

New Year 7 Student Handbook

The First Day

The new school year begins on THURSDAY 3rd SEPTEMBER 2020.

On the first morning you should arrive at school at 8.40am in full school uniform. Come to reception where you will be met by Year 7 Form Tutors, Miss Pounnas and go into assembly, which will be in Da Vinci Hall.

Please remember to remind your parent/carer to put money onto your canteen account if you wish to have school dinners. Please remember to bring money in with you if you wish to top up your own account or a packed lunch if you would prefer to have this. Free School Meals accounts will be topped up accordingly.

You need to bring with you your school bag and your pencil case. You are not required to bring your PE kit in the first week. We know it might take you a few days to know the school, but don't worry there are lots of people here to help you.

For the first few days you will follow an induction programme to help settle and support you in your new school.

If you have any problems, ask your form tutor or anyone else.



*We hope you will be very happy and successful at
The Marlborough Science Academy.*

The School Day

Students should arrive at school by 8.35 am in time for registration at 8.40 am.

There are 5 teaching periods each of 60 minutes. There is also registration time at the beginning of each day . School finishes at 3.10pm.

Registration and Assembly	8.40 - 9.00
Period 1	9.00 - 10.00
Period 2	10.00 - 11.00
Break	11.00 - 11.20
Period 3	11.20 - 12.20
Period 4	12.20 - 1.20
Lunch	1.20 - 2.10
Period 5	2.10 - 3.10

Make sure you are on time to every lesson.



Induction

Every New Year 7 student goes through an Induction programme over the first few days of school. This year the first two days of school, Year 7s will be the only year group in school to help with settling in.

The induction also allows you to get used to your new school, meet new people and staff and settle in gradually. You will also be given an individual personalised timetable in September, which you can access from the Edulink app.

Curriculum Pathways

At Marlborough, we tailor the curriculum (lessons) to meet individual needs. Some students may be placed on the fast track programme (which is for our Gifted and Talented students); whereas others may need extra support with numeracy and/or literacy, and so take part in our Rapid Progress or Enhanced Learning programmes, as a result these students will not take a Modern Foreign Language such as French.

Extra Curricular Activities

Game Changer Days - Throughout the year faculties run 'Game Changer Days', these are days focusing on developing your knowledge of the subject. It might be a trip, an all-day project or a visit from a workshop or speaker. These days are often allocated first come first served so if you are interested be quick.

Trips

Year 7 have a number of opportunities to go on trips during the year. These change from year to year, but have included: Whipsnade Zoo, Castles trips, Cadburys World, PGL weekend and French Market in Lille.

The Marlborough Science Academy Uniform

A high standard of personal appearance is expected of **all** students

- ❖ Hair colour and style must be appropriate for school; extreme dyed hair is not acceptable, neither is unnatural hair colours or obvious hair extensions.
- ❖ Boys and girls hair length must have a grade 2 cut or higher. Tramlines or 'Mohican' like hairstyles are not acceptable.
- ❖ We would ask that if hair bands are worn, they must be plain black – other hair accessories are not acceptable.
- ❖ PE uniform must be worn to PE lessons.

GIRLS' UNIFORM

Black pleated skirt – no more than 10cm above the knee.

Black tailored trousers (no jean-style; no lycra; no skinnies; no fashion belts).

White shirt. - *Tucked into the trousers or skirt*

School striped tie – *Top button fastened and tie knot up to the top button and tip of tie to touch tip of waistband*

School black jumper (optional).

School blazer which students are expected to wear at all times unless otherwise directed.

Black or white ankle socks/black opaque tights (plain)/natural tights (no knee length socks; no leg warmers; no leggings; no footless tights)

Black coat – no denim or leather – with no logos.

Black flat or low heel covered-in polishable shoes (no boots, Ugg boots, trainers; canvas shoes; no open-toed or sling back shoes). Black leather Kickers are acceptable.

No socks over tights.

Head scarf – black only.

BOYS' UNIFORM

Black trousers – no jean-style trousers, no pin-stripes.

White shirt. – *Tucked into the trousers*

School striped tie – *Top button fastened and tie knot up to the top button and tip of tie to touch tip of waistband*

School black jumper (optional).

School blazer which students are expected to wear at all times unless otherwise directed.

Black socks

Black shoes (black polishable shoes) – no trainers; no canvas shoes. Black leather kickers are acceptable.

Black coat - no denim or leather – with no logos.

- ❖ No hoodies may be worn on the school site.
- ❖ Hats should be of a 'beanie' style, in black.
- ❖ Trainers may only be worn at break and lunchtime or in PE lessons.
- ❖ Students in training shoes when they should be in school shoes will be expected to wear the plimsolls we provide them.
- ❖ Jewellery and make-up are not permitted, except a watch and 1 pair of plain metal stud earrings for students with pierced ears – *Students are not permitted to cover piercings with plasters*
- ❖ Metal piercing so those that endanger health and safety not allowed
- ❖ Students are allowed minimum make up. *No false eye lashes, eye shadow or bright lipstick is allowed.*
- ❖ No ear stretchers or bars will be permitted (including safety studs and bars).

- ❖ Any inappropriate jewellery will be confiscated
- ❖ Coloured nail varnish, acrylic nails or gels are not allowed. Clear nail polish is allowed
- ❖ Obvious tattoos are not allowed
- ❖ Gilets – plain black and hoodless are permitted
- ❖ Scarves and gloves should be plain and in black.
- ❖ Bags must be suitable for carrying books and equipment – A4 size minimum
- ❖ All items brought to the school must be clearly marked with your name.

Confiscated items

- ❖ Items that do not meet school regulations will be confiscated
- ❖ They will be stored securely
- ❖ They will be returned at the school's discretion
- ❖ Parents may be contacted if the item is not suitable for return to the student

If a student is not in full school uniform alternative clothing will be provided, or students will be sent to the Reintegration Room or home to change. We expect parents to support us on all issues regarding uniform.

PE KIT – GIRLS

Polo Shirt	Maroon/Black with school badge.
Shorts	Black with school badge.
Footwear	Training shoes/football/hockey boots.
Socks	Black with maroon and white stripe.
Swimsuit	Plain black.
Swim hats	Plain white.
Training Top (optional)	Black/White with School Badge. (If you choose to wear a top it has to be this version).
Tracksuit trousers (optional)	Black/White with School Badge. (If you choose to wear Tracksuit Trousers they have to be this style).
Shin pads	

PE KIT – BOYS

Polo Shirt	Maroon/Black with school badge.
Footwear	Training shoes/football boots.
Rugby/Football shirt	Maroon/Black reversible.
Football socks	Black with maroon and white stripe (advise 2 pairs)
Football shorts	Black with school badge.
Swimming trunks (Black)	Briefs or black swim shorts.
Swim hats	Plain white.
Tracksuit Top (optional)	Black/White with School Badge. (If you choose to wear a top it has to be this version)
Tracksuit Trousers (optional)	Black/White with School Badge. (If you choose to wear Tracksuit Trousers they have to be this style).
Shin pads, Mouth Guard	

Please be aware that only the school tracksuit will be accepted during PE lessons.

ALL ITEMS OF CLOTHING BROUGHT TO SCHOOL MUST BE CLEARLY MARKED WITH THE STUDENT'S NAME.

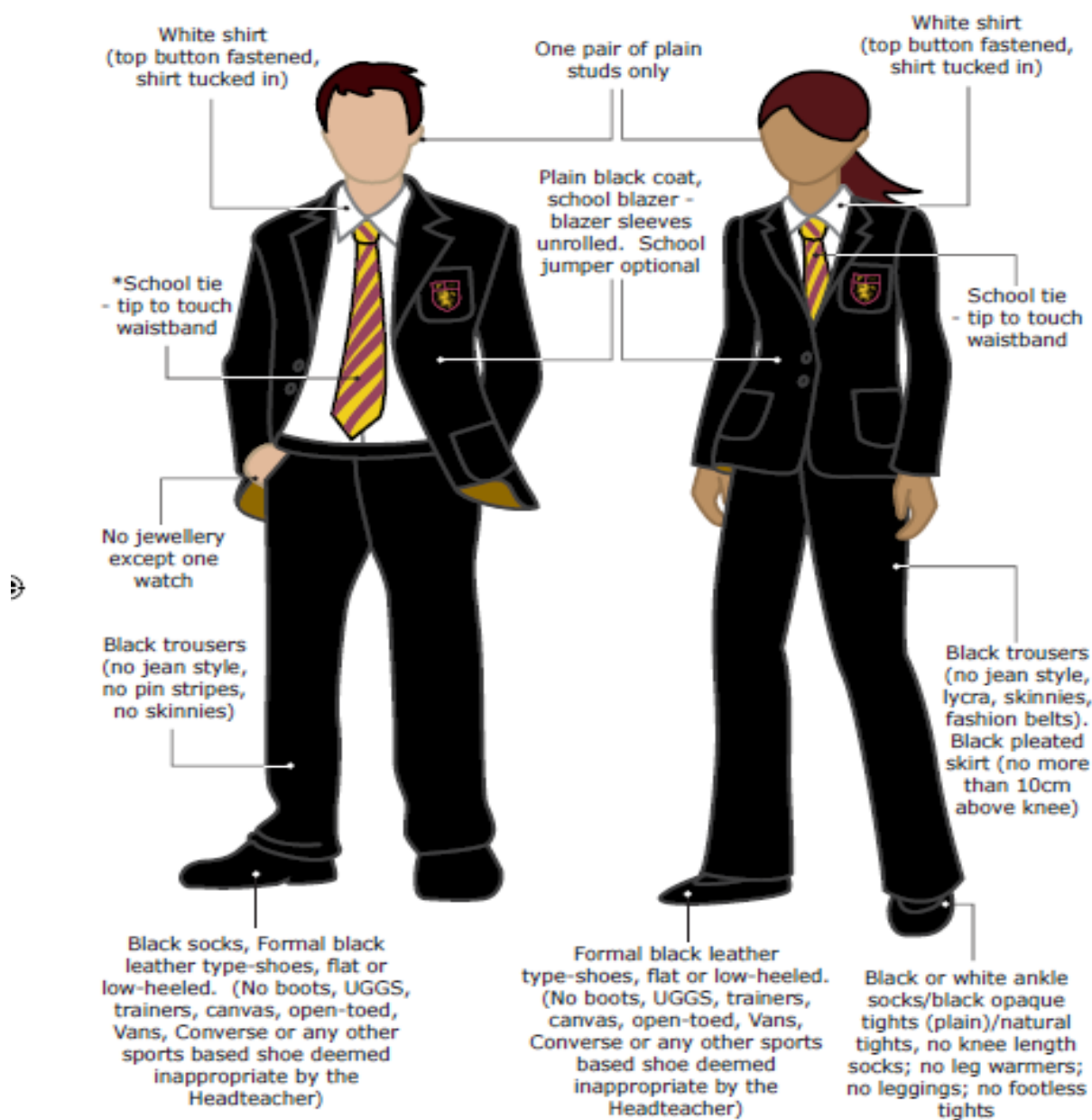
OUTFITTERS: **Blazers** will only be able to be purchased from the school.

SWI SCHOOLWEAR, FAIROAK LANE, WHITE IND ESTATE, RUNCORN WA7 3DU

schoolwear@swi.co.uk

0845 519 0099

School Uniform



*Year 11 tie is maroon with crest.

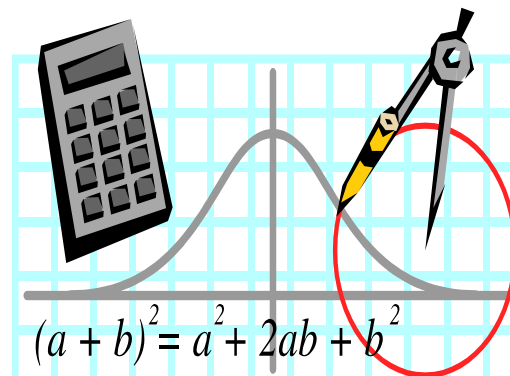
We reserve the right to make a judgement on all uniform related matters and the Headteacher's decision will be final

Equipment

Every student is expected to come to school fully equipped for the day's work. A bag that will keep textbooks in good condition; is waterproof and closes securely is vital.

Every student is expected to have a:

- Black or blue pen for neat work
- Spare pen or spare cartridges
- 2 lead pencils
- 1 ruler – 30 cm
- 1 eraser
- 1 compass
- 1 scientific calculator
- 1 protractor
- A school bag – at least A4 size



In addition, the appropriate text and exercise books, or folders, plus any special kit or requirements (e.g. for Technology, Maths or PE) should be brought to each lesson.

Students are expected to be in possession of a reading book at all times.

Textbooks and specialised equipment will be issued on loan and you are expected to look after school property and return it in good condition when asked. You may have a locker for your personal use on payment of a deposit for the key that must be returned when required.

It is **desirable** to have the following items:

- Green pen
- 1 set of coloured pencils
- Highlighter pen
- Glue stick

We would recommend you consider purchasing a:

- French/English and/or Spanish/English dictionary
- A good English dictionary
- Collins English Mini-Thesaurus would be useful home reference book.

Equipment can be bought from the Finance Office.

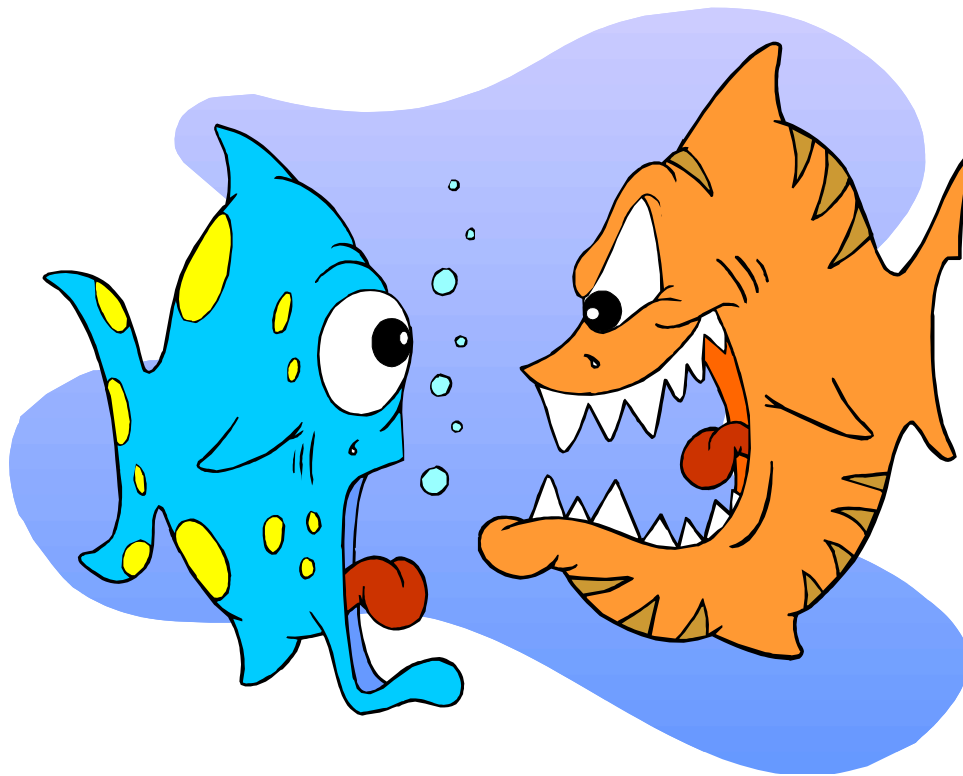
Please contact Miss Roberts/Mrs Warren in the Finance Office if you are unable to provide the essential items and we can support with this.

Bullying

We don't like bullying at Marlborough. Sometimes bullying is about being hit or pushed by another student. Sometimes people call each other names and hurt each other's feelings. No one likes being bullied, but some people bully others.

If you are being bullied:

- Tell someone – you're Form Tutor, Director of Learning, a teacher or someone you feel you can talk to. We will always listen and try to help.
- Don't try to sort it out yourself by picking a fight! You will get into trouble if you do.
- We have a Non-Contact Policy, which means no pushing, kicking, shoving, tie-pulling etc.
- You can also report any bullying incidents using our online reporting system 'raccoon' (raise a concern online) on the school website.



Don't bully others.

Home Learning

Outline of Projects This will also be available for you to see on our Edulink app.

Home learning is important and you should make your best effort. Try not to leave it until the last moment. Both you and your parents/carers will also receive a push notification from our Edulink app of what home learning you need to complete. You will find all home learning assignments on Edulink under Home Learning. The website to access this is <https://www2.edulinkone.com>

Edulink One App

EDULINK ONE APP

EduLink is a school information platform that can be accessed on any device – PC, laptop, tablet or mobile device - via the web browser or via the EduLink app. The following key information can be accessed:



- Achievement
- Attendance
- Behaviour
- Catering Balances/Purchases
- Clubs
- Home Learning
- Notices
- Reports
- Parents evening bookings
- Timetable
- With more features still to come

Everybody will be provided with a login at the start of Year 7. If you have misplaced or forgotten your login details please **contact** us to request your login details.

Year 7 and Year 8

- Each home learning project lasts three weeks
- Two home learning projects run concurrently and therefore there are four home learning projects per half term
- English, Maths, Design Technology and Modern Foreign Languages are not part of the project rota and will allocate home learning to a separate timetable
- English, Maths and Modern Foreign Languages allocate home learning once a week
- Linguists receive one home learning per week
- Design Technology allocate home learning set to a specific timetable according to the module being studied (approximately one per fortnight)



The House System

We have a House System. The four houses are named after planets – Neptune, Mars, Saturn and Mercury and each has its own colour, motto, song and values. You will be assigned to a house when you start school. Throughout the year, there will be competitions, tournaments and other activities where you will be awarded points for your house (including Sports Day).

Rewards Pink Slips



If you do something special at school you may get a house point from your teacher. You could get a house point for a very good piece of work or for helping out, or for making a very good effort. House points are awarded electronically by a member of staff and you can see how many you have on Edulink.

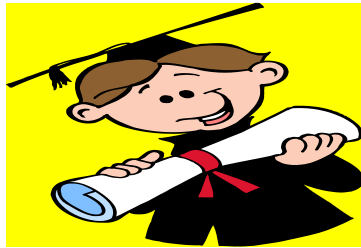
Students who make an outstanding contribution over a half-term are rewarded with a pink letter home. You can cash your 'pinkies' for prizes at the end of term. The more 'pinkies' the greater value of the prize. 'Pinkies' can be carried over from one term to the next and from one year to the next.

Information about prizes can be found on form notice boards.

Pinkies mean Prizes

Criteria for getting a Pinkie:

- Academic achievement
- Accumulation of 20 house points
- All 1s and 2s on a grade card
- Attitude to learning
- Being an ambassador
- Community
- Consistent completion of home learning to a good standard over half a term
- Consistent effort over half a term
- Consistent high level of attainment over half a term
- Improved residuals on a grade card
- Headteacher's Postcard
- House point
- No behaviour points in a half term
- Outstanding contribution in tutor time
- Outstanding work
- Reaching upper quartile target in end of year or trial examinations
- Significant contribution to school life
- Sporting representation
- Sustained improvement in behaviour over half a term
- Sustained improvement in effort over half a term
- 100% attendance for a term



During the celebration assemblies there are prizes for the students who have earned the largest number of house points. There are also prizes for achievement in the different subjects and for excellent attendance. Try hard to earn one of these prizes!

You can also earn certificates each term for good attendance.

Behaviour

We expect the highest standard of behaviour from you. If you work well and are considerate of others, you will learn well. In your lessons think about how you should behave. Be thoughtful of others and try to do your best at all times.



If your behaviour is causing concern you might get:

- Teacher detention: student to see the member of staff to discuss the choices they have made
- Middle Leader detention: To occur at lunchtime for 30 minutes
- Leadership detention: To occur after school for 45 minutes
- Headteacher detention: At the discretion of the Headteacher
- Put on report - white report to your form tutor, green report to your Director of Learning and red report to a senior member of staff. You have to get your teachers to sign the report card each lesson. They will say how good you have been.
- If your behaviour is really worrying, you might have to be excluded for a few days and have to be readmitted back into school at a special meeting.
- In most situations, when we are worried about your behaviour your parents will be contacted so that they can help you too.

Transport

There are four main ways to get to school:

- Walk
- Ride your bike
- Come on a bus
- Get a lift

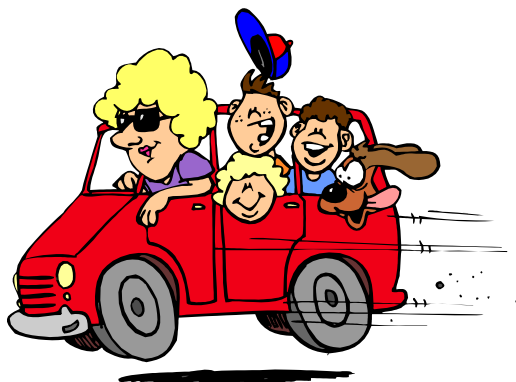
Bikes

If you want to cycle to school you need to wear a cycling helmet. You may also be asked to have your bike checked at school to check it is roadworthy.



Cars

If you get a lift to school please make sure you are dropped off in Watling Street or in the Watford Road, not on school premises.



We are responsible for you as you travel to and from school. You are expected to behave in a way that will be a credit and ambassador to The Marlborough Science Academy.

Lunchtimes

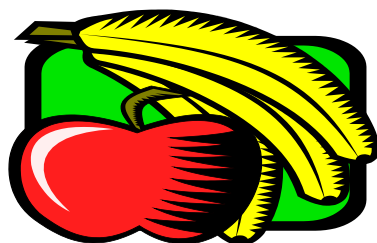
At lunchtime you can:

Buy a lunch from the canteen or bring a packed lunch

We now have a cashless catering system. Your parents/carers need to add credits to your account. When you wish to buy food etc, you use the biometric system, where you put your thumb on a pad. The payment will then be deducted from your account. Once you run out of credit, your parents/carers will need to top up your account again.

The Canteen –

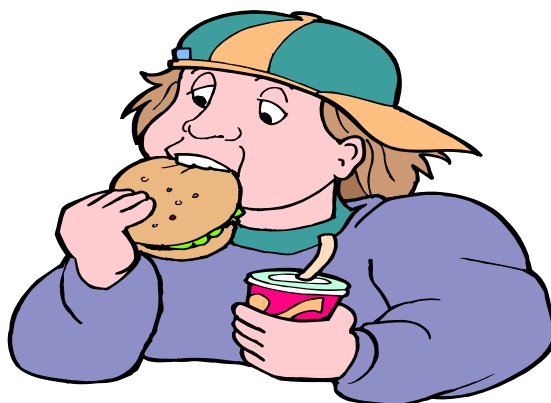
You can buy different foods from the canteen. Each day there are a variety of healthy food choices.



We offer a wide range of reasonably priced options each day from fresh fruit pots, homemade pizzas, pannis and sandwiches, salad deli pots and main meals such as Thai Green Chicken Curry and Butternut Squash Risotto.

Sandwiches

If you bring a packed lunch you should eat it in Pascal Hall or outside on the picnic tables (next to the canteen).



Home Learning Club

The LRC is open until 4.10 pm every evening for Home Learning Club. Everyone is welcome. You can go along to do your home learning. Our LRC Manager is there to help you find books and use the computers for research. There are also staff from our Specialised Learning department who can help you if you get stuck. You can go along to read the books, use the computers, complete your home learning and print your work. If you are waiting to be collected and you have no home learning you can sit and read quietly. You must book in by 3.30 pm at the latest.



Other Clubs and Activities

There are lots of things that you can do in your free time at Marlborough. Some clubs meet at lunchtime and some after school. Clubs for Year 7 include:

Football	Science	Athletics	Gardening	Tennis
Basketball	Choir	Cross-country	Chess	Drama
Netball	Rounders	Cricket	Dance	Mandarin
Hockey	Orchestra	Swimming	Trampolining	Lego
Ukelele	Drama	Disney	Sewing	Metalwork
Street Dance	Gymnastics	Minecraft	Calligraphy	Art



Try to join as many clubs as possible. It is a good way to make new friends and to be part of The Marlborough Science Academy.

Our School

"At Marlborough, we strive to be as sustainable as possible. Our recycling scheme is designed to help students be as sustainable as possible and to make sure our site stays clean and tidy. Each time you recycle a plastic bottle, your teacher will give you a house point! The more you recycle, the more points you get. We also have paper recycling and enough bins around the school to ensure that you can always dispose of your waste efficiently. A clean school is a happy school."



Lockers

Lots of students at Marlborough have a locker. You can use your locker to store your books and P.E. kit safely so that you don't have to carry everything around with you. It is a good place to put your bag at lunchtime too.

To get a locker you need to pay £10.00, this is for the use of a locker for two years.



Finally

A big welcome to our amazing school. We look forward to seeing you in September.

Miss Pounnas

Director of Learning & Transition KS3

Here are just some of the events you will have to look forward to:

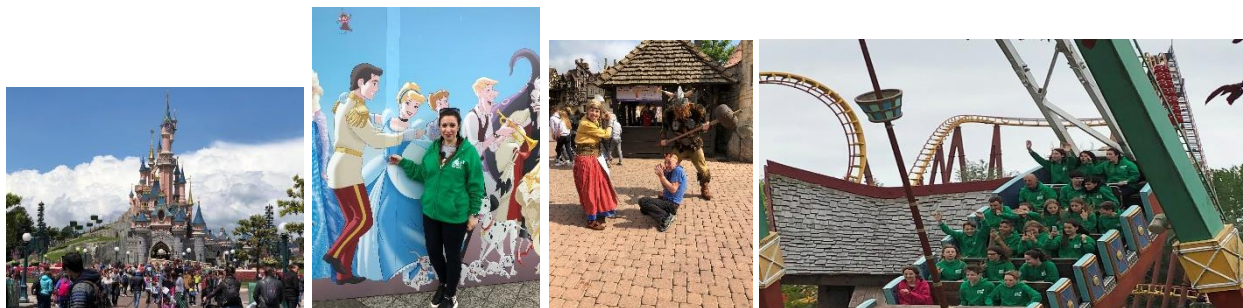
Induction Days:



PGL:



France:



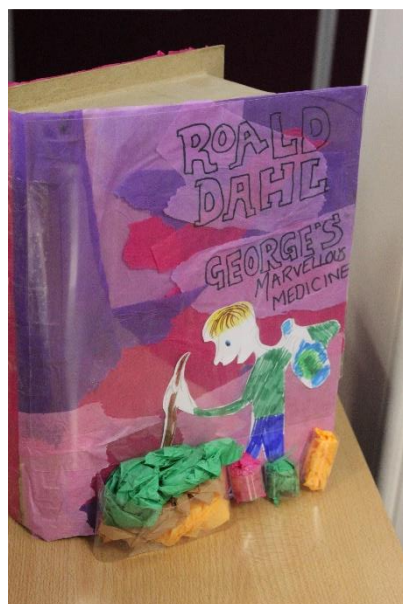
Author Visits:



Charity Events



Creative Lessons:



And many more fantastic learning opportunities for you all....