

# The **A** to **Z** of Arthur Terry School

Welcome to the Arthur Terry School. This is an exciting time for you, the people who look after you at home and us as a school. It is the start of a partnership between all of us.

You may have questions about the everyday life of a student at Arthur Terry, or as a parent/carer, about how best to support your child move to the next stage of their education. This A-Z of The Arthur Terry School is a guide to help answer some questions that you may have.

## **A**

Assemblies, Attendance, Assessment Weeks

**Assemblies.** Each year group usually has an assembly once a week. The whole year group sits together in the main hall. You will get to hear different staff and sometimes visitors speak about important events. We also have praise assemblies to celebrate success people have in and out of school.

**Attendance.** Our dedicated team of attendance officers track attendance to help everyone achieve above 96%. We know that missed time means missed learning which can make people worry about falling behind in classwork.

**Assessment weeks.** Our students sit formal assessments three times across the school year. This is an opportunity to develop revision techniques and help students build resilience under exam-style conditions. Results are used to track progress and provide opportunities for upgrading work to further develop skills and subject knowledge.

## **B**

Be Proud, Be Kind, Be Ready

**Be Proud.** We want our students to be proud to go to Arthur Terry school. We want our students to be proud of their achievements by taking pride in their schoolwork and celebrating success inside and outside of school.

**Be Kind.** Being kind to ourselves and others is one of the most important actions we can take to support everyone's wellbeing. Building kind social connections helps people feel they belong, are respected and accepted.

**Be Ready.** We expect our students to be ready to learn everyday so make sure you pack your school bag before you go to sleep each night. Plan your time to meet work deadlines and get involved with opportunities and events in school.

# C

## Charity, Catering

**Charity.** Across the year we celebrate national events and raise money for different charities. There are lots of opportunities to take part and help raise awareness of different charities.

**Catering.** You can purchase food at break and lunchtime from our canteen and snack shack. We are a cashless school which means you load money into an online account and pay at the tills with your fingerprint! You may want to bring a packed lunch instead rather than queue for food.

# D

## Daily routine, data

**Daily routine.** It is important to establish a daily routine so that you arrive to school on time, arrive to lessons promptly with all the books and equipment you need. Setting a good bedtime regime will give you time to relax and help you get enough sleep ready for the next day. It is recommended that 11- to 13-year-olds have nine hours sleep a night to support their health and wellbeing.

**Data.** School will keep data on your attendance, praise and behaviour points as well as scores in assessments. This helps teachers track how well you are managing school life and gives an indication when additional support is needed.

# E

## Emotion coaching, Enrichment

**Emotion coaching.** Understanding your emotions and being able to regulate them is an important part of growing up. We use emotion coaching to help students notice how they are feeling, relate to this experience and support them to move forward.

**Enrichment.** Our school website showing all the after-school activities you can take part in. Keep your eye out for new clubs each half term. Clubs included sports teams, retro gaming, chess, crafting, STEM and many more.

# F

## Form time, Future ready

**Form time.** There are nine tutor groups in each year group. These are divided into A half and B half, each looked after by one Progress Leader. You will see your tutor every morning for 20 minutes. In this time you will have updates and reminders for key events and complete activities as part of our Personal Development programme.

**Future ready.** One tutor time activity you will regularly take part in is our Future Ready programme. You will learn about a wide range of careers and work to develop employability skills. There will also be career events for each year group to take part in during the school day.

# G

## Go4Schools, Growth Mindset

**Go4Schools.** Go4Schools is a system for students, parents and teachers to track praise and behaviour across the year. It also records homework that has been set, progress in each subject and attendance. It is a really useful tool and we expect everyone to be checking Go4Schools regularly.

**Growth mindset.** Having a growth mindset means having the confidence to try new tasks as we know that making mistakes is an important part of the learning process. Instead of saying 'I can't do it', we say 'I can't do this YET' as we know our abilities can grow with practise. Research has shown that people with a growth mindset have higher wellbeing than people with fixed mindsets.

# H

## Homework, Holidays

**Homework.** Teachers will set homework to help you either prepare for the next lesson or recap the learning done today. This is an important part of your school work and helps you feel more confident in the next lesson. You can use Go4Schools to track homework that has been set and tick when completed.

**Holidays.** Same as primary schools: we have two half terms, an Easter and Christmas break and the Summer holidays. We love hearing about your holiday adventures when we are back in school during term time.

# I

## ipads, instrument tuition

**ipads.** At the start of Year 7 you will be given an ipad and charger. You will use your ipad most lessons during the day and so it needs to be charged each night. You will be expected to look after your ipad and charger until you hand them back to school at the end of Year 11.

**Instrument tuition.** If you already play an instrument, or if you wish to start learning, you may be able to have small group sessions over the term at a reasonable cost. Your music teacher can provide more details about tuition.

# J

## Journey, Jewellery

**Journey.** Plan your journey to and from school. Who will you walk with? Do you need a train or bus pass? If you have a lift does the driver understand our school's one-way system? Make sure you leave enough time to arrive punctually to school without feeling rushed.

**Jewellery.** Our uniform policy allows students to wear one stud per ear only and a wristwatch. Any other piercings must be removed.

# K

Kindness, Key Stages

**Kindness.** In assemblies and tutor time we will look at why kindness is important for your own and other people's wellbeing. We expect our students to demonstrate our 'Be Kind' value at all times and we award praise points for acts of kindness in all year groups.

**Key Stages.** Year 7 is part of Key Stage 3 along with Year 8 and Year 9. Key Stage 3 is the time to further develop your learning habits, continue to improve your English and maths skills, and explore new topics and subjects. This will help you to choose your GCSE options at the end of Year 9 ready for Key Stage 4 (Year 9 and 10).

# L

Learning habits, Lunchtime

**Learning habits.** We support all our students to become Arthur Terry learners who show resilience, active approach, meta-cognition and preparation. Developing these skills helps you progress in your learning. They help you rise to challenges and gain confidence to try new things knowing that making mistakes are an important part of learning.

**Lunchtime.** Our lunchtime is 30 minute in length. During this time you will need to eat, use the bathroom and fill up your water bottle. The moment bell at 1pm indicates it is time to move to your lesson so you are not late.

# M

Mistakes, Monitoring internet use

**Mistakes.** Remember that the Arthur Terry Learning Habits and Growth mindset recognise that making mistakes are part of learning so never to afraid to 'have a go'. All we ask is that you try your best in all that you do.

**Monitoring internet use.** Smoothwall is a system that monitors everyone's internet use to make sure students are using their ipad responsibly. Students who repeatedly receive Smoothwall alerts risk having their ipad confiscated.

# N

Nutrition, name tags

**Nutrition.** The food you eat provides the energy needed when learning, taking part in after-school activities and walking to and from school. It is important you eat breakfast so you are ready for the day ahead. Studies suggest that not having breakfast affects your attention, ability to concentrate and memory. This can make tasks feel harder than they normally would.

**Name tags.** There are lots of people in the school and occasionally your personal items might get mixed up with another student's belongings or you leave an item of clothing in the PE changing rooms. Having your name on ALL your uniform items, bag and pencil case increases the chances they will be returned to you if found.



Organisation, one-way system

**Organisation.** We've mentioned this tip a few times already but organisation is really important. Packing your bag and laying out your uniform the night before makes a much calmer start to the morning. Having your timetable in your blazer helps you get to lesson on time. Keeping your exercise books neat with dates and titles helps you find class work for homework and revision.

**One-way system.** Always walk down corridors and stairs in the left hand side to prevent any traffic (people!) jams. Walk sensibly and do not push past other students or staff.



Personal development, Praise

**Personal development.** In tutor time, assemblies and school events we deliver our personal development curriculum. You will also have PSHCE lessons once a fortnight with your tutor. The personal development programme helps you learn about the world you live in and support you to become an active citizen that shows respect for others, awareness of the community in which they live as well as national and global events.

**Praise.** It is a fantastic achievement to be awarded praise points that you can save up and exchange in our praise shop. The more points you get, the more you have available to spend. Praise events are held throughout the year to celebrate effort, achievement and demonstrating our school values.



Queuing, Questions

**Queuing.** We expect students to move safely and respectfully around our school site. This means queuing when entering or exiting each building block. It also means queuing for the snack shack and/or canteen. No body appreciates people who push in front of others who have been waiting politely.

**Questions.** After reading about the Arthur Terry Learning habits and Growth mindset approach we hope you know that we want students to ask us questions in lessons. Teachers are here to help you so please ask if you need more support or don't understand a task.

# R

## Respect, Refocus time

**Respect.** Please and thank you, opening doors, treating others as you would wish to be treated. These little, day-to-day acts make your school experience more enjoyable and supports other people's wellbeing.

**Refocus time.** Our school rules and expectations are in place to help everyone grow and learn. Refocus time can be set for 30 minutes afterschool that day for any student who receives a Phase 3 behaviour log.

# S

## Showbie, Social media

**Showbie.** You will find the Showbie app on your ipad. You will have a Showbie group for each lesson where your teacher will post resources and lesson activities. This will help you to complete homework tasks and revise for assessments. Make sure your ipad is fully charged before bedtime so you can log onto Showbie when your teachers asks you to in lessons.

**Social media.** Social media is now part of our world. If used responsibly, it can help people connect and share interests. Unfortunately, we have all heard of examples of when social media has been used to bully or harm others. Social media platforms have age limits and ability to block others to protect users. If you do use social media we would expect our 'Be Kind' value to apply here too

# T

## Timetable, Time management

**Timetable.** Keep a copy of your timetable in your blazer so you know what lesson you have and can arrive on time. Keep another copy on display at home and use it to pack your bag each night to avoid forgetting books and equipment.

**Time management.** At this stage of our alphabet you're probably realising that organisation is one of the key ingredients to a successful school year. Making sure you leave your home in enough time to get to school, managing transitions between classrooms as well as after break and lunch to arrive punctually for lessons. In addition to setting time aside for homework to meet deadlines. Wearing a watch always helps

# U

## Children's University, Uniform

**Children's University.** The Children's University rewards students who take an active part in the life of the school and their local community. Logging hours for taking part in sports, events and clubs in school or outside can lead to Bronze, Silver or Gold awards with top achievers attending a graduation event.

**Uniform.** We expect students to wear the correct uniform each day. Our school website provides a uniform list and guidance on our expectations. Please check if you are unsure what colour tie to purchase for Year 7. Checking your uniform before bedtime will make sure you are appropriately dressed the next day. Store your tie in your blazer pocket after school so you never lost it.



Vision and values, Voice

**Vision and values.** Arthur Terry is an inclusive and nurturing learning community that gives everyone the opportunity to excel and a place to belong. Our values of kindness, respect and high aspirations are central to all we do. We want the best for everyone so we able to be proud of our achievements and, have the skills, knowledge and strong moral principles to be ready to play an active role in an ever-changing future.

**Voice.** It is important you contribute to student voice opportunities. We use surveys and sometimes small group meetings to gather students' opinions and views. You can even join a student committee to plan events and suggest changes. Look out for Big Ask surveys for students and parents/carers across the year.



Website, Wellbeing

**Website.** Our school website contains information you need about school in general, our curriculum, school polices and specific events like assessment weeks. Most of the questions you have can be answered by checking this site.

**Wellbeing.** Another part of our Personal Development curriculum is wellbeing. In tutor time and assemblies you will find out about how the teenage brain develops, the different structures in the brains and how we can use this knowledge to take care of our own and other people's wellbeing.



X, Exercise books,

**X.** Twitter is now called 'X' which is handy as it's hard to think of 'X' words for school! Arthur Terry's X posts help you keep up to date with events in school and inspiring student achievements.

**Exercise books.** Most lessons will require you to work in an exercise book. It is important you 'be proud' by taking care over presentation of your work. We want to see everyone has tried their best at each task set, dates and titles are underlined, and upgrades to work are done in green pen.

# Y

## Year group, Youngest

**Year group.** Year 7 is made up of students from lots of different primary schools. Getting to know lots of people in your year group is an important life skill. In the future you will meet and work with lots of new people so Year 7 is a great place to start developing those social and employability skills.

**Youngest.** You have gone from being the oldest students in your primary school to the youngest students at Arthur Terry. This can be exciting as it is a fresh start, the next step on your learning journey. For some people this might be a time of increased worry about going to a new school. This is understandable and so it is important we are kind to everyone as we don't know how they are thinking and feeling about this change.

# Z

## Zero tolerance

**Zero tolerance.** We are sure you will be pleased to know that poor behaviour and disrespect of fellow students and staff is not tolerated. We want everyone to be able to learn and grow in an atmosphere of mutual respect.