



Blackfen School for Girls

Raising aspirations - releasing potential.

Information for Students



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What happens on my first day at Blackfen?

When do I start?

Your first day at Blackfen School for Girls is provisionally **Friday 3rd September**.

What time should I arrive?

You should arrive at school at 9am on your first day



Where should I go when I arrive?

You will be directed from the front gate on where to go, as you did for Induction Day. Here you will be met by an older student who will take you to meet your form tutor and other members of your form.

What should I wear?

Your Blackfen uniform with everything clearly labelled with your name so that it can be easily identified.

Remember!

No jewellery, except for a wrist watch if you have one and a pair of gold or silver studs if you have pierced ears.



Will I be in the same class as my friends?

The School is organised into 5 Communities.

Each Community is organised into forms.

There are 9 forms in each Community. You will meet your form for 25 minutes each day. There will be students from years 7 to 11 in your form.

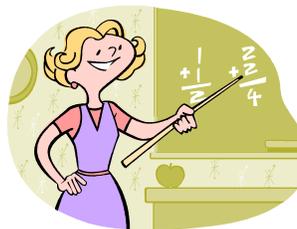
You will also be placed in a teaching group called a class.

There will be 8 classes in each year group.

You cannot be sure that you will be in the same form or class as all of your friends from primary school but you can be sure that you will soon make lots of new friends.

You may be coming to Blackfen on your own. You will meet lots of new people waiting to make friends with you!

Who will my teacher be?



You will be taught by lots of teachers; in fact, a different teacher for each different subject. You will soon learn all their names and get to know what they expect from you. There is one teacher whom you will get to know very quickly and that is your **Form Tutor**.

He/She will also make sure that you are happily settled into the routine of life at secondary school. Your Form Tutor is the person to talk to if you have any questions about our school.



What do I need on my first day?

Come prepared for a normal school day. Pack your school bag the night before.



Use this checklist to help you.

- A pencil case containing the following:
- Pens (blue or black biro or fountain pens)
- cartridges (if you need them)
- a pencil and rubber
- a pencil sharpener
- coloured pencils (not felt tips)
- a ruler
- Maths equipment – scientific calculator & maths set
- a pocket dictionary
- check your parents have put money onto your account used to purchase food from the dining areas or a packed lunch
- bus pass or travel card (if you need it)
- some tissues
- sanitary protection (if you need it)
- a reading book of your own choice
- this booklet
- your asthma inhaler (if you need one)

You will need all these things every day and will need to get into the habit of packing your bag the night before school to make sure that you do not forget anything.

You do not need to bring your P.E. kit on the first day but make sure that at other times you pack it ready for the day when you do have P.E.

Maths equipment – whilst we don't recommend a particular scientific calculator it helps if you all have the same! – Try **Casio FX-83GTX OR FX-85GTX**

How is the school day organised?



Your first lesson will start at 8.30am.
You should arrive between 8.15a.m. and 8.25a.m. so that you will not be late.



08.30 - 09.30	Lesson 1
09.30 - 10.30	Lesson 2
10.30 - 10.55	Community time with Form Tutor
10.55 - 11.20	Break Time
11.20 - 12.20	Lesson 3
12.20 - 1.20	Lesson 4
1.20 - 2.10	Lunch Break
2.10 - 3.10	Lesson 5

(Please note that there is no afternoon break.)

It will help you if you learn these times before you arrive in September.



Which lessons will I have?

You will study a wide range of subjects. Some you will know from your primary school. Others may be new to you. Each lesson lasts for **one hour**. There are five lessons every day. Here are the subjects you will study.

English



Drama



P.E./Dance



Maths



Science



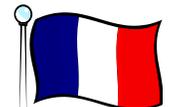
Art



Technology



Modern Languages



Music



Religious Studies (RS)



PPE



History



Geography



ICT





What do I need to take to lessons?

Lockers are available for new students in year 7, your parents will receive information about this. This will help make sure you bring the right books and equipment to each lesson.



You will have your timetable in your student planner and it's important that you check what you need for every day.

You need to bring the same basic equipment **every day** - pens, pencils, reading book etc. Remember to bring special equipment on certain days, for example P.E. kit, library books etc.

You should also bring your asthma inhaler (if you need one). It is your job to make sure that you pack your bag every night with the right things for the next day.



What about homework?



Homework and home study are very important because they let your teachers know if you have understood your lessons.

You must make sure that you always do your homework as well as you can. You will be given homework every day and will be expected to spend about one to two hours doing it; although on some nights it may take you a little longer.



You need to be organised if you want to do homework successfully. Get into a good routine of doing it as soon as you get home from school and before you watch T.V., go out with your friends or have tea. You could also stay for the homework club in the school library.

Always remember to bring your completed homework back to school, ready to give in to your teachers on time.



What if I don't understand my homework?

If you do not understand your homework when it is given to you in a lesson, ask your teacher, politely, about it. Tell her or him that you do not understand what you have to do.

If you do not understand it when you get home, have a go and do the best you can. Perhaps someone at home may be able to help you.

If you have problems with your homework, tell your subject teacher about them as soon as you can.



How will I remember everything?

You probably won't - but don't worry! - **There is always a solution!**

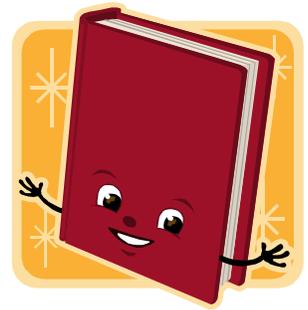
On your first day you will be given a **Student planner**.

This will help you to keep track of everything.

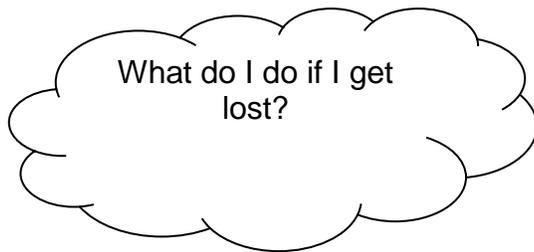
In your **Student planner** you will write down your timetable, your homework, reminders etc.

(Your Form Tutor will show you the best way to do this.)

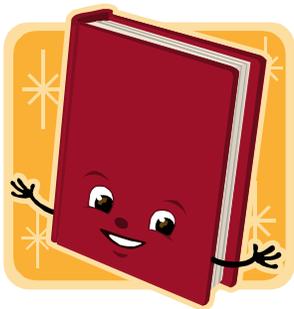
Bring your **Student planner** to school every day because it needs to go with you everywhere (even to the toilet!).



Use your **Student planner** at home each night to help you to do your homework and to remind you of what to pack in your bag for your next day at school.



Don't panic!



Remind yourself of where you should be by looking at your timetable in your **Student planner**.

Ask the nearest person for directions. Anyone will be pleased to help you.

Just remember that all of us (**even the Headteacher**) were new to our school once, so we all know what it's like

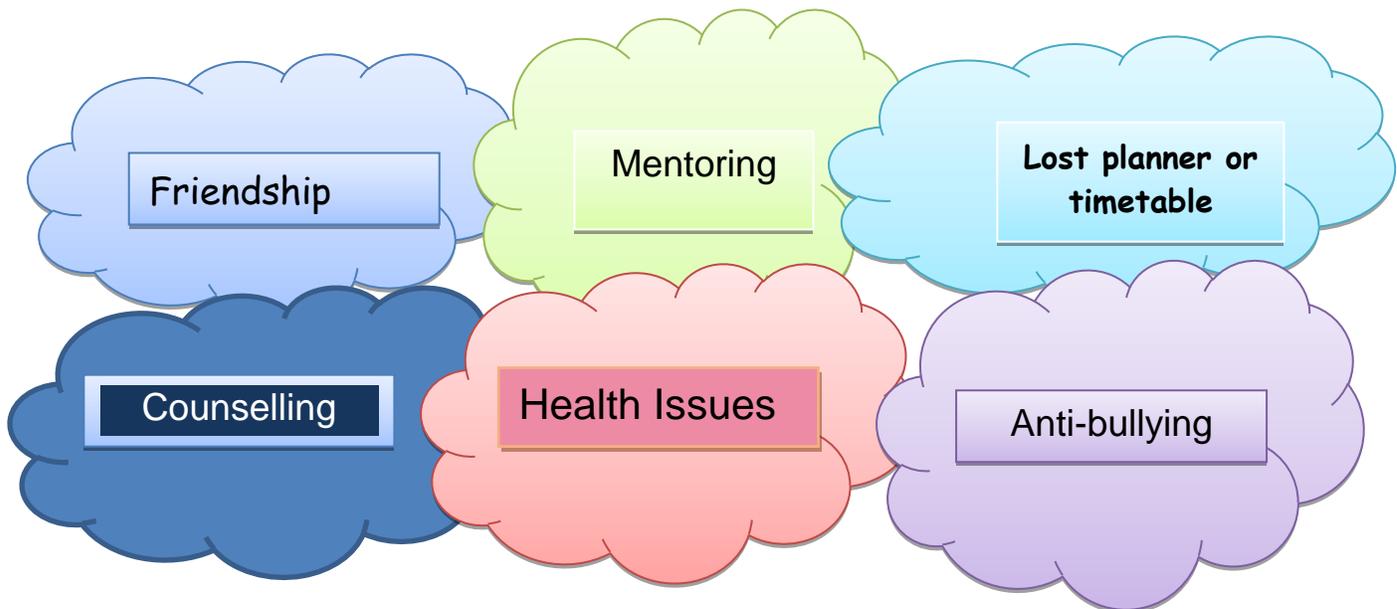


Who do I speak to for advice and guidance?

Every student is placed in one of five communities; each community is supported by a student support officer. Their role is to look after the welfare of all the students in their community and are based in the Student Welfare offices.

- | | | |
|------------------|---|--------------------------|
| Blue Community | – | Mrs Osborne, room 2A |
| Green community | – | Mrs Keenan, room 2 |
| Red Community | – | Mr Loughlin, room 1A |
| Purple Community | – | Mrs Dimond Banks, room 2 |
| Yellow Community | – | Mr Pidwell, room 1B |

If you have a problem and need to talk to someone about it and it's not subject based, pop along to Student Welfare during break, lunchtime or after school and discuss it with your student support officer.



REWARDS

Students will be rewarded for demonstrating a Growth Mindset approach to learning. We recognise that hard work and perseverance is the key to success; intelligence is not fixed and anything is possible.

Rewards are issued by staff to acknowledge, encourage and sustain the effort our students invest in their education. The Growth Mindset reward categories are:

- Showing resilience in leaning
- Asking great questions
- Climbing out of the pit!
- Taking risks in learning
- A positive reaction to feedback results in redrafted, improved work
- Outstanding effort
- Contributing to the school community

Students will receive reward points (**Rs**) during lesson time and for their participation in various school initiatives to such as Flight paths and attendance to extracurricular clubs during lunchtime and afterschool.

Rewards points are also issued for outstanding behaviour and promoting positive values. The behaviour categories are:

- Clear Conduct card
- Contribution to school parents evening
- Random acts of kindness
- Promoting positive student values
- Outstanding attendance

Celebration events

Students receive recognition from their peers for their successes during our achievement assemblies which take place once per term. At the end of the year each community holds a final celebration event where awards are given out to students for every subject, Attendance and personal growth. Parents/carers are invited to these end of year events.

Endeavour

Students who demonstrate a consistent application of a Growth Mindset to learning, evidenced by their termly progress updates, will be invited to take part in the activities of the endeavour group. Students who are selected for Endeavour are invited for an afternoon treat to celebrate the importance of a Growth Mindset approach.

Student Roles and Responsibilities

Student Leadership

There are a number of student groups that exist within our thriving school community where students can develop the skills that demonstrate their leadership, organisation and communication abilities.

We actively encourage every student to have the opportunity to apply for any of the positions listed below.

- Student Community Leadership Team
- Student Learning Consultants
- Blackfen Parliament
- Literacy Leaders
- Numeracy Leaders
- Year 11 Prefects

Within our pastoral system we have 5 different communities each with 9 tutor groups guided by our team of student support officers. Our student groups have varied responsibilities but all commit to the schools 'ethos of excellence'.

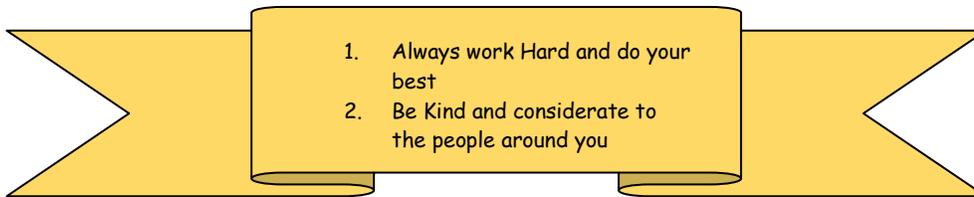
Our students work closely with members of the leadership team to evaluate and improve the effectiveness of some systems that operate within the school. They take part in celebration events, interviews and support the rewards coordinator. The main role of any Student Leader is to work with other students to either support them or to develop new ideas to improve their school environment.

The student leaders are required to have a presence at all public events; including lunch with the School Governors. They also contribute items to the newsletter and communicate with our parents. Our young leaders are determined, aspirational young people seen as positive role models throughout the school.



What else do I need to know?

You will find out lots more about life at secondary school when you start here in September. But, there are two important things that you need to remember to make your time at Blackfen School for Girls happy and successful:



You will do both of these things very well if you follow this advice:

- listen carefully to your teachers
- ask for help if you do not understand what you have to do
- be a well-prepared and organised student
- be friendly to other people.

You will soon get used to your new school and in a couple of weeks you will feel as if you have been part of our school for a long time.

QUIZ



If you do not know any of the answers, look in this booklet. Aim to know all the answers by September 4th.

1. When is my first day at secondary school?
2. Will I need my P.E. kit on the first day?
3. What do I do if I get lost?
4. What time does lunch start?
5. When should I do my homework?

- 6. What time should I arrive at school?
- 7. How many lessons are there each day?
- 8. How will I remember everything I've got to do for my homework?
- 9. What time does school end?
- 10. When should I pack my school bag?

Blackfen School for Girls has a friendly staff of teachers, office workers, technicians, caretakers, cleaners and dinner supervisors. We are all here to provide a happy working atmosphere along with you, the students.



We look forward to getting to know you in September.

Finally ...

If there are any questions you would like to ask, write them down here and we will ask you to send them to us later.



QUESTIONS I'D LIKE TO ASK	
1.....

2.....

3.....

4.....

5.....

Well we said finally – but perhaps you would like to hear about school life at the moment in the pandemic?

Lessons for KS3 students have been a little different:

- We have had bubbles – your class for all lessons. Based in one classroom.
- We have staggered start times for the school day. Year 7 currently are in for 8.15am and have to read silently until their lessons start at 8.30am.
- We have staggered ends to the day. We have assemblies recorded and are played in classrooms after session 3 on two days each week.
- We have 3 sessions a day (so that's just 3 different lessons)
- We have staggered breaks. This year, Year 7 has had break half way through each of the first two sessions.
- There are two breaks each day. 25mins and 30 mins and there is time to get hot/cold food, go to the toilet, chat to friends.
- We wear face masks everywhere in school and only take them off to eat or drink.
- We meet with our tutors after assembly once or twice a half term, but just with the other year 7s in our form
- ALL our lessons are going ahead as usual but we are based in our own classroom for this and the come to us
- We have PE lessons held outside and we come into school in our PE kit so that we are ready.

Yes this year has been a little different to what we all expect.

But the good news is that we have now started dedicated Dance/Drama lessons in our Dance or Drama studios.

We hope to be able to start Technology lessons in our Technology rooms soon



...and September?

We hope to be back to moving around the school as usual