are able, are willing to contribute. If you find it difficult to meet this cost, you are invited to contact the Business Manager in confidence to discuss payment.

Students who receive Free School Meals will be supported through the Pupil Premium fund allocated to the school.

Bullying

Message from Mr Lowe-Werrell, Headteacher:

"Bullying can happen to anyone at any age. As a school we have a duty to ensure that students are safe and happy at school. Staff, students, parents and governors all have an important role in preventing bullying. The staff at Mary Webb School and Science College will always take incidents of bullying seriously. We will work with victims and bullies to ensure that each member of the school community feels safe and happy at school.

The school has an important educative role in dealing with bullying. Through our PSHCE (personal, social, health and citizenship education) programme, curriculum days, assemblies and tutor periods, we involve students and staff in activities directed at developing understanding about bullying and strategies to counter it.

The first, and most important, task in fighting back against bullying is to ensure we provide a climate where each and every student is confident in breaking the silence that too often surrounds issues of bullying. It is essential that each and every member of the school community has the confidence to tell someone if they are being bullied. Bullying is wrong and by telling someone it can be stopped."

Who can I tell?

- Any adult in the school
 - Tutor
 - Teaching assistant
 - Office staff
 - Class teacher
 - Head of Houses: Mr Bird, Mr Holland, Mrs Morris or Miss Taylor
 - Assistant Headteachers: Miss Pugh, Mr Jervis or Miss Weston
 - Deputy Headteacher: Mr Davies
 - Headteacher: Mr Lowe-Werrell
- Parents/Carers
- Other family members
- Friends
- Other adults who will help you to talk to someone at school, e.g. School Nurse

What is Bullying?

Bullying can mean many different things. These are some ways children and young people have described bullying:

- being called names
- being teased
- being pushed or pulled about
- being hit or attacked
- threatening gestures and looks
- having your bag and other possessions taken and thrown around
- having rumours spread about you
- being ignored and left out
- being forced to hand over money or possessions
- being attacked because of your religion or colour
- homophobic harassment
 - comments, taunts, insults motivated by a prejudice against lesbian, gay, bisexual people and people who identify as trans
- sexual harassment
- cyberbullying (e.g. text message bullying; picture/video clip bullying using mobile phones; phone call bullying using mobile phones; email bullying; chat room bullying using Facebook, Snapchat, WhatsApp, Messenger and Instagram; bullying through instant messaging; bullying via websites)

Advice and Tips

- Tell someone. This will be the first step to stopping the bullying.
- Avoid places where you are alone.
- Make sure you are with a group of friends most of the time.
- Use the public areas of the school at break and lunchtime; personalised learning (PLC), library, dining hall.
- Get involved in supervised activities.
- Try not to react or retaliate to the bullying - this is often what the bully wants.
- Try to ignore name calling. Don't get involved in a slanging match. Again, this is probably what the bully wants.
- Try to note down the date, time and place of any incident. Make a few bullet points of the actual incident.
- Tell someone **NOW!**

Useful Websites:

www.childline.org.uk/Info/Pages/Bullying.aspx, www.nspcc.org.uk, www.bullying.co.uk,
www.kidscape.org.uk, www.antibullying.net, www.bullybusters.org.uk

WHO TO CONTACT AT SCHOOL

If you wish to discuss a matter concerning your child, your first point of contact should always be his/her form tutor. You can contact the form tutor by calling the school and leaving a message. Please note that during the day most teachers, including head of house and the senior leadership team, will be with a class so we would appreciate your patience whilst awaiting a response.

If you ever need to contact the school, please telephone Reception on **01743 792100** and ask to make an appointment with the relevant member of staff:

Staff	Responsibility	Query
Mr Lowe-Werrell	Headteacher	
Mr Davies	Deputy Headteacher / SENCo	Issues related to students with special educational needs
Mr Salmon	Business Manager	All financial-related enquiries
Mrs Murray	PA to Headteacher / Office Manager	
Mrs Edwards	Examinations Officer	All exam-related enquiries
Miss Pugh	Assistant Headteacher/ Key Stage 3 Leader	Key Stage 3 students, including general progress and pastoral issues
Mr Jervis	Assistant Headteacher/ Key Stage 4 Leader	Key Stage 4 students, including general progress and pastoral issues
Mrs Weston	Assistant Headteacher	Issues relating to teaching and learning
Mrs Mould	Head of Personalised Learning and Transition, Assistant SENCo	Transition and SEND enquiries
Mr Garry	Subject Leader for English	Issues relating to English and drama
Mrs Griffiths	Subject Leader for Mathematics	Issues related to mathematics
Mrs Jones	Subject Leader for Science	Issues related to science and computing
Mr Lee	Subject Leader for Humanities	Issues related to geography, history and RE
Mr Walker	Subject Leader for Technology	Issues related to technology
Ms Keeling	Art and Design, Assistant Head of Personalised Learning	Issues related to art and SEND enquiries
Ms Thompson	Subject Leader for Modern Foreign Languages	Issues related to French and Spanish
Mrs Jevons	Subject Leader for Physical Education and Music	Issues related to PE and music
Miss Taylor Mr Bird Mr Holland Mrs Morris	Head of House - Barcelona Head of House - Kathmandu Head of House - Casablanca Head of House - Sydney	General progress and pastoral issues

IMPORTANT DATES FOR YOUR DIARY

2020 - 2021

Please note that these dates are subject to change. Please check the school website nearer the time.

DATE	ACTIVITY
2nd September 2020	FIRST DAY OF SCHOOL.
23rd September 2020	CURRICULUM DAY: Special activities day for all year groups.
24th September 2020 6-8pm	OPEN EVENING: For all prospective Year 5 and Year 6 students to come and look around Mary Webb School and Science College.
1st October 2020	MEET THE TUTOR EVENING: Come along to see how your child is settling in to secondary school.
11th November 2020	PARENTS' FORUM: An opportunity to discuss general school issues in a relaxed and informal atmosphere. A great way to increase communication between school and home.
19th November 2020	CURRICULUM DAY
19th November 2020	PARENTS' INFORMATION EVENING: An opportunity for parents to learn what's in store for the year ahead. Tailored to meet the needs of each year group, the Year 7 Parents' Information Evening evening will cover aspects of school to include the curriculum, assessment and strategies to support your son/daughter in learning at home.
27th January 2021	CURRICULUM DAY
2nd March 2021	PARENTS' FORUM
11th March 2021	CURRICULUM DAY
1st April 2021	YEAR 7 REPORTS
30th April 2021	CURRICULUM DAY
10th June 2021	PARENTS' FORUM
17th June 2021	YEAR 7 CONSULATION EVENING: An important evening of the school year which enables you to speak to all subject teachers and to discuss how your child is getting on in every subject. Parents/Carers attend with students.
25th-27th June 2021	Summer Camp
2nd July 2021	CURRICULUM DAY

Mary Webb School & Science College



At Mary Webb School & Science College, we are focused on **opening** the **minds** and **widening** the **horizons** of all those who are part of our school community.

In order to achieve this, we aim to:

- Inspire and encourage all members of our school community to have high expectations and achieve personal goals;
- Provide care, guidance and support which enables all members of our school community to have their individual needs and aspirations met;
- Provide an inclusive, innovative and creative curriculum which prepares members of our school community for active participation in a diverse and complex world;
- Maintain a culture which values and nurtures individual character and worth in our school community, with mutual respect, personal responsibility and honesty underpinning all we do;
- Create varied opportunities to develop communication skills and learning in contexts that are challenging, relevant, enjoyable and exciting, supported by an active STEAM agenda.

Working together to ensure success for all.

The values we share, which support this ethos, guide us in our decision making. These values are:

- **We are supportive** – we value achievement in all its forms and will encourage all members of our school community to develop their independence and resilience;
- **We are respectful** – we show kindness, fairness and empathy to all;
- **We are honest** – we trust all who are part of our school community and expect everyone to conduct themselves responsibly and with integrity.

MARY WEBB SCHOOL & SCIENCE COLLEGE - TERM DATES FOR 2020/2021

December 2020						
M	7	14	21	28		
T	1	8	15	22	29	
W	2	9	16	23	30	
Th	3	10	17	24	31	
F	4	11	18	25		
S	5	12	19	26		
Su	6	13	20	27		

November 2020						
M	2	9	16	23	30	
T	3	10	17	24		
W	4	11	18	25		
Th	5	12	19	26		
F	6	13	20	27		
S	7	14	21	28		
Su	1	8	15	22	29	

October 2020						
M	5	12	19	26		
T	6	13	20	27		
W	7	14	21	28		
Th	1	8	15	22	29	
F	2	9	16	23	30	
S	3	10	17	24	31	
Su	4	11	18	25		

September 2020						
M	7	14	21	28		
T	1	8	15	22	29	
W	2	9	16	23	30	
Th	3	10	17	24		
F	4	11	18	25		
S	5	12	19	26		
Su	6	13	20	27		

August 2020						
M	3	10	17	24	31	
T	4	11	18	25		
W	5	12	19	26		
Th	6	13	20	27		
F	7	14	21	28		
S	1	8	15	22	29	
Su	2	9	16	23	30	

May 2021						
M	3	10	17	24	31	
T	4	11	18	25		
W	5	12	19	26		
Th	6	13	20	27		
F	7	14	21	28		
S	1	8	15	22	29	
Su	2	9	16	23	30	






April 2021						
M	5	12	19	26		
T	6	13	20	27		
W	7	14	21	28		
Th	1	8	15	22	29	
F	2	9	16	23	30	
S	3	10	17	24		
Su	4	11	18	25		

March 2021						
M	1	8	15	22	29	
T	2	9	16	23	30	
W	3	10	17	24	31	
Th	4	11	18	25		
F	5	12	19	26		
S	6	13	20	27		
Su	7	14	21	28		

February 2021						
M	1	8	15	22		
T	2	9	16	23		
W	3	10	17	24		
Th	4	11	18	25		
F	5	12	19	26		
S	6	13	20	27		
Su	7	14	21	28		

January 2021						
M	4	11	18	25		
T	5	12	19	26		
W	6	13	20	27		
Th	7	14	21	28		
F	1	8	15	22	29	
S	2	9	16	23	30	
Su	3	10	17	24	31	

Autumn 1 st Half	38 days
Autumn 2 nd Half	35 days
Spring 1 st Half	29 days
Spring 2 nd Half	29 days
Summer 1 st Half	29 days
Summer 2 nd Half	30 days
Total:	190 school days

	School Day
	School Holiday
	UK Bank Holiday
	PD Days
	Dis-agg PD Days

August 2021						
M	2	9	16	23	30	
T	3	10	17	24	31	
W	4	11	18	25		
Th	5	12	19	26		
F	6	13	20	27		
S	7	14	21	28		
Su	1	8	15	22	29	

July 2021						
M	5	12	19	26		
T	6	13	20	27		
W	7	14	21	28		
Th	1	8	15	22	29	
F	2	9	16	23	30	
S	3	10	17	24	31	
Su	4	11	18	25		

June 2021						
M	7	14	21	28		
T	1	8	15	22	29	
W	2	9	16	23	30	
Th	3	10	17	24		
F	4	11	18	25		
S	5	12	19	26		
Su	6	13	20	27		

Junior Scientists Year 6 science club 2019-20

Junior Scientists forms an important part of our early Year 6 transition work as students start to get to know Mary Webb School and Science College and their peers from other primary schools. We have a lot of fun along the way!

Thank you to everyone who brought their children each week.

