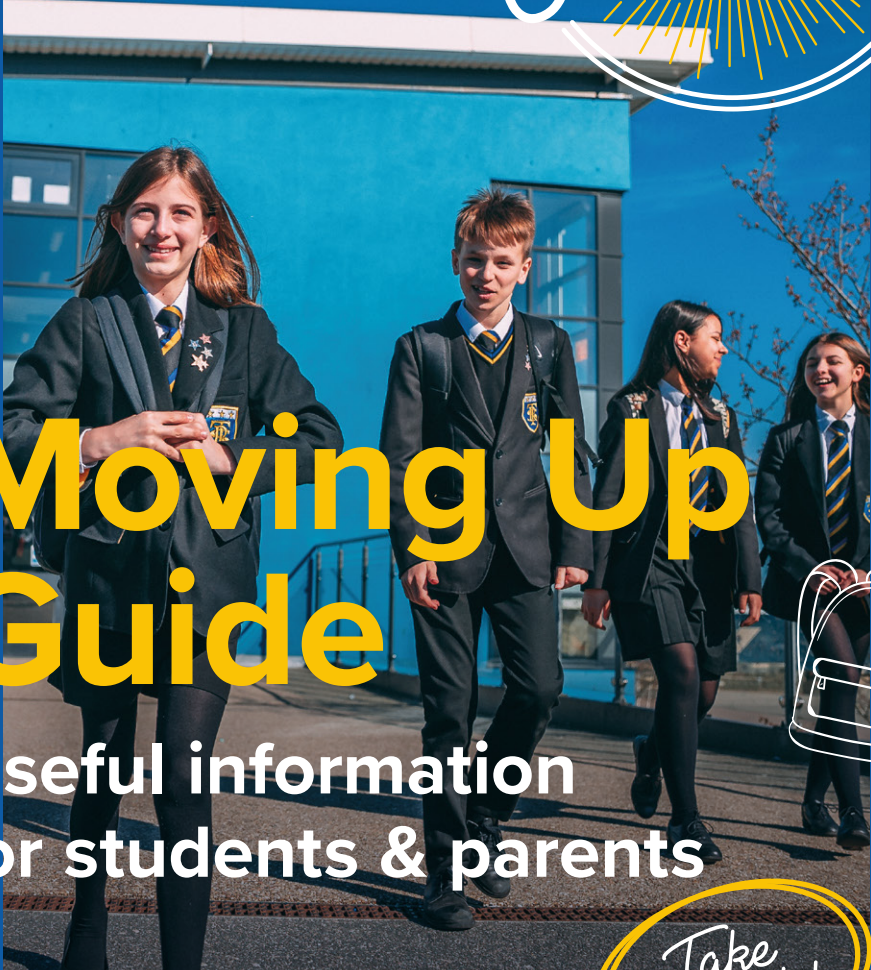


@ralphthoresbyofficial @RalphThoresby



Moving Up Guide

Useful information for students & parents



RALPH THORESBY SCHOOL
Ambition and Achievement for All

Contents

- 03 **The Ralph Thoresby Way**
- 04 **Our Target**
- 05 **Your Year Manager**
- 06 **Basic Rules and Expectations**
- 08 **Getting Used to the School Day**
- 09 **Attendance**
- 10 **Pencil Case**
- 11 **Your Child's Uniform**
- 13 **Shoes**
- 14 **PE Kit**
- 15 **Eating at Ralph Thoresby**
- 16 **Lockers**
- 17 **Parent Portal and the Arbor App**
- 18 **Student Portal**
- 19 **School Technology Platforms**
- 20 **Website**
- 21 **Key Dates**
- 22 **Rewards**

The Ralph Thoresby Way



'The Ralph Thoresby Way' is an agreed set of values which we expect the whole school community to subscribe to. At Ralph Thoresby we are:

*Our
school
values*

Resilient

Ambitious

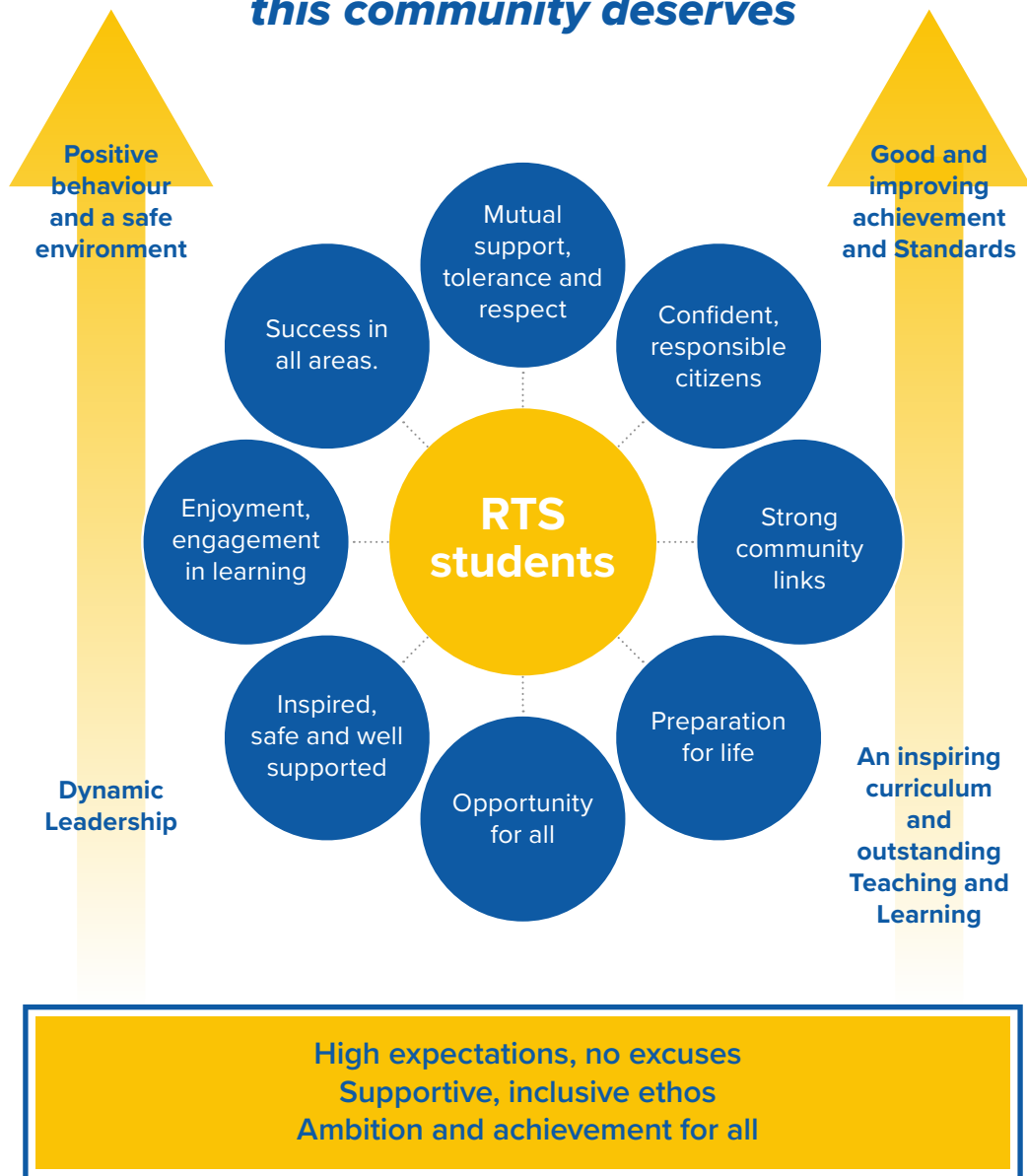
Learners

Polite

Harmonious

Our Target

To be the 'outstanding' school that this community deserves



Your Year Manager

Along with your child's coach, the Year Manager is another point of contact for students. Year managers are non-teaching members of staff who work to support all students' pastoral needs, as well as ensuring a smooth transition into secondary school life. Parents are encouraged to communicate directly with their child's coach in the first instance.

Year Managers have oversight of:

- Pastoral care of the year group
- Behaviour and attendance
- Safeguarding and child protection
- Ensuring high standards are maintained across the entire year group
- Rewarding and recognising excellent behaviour and work in school

You can find details of your child's year manager in your welcome letter.



Basic Ru

Expecta

- * **Respect and tolerance for everybody**
- * **Always follow all instructions from any member of staff**
- * **Always try your best**
- * **Always show kindness**

ules and tions

- * **Correct uniform at all times**
- * **Correct equipment at all times**
- * **Sensible and mature**
- * **Excellent attendance and punctuality**

Getting Used to the School Day

Year 7 students must be onsite by 08:40 at the latest. We do serve an optional free breakfast from 08:10 that all year 7 students can access.

At break students can purchase drinks and snacks and at lunch they have a choice of hot meals and sandwiches.

Students may not leave the site until the end of the school day, which is 15:15 for students in year 7.

We offer a wide range of extra-curricular opportunities for students that take place after school, including an independent learning zone open to complete homework until 16:00.



Attendance

Every child should aim for **100%** attendance.

Falling below **97%** attendance can present challenges for your child's learning.

Holidays are not permitted during term.

Please encourage your child to come to school every day. If your child cannot come to school, please contact the school office before 8 o'clock, via the app, or on 0113 397 9911, to inform the school.

Lateness prevents full learning. Our reward and sanction policy is used to encourage prompt arrival.



Time	Session
08:10 – 08:50	School open/breakfast available
08:50 – 09:50	Period 1
09:50 – 10:50	Period 2
10:50 – 11:10	BREAK
11:10 – 12:10	Period 4
12:10 – 13:10	Period 5
13:10 – 13:45	LUNCH
13:45 – 14:45	Period 6
14:45 – 15:15	Coaching
15:15 – 16:00	ECA/Learning Zone

Pencil Case

Students should have their equipment with them every day. They will need:

- 5 pens (either black or blue biro/ball point pen).
- A purple and a green biro/ball point pen.
- At least 5 pencils.
- A 30cm ruler, an eraser, a pencil sharpener, coloured pencils, a glue stick and a highlighter.



Students **MUST ALWAYS** bring a scientific calculator and a maths set (containing a pair of compasses and a protractor).



Every child should have a sturdy rucksack to carry their belongings.

Small handbags are not acceptable.

Your Child's Uniform

Plain black trousers	<ul style="list-style-type: none"> • Straight or boot leg only, no flare, drainpipe, skinny, cargo or other 'fashion' style. • Must be standard school trouser material; no denim, cord or other non-standard material. • Belts, where worn, should be plain, black and with standard sized buckle and passed through loops on a waistband.
Plain black skirt	<ul style="list-style-type: none"> • Girls may wear a plain black skirt which is long enough to reach within 5cm of their knees as a minimum i.e. skirts should not be shorter than this • Must be standard school skirt material; no denim, cord or other non-standard material. • Tight-fitting, tube-like skirts must not be worn.
Tights	<ul style="list-style-type: none"> • Girls may wear plain, opaque black tights only.
Plain white shirt	<ul style="list-style-type: none"> • Full-button, collared type, long or short sleeve, standard plain cotton or poly-cotton material - no thick linen or other non-standard material. • Must be fully buttoned up to the neck and fully tucked into waistband. • Since the top button must be fastened, neck size should be big enough to be comfortable.
Black blazer	<ul style="list-style-type: none"> • Conventional school style with school badge on breast pocket. • To be worn at all times on the school site (buttoned or unbuttoned). Students can take their blazers off inside the classroom. But only at the discretion of the teacher.
Black shoes	<ul style="list-style-type: none"> • Shoes must be all black with no coloured additions. • Must be clearly shoes <u>not</u> boots or trainers. • Can be slip-on, 'velcro' straps or laced (eyes not hooks). • Must have a full, sturdy upper; no open side/toes, no slippers or sandals • Sole to be as flat as possible; where a heel is worn should be no higher than 4cm. • No unnecessary buckles, straps, bows or other additions. • No logos (coloured or black) or embellishments. <p data-bbox="236 863 953 954"><i>Black leather shoes ONLY are to be worn due to the potentially hazardous nature of the school building and activities conducted in classrooms. Shoes made from canvas, or similar material, are not to</i></p>
Socks	<ul style="list-style-type: none"> • Only plain black socks must be worn with trousers.
School tie	<ul style="list-style-type: none"> • School design only • Clip-on school ties must be worn by all students. • Knotted ties are not to be worn.
School pullover (jumper)	<ul style="list-style-type: none"> • School design only; black, v-neck with blue and gold bands around neck. • Not compulsory, but is the only acceptable garment if an additional layer is required over a shirt and under a blazer.
Outdoor clothing	<ul style="list-style-type: none"> • Never to be worn inside the school building. • A coat, gloves, scarf and hat may be worn for inclement weather. These must be plain and functional; ideally with no logos, stripes or coloured patches but, if present, these must be discreet. • Baseball caps are unacceptable at any time. • Hooded tops (hoodies) should not be worn under blazers.

Jewellery

A smart wristwatch is acceptable.

One pair of studded earrings is acceptable.

No other jewellery should be worn.

Make up

Make up must not be worn.

Shoes

Smart black leather **sturdy** school shoes only.

Wearing trainers, pumps and heels is strictly prohibited.

All uniform and PE kit can
be purchased from
Whittakers Schoolwear.



Shoes

Shoes must be all black with no coloured additions. They must clearly be shoes not boots or trainers. Below is a list of some available shoes, including recent prices.

Shoe	Supplier	Price	Shoe	Supplier	Price
	Matalan	£25.00		Schuh	£34.99
	Deichmann	£19.00		Schuh	£14.99
	Clarks	£50.00		M&S	£19.00
	Topman	£35.00		Matalan	£20.00
	Asda	£25.00		Asda	£14.00
	Asda	£18.00		Deichmann	£17.99
	Schuh	£60.00		Clarks	£40.00
	Next	£30.00		Schuh	£60.00
	New Look	£19.99		New Look	£24.00
				New Look	£24.99

PE Kit



Navy blue t-shirt
(girls)



Navy blue t-shirt
(boys)



Plain navy blue
shorts/leggings/
tracksuit bottoms
*(doesn't have to have the
school logo on)*



Navy/gold
reversible long
sleeved rugby
shirt



OR

Navy blue
quarter zip top



Navy blue
games socks

Additional Information

Compulsory footwear

- Training shoes
- Football or rugby boots

Optional cold weather clothing

- Navy blue tracksuit
- Navy blue rain jacket

Eating at Ralph Thoresby



Students can choose to bring their food or eat at school on a day-to-day basis.

Hot Lunch Options	Cold Lunch Options
<ul style="list-style-type: none">Meal of the day (Meat/vegetarian options with side dishes)Pasta King PotPizza slicesToasted paninisA selection of drinks	<ul style="list-style-type: none">A sandwich of your choiceFruitCookieA selection of drinks

Paying for lunch in September

The main way to pay for meals is via ParentPay. Parents/carers top up their child's account at home quickly, ensuring that students don't have to worry about having enough cash each day. Alternatively, students can use the machine on 'The Street' to add cash to their account. Students will be registered for the biometric cashless catering system during their first day in September.



Lockers

We have a number of lockers available to students in year 7 and year 8. This will be allocated on a first come, first served basis. Students that wish to have a locker should collect and complete a form from student reception. There is a £5 deposit required for the use of a locker.





Arbor

Parent Portal and the Arbor App

This is your main port of call for all communication.

The app offers the following:

- Complete forms and update the information we have on your child
- School calendar
- Policy information
- Direct school communication – like WhatsApp – communicate quickly with school
- And much more...

More details available on our website.



School Technology Platforms

There are a number of ways in which we use technology at Ralph Thoresby School. The main platform is our Arbor student and parent portals (see our website for details). All students will have access to the following:

Microsoft Office Products

The school offers students the ability to download and use Microsoft office 365 products on their home systems. These include things such as WORD, EXCEL, POWERPOINT etc. Whilst the student is on our roll they can use these programs. Each student will be able to install office products on up to 5 devices using their school email address, which will be given out in September.

ParentPay

Access to the ParentPay system is sent out to parents of new Y7 students before the summer break preceding the September entry to Ralph Thoresby School. Please contact to the school office via the app (after registration) or via letmeknow@ralphthoresby.com to get your access information. We are moving towards becoming a cashless school, so all payments for food/resources/trips etc at school will run through ParentPay.

Subject Specific Software

Many departments use other software programs in school for specific purposes. Information regarding access to these programs will be given to each student at the point of need. If you require further information, please contact the school via the app or email the head of the department you wish to speak to.

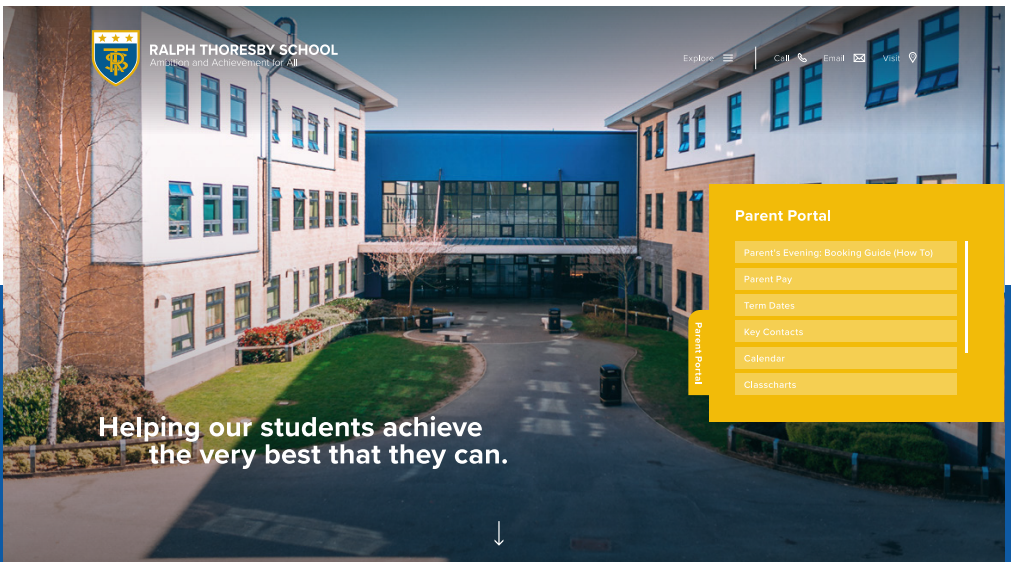
Website

Our website features lots of helpful information, and we are looking to build on this throughout the coming year...

You can:

- Book events
- Find out about homework and marking policies
- Find out about subject specific curricula
- Book parents' evenings
- And much more...

Be sure to regularly check the school website to keep up to date with all the latest information.



Key Dates

In-school Events



Coach Evening

Find out how your child has settled in.

Monday 4th October 2021



Parents Evening

An opportunity to meet every one of your child's teachers.

Wednesday 4th May 2022

The official date for school to reopen is
Tuesday 7th September 2021

Be sure to follow our whole school calendar, available via our website. This will be populated throughout each year with the most important dates and events.

Rewards

As students of the school you have the right to have your hard work and excellent behaviour for learning recognised and rewarded.

Achievement codes given by staff



Key 5 Achievement Codes (each scores 5 points)

'Resilient' – Never give up, even when things get difficult. Understand that mistakes can be a useful tool for learning.

'Ambitious' – Have high expectations and no excuses and aim high.

'Learner' – Fully prepared and equipped for school. Have a thirst for knowledge and understanding and strive to become confident, creative, independent and articulate learner.

'Polite' – Value tolerance, mutual respect and understanding. Are friendly and welcoming to all.

'Harmonious' – You are inclusive and make sure that no-one is left behind. Work well with others and celebrate each other's achievements.

Other ACHIEVEMENT codes (each scores 1 point)

- Helpful in class (collecting books, helping others etc)
- Homework
- Excellent effort
- Outstanding work

Award Certificates



Reward Certificate	How many achievement codes?	What do you get?
Bronze	150	Certificate and 'R' lapel blazer badge
Silver	300	Certificate and 'A' lapel blazer badge
Gold	500	Certificate and 'L' lapel blazer badge
Headteacher Award	600	Certificate and 'P' lapel blazer badge
Chair of Governors Award	800	Certificate and 'H' lapel blazer badge

We take every opportunity to celebrate your success and some of the rewards available include:

- Learning raffle - if you are caught being brilliant during week 5 of every half-term you will be entered into a prize draw.
- Head of Year rewards
- “Friday 6” – Twice a term your head of year can nominate you for a Headteacher’s Award for your efforts in any aspect of school life
- End of year trip - As a reward for your fantastic effort across a school year, your entire year group will visit an attraction such as Flamingo Land in June.
- The Golden Owls Awards evening – A celebration of outstanding effort in subjects across the year. It is the opportunity to celebrate and share your success with your family and friends.



Ralph Thoresby School

Holtdale Approach
Leeds
LS16 7RX

0113 397 9911
letmeknow@ralphthoresby.com