

# YEAR 7 TRANSITION 2021

## PARENT INFORMATION BOOKLET



# CONTACT INFORMATION

Penair School, St Clement, Truro, TR1 1TN

Tel: 01872 274737

Reception email: [enquiries@penair.cornwall.sch.uk](mailto:enquiries@penair.cornwall.sch.uk)

Website: [www.penair.cornwall.sch.uk](http://www.penair.cornwall.sch.uk)

Follow us:  @penairschooltruro  @penair\_school  @PenairSchool

## KEY STAFF

<b>Headteacher:</b>	Mr James Davidson
<b>Deputy Headteacher:</b>	Mr Rob Sharpe
<b>Deputy Headteacher:</b>	Mrs Mel Eastburn-Cutts
<b>Y7 Personal Development Leader:</b>	Miss Bryony Dawson
<b>Y7 Student Welfare Officer (SWO):</b>	Mrs Anne Binding
<b>Designated Safeguarding Lead:</b>	Mrs Nicola Hosking (Assistant Headteacher)
<b>SENDCo:</b>	Kate Finlay (Assistant Headteacher)

My name is Bryony Dawson and I am going to be your child's Personal Development Leader.



I have been a teacher of Modern Foreign Languages for the past 16 years. Having grown up in Truro I returned to the area to take up my post at Penair School in 2017.

I have many years of experience in working with young people and helping them to achieve the very best and I am looking forward to getting to know you and your children very well over the coming months.

At Penair School we have the core values of Pride, Opportunity, Learning and Belonging. We also encourage all of our students to be ready, respectful and safe at all times and these two systems underpin everything we do.

I look forward to celebrating your child's successes, to seeing them take pride in their work and making progress in their learning. I hope you will join me in encouraging them to take up all of the opportunities available to them, perhaps by joining extra-curricular clubs, by making new friends, by overcoming challenges and developing a thirst for lifelong learning.

I firmly believe that we are all on the same team, the purpose of which is to ensure your child's happiness and success at school. Please tell us when things are going well, and make contact if you need any advice or support.

I hope you will find the contents of this booklet useful. In addition, there are specific transition resources available on the school website. Please do get in touch if I can be of any further assistance.

Bryony Dawson

[bdawson@penair.cornwall.sch.uk](mailto:bdawson@penair.cornwall.sch.uk)

# TERM DATES 2021-22

## **AUTUMN TERM (70 days)**

6 September – 17 December 2021  
(HALF TERM 25-29 October 2021)

## **SPRING TERM (64 days)**

4 January – 8 April 2022  
(HALF TERM 21-25 February 2022)

## **SUMMER TERM (61 days)**

25 April – 26 July 2022

# DATES FOR YOUR DIARY

(HALF TERM 30 May – 3 June 2022)

Monday 6<sup>th</sup> September 2021 (inset day)

Open Evening Thursday 23<sup>rd</sup> September 2021 (inset day)

Friday 28<sup>th</sup> January 2022 (inset day)

There will be other scheduled events which have not been confirmed at time of printing.

**All dates will be finalised and published in the school calendar which is available on the website.**

# MEALS

## **SCHOOL MEALS:**

Pupils can buy a school lunch in the canteen for £2.30 or they may bring a packed lunch.

Students use fingerprint or PIN cashless technology to pay for their meals and parents will be provided with information about how to set up a ScoPay account, and how to monitor account usage.

Students are expected to treat our school site with respect and clear up any litter or mess.

## **FREE SCHOOL MEAL APPLICATIONS AND PUPIL PREMIUM**

We would recommend that you check your child's eligibility for free school meals by looking at the Cornwall Council website. <https://www.cornwall.gov.uk/schoolmeals>

The website details the eligibility criteria and has a link to an online application form, which is the quickest and easiest way to apply for free school meals.

Any child in receipt of free-school meals brings extra money into school; this money is used to support the student's education and progress at whilst they are at Penair.

Free school meal entitlement can secure extra-funding in school for 6 years.

If your application is successful, your child's/children's entitlement will continue until the end of their school life or until you cease to be eligible – whichever is first. There is no longer a need for claims to be renewed annually. Children currently entitled to Free School Meals at Junior School will automatically have their entitlement transferred to Secondary School.

Full details of Penair's Pupil Premium policy and whole school strategy can be found on the school website.

# ATTENDANCE

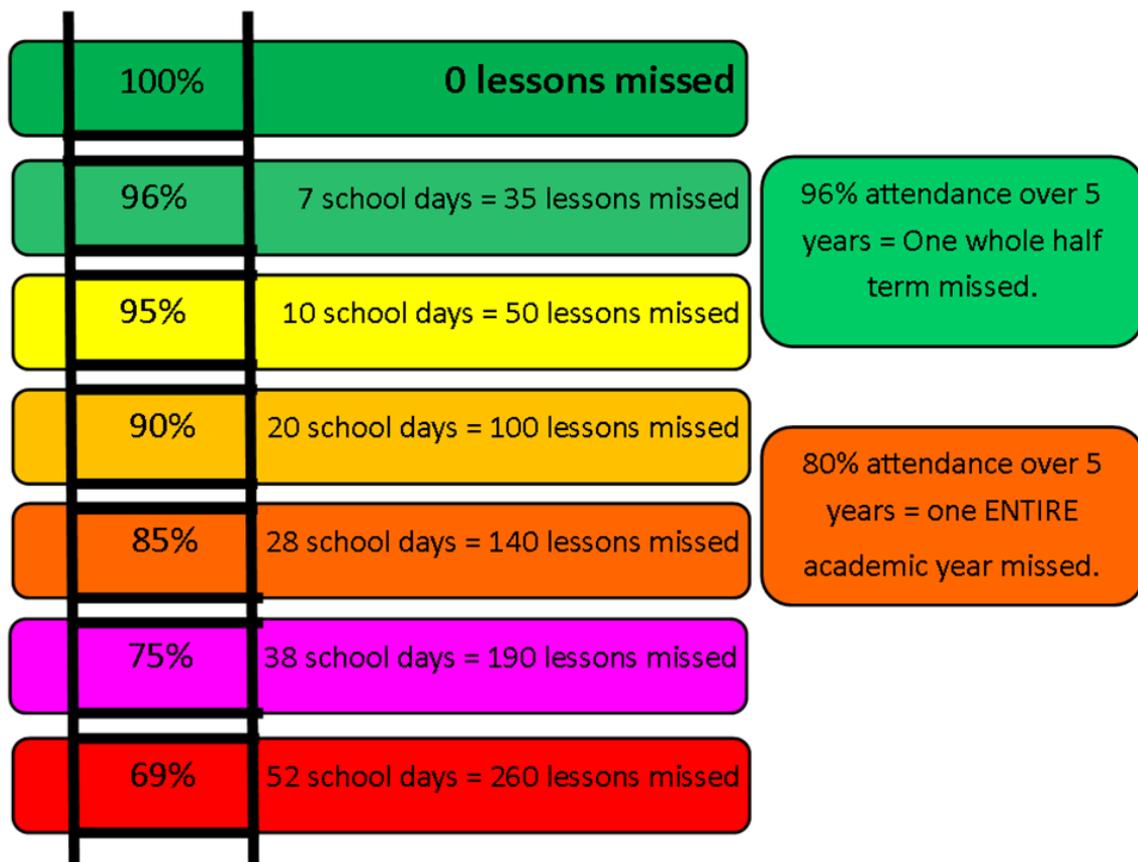
**Our school target is a minimum of 96% attendance.**

There is a clear link between poor attendance at school and lower academic achievement.

Attendance below 90% is described as *persistently absent* by the government.

We monitor student attendance and employ a range of strategies to encourage good levels of attendance at school. We work closely with an Educational Welfare Officer, other external agencies and families to remove any barriers to this.

The following visual is shared in school:



# ABSENCES

If your child is ill, please inform the school by telephoning **01872 245169**.

Contact can also be made via the Student Welfare Officer.

As part of our safeguarding responsibility, if your child is not present during morning registration, an automated 'Keep Kids Safe' text will be sent to the main mobile phone contact that you have provided. Please ensure contact information is up to date.

## **AUTHORISED ABSENCES:**

We are only rarely able to authorise absences in exceptional circumstances, when we have been notified and absence has been approved by the Headteacher. For example, days of religious observance and bereavement. Absence request forms can be accessed on the school website.

## **UNAUTHORISED ABSENCES:**

Apart from the reasons mentioned above, absences are most likely to be unauthorised. This includes holidays, shopping, looking after family members, birthdays or similar events.

## **APPROVED EDUCATIONAL ACTIVITY:**

Sporting activities, educational visits with school, work experience, courses in other establishments are all authorised and do not affect your child's attendance percentage. Your child will be marked as being 'present'.

# UNIFORM

At Penair we believe our uniform should instil a sense of identity, pride and belonging. We want our students to be comfortable in school as well as ensuring high standards and consistency

## *Compulsory Items*

Penair Aspire Blazer  
Matching navy trousers or pleated skirt  
Atlantic blue shirt  
Penair school tie  
Black, navy or white socks  
Black leather formal shoes  
(Trainers, Vans-style shoes or canvas shoes are NOT acceptable).

## *Optional items:*

Penair v-neck jumper  
Black or navy tights.



Uniform can be purchased at  
Keywear in Truro:

<http://www.keywearuniforms.co.uk/>

School shoes, shirts, tights and socks are widely available at a number of retailers

We allow pupils to wear **one small stud in each ear lobe** and a watch. No other jewellery should be worn as it is unsuitable and unsafe in school. **Facial piercings are not allowed.**

Hair should be of a natural colour and worn in a conventional style. Nail varnish is not permitted. Light and natural make up may be worn.

# ADDITIONAL KIT REQUIREMENTS

We ask for parents' co-operation in ensuring our consistently high standards.

Drama & Dance: Plain black t-shirt & black leggings, shorts or jogging bottoms

No shoes or socks to be worn in Drama and Dance lessons.

Outdoor Clothing: A waterproof / warm coat is recommended,



All PE kit can be ordered online from AGame.

<https://shop.agamesports.co.uk/collections/penair-school>

Other optional items can be ordered, such as PE hoodies and drill tops.

**All items of uniform and kit should be carefully marked with the student's name.**

All possessions are brought to or left at Penair School at your own risk; they are not covered by insurance and we would advise that home contents insurance policies cover all

# LEARNING AND PROGRESS

items.

Please note that mobile phones / electronic devices are not allowed to be used in the school building during the day. If a student is seen using any device, it will be confiscated and must be collected from the Headteacher.

Every term you will receive an assessment report which will provide information regarding the progress that your child is making across their subjects.

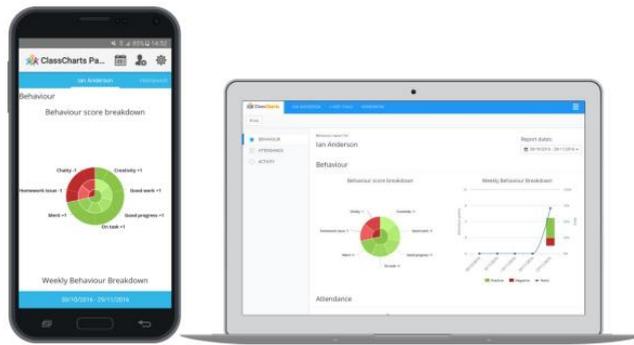
The assessment report will show your child's progress, stating whether they are on, above or below target. It will also show their homework, behaviour, and commitment to learning grades.

There will also be a parents' evening where you can discuss your child's progress with their subject teachers.

If you are concerned or have questions following these assessment reports, please don't wait to get in touch, but contact your child's subject teacher or Miss Dawson who will answer your queries.

Students will be given the opportunity to reflect on their progress as part of our morning tutorial programme. As part of an ongoing dialogue with form tutors, students will be asked to assess their own progress, set personal targets and celebrate successes. All students will have an individual booklet to allow them to keep a track of their developments throughout the year.

# CLASSCHARTS



You will be able to use **Class Charts** to keep track of your child's achievements, access behaviour reports, view assigned homework tasks and track scheduled detentions.

If you have more than one child at the school, you can use the same parent account to view achievement data for all your children.

Class Charts for parents can be accessed via the website, or on any device through the iOS and Android apps.

<https://www.classcharts.com/parent/login>

In September, you will receive a parent access code from school; this code is used to set up your parent account.

# HOUSES

Students at Penair School are rewarded for good attendance and progress and achievement. Rewards range from certificates, letters of praise and prizes to 'tea and cake' with the Headteacher and recognition in assemblies.

Everyone at Penair is a member of one of four 'Houses': Fistral, Crantock, Gyllyngvase and Sennen. All achievement points contribute to house point totals.

# BULLYING

In the summer term, Sports Day is always a hotly contested event.

Bullying is an issue which concerns many parents and children, especially when moving from one school to another. We are committed to preventing and challenging bullying in all forms at Penair.

As part of their morning tutorial and PSHE sessions your child will be engaged in talking about these issues.

Mrs Toms, Student Welfare Officer for Year 8 runs 'CELT', a scheme whereby your child can talk to a trained older pupil if they feel they cannot talk to their form tutor or Student Welfare Officers. CELT students in Year 8 have been through a selection and training process and they provide another avenue of support for our new cohort of students.

Should you be concerned about bullying, please do not hesitate to contact your child's form tutor in the first instance, or Mrs Binding or Miss Dawson.

Bullying incidents are always investigated thoroughly, and we employ a range of strategies to support and educate those concerned.

**We expect everyone at Penair School to treat others with respect and kindness.**

## READY, RESPECTFUL, SAFE

You will see this message displayed around Penair School. We encourage all members of our school community to be ready, respectful, and safe at all times.

# INTERNET AND SOCIAL MEDIA

**This underpins everything we do.**

**Please be aware that all social networking sites and messaging apps have minimum age requirements and Year 7 students should not be using these platforms.**

Social networking sites are not allowed in school, in line with our acceptable use policy.

Use of social media can cause upset when disagreements are brought into Penair. We therefore encourage you to monitor usage regularly at home and report online abuse to CEOP. [www.ceop.police.uk/safety-centre](http://www.ceop.police.uk/safety-centre)

We ask for parents' understanding that we are not able to intervene in situations which occur on social media outside of school and we encourage parents to talk openly with children about their responsibilities online.

We accept that the internet is a useful tool for researching news and information and communicating. Children need to be encouraged to use this tool wisely.

The 'Thinkuknow' website has lots of useful information for parents as well as young people: [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

# TRANSPORT

Students must arrive to school on time. Morning registration begins at 8:30 and any student arriving after 8:35 will be marked as 'late'.

If your child will be walking to school it is sensible for them to make sure they know how long their journey will take. It is likely that students will make their way to and from school with friends. We ask that all students continue to be READY, RESPECTFUL and SAFE in the wider community, as they represent Penair School.

Students catching a bus will be provided with the timetable and drop-off / pick up locations for the new term. Again, we insist that students behave in a manner which is READY, RESPECTFUL and SAFE on school buses. Anyone who does not meet our expectations may be removed from the bus for a period of time. We ask for parents' support in emphasising this message at home.

If you will be dropping your child to school by car, we ask that students are conveyed to the bus bay entrance (the second entrance) where there is a turning circle area for cars. We ask that parents are considerate of others and in particular that they do not block the school entrances or park in the designated bus bays.

# CLUBS

We run a series of extra-curricular clubs both during the school day and after school. The programme for these does change throughout the year, for example with different seasonal sports being offered. Students are advised of club timetables during their morning tutorial programme often information is shared with parents on the website or via our school social media accounts. You may wish to follow our Facebook and Instagram accounts for up-to-date events. Please do encourage your child to try the different opportunities which are open to them.

# WHO TO CONTACT AT SCHOOL

Your child's form tutor will be the first port of call for queries, and you will be provided with full details once the team is confirmed.

A reminder of key staff:

**Bryony Dawson: Year 7 Personal Development Leader**  
[bdawson@penair.cornwall.sch.uk](mailto:bdawson@penair.cornwall.sch.uk) / 01872 245160

**Anne Binding: Year 7 Student Welfare Officer**  
[abinding@penair.cornwall.sch.uk](mailto:abinding@penair.cornwall.sch.uk) / 01872 274737

**Nicola Hosking: Designated Safeguarding Lead / Assistant Headteacher**  
[nhosking@penair.cornwall.sch.uk](mailto:nhosking@penair.cornwall.sch.uk) / 01872 274737 extension 221

**Kate Finlay : SENDCo / Assistant Headteacher**  
[kfinlay@penair.cornwall.sch.uk](mailto:kfinlay@penair.cornwall.sch.uk) / 01872 274737

## SAFEGUARDING YOUNG PEOPLE

Our school is committed to safeguarding all of our children and young people. If anyone has a concern about their own or their friends' personal safety or feel that they are at risk of harm in any way, they should talk to the Designated Safeguarding Lead Mrs Hosking.

Your child can also report concerns online by using the Impero 'Confide' button on any computer workstation in school.

## FINALLY

We look forward to working closely with you, whether this is your first time with a child at Penair School or whether you have children who have passed through our doors before.

For **most** situations, your child's form tutor will be the first point of contact and you will have opportunities to get to know them both during the transition process and early on in your child's journey in Year 7.

Children are happiest and make the best progress when we all work closely together and the triangle of support is strong. We are always happy to talk to you about any questions or concerns you may have.

