

Wright Robinson College



Year 7 Parent & Carer Handbook 2017



Contents

Headteacher's Message	1
Graduation Week	2
The College Day	3
Keeping in Touch and Working Together	4, 5
Attendance Matters	6, 7
The Curriculum	8, 9
Homework Policy	9, 10
College Clubs	11
Uniform	12
PE Kit	13
Lunches	14
College Bus Services	15, 16, 17

Key Dates to Remember

Graduation Days: Mon 10th - Tues 11th July

There will be two **Parents' Evenings** both starting at 4.30pm

Parents of children in **Forms A and B:** Mon 10th July

Parents of children in **Forms C and D:** Tues 11th July

First day of Autumn Term: Wed 6th September

Key Contact Information

Transition Co-ordinator - 0181 370 6121

Student Services (To report absences) - 0181-826-1032

Head of Year - 0181 370 6121 **Academic Mentor** - 0181 370 6121

NB: Emails must not be used to raise concerns about your child.

A Message from the Headteacher

Dear Parents and Carers,
May I extend a very warm welcome to you and your child on behalf of the staff, students and governors at Wright Robinson College.

I am delighted that you have chosen to send your child to Wright Robinson College and I am sure you will find that the education we have to offer is truly outstanding. We are a school that demands and achieves the highest standards in all areas leading to a disciplined, safe, caring and inspiring environment. There will be many new and exciting challenges in the years ahead and I sincerely hope that your child takes full advantage of all the facilities and programmes that we have to offer, especially the many and varied extra curricular activities available.

We encourage you to be involved in every aspect of your child's education at Wright Robinson College. You and your child are now members of Team Wright Robinson and your contribution to this partnership is vital. It is extremely important that over the next five years we work closely together to ensure your child achieves or exceeds his/her full potential.

The Transition Team will facilitate the smooth transfer of your daughter/son to Wright Robinson College. The Transition Co-ordinator at Wright Robinson is Miss Lamer: your child may have already met her at our Open Evening or during primary school visits. You are welcome to ring her at any time with any queries or concerns that you may have on 0161 370 5121.

Your child will start College on Wednesday 8th September 2017. To help them settle in they will be invited to come to College for two days Monday 10th and Tuesday 11th July, we call these Graduation Days. During this time they will get to know the college, their Form Tutor, their Class Teachers and take part in lessons. This means that when they come to college in September the surroundings and people here will be familiar to them. There will also be two Parents' Evenings both starting at 4.30pm. Parents' Evening for children in Form A and B will be held on Monday 10th July and Parents' Evening for children in Form C and D will be held on Tuesday 11th July. At the Parents Evening you will meet myself, the Senior Leadership Team, your child's form tutor, the Year 7 Pastoral Team and Academic Mentor. The meeting begins with an address from me in the auditorium followed by a meeting with your child's form tutor. You will be sent more information about the Graduation Days nearer the time.

Yours sincerely



Mr N. L. Boischer (Headteacher)



Graduation Days

We hold two Graduation Days, from Monday 10th July and Tuesday 11th July, for all Year 8 children who will be starting at Wright Robinson College in September.

The Year 8 children really enjoy Graduation Days as they get to know the college, their form tutor, their class teachers, make new friends and take part in lessons. When your child starts college in September the people and surroundings here will be familiar to them.

Catering - We operate a key pad system. Your child will be allocated a pin number on their first day, which is unique to them. On the Graduation Days in July your child may bring a packed lunch or may purchase a school meal. Currently the cost of a school meal is £2.45 per day. This includes a main meal, a dessert and a drink. There are no vending machines and there will not be an opportunity to purchase snacks at break time on these days.

NB: If your child is entitled to a free school meal, it will be provided.

Uniform – On Graduation Days 10th-11th July

Students are to wear their primary school uniform and we ask that they bring a pair of trainers with them each day so that they can take part in PE lessons and lunchtime activities. No jewellery is to be worn due to practical activities. A full uniform list, to be worn in September can be found on page 12.

Attendance - Please inform the Student Services Office of any absence during Graduation Week by telephoning the College on 0161 826 1832 (answering machine)

Start/Finish – School starts at 8:20am and finishes at 3:15pm.

Graduation Parent/Carer Meeting – All parents/carers are invited to attend a Parents' Evening on Mon 10th July (A and B Form) or Tuesday 11th July (C and D Form). At this meeting you will meet the Headteacher, College Leadership Team, the Director of Pastoral and Academic Progress (Head of Year) the SENCO, and your child's form tutor. You will be given more information about the College and you will have an opportunity, in a relaxed environment, to raise any queries or ask any questions you may have. (We will advise you of your child's form via 3rd July.)

The College Day



- 8.00am.....College opens for refectory & breakfast time clubs
- 8.20amStudents to be on the College site
- 8.30am - 8.55am *Assembly/ Tutorial time and start of College day*
- 8.55am - 9.55am Period 1
- 9.55am - 10.55am Period 2
- 10.55am - 11.15am Break (20 minutes)
- 11.15am - 12.15pm Period 3
- 12.15pm - 1.15pm Period 4
- 1.15pm - 2.15pm Lunch (60 minutes)
- 2.15pm - 3.15pm Period 5
- 3.15pm College day ends

Working Together

We aim to work in partnership with our parents/carers. There may be times when you wish to speak to a member of staff directly. Wright Robinson is a large College and therefore we ask you to consider which person is best placed to deal with an issue. To help you decide, a summary of the main responsibilities of various staff is set out below. Please note emails must not be used to raise concerns about your child.

Form Tutor

On arrival on the first Graduation Day in July, your child will be placed into their form group and will have the opportunity to meet with their form tutor each day. Form tutors spend 25 minutes every day with their form during registration. The form tutor should be your first point of contact with the school. You can write to them through your child's planner or ring and leave a message and they will get back to you.

Year 7 Pastoral Team

The Year 7 Team consists of a Director of Pastoral and Academic Progress who is the Head of Year, an Assistant Head of Year and a Learning Mentor. You can contact them if you have any concerns about your child, contact the Year 7 Year Office on 0181 370 5121.

Academic Mentor

The Academic Mentor is responsible for monitoring the academic progress and development of students in Year 7. The Academic Mentor provides English and Maths intervention and runs a Homework Club for all Year 7 students. They will also contact you if there are any concerns in College about your child's progress and may place them on an academic progress report. If you have any concerns regarding your child's progress you can contact the Academic Mentor on 0181 370 5121.

Special Education Needs Coordinator (SENCO)

The role of the SENCO is to ensure that all students with Special Educational Needs have their learning needs met. You can contact Mrs Cooper if you have any concerns based on your child's additional learning needs.

Working Together

Student Support Officers

The role of our Student Support Officers is to liaise between you, your child and our Pastoral and Curriculum Teams to ensure your child achieves consistently high levels of attendance. We strive for 100% attendance from all of our students.

Form Allocation

Students are placed into a form based on numerous factors. We will always attempt to ensure that each student is placed with at least one other person from their primary school. If your child is the only student coming from a particular primary school, we will try to place them in a form with other students who are in the same situation.

School Planners

Student planners are supplied to all students at the start of Year 7 free of charge. Planners are used for the following purposes:

- To enable students to plan and manage their day and work.
- For students to record their homework.
- To provide a medium of communication between parents/carers and teachers.

Form tutors sign the planners weekly and we ask you to do the same. Planners also contain useful information such as tips on how to complete homework, term dates and other procedures. Students who lose their planners are expected to purchase a new one at a cost of £2.00

Lockers

Students will be allocated a personal locker when they arrive in September and rent their locker for 5 years at a cost of £3.00. If they lose their key they must pay for a replacement key at a cost of £3.00.

Lost Property

We ask that all students' belongings have their name clearly labelled on them. In the event of any items being found they will be taken to the Year 7 Office, but will not be kept indefinitely. Students are reminded during assembly about the need to collect lost property.

Attendance Matters

Every child at Wright Robinson College matters. The most important factor in your child's success at College is full attendance. The link between attendance and attainment is firmly established. Those students who attend College more frequently achieve greater qualifications and are more able to access higher education, employment or training.

One of the most important changes Wright Robinson has made to our Attendance Policy is the introduction of an Attendance Improvement Model, called the 'Banding Report' in College. Your child's attendance is monitored regularly. The banding report is released every term. On the basis of their attendance they are placed into a coloured band. Students in different bands receive different interventions designed to improve their attendance and therefore enable them to achieve the best possible educational outcomes.

What do I do if my child is going to be absent?

If your child is going to be absent you must contact the Student Services Office before 9.00am and explain the reason for the absence. The telephone number is 0161 828 1032. Please leave a message on the answering machine. Parent/ carers must contact College on each day of their child's absence. You will be required to provide evidence to support your child's absence, if attendance falls below 85%.

If a reason for absence is not provided the Student Services Team will attempt to contact you in an attempt to ascertain a reason for absence. If the team are unable to ascertain a reason then a home visit will be carried out.

In addition to this, if your child's absence exceeds three days then a home visit will also be carried out regardless of whether the absence is authorised or unauthorised. This is in line with the College's Attendance and Safeguarding policy.

Routines & Preparation

Ensure that your child is up sufficiently early in the morning to get to College without being late. Help your child organise themselves the night before by ensuring that their school bag is packed and ready. Ensure that your child is well rested by getting them to bed at an appropriate time.

Punctuality

All students are expected to arrive on the college site by 8.20am. Students who arrive late to registration will be issued with a late mark. Students who receive two late marks during a five day period will be issued with a detention. Registers close at 8.05am. Any student arriving late to College after the register has closed will be given a 'U' code which is recorded as an unauthorised absence.

Attendance Matters

Medical & Dental Absence

Parent/careers will be asked to provide supporting medical evidence for their child's absence if their attendance falls below 95%. Medical appointments should be taken outside of College hours where possible. If a medical appointment is taken during term time, students are expected to attend before and/or after the appointment. A medical card will be required to authorise the absence. Parent/careers are expected to contact College to advise of all medical appointments.

Leave of Absence/Holidays

Leave of absence during term time is 'not a right'. At Wright Robinson College we do not grant leave of absence during term time unless there are extenuating circumstances, that are agreed prior to the leave being taken. 'Leave of Absence Application Forms' can be collected from the College's Student Services Office. This should be completed at least four weeks in advance of the absence, otherwise the absence will automatically be recorded as unauthorised.

Illness

This is a sensitive area. However, the College does have a right to challenge parents as to whether their child is genuinely ill. It is the College which authorises absence for illness not the parent or carer. A parent whose child is genuinely ill should not be concerned as their child will have taken medical advice and this medical advice can be presented to the College. If your child is feeling 'under the weather' but not sick enough to attend the doctor they should be encouraged to come to College. Medical evidence will be required for all absences where three days or more of college is missed or where attendance is below 85%.

Legal Action

Where there are unauthorised absences recorded in your child's attendance certificate you may face legal action in line with Section 444 of the Education Act 1996, which may result in a fine or three months imprisonment. As a Parent/Carer it is your legal responsibility to ensure that your child attends college regularly. Failure to do so could result in legal action being taken against you.

Support and guidance is always available from College.

Here are some of the quotes from the report

- "The school provides an oasis of calm and promotes mutual respect for all."
- "The headteacher is passionate about improving the life-chances of the pupils in his care. He is resolute and determined to ensure that all pupils have the best education whatever their circumstances."
- "Pupils' behaviour is impeccable. This is matched by outstanding attitudes to learning in classrooms."
- "Teaching is outstanding because teachers know their subjects and adapt their approaches well to the needs of their pupils."
- "All staff build exemplary relationships with pupils and model respect and strong values."
- "The arrangements for safeguarding are effective. Leadership of this area is very strong. There is a strong focus on keeping pupils safe."

A full Ofsted report can be downloaded from the Wright Robinson website: wrightrobinson.co.uk

GCSE Results 2016

We are very proud of the academic achievement of our students.

WRG achieved a Progress 8 score of +0.31 against the Manchester average of -0.03

59% of pupils at WRG achieved A*-C in English & Maths

28% of pupils at WRG achieved the English Baccalaureate compared to 24% Nationally

Students at Wright Robinson College are more likely to achieve Expected and Above Expected Progress in English and Maths than students in the average school.

The Curriculum

Key Stage 3 (Year 7 & 8)

The full range of core and foundation subjects are taught at KS3. Students study English, Mathematics, Science, Geography, History, PSHRE/Citizenship, Modern Foreign Languages, IGT, PE, Art, Textiles, Design and Technology, Drama and Music.

On entry in September students will be placed into teaching sets depending on ability. These sets will be determined by their Key Stage 2 SATS results in English and Mathematics. However every half term your child's progress will be monitored and if they are not in the correct set you will be contacted whether we are considering moving them either up or down.

Behaviour for Learning Policy

We believe in creating a safe and purposeful working environment where all students can succeed. We have a very successful Behaviour for Learning Policy which all staff follow ensuring consistency across the College for all children.

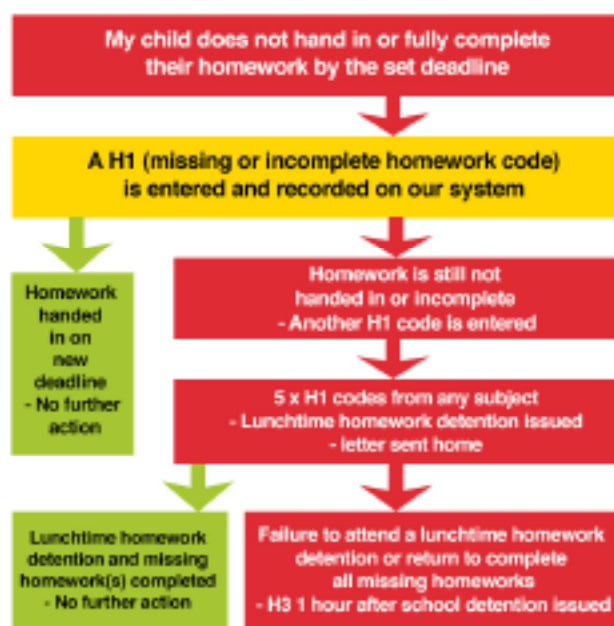
Homework

The purpose of homework:

- To encourage students to develop the skills needed for independent learning.
- To consolidate, reinforce and extend the skills, knowledge and understanding developed in class.
- To enable students to develop essential time management and organisational skills.

Wright Robinson College recognises that homework is crucial and directly linked to the academic development of students. As a result we have a homework policy that is followed from Year 7 to Year 11. This system is outlined on page 10.

WRC Homework Policy



As a College we understand that young people have activities outside of school and as a result we provide all staff and students with a homework timetable. This ensures that students receive approximately an equal amount of homework to help with time management.

Example of a Year 7 Homework Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	English	Geography	Maths	D & T	Spanish
	Music	PSHRE/ Citizenship	ICT	Science	Art
Week 2	English	History	Textiles	Science	Maths

Green	Weekly
Yellow	Fortnightly
Pink	Every 4 weeks

College Clubs and Trips

At Wright Robinson College we provide lots of opportunities for your child to take part in new and exciting experiences. Many clubs take place before, during and after College. Students are encouraged to take part in as many different clubs as possible to help widen their interests, make new friends and develop their character.



Please encourage your child to join a club and try something new.

A few examples of College Clubs your child may join:

Debate Mats	Film	ICT	Gymnastics
Science	Arts & Crafts	Poetry	Homework
Spanish	Vocal	Drama	Netball
Basketball	Duke of Edinburgh	Football	Waterpolo
Swimming	African Drumming	Table Tennis	Trampolineing

Educational visits are a wide part of the curriculum of the College, these include visits to Manchester Airport, theatres, museums, and the local community.

Year 8 students all attend a residential trip each year at Kingswood, Deans Valley, Doncaster. This residential encourages students to become independent. They will be involved with practical, physical and problem solving activities.

Uniform

Girls	Boys
<p>Black knee length skirt or tailored full length trousers (no skinny/tight trousers or jeans) track suit bottoms, culottes, ski pants, leggings or joggers.</p>	<p>Black trousers</p>
<p>Black College Blazer Blazer complete with Wright Robinson badge available from uniform suppliers.</p>	
<p>Plain white shirt No polo shirts, blouses or sporty tops permitted</p>	
<p>Ties: Each year group has their own individually designed tie. These can be purchased from the College at a cost of £2.50 at the Year 8 Parent's Evening or on the first day of the September term.</p>	
<p>Plain Black Shoes (school shoes must not display any brand names or sports logo on the actual shoe- black trainers of any description are not permitted)</p>	
<p>Socks/tights Plain black or plain white socks Plain black tights</p>	<p>Socks Plain black socks</p>
<p>Religious dress Plain black Hijab</p>	<p>Religious dress Plain black Turban</p>
<p>Optional Black V neck Jumper (with Wright Robinson badge) (No crew, round or polo neck jumpers, sweatshirts or cardigans)</p>	
<p>No jewellery or piercings A wristwatch may be worn but not a smart watch. All uniform must have a first initial and surname label inside or first initial and surname embroidered on it.</p>	

PE Kit

Girls Compulsory	Boys Compulsory
<p>Polo shirt with logo - Red (Indoor) Crew neck sweater with logo - Red (Outdoor) Shorts with logo - Black Swimming costume - Black Training shoes - (Not canvas pumps, Converse etc.) Socks - Black Towel Hair bobble</p>	<p>Polo shirt with logo - Red (Indoor) Rugby Jersey - Reversible Red & Black (Outdoor) Shorts with logo - Black Swim shorts/trunks - dark coloured Training shoes - (Not canvas pumps, Converse etc.) Socks - Red Football boots (Moulded studs) Towel</p>
<p>The college policy is that <u>all students must have both indoor and outdoor PE Kit</u>. All kit must have a full surname and first initial crested. This is to ensure that any missing items are returned to the rightful owner.</p>	
<p>Optional School trackuit with logo - Black Swimming hat - Red or Black Shin guards Gum shield Football boots (moulded studs)</p>	<p>Optional School trackuit with logo - Black Swimming hat - Red or Black Shin guards Gum shield</p>
<p>Optional During the months inclusive of November to March both Boys and Girls have the option to bring in and wear body armour/skins underneath their PE kit as additional items of clothing.</p>	
<p>Notice: Wright Robinson outdoor PE trackuit and sweatshirts are available to purchase from our Official Uniform Suppliers: MCS Stores, Fog Lane, Didsbury, Parache, Market Street, Droytsden.</p>	

College Lunches

Below is an example menu of what the College offers.

(v) Vegetarian (h) Halal

All items are subject to availability

Main Meal

Served with potatoes & vegetables

Chicken tikka pasta (h) £1.60

Various sandwiches, baguettes from £1.10 - £1.85

Vegetarian bolognese served with garlic bread (v) £1.60

Chicken madras served with rice and naan bread £1.60

Fresh Tortilla Wraps (h)- Various £1.60

Jacked Potato - 75p

Potato fillings are a choice of: cheese, tuna, beans 40p - 70p per filling

Various types of bread everyday - 40p

Salad Bar: £1.65

Desserts

Lemon muffin - 85p

Fresh fruit salad - 90p

Fresh fruit - 45p - 70p

Yogurt/ Ica Cream- 60p

Cake and Custard - 80p

Home-made Brownie - 70p

Drinks

Calypso cartons, milk/flooured milk and water - 45p to 75p

Fruit Ica Drink - 75p

Extras

Butter packs and sauces -11p



College Bus Service Information

BUS PASS INFORMATION

Students can buy a weekly pass for £8.50 on the bus. This is the best value since the standard child fare in 2016/17 is half the full adult fare.



"VERY IMPORTANT" All students aged 11-16 must have an 'igo Pass' to prove they are entitled to a concessionary fare on all school services. For more information and to apply for an 'igo Pass' please visit <http://igo.tfgm.com>

705 HAUGHTON GREEN - DENTON -DANE BANK -REDDISH

Area/ Road (pm)		Area/ Road (pm)	
Haughton Elm Bus Terminus Mancunian Rd	07.20	Wright Robinson College	16.26
Haughton Green Road	07.23	Reddish Lane	16.40
Hulme Road	07.55	Windsor Road	16.48
Windsor Road	07.58	Hulme Road	16.60
Windmill Lane	08.00	Manchester Rd, Denton	16.66
Thornley Lane South	08.02	Stockport Rd, Denton	16.00
Reddish Lane	08.06	Two Trees Lane	16.03
Hyde Rd (Tesco)	08.10	LANCASTER RD	16.06
Wright Robinson College	08.20	Haughton Green Bus Terminus Mancunian Rd	16.07
		Haughton Green Road	16.09
		Mill Lane, Haughton Green	16.10

Service 705: From Haughton Elm Bus Terminus Mancunian Rd, Two Trees Lane, Stockport Rd (Denton), Manchester Rd, Hulme Rd, Windsor Rd, Windmill Lane, Thornley Lane South, Reddish Lane, Hyde Rd Tesco to Wright Robinson College. Returns via reverse of above route except Tesco.

College Bus Service Information

718/714/708 ANCOATS - CLAYTON -WRC

Area/ Roads (pm)	718	714	718	714	Area/ Roads (pm)	718	708	714
Ancoats, Beswick St	07.48	07.42	07.46	08.06	WRC	15.25	16.25	16.25
Clayton, Bank St, Stuart St	07.51	07.50	07.50	---	Droylsden, Edge Lane/Ashton New Road	16.51	---	16.51
Clayton, Ashton New Rd/ North Road	---	---	---	08.10	Openshaw, Greenside St	---	16.51	---
Droylsden, Edge Lane/ Palm St	08.07	08.08	08.08	---	Clayton, Ashton New Rd/North Rd	---	16.55	---
WRC	08.21	08.20	08.20	08.20	Clayton, North Rd/ Clayton St	---	---	---
					Clayton, Bank St, Stuart St	16.58	---	16.58
					Ancoats, Beswick St	16.48	16.46	16.48

Service 708: From WRC via junction of Falmer Close, Abbey Hay Lane, Capital Road, Ashton Old Road, Greenside Street, Clayton Lane, Ashton New Road to Ancoats, Beswick Street.

Service 714: From Ancoats, Beswick Street via Ashton New Road, Clayton Lane, Greenside Street, Ashton Old Road, Capital Road, Abbey Hay Lane to Falmer Close (for school).

Service 718: From Ancoats, Beswick Street via Ashton New Road, Bank Street, Tartan Street, Clayton Street, North Road, Edge Lane, Fairfield Road, Ashton Old Road, Capital Road, Abbey Hay Lane to Junction with Falmer Close (for school). Returns via reverse of the above route.

768 LITTLEMOSS - DROYLSDEN - WRC

Area/ Roads (pm)	768	Area/ Roads (pm)	768
Lumb Lane/Sandy Lane Corner	07.50	Wright Robinson College	15.25
Droylsden, Medlock St	07.57	Droylsden, Market St	15.55
Droylsden, Market St	08.08	Droylsden, Medlock St	15.40
Wright Robinson College	08.20	Lumb Lane turning circle	15.45

Service 768: From Littlemoos Rd/Sandy Lane Corner, Moorside Street, Market Street, Medlock Street, Bunniyside Street, Greenside Lane, Market Street, Fairfield Road, Ashton Old Road, Capital Road, Abbey Hay Lane to Wright Robinson College. Returns via reverse of the above route.

College Bus Service Information

769 LEVENSHULME - BELLE VUE - GORTON - WRC

Areas/ Roads (pm)	769	Areas/ Roads (pm)	769
Levenshulme Station	07.51	Wright Robinson College	15.00
Belle Vue	08.07	Barton, Shopping Centre	15.04
Gorton, Shopping Centre	08.11	Belle Vue	15.08
Wright Robinson College	08.15	Longsight, Church	15.48
		Levenshulme Station	15.54

Service 769: From Levenshulme Station via Albert Road, Stockport Road, Matthews Lane, Mount Road, Hyde Road, Whitwell Way, Garratt Way, Cross Lane, High Bank, Abbey Hay Lane to Wright Robinson College. Returns via reverse of above route to Matthews Lane then Stovell Avenue, Northmoor Road, Kirkmanshulme Lane, Stockport Road, Albert Road to Levenshulme Station.

Y87 YELLOW SCHOOL BUS: LEVENSHULME - WRC

Students must apply for a place on the Yellow School Bus route to be able to travel on this service. Students will be unable to use this bus during Graduation Week. For more information please visit www.gaspa.com/routesof/yellow-school-bus where you can download an application form in advance of September.

Areas/ Roads (pm)	Y87	Areas/ Roads (pm)	Y87
Longsight Library	07.47	Wright Robinson College	15.30
Levenshulme Station	07.54	Barton Shopping Centre	15.36
Belle Vue	---	Belle Vue	15.40
Longsight Church	08.00	Longsight Church	15.50
Hyder Barr Railway Station	08.10	Levenshulme Station	15.54
Gorton Shopping Centre	08.14	Longsight Library	16.01
Wright Robinson College	08.20		

Service Y87: From Longsight Market, via Stockport Road/Dickenson Road, Dickenson Road, Birchfields Road, Moseley Road, Albert Road, Stockport Road, Cromwell Grove, Barlow Road, Mount Road, Matthews Lane, Stovell Avenue, Northmoor Road, Stanley Grove, Mount Road, Meland Road, Hensworth Road, Levenshulme Road, Brookhurst Road, Knutsford Road, Whitwell Way, Garratt Way, Cambert Lane, Crossley Street, Gorton Lane, Wellington Street, Cross Lane, High Bank, Abbey Hay Lane to Wright Robinson College. Returns via reverse of above route.

Where to find us...



Wright Robinson College
Abbey Hey Lane, Gorton,
Manchester M18 8RL
Tel: 0161 370 5121
Web: wrightrobinson.co.uk
Twitter: @wrightrobinson

