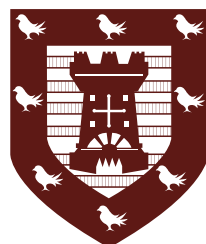


The King Edward VI School

Parent/Carer Handbook 2022/23



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Dear Parent/Carer

Welcome to The King Edward VI School. We are delighted that your child will be joining our school in September.

Our school has a long standing tradition of academic achievement and enrichment opportunities for all. We are a friendly and welcoming place, where every individual is valued and we hope that you and your child will quickly become part of our community.

This booklet is intended to provide you with much of the information you will require before your child begins school in September. It will also prove useful to you throughout the year and we would therefore ask that you keep it for reference.

We are committed to providing a broad, balanced and creative education for all of our students. We will guide and support them to maximise their potential and hope that each student has their life enriched through learning both in and outside of the classroom.

During this school year your child will be faced with a number of challenges and opportunities. The first challenge will be to manage the move from middle to high school. Although for some this is an overwhelming prospect, they will be well supported through this transition, so they soon feel part of The King Edward VI School.

We insist on high standards of behaviour and expect full support from parents/carers to maintain our standards. You have a role to play in your child's development, by working closely with the school, supporting school policies and communicating with us on a regular basis.

Please do not hesitate to contact the school if we can help in any way.

Yours sincerely

Ms Clare Savage
Headteacher

The Three Rivers Learning Trust



The Three Rivers Learning Trust provides education across eight schools in the Morpeth and Rothbury area. The Trust consists of Abbeyfields First School, Harbottle C of E First School, Stobhillgate First School, Thropton First School, Chantry Middle School, Dr Thomlinson C of E Middle School, Newminster Middle School and The King Edward VI High School. We provide an inclusive, supportive and high achieving learning experience for over 3,000 young people aged 4 – 19.

All eight schools have a rich and successful history and continue to be a central part of our local and regional community. We aim to build upon our successes whilst valuing our heritage, to ensure that our students are well prepared to succeed in the twenty-first century.

All Trust schools have shared values and priorities. A single Board of Trustees is responsible for the strategic direction and performance of The Three Rivers Learning Trust.

Our Purpose

Our fundamental belief is that everyone matters and can make a valuable contribution to the world in which they live. We provide experiences to inspire, motivate and meet the needs of all learners. We encourage a lifelong love of learning

to enable all to develop the attitudes, skills and knowledge to become confident communicators and responsible citizens.

We want our young people to:

- make a positive contribution now and in the future
- aspire to be the best they can be, and to achieve success in their learning
- develop the skills to be successful for life beyond school
- make informed decisions for a healthy and safe lifestyle
- understand, appreciate and respect the diverse world in which we live

We aim to provide:

- the highest quality teaching, learning and assessment
- a broad, balanced and creative curriculum
- personalised support and guidance for all
- enrichment activities for development, challenge and enjoyment
- a flexible and enabling learning environment

The Three Rivers Learning Trust is a unique and innovative outward facing organisation open to learning from the best practice. Considered research and evaluation, at local, national and global levels, will inform our priorities and growth.



Accomplished Students

A King Edward's Student is an Accomplished Student

Our overriding aim is to foster academic and personal development in a caring and challenging environment so that each individual can achieve his or her potential and become an accomplished student. The underlying principle for all of us in this school is that;

“ Everyone will act with courtesy and consideration at all times”.

We believe the key attributes of an accomplished student are:



Respectful

Caring

Motivated



Responsible

Curious

Resilient

We have planned our school curriculum and extracurricular activities and wider personal development programme to help fulfil this aim.

Enrichment

Student Leadership & The School Council

There are many leadership opportunities for students in school, one notable area is our School Council. The School Council exists to represent the voice of the students, promote their ideas and advocate their views and interests. It is fundamentally democratic and its role includes helping the school to serve its students as effectively as possible and making students aware of wider issues, in addition to playing an important role in establishing links with the community. Each year group has its own council composed of two members elected from every tutor group, this Year Council then elects two Year Representatives who sit on the Executive Council of the School Council. Each elected member of the School Council receives training in their role to support their development and ensure the validity and inclusivity of the School Council; it gives students the opportunity to be involved more closely in the management of the school. They provide a forum for discussion, expression of opinion and the development of ideas.

The Executive Council has its own budget to spend, at its discretion, on improvements to student facilities or to donate to good causes. To date the School Council has succeeded in improvements to the outside spaces for students and often generate over £5000 each academic year for a range of local and national charitable organisations. The elected Senior Students from Sixth Form represent the school on public occasions and at public functions.

Extra-Curricular Activities

When your child arrives at The King Edward VI School they will be able to choose from an array of enrichment activities. If they are interested in music then they may like to be involved in the Choir, the school Orchestra or the Steel Pan, Ceilidh or Jazz Bands. The school runs a drama club, art clubs, a space club and many debate teams. As well as this school runs hugely successful musicals and stage performances. Students can find out about all clubs and societies from their form tutor. However if they are not keen on seizing

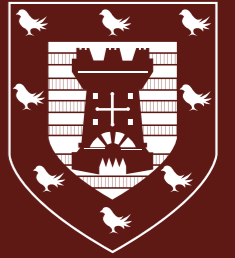
the limelight then maybe they could work backstage in our highly professional and accomplished technical production team. There is even a chance for your child to get their work published through our excellent creative writing group. Maybe your child is more interested in Science and Technology, there are a number of STEM related activities from one off events to clubs and Tech Crew. At the start of each academic year, parents will be asked to give consent for their son/daughter to attend off site trips and activities within and outside of the school day.

Student Voice plays a large part in the life of the school and your child could put themselves forward for the position of Form Representative, through this they could sit on the School Council, representing the form or their year group by sitting on the Executive Committee. They could volunteer to be a School Tour Guide. There are further clubs ranging from our school's various botanical projects to Film Club!

Such an array of enrichment activities is complemented by the school's excellent sports provision. We have teams in football, netball, rugby, hockey, cricket, cross country, athletics, trampolining, golf, volleyball and table tennis. All students are encouraged to take part in our very popular series of House Matches and earn points for their Houses. There are also chances for students to enjoy specialist coaching from outside agencies such as the Northumberland RFU and the Newcastle Eagles Basketball Team.

In addition to this, there is a wide range of trips and visits on offer from exchange visits, rewards trips and subject-specific visits and experiences. The pinnacle of enrichment is our annual Enrichment Week, where students can select from a huge and diverse range of trips, visits and experiences, such as watersports, horse riding, art and photography, programming and mountain biking.

EVERY
DAY
COUNTS



Excellent attendance promotes excellent learning and regular school attendance is essential if students are to achieve their full potential.

If your child is missing lessons, this could affect their learning in the following ways:

- Affects student's attainment. Your child's results and progress suffers when they are not in school
- Students suffer a break in the continuity of their learning or miss important topics
- Students lack confidence due to the fact that they have missed midtopic information and are unable to understand or catch up – much of the work missed is never made up, which puts them at a disadvantage at exam time

At The King Edward VI School, we:

- Believe that regular school attendance is crucial to allowing children to maximise the educational opportunities available to them and become emotionally resilient, confident and competent young adults who are able to realise their full potential and make a positive contribution to their community
- Value all students. As set out in this policy, we will work with families in order to identify at the earliest opportunity the reasons for poor attendance and try to resolve any difficulties
- We believe attendance is a shared responsibility, involving the whole school community and local community; Our attendance policy should not be viewed in isolation; it is a thread that runs through all aspects of school improvement, and is supported by our policies on safeguarding, bullying and behaviour. This policy also takes into account the Human Rights Act 1998, the Disability Discrimination Act 1995 and the Race Relations Act 2000

We define our key levels of attendance as:

90% OR LESS	Persistent absence
90.1-93.9%	Requires improvement
94.0-95.9%	Satisfactory
96.0-98.0%	Good
>98%	Excellent

Punctuality

Being on time to school is a life skill and one that we promote here at The King Edward VI School.

Being late makes us feel anxious, we miss the start of lessons where often important instructions are often being given and we start the day feeling less engaged than we would have if we had been on time.



To find out more on our attendance policy, please follow the link or scan the QR code:
www.kevi.the3rivers.net/attendance/

School Based Sources of Support for Students

The support shown below is designed to be used in order to help students with any issues they may face. Students should never feel that their questions or problems are not important enough for them to get in contact with us. **Help is at hand from the following people or groups:**

Available support	How do students contact them?
Form Tutor	Either see them before or after registration or send them an email asking for a chat or explaining their concern.
Pastoral Coordinator	Pastoral Coordinators are available are available to help throughout the day. They are based in the Year Office and can also be contacted via email. Students will also find them on duty at break and lunch in your their group areas.
Year Leaders (Years 9-13)	Every year group has a Year Leader. Our Year Leaders are also teachers, so can be found either in their classrooms or in their offices.
Student Support Area	The Student Support Area is available to support students with concerns that they may have.
Careers Advice	We have a careers specialist who is available to work with students across the school - students can find her at the back of the LRC or Tutors can support the booking of an appointment.
Chaplains	We have two Chaplains who work in school. Nick Rowark is the Lower School Chaplain who works with students from year 9 to 11, whilst Beth Rookwood works with years 12 and 13.
Counselling Service	We are very fortunate to have a team of counsellors who are based in school. If students would like counselling please speak to your Tutor, Year Leader or Pastoral Coordinator who will be able to support a referral or alternatively students can email kevi.counselling@the3rivers.net
Pride Group	If students are a member of the LGBTQ* community, if they are questioning, or if they are an ally who believes in equality they are welcome to attend our face to face pride group meetings.
Safeguarding Team	The Safeguarding team is led by Mr Clark, our Designated Safeguarding Lead and Mr Tedder and Mrs Johnston our Deputy DSL's. Other staff who are all trained to deal with Safeguarding issues are Ms Gilholm (our Safeguarding and Inclusion Leader), Mrs Davies (our SENDCO) and all of our Year Leaders.
Tell us email	Sometimes students prefer to tell us something via email, which is completely understandable. Students can email tellus@the3rivers.net about any concerns they have. These emails are picked up immediately and students will be supported.

Safeguarding Means Keeping Your Child Happy, Healthy and Safe in School

At The King Edward VI School we are committed to safeguarding and promoting the welfare of everyone in our school community and expect everyone involved with the school to share this commitment. Safeguarding is everybody's responsibility. Our **staff** are expected to be vigilant and curious about the children in their care; they are aware of how to keep our children safe and what signs to look out for. Our **students** are encouraged to share any concerns that they may have and know that these will be taken seriously. We take action as appropriate to enable all children to have the best outcomes.

The school is committed to working in partnership with **parents/carers** to safeguard and promote the welfare of children and to support them to understand our statutory responsibilities in this area.

Safeguarding means so much more than being 'compliant' with published expectations. At The King Edward VI School, we put the student happiness and their interests at the heart of all we do. Our students come from a wide variety of backgrounds, experiences and starting points. We seek to create a 'level playing field' for them to develop personal skills in a safe, secure and nurturing environment.

We carefully check that all staff and volunteers are safe to work with our children. All necessary checks are made including DBS checks, references, ID and employment history. We keep a single central record of all this information and this is regularly monitored. Visitors and volunteers are rigorously checked in much the same way staff are before they can have any unsupervised access to our children. Any contractors on site have to read a safety briefing before being signed into the building. All adults in school wear an ID badge with a coloured lanyard for quick identification.

If you have any concerns at all and wish to talk to someone, please come into school to talk to any of our Designated Safeguarding Leads. All Year Leaders are Designated Safeguarding Lead trained as well as a number of other staff in school and all of our staff receive regular safeguarding training and updates.



School Day Times

Registration starts at 9.00am - students need to be in school by 8.55am at the very latest to allow time to get to registration. School is open from 8.00am every day.

Normal school day times

Registration	9.00-9.25
Period 1	9.25-10.25
Period 2	10.25-11.25
Break	11.25-11.45
Period 3	11.45-12.45
Lunch	12.45-1.25
Period 4	1.25-2.25
Period 5	2.25-3.25

Extended Registration (Tuesdays)

PSHE & Intervention	9.00-9.45
Period 1	9.45-10.40
Period 2	10.40-11.35
Break	11.35-11.55
Period 3	11.55-12.50
Lunch	12.50-1.30
Period 4	1.30-2.25
Period 5	2.25-3.25



Curriculum

Subjects studied in Year 9

Subject	Hours	Subject	Hours
English	7	History	3
Maths	7	Languages (French and/or Spanish)	6
Science (Biology, Chemistry & Physics)	6	Music	2
Art	2	PE	4
Computing	2	PSHE	1
Drama	2	RE	1
Geography	3	Design Technology & Food	4

Languages Personalised Pathways

25% of Year 9 students will study both French and Spanish in Year 9. All other students will study one language only in Year 9. A small number of students will study a Personalised English course in addition to three periods of one language. All students, irrespective of their languages pathway will be able to follow a GCSE in languages.

All subjects except Maths and in some cases French and/or Spanish, are taught in mixed ability classes/or tutor groups.

Sex and Relationships Education

All students will receive Sex and Relationship Education (SRE) in line with the government guidance. Students can expect to receive lessons within Science on this important area, as well as broader lessons covering additional elements within specific PSHE lessons.

Options/Choices for Year 10/11

During the options process which begins from January 2023 you can support your child by discussing the options and encouraging your child to make considered choices. You should ensure your child:

- Chooses subjects he/she enjoys
- Finds out which subjects will help him/her if they have a particular career or course of study in mind for the future
- Looks at information on the Your Future (KEVI Careers) website <http://kevi.the3rivers.net/category/careers/>
- Attends one to one appointments with our Student Mentor or Careers Adviser
- Asks the advice of Form Tutors and teachers
- Makes decisions for him/herself rather than copy friends
- Aims to choose a balanced range of subjects that will give a solid foundation for the future



SEND and Inclusion

We aim to ensure that the experience of every student at The King Edward VI School is inclusive so that they all have the opportunity to fully immerse themselves in the life and community of our school. We are ambitious and set expectations and aspirations high for all students, including those with special educational needs and/or disabilities (SEND). From the moment they join us in Year 9 we work hard with students to prepare them for their Post 16 or Post 18 journey.

Our ethos is to endeavour to implement a broad and balanced curriculum which meets the needs of all learners, ensuring that where required, adaptations and adjustments are made to allow all students to access learning and fulfil their potential.

We strive to work with parents, carers and students to co-produce plans and profiles of students with SEND which allow their voice to be heard. We understand the importance of working in a collaborative way in order to meet the needs of the individual, this close communication builds positive relationships which is key to supporting students with SEND.

At King Edward's we understand that SEND is not just about supporting learning and we aim to foster an environment that nurtures, cares and provides safety for our students. We work with individuals and small groups of students to help them achieve a mindset that optimises learning and progress. With this in mind we work closely with our pastoral teams which creates a more holistic and person centred approach.



Teaching and Learning

We are proud to be able to say that our teachers have expert subject knowledge and are continually involved in educational research, using cognitive science to help design engaging lessons that will stick in the minds of students to help expand their knowledge and skills in a wide range of areas.

Students will experience a variety of teaching formats which will maximise their experience of learning in each subject area ensuring it is

deep and meaningful. We stretch and challenge students to be able to question, probe and extend their thinking to ensure they leave us as confident, knowledgeable, inquisitive people. Also important is that they are prepared for the examinations they will sit at the various stages of their school career - these examinations and their following qualifications will act as a passport for further study and career ambitions. In order to support this, students will learn how to become independent learners.

Home Learning

We know that students who engage in effective home learning activities are likely to make more rapid progress than those who do not. Students are expected to spend **at least one hour each weekday** evening on independent study including all homework tasks set by their teachers. Sometimes they will receive specific homework tasks from their teachers with set deadlines, students have planners to help them stay organised with this. Almost all lessons utilise Google Classroom which provides an organised overview of lesson curriculum content and homework tasks. When no specific tasks are set, it is expected that students spend their home learning time on reviewing their learning - this is a really valuable action and should be actively encouraged and engaged with by parents/

carers. Students' Google Classrooms will contain revision and review materials to help structure this. The school will provide help, support and facilities to those families who have difficulty in providing the resources necessary for homework completion. Please speak to Amanda Gilholm for advice. **The Learning Resource Centre is open every day until 4.30pm. Any student can use it to access computers and complete homework.**

The next page illustrates how students should be reviewing their work each day at home, all students should become familiar with these six approaches. This must be done from Year 9 and these methods will form the basis of formal revision strategies during exam season.



Strategies for Home Learning



Summarising

Read through your class notes. Rewrite the main ideas of a lesson in your own words but don't just copy out your class notes word for word. Check through your notes one final time to see if you can add in any extra points.



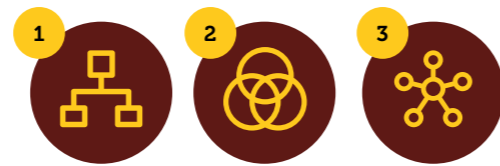
Self Testing

Test yourself on previously studied content by answering practice questions - do not cheat, cover your notes. You may have example questions from past papers or you may need to use your class notes or textbook to write the questions yourself.



Drawing

Create a drawing to illustrate the content of a lesson.



Graphic Organiser

Convert your written notes or the text from a textbook or worksheet into a diagram. This could take the form of a (1) hierarchical topical organiser, (2) venn diagram or (3) bubble topical organiser.



Teaching Others

Teach someone else about the content you have studied that day in a particular lesson. Ask a family member or a friend to be the 'student' and explain all of the key points to them, asking them questions about the topic covered.



Online Learning Platforms

Use Google Classroom, GCSE Pod and Mathswatch regularly to help organise your homework and revise for your subjects.

King Edward's Loves Reading

Reading is pivotal to success in all subjects and forming good reading habits will improve outcomes in all subjects. We place huge value on reading and we encourage all students in every year group to read daily, both academically and for pleasure. Students will read a range of texts regularly in every subject and this will support their written work and oracy skills. You can help develop your child's love of reading by supporting a love of reading at home:

- Form good reading habits and build this into daily routines (30 minutes per day)
- Encourage reading something around their hobbies, it could be a magazine or manual, look for books based on movies, television shows or computer games they enjoy
- Use the National Literacy Trust website to find inspirational reads
- Visit the local libraries in Northumberland - there are many public libraries including Morpeth and Ashington. Find details on the Northumberland County Council website
- Students can access their local libraries via borrowbox.com, a library in one app allowing access to thousands of ebooks and eAudiobooks. Simply join your local library and download the app to any device
- Carve out time for book talk at home - ask your child about what they are reading
- Encourage your child to visit the school library: our librarian is always keen to order in requests for students and to advise books for more reluctant readers

The Learning Resource Centre

Our school library is situated within our Learning Resource Centre (LRC). This is a busy and thriving space at the centre of our school. Filled with resources to support students in their studies, it is a hub for studying, reading and accessing the resources which all our students and staff need.

We want to encourage and nurture a love of reading in our school so our library is a friendly, welcoming space for everyone and is well stocked with an excellent range of up to date fiction together with classic texts and a separate sixth form collection.

Our library staff and student assistants are on hand to offer advice and help choosing great books to read or finding information.

The library software brings the next exciting read into the hands of our students with its search facilities, ebooks and even a click and collect feature if readers prefer to browse the shelves remotely!

Students also have access to a newly upgraded suite of computers for independent research and homework.

After school hours we host a thriving Book Club where students enjoy a hot chocolate and discuss their recommended reads. Students are welcome to use the library at break or lunchtimes to complete homework or enjoy the quiet reading space.



Supporting Your Child

At The King Edward VI School we believe that you play a key role in your child's learning. There are a number of ways in which you can support your child.

Planner

Please read and sign your child's planner once a week. Give praise for credits and discuss comments given and strategies to avoid.

Attendance

Please ensure your child attends school and do not book holidays during term time. **The expected minimum level of attendance should be 97%.**

Equipment

Please support your child by ensuring that he/she comes to school with the correct equipment. This includes black and purple pens, pencils, ruler, rubber, calculator and PE kit or other specialist requirements e.g. food ingredients when necessary. Please contact the school via the Student Support Area if you have any problems with these requirements as we can offer support.

Uniform

Please support the school by ensuring that your child wears the correct uniform at all times.

Stay in Touch

Please check the school website once a week if possible to ensure that you are aware of events

and news within the school. All emails, letters, newsletters and mail shots will be found posted there. Contact the Student Support Area if you have any issues/questions you want to discuss or need information.

Grade Updates

You should support your child by ensuring that you are aware of your child's target grades and that progress against these is discussed after each of the three grade updates.

Detentions

Please support us if your child is set an afterschool detention by ensuring your child's attendance. Parents/carers should discuss the reason for the detention with their child and encourage them to take action to ensure that they do not receive further detentions. Notifications of detentions will be sent via text the day prior to the detention.

School Books and Equipment

Your child is issued with exercise books, text books and certain items of equipment needed for their studies. Books and equipment remain the property of the school. If loss or damage occurs students will be charged for replacement. As far as possible, we provide all students with a locker for the safekeeping of these items and personal belongings. There is a small hire charge which goes towards new lockers and repairs. Students pay a (returnable) deposit for the locker key.

How to Contact the School

You can contact the school by telephone on 01670 515415 - use option 1 to report an absence (Year 9 to Year 11) or option 2 for all other queries.

You can email us with attendance information and detail on attendance.kevi@the3rivers.net.

Please remember that most teachers are teaching through the school day. Messages will be taken by associate staff who will pass them on at the earliest opportunity. You can also contact us via email on kevi@the3rivers.net.

If visiting, for a pre-arranged appointment during the school day, please park at the front of the school building and then report to the Student Support Area where you will be signed in.

Staff Contacts

Student Support Area

Is there to help with day to day issues e.g. uniform, free school meals, lost property, illness. studentsupport@the3rivers.net.

Ms Gilholm - Inclusion Officer

Our Inclusion Officer is available in the Student Support Area, providing a link between home and school, for students who are ill, or unable to come to school.

Email: amanda.gilholm@the3rivers.net

What else can the Student Support Area provide?

- We can provide first aid
- Sign students in or out of school and allow them to phone home (in an emergency) or take a mobile phone call
- Give information on: detentions, bullying, health issues, lost property etc
- Answer questions about free school meals or transport and after school activities



School Expectations

Our expectations are outlined below, these form the basis of ensuring students are able to feel safe and respected. Please spend time discussing these expectations with your child, talking about what this might look like in the classroom and around school. Spend some time with them reflecting on how well they met these expectations at their previous school and help them to understand the importance of making the right choices each day.

Everyone will act with courtesy and consideration at all times

1 Do as you are asked by any staff - first time, every time

2 Act with respect - use appropriate language and listen carefully when someone else is talking

3 Work to the very best of your ability and allow others to do the same

4 Arrive on time fully equipped and ready to work for every lesson

5 Wear your school uniform correctly at all times

6 Look after property and put litter in the bin

Students choosing not to follow these expectations will receive a negative comment in their planner. This could result in a detention being issued (24 hours notice will be given). Continued issues could result in a student spending time in bridging. Further details can be found in our behaviour policy on the school website.

Home School Agreement

Student

I shall endeavour to:

- Attend school every day, be on time, in correct uniform with correct equipment
- Do all of my work to the best of my ability
- Think and reflect in my academic progress and strive to improve
- Demonstrate a positive Attitude to Learning and follow school expectations
- Make a worthwhile contribution to the school community
- Take pride in my school; keeping the site free from litter and graffiti
- Treat others as I would like to be treated
- Report incidents of bullying or misconduct
- Be an excellent ambassador for The King Edward VI School

Parents/Carers

I/We will support my son/daughter to:

- Attend school every day, to be punctual, dress appropriately and be equipped for learning
- Fulfil their potential, in partnership with the school
- Complete homework and independent study to assist academic progress

I/we will:

- Positively support the school's policies and procedures e.g. behaviour, attendance etc
- Communicate with school in a polite and considerate manner

- Attend parents' evenings and meetings; taking an interest in son/daughter's school life

School

We want our young people to:

- Contribute positively and creatively now and in the future
- Aspire to be the best they can be, and to achieve success and independence in their learning
- Develop the skills, including teamwork, enterprise and handling risk, to be successful for life beyond school
- Make informed decisions about their future, for a healthy and safe lifestyle
- Understand, appreciate and respect each other and the diverse world in which we live

We aim to provide:

- The highest quality teaching, learning and assessment
- A broad, balanced, stimulating and creative curriculum
- Personal support and guidance for all students – especially as they make choices about their future
- A wide choice of enrichment activities to extend development, challenge, enjoyment and international awareness beyond the curriculum
- A continuously improving, flexible and enabling learning environment

Student Planner

The student planner is a vital communication document for your child, for you, and for the school. It is an individual diary for the year, with all school dates and important events noted and with ample space for students to record their homework study tasks as well as their personal diary entries. It also includes all the printed information about the school that your child may need to refer to from time to time, a reminder of the key learning expectations, some notes on independent study and space

for students to record particular targets and achievements. Form tutors work with your child to help them to use their planners to their best advantage. You are asked to read and sign it weekly as a way of keeping 'in touch' with your child's learning and form tutor. Your child must ensure the school planner is looked after and is not personalised in any way.

School Uniform

We believe uniform can play a key role in:

- Promoting the ethos of a school
- Providing a sense of belonging and identity
- Setting an appropriate tone for education

By creating a common identity amongst all students, regardless of background, a school uniform can act as a social leveller. It can reduce bullying and peer pressure to wear the latest fashions or other expensive clothes. We must insist that all students follow the correct uniform to ensure fairness to all.

The following uniform policy has been devised with due consideration of the statutory guidance from the Department for Education.

Most items of uniform can be purchased from a range of supermarkets and department stores.

However the blazer will need to be purchased from Emblematic, either online at www.emblematic.co.uk or in their Morpeth shop at Unit 2 The Old Stables, Grey's Yard, Morpeth, NE61 1QD. Please note the store is open Wednesday to Saturday.

The King Edward VI School Uniform

- **Blazer black with school badge** - Authorised style only. Blazers must be worn at all times when moving around the building but may be removed in lessons with permission
- **School tie** - must be worn at all times
- **Plain, formal, flat fronted or single pleat black school tailored trousers.** Authorised style only. Full length, no denim, canvas/linen material, cargo-type or leggings
- **Plain black charleston or box pleat school skirt** - Authorised styles only. Skirts must not be rolled or folded at the waist. Skirts must be worn with plain black opaque tights
- **Plain white school shirt with a collar.** No logos allowed. Shirts must be tucked into trousers/skirt
- **Plain black V neck knitted jumper** (Optional) School jumpers can only be worn beneath the school blazer. No other jumper / hoody will be accepted
- **Belt** - plain black only to be worn with trousers in belt loops
- **Shoes** - plain black low heeled polishable

shoes, suitable for school (no logos, mules, sandals, flip flops, thin heeled shoes, pumps. Boots must be no higher than ankle

- **Plain black or white socks**
- **Jewellery** - Watches are permitted (rings, bracelets or necklaces are not permitted). One earring per lobe – small and plain sleeper or stud (facial jewellery or retainers are not permitted)
- **Hair and nails** - Hairstyles must be an appropriate style and a natural colour. Nails must be natural in colour and no acrylic nails allowed
- **Make up** - Must be natural looking only
- **Outdoor wear** - No outdoor wear, such as coats, hats, scarves must be worn in the building and no baseball caps to be worn on the school site

The King Edward VI School PE Kit

A choice of one of the following three tops:

- Rugby shirt, polo shirt, or t-shirt - School design or plain black only - no logo
- Plain Black shorts or skirt
- Black tracksuit bottoms or sports leggings
- Plain black or white sports socks
- Hoody (optional) - School design or plain black only - no logo
- Appropriate footwear - trainers and football/rugby boots

For all uniform we reserve the right to determine suitability for school.

Second Hand Uniform Provision

We encourage all students and parents to donate any unwanted uniform that remains in good condition. This can be done via either Student Support or Stobhill Link. Stobhill Link has uniforms to give away regardless of financial circumstances. They welcome anybody from any background to use their free school uniform service. Just contact them on **01670 519575**

Pupil Premium Provision

Pupil Premium students will receive an annual contribution of £100 to help with the purchase of school uniform.

Expectations of Parents

- Parents must support their child by ensuring they have the correct uniform available to them and by not purchasing incorrect styles etc. Please contact us in advance of purchase if you are unsure and we will confirm
- Please do not allow our child to bring any non uniform items such as hoodies etc into school.
- Similarly, please do not allow your child to colour their hair or get acrylic nails as they are not permitted and this creates conflict
- Please contact school immediately if your child is not in full uniform and advise them to present to Student Support by 8.50am so that we can ensure they are dressed appropriately for the day ahead

Maintaining Uniform Standards

- If a student arrives at school in the incorrect uniform, they must rectify this before they enter the tutor room. Where the uniform cannot be corrected immediately (i.e. trainers, skirt etc.) students should go to the Student Support Area to borrow appropriate uniform

before 8.50am so that they are not late to the tutor period at 8.55am

- If there is no uniform to borrow then the student will be given one day's grace. After this time, or where there is no parental explanation, students will be placed into the Bridging Room until rectified
- A doctor's note must be provided where, for medical reasons, students cannot wear school shoes
- Any student presenting during the school day not in correct uniform will be given a negative comment. Four negatives comments in one week for any reason will result in after school detention
- Lockers are available for students to store coats during the school day



The Role of the Form Tutor

The Form Tutor is normally the first teacher students see each day, students have tutor time every day for either 25 or 45 minutes. The Form Tutor takes on the following roles:

- Supporting the academic progress of their tutees
- Supporting the social progress of their tutees
- Teaching PSHE
- Liaising with parents and carers
- Acting as a link between students and teachers or parents and teachers
- Offering feedback at Welfare Evenings
- Taking the register and distributing messages about school events

- Supporting students with their attitude to learning
- Providing guidance with friendship issues
- Helping with exam preparations
- Taking a role in the safeguarding process
- Mentoring and coaching students

Form tutors will be happy to listen to any concerns you may have regarding your child at school and will ensure support is put in place for students. As tutor time provides such an important pastoral element for students, punctual attendance each morning is essential.

Anti-bullying Strategies

If you or your child feels worried, tell the Form Tutor or Year Leader and you will be put in touch with someone who can help.

If you think that your son or daughter is unhappy in school, or is not performing as you think that he/she should be, please let us know. A note to the Form Tutor or a telephone call asking for your call to be returned will usually suffice. Students can also send an email to our 'Tell Us' email address at tellus@the3rivers.net. It is particularly important that you let us know if you

think that he/she may be the victim of bullying behaviour. We have a clear anti-bullying policy and programme in the school and all students and teachers are familiar with it. We think it is effective but we know that some bullying exists in every human environment. Our aim is to deal with it, if it occurs, quickly, sympathetically and effectively.



The House System & Rewards

Each student in the school will become a member of a house and work throughout the year to earn House Points both individually and as a Tutor Group. Our houses are linked to significant historical figures from the town of Morpeth. We want students to know about their local history and be proud of the cultural heritage that sits within our town.



Collingwood

Vice Admiral Cuthbert Collingwood, born 1748 – died 1810, was an admiral of the Royal Navy, notable as a partner with Lord Nelson in several of the British victories of the Napoleonic Wars and the battle of Trafalgar.

When not at sea he resided at Collingwood House in the town of Morpeth. He is known to have remarked, "whenever I think how I am to be happy again, my thoughts carry me back to Morpeth."



Davison

Emily Wilding Davison was born in 1872 to Charles Davison, a retired merchant, and Margaret, both of Morpeth, Northumberland. She achieved first-class honours in English, but could not graduate because degrees from Oxford were closed to women.

She was highly active in the suffragette movement alongside Emmeline Pankhurst. On 4 June 1913 Davison held two flags bearing the suffragette colours and she ducked under the guard rail and ran onto the horse race course. She reached up to the reins of Anmer—King George V's horse and was hit by the animal. She died two days later.



Turner

William Turner (1509/10 – 13 July 1568) was a physician and a natural historian. He studied medicine in Italy. He was an early herbalist and ornithologist.

Turner was born in Morpeth, Northumberland, around 1509/10. He studied at Pembroke Hall, Cambridge University. While at Cambridge he published several works, including *Libellus de re herbaria*, in 1538 and he also published the first book ever devoted entirely to birds.



Hollon

The Hollon fountain, in Morpeth town centre, was paid for and erected by the people of Morpeth in 1885 to honour Thomas Hollon. On the death of Mary Hollon, four years earlier, he set up a trust fund in memory of his wife and the affection they both shared for Morpeth.

The Trust exists to help people in hardship or distress. The trust paid for an annual treat, bringing food and warmth to people awarded grants from the fund. Sacks of coal were provided along with an invitation to a meat tea in Morpeth Town Hall every November 5, Thomas Hollon's birthday. The trust fund continues to award grants in the town.

House Points

We will always tell students when they are doing well. Teachers will recognise, praise and reward students.

House Points are given for:

- Effort
- Attainment
- Contribution in class
- Excellent homework and classwork
- Improvement
- Being helpful
- Consistently great attendance and punctuality

House Points for involvement in extra-curricular activities will also be awarded.

This might include:

- Music and drama productions
- Sports teams
- Assisting others
- Taking part in School Council

- Charity events
- Supporting Open Evenings
- Improving the environment

Headteacher and Year Leader Award

In addition to House Points, students may also be nominated for a Headteacher or Year Leader Award. As well as earning additional House Points, students receiving a Headteacher Award are sent a letter home and will also meet with the Headteacher, receiving a pen in recognition of their achievements.

Student of the Half Term

We have a prestigious set of subject based rewards where departments select a student from each Year Group who has demonstrated excellent attitude and worked in an outstanding manner that half term. They receive a certificate and letter home.

Communication

Regular communication is vital in our shared responsibility to support your child. We communicate in a number of different ways. It is important to ensure that the contact information we have for you is kept up to date. Please contact the Student Support Area (01670 515415 or studentsupport@the3rivers.net) if you change your address, telephone or email.

Letters

We will email letters home regularly with useful information. We will try to strike a balance between too many and not enough.

My Child at School App

This will provide you with free access to your child's timetable, their behaviour log and achievement log (house points). In addition it will also provide a free text alert service for example if your child has not attended school, if there are any last minute changes to an event, if your child has a detention the following day, etc.

Telephone

This may be for a wide range of reasons, but might include because your child has not turned up at school, has taken ill, a subject teacher wants to discuss specific progress, welfare concerns, etc.

Grade Updates

We will email a Grade Update three times per year which will contain information about your child's progress in each subject along with attendance and House Points.

Form Tutor Reports

These will provide a written summary of your child's year at King Edwards.

Evenings

We offer a range of evenings depending on the Year Group that your child is in. These include:

Welfare Evenings - meet with your child's Form Tutor to discuss their personal, social and academic progress.

Parents Evenings - meet with subject teachers to discuss academic progress. Appointments can be made online via our booking system.

Year 9 One to One Options Meetings - an appointment with a Senior or Associate Staff member to discuss GCSE options.

Support Your Child Evenings - usually a carousel of presentations to support the academic progress of your child.

Year 11 Progression One to One Meetings - an appointment with a Senior or Associate Staff member to discuss options following GCSE exams, such as Sixth Form, college or apprenticeships.

Careers Events - each Year Group will have the opportunity to engage with a large number of employers and other organisations to support their careers education. This includes, but is not limited to, the highly successful King Edward's Inspires event.



ICT and E-Safety

ICT

All students will have access to computers and to Google Workspace for Education, including Classroom, Gmail, Drive, Docs, Sheets, Slides and more. Each student will receive a username for the network and a separate username for their Google account. Students personal space must not be accessed by any other student and passwords must be kept secure at all times.

E-Safety

When using networked computers, there are strict filters in place to prevent unsuitable material being accessed. In addition, students are taught about being e-safe as part of their ICT/Computing curriculum, ensuring they can make the right choices when presented with inappropriate material. We also ensure that students are fully aware of the 'Dos and Don'ts' relating to the use of computers, something which is regularly reinforced when using ICT as part of their studies. We have an '**Acceptable Use Policy**' in student planners which all students sign. Please read this with your son/daughter and discuss any questions they might have.

There is further information on our website to support parents and students in managing e-safety issues. As a school we do our best to keep up to date with all of the latest social media tools - it is important that young people consider what they share with others and the potential implications to themselves and others.

Online Learning Outside of the Classroom

We use Google's **G Suite for Education** suite to bridge the gap between in-school learning and home learning. Each student can log on to **Google** with his/her own username. The Google Apps provide access to online storage, email and the facility to create documents similar to Word, PowerPoint and Excel. The system is available on any device connected to the internet, does not require the use of additional purchased software and therefore is available to all.

If any student has forgotten a password, please contact the school's ICT technical team who can reset it.

The School Website <http://kevi.the3rivers.net> provides support and information to parents/carers on all aspects of school life.

The Maths department use an online tool called MathsWatchVLE (<https://vle.mathswatch.co.uk/vle/>). Login details are provided by the Maths department.

Social Media

Whilst we understand the benefits and draw of social media, it can also be used in a significantly negative way. We will discuss social media with students, but we also ask that you discuss your son/daughters usage of social media with them. In most cases issues are often made much worse by posting comments on social media. In cases of bullying online outside of school time we reserve the right to report this to the police.

We also strongly request that you do not post negative comments or complaints about the school on social media. We do not have a mechanism to reply to any posts. Instead we request that you always contact the school to resolve any concerns you have.



Careers Guidance

Careers Education at The King Edward VI School aims to be broad, balanced and personalised. Our aim is to inspire students, broaden their horizons and support them to make informed decisions. The days of a Careers Adviser matching you to a particular job are long gone!

Careers Education is delivered in a variety of ways across the Year Groups, but never as a 'careers lesson', it is more holistic than that.

To us Careers Education means:

Competencies

The skills and dispositions beyond grades that are desirable to employers, these employability skills are about keeping 'the' job once you get it; developed though being an accomplished student.

Aspiration

Students should not be told 'no' but asked how. The only limitations we have are the ones we impose upon ourselves.

Research

The world of work is very different to what it once was, it is very dynamic with new companies and job types constantly evolving. Competition for jobs is fierce and truly international. Understanding Labour Market Information (LMI) is vital.

Employability

Essentially this is career management i.e. getting the job when you apply for it. This is about achievement and progress in subjects (the 'golden' ticket of 5+ grade 4s), attendance and punctuality, as well as competencies.

Empowerment

Hopefully students will be empowered to ask questions and make decisions. They will see the value of work and their place within a particular pathway. Students take pride in, and celebrate accomplishments.

Resilience

There will be setbacks, it is about having the self confidence and tenacity to deal with these. Learning from our disappointments and to keep trying. Reflection is a key skill.

Success

Success means different things to different people. It is about supporting students to be successful in their own right and move onto a Post 16 or Post 18 pathway that is right for them.

Students will have access to our Student Mentor who is a qualified Careers Adviser. Although students will receive one to one's at key points in the year, they can book an appointment at any time.

Further details of careers provision at King Edward's can be found on our website <http://kevi.the3rivers.net/category/careers/>



Break, Lunch & Healthy Eating

For safeguarding reasons your child must stay on the school site at break and lunchtimes. Our catering team serves hot and cold meals. Students can bring a packed lunch if they prefer. All students should bring a filled, reusable water bottle to school each day.

Healthy Eating

We have a range of food options available for students in school, including vegetarian and vegan options. At breaktime, students can purchase snacks and drinks, this allows them to have a break from academic study and feel re-energised for their remaining lessons. At lunchtime, students can choose from hot and cold food options. We have a hot meal counter, pasta bar and salad bar. We really encourage students to have a healthy nutritious meal at lunchtime as this can have a positive impact on their learning and wider health. If students chose to bring packed lunches, we would encourage healthy choices to be made. Energy drinks are banned in school - the high levels of caffeine can be detrimental to the health of students.

We strongly encourage all parents/carers to plan healthy meals with their children, encouraging them to make healthy choices. Please stress the importance of the following:

Breakfast

Please help students to make healthy food choices in the morning by eating a good breakfast. This can have a positive impact on learning, concentration levels and behaviour.

Try some of these:

- Porridge with sliced banana
- Muesli, fresh fruit and low fat yoghurt
- Baked beans on wholemeal toast
- Scrambled eggs on wholemeal toast
- Homemade smoothies with frozen fruit and low fat yoghurt

Fruit and Vegetables: Are You Getting Your 5 A Day?

Fruit and vegetables are a good source of vitamins and minerals and fibre, and should make up just over a third of the food you eat each day. It is recommended that you eat at least five portions of a variety of fruit and vegetables every day. They can be fresh, frozen, canned, dried or juiced. There is evidence that people who eat at least five

portions of fruit and vegetables a day have a lower risk of heart disease, stroke and some cancers.

Eat Less Saturated Fat, Sugar and Salt

Too much saturated fat can increase the amount of cholesterol in the blood, which increases your risk of developing heart disease. Regularly consuming foods and drinks high in sugar increases your risk of obesity and tooth decay. Eating too much salt can raise your blood pressure, which increases your risk of getting heart disease or having a stroke.

Enjoy a Healthy, Balanced Diet

Base meals on higher fibre starchy foods like potatoes, bread, rice or pasta. Have some dairy or dairy alternatives (such as soya drinks) and boost your protein levels by eating some beans, pulses, fish, eggs or meat. Try to choose unsaturated oils and spreads, and eat them in small amounts. Remember to drink plenty of fluids (at least six/eight glasses a day).

To manage payments for school lunches, we operate a Cashless Biometric System through Live Register. Parents can top up accounts via our website and School Gateway (see later guidance). The system uses the latest biometric technology to scan the students finger and generates a unique identifier to be used in the system to identify the student and allow them to pay for their lunch. A full scan of the thumb is not stored, but rather, three separate parts of the thumb and this cannot be used by any other system. Those children who do not have parental consent will be given a four digit code to use. The thumb print recognition also guarantees anonymity for those on free school meals.

Any information regarding what your child is purchasing is available on request from Alison Hoyle our Catering Manager who can be contacted by email at alison.hoyle@the3rivers.net. If your child is entitled to a free school meal please use the entitlement. The cashless system guarantees complete anonymity.

Special diets for medical or religious reasons can be provided and a form is available on request. As we continually strive to improve the catering service we welcome any comments or feedback via the school email kevi@the3rivers.net.

Free School Meals

Did you know ... just registering your child for Free School Meals means that the school gets extra money?

The Government gives money to schools to help children from lower income families do their very best. This funding is called a 'Pupil Premium'.

For every child registered as Pupil Premium The King Edward VI School gets £935. This additional money is used to provide additional resources and staffing to support Pupil Premium students. More details can be found on our website.

If you are registered for Free School Meals you could also get help with the cost of uniform, equipment and school trips. Please register to make sure your child does not miss out.

If your child is eligible for Free School Meals, even just for one day, it could entitle them, in the future to the Post 16 Bursary. This is a regular weekly payment made to students to support them in Sixth Form or College. Being in receipt of FSMs currently, or at any point in the previous six years would also support students accessing

many Widening Participation schemes with Universities; this can include reduced entry criteria and/or bursaries.

How does it work?

- First, check if you qualify – it is not just if you are unemployed, so please visit <https://www.gov.uk/apply-free-school-meals> to view eligibility criteria
- Registering is really quick and easy – if you think you qualify, contact our Inclusion Officer, Amanda Gilholm on 01670 515415 who will help you to register
- If you want your child to have a free, healthy meal at lunchtime we will top up your School Gateway lunch account each week saving you more than £350 a year
- If you don't want your child to have the school meals they can continue as normal – as long as you qualify and are registered, the school still gets £935 extra which is used to improve your child's education

No one will know you have registered and it will not affect any other benefits you are claiming. Please talk to us about registering your child.



My Child at School

From September 2022 the Three Rivers Learning Trust will be using a new electronic communication system called My Child At School (MCAS). MCAS enables you to receive information from school securely, quickly and reliably. If you already have a child at a school within The Three Rivers Learning Trust, this will replace School Gateway, our current communication system.

My Child At School is an online portal providing access to information from school via any modern web browser (e.g. Edge, Firefox, Chrome, Safari etc.) as well as a free app (for android or ios) which can be enabled with Push Notifications to ensure you receive timely information.

We can send letters by email to your inbox and short messages directly to your mobile phone. You can also make payments through the app or online, as well as top up and view lunch account balances.

By registering on MCAS, you can:

- Receive letters reliably and promptly
- See letters in your inbox like any other email

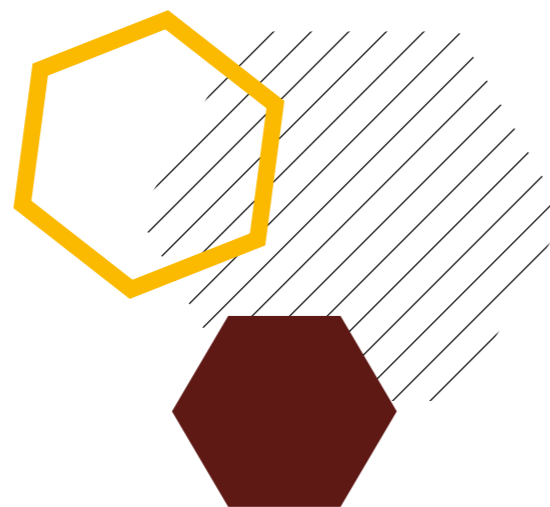
- Get a short text or app message if we need to contact you urgently
- See your child's timetable for the current week
- Top-up your child's lunch account securely, quickly and easily, as well as monitor their spending

We can:

- Send letters and information regarding your child/ren
- Save money on admin time, printing and paper
- Contact you urgently when necessary

The school will use the email address and mobile number that we hold for you in our database, you will have the opportunity to update these details in June via our Data Collection Form that will be sent to you. If you change your contact details after this date please let the school know as soon as possible by emailing kevi@the3rivers.net.

During the summer holidays you will receive a letter from school providing your login details for MCAS and details on how to access the website and download the app.



Personal Belongings

Your child is advised not to bring into school:

- Expensive items eg clothing, footwear, jewellery
- Electronic devices eg mobile phones, tablets, etc
- Large sums of money

The school cannot be held responsible for these items if they go missing.

Mobile Phones and Earphones

If, against the school's advice, your child chooses to bring a mobile phone into school, it must be switched off and kept out of sight throughout the day, including at break time and lunch time. If seen, mobile phones and ear phones also will be confiscated for the rest of the day and a negative comment issued. Personal property is the responsibility of your child, but we maintain a Lost Property store at Student Support from which students may reclaim items they have

mislaid. Please help us by ensuring that all items are appropriately marked and by ensuring that expensive, valuable items are not brought into school at all.

During games and PE lessons your child should hand valuables to staff in charge; at other times the Student Support Area or Main Office may accept for safekeeping valuables that have necessarily been brought to school, provided that you accept that neither school nor staff can be held liable in the event of loss or damage.

Lockers

Students can choose to have a locker for a small fee - these help students stay organised throughout the day. Lockers should only be accessed before school, after school or in the first or last five minutes of break or lunch.

Transport

Students in the school's admission area who live more than three miles from the school are entitled to a bus pass covering their journeys to and from school on school days. Arrangements are usually made through the contributory middle school. New parents/carers should contact the Director of Education (School Transport). Students remaining late at school for school activities etc can see the member of staff running the activity for an additional voucher to pay for the bus. Students will still need to show their bus pass to the driver.

If you transport your child to school we would kindly ask if you could drop/collect your child at a safe place in Morpeth away from Cottingwood Lane. We are becoming increasingly concerned at the amount of traffic on Cottingwood Lane causing congestion and other Health & Safety hazards. We would suggest the following locations:

- Car park behind St James's Church
- Car park next to the Bus Station
- Car park opposite Dacre Street

If you have no other choice but to use Cottingwood Lane i.e. mobility/ accessibility, please note the speed limit is 20 miles per hour. Please avoid the following times between 8.50am-9.00am and 3.20pm-3.40pm when students are coming to and from the site. The school car parks are available to visitors and for after school events. The speed limit on entering the school site is 10 miles per hour. On arrival at school during the school day please report to the Student Support Area where your child will be signed in.



Charging for School Activities

In accordance with Sections 106-111 and 117-118 of the Education Act 1998, the school makes no charge for education or educational activities provided during school hours as part of the published curriculum.

Some activities (for example field study courses, theatre and museum visits) may be provided during school hours in support of the school's published curriculum. Parents/carers will be informed of such activities, and may be invited to make a voluntary contribution equivalent to the actual cost of their son/daughter's participation, on the understanding that if sufficient funds are not available the activity may be cancelled. Families in receipt of free school meals or the

Pupil Premium may be eligible to have part of the cost subsidised by the school.

When activities take place wholly or mainly out of school hours they are entirely voluntary. Parents/carers who wish their children to participate in them may be asked to meet the actual cost of their son/daughter's participation in the activity concerned, or (if the school chooses to subsidise the activity) some proportion of the cost.

Where resit examinations are approved in prescribed examination subjects, and the school has provided no further teaching, parents may be charged the actual cost of such examinations.

Making a Complaint

If you have a complaint, please try to contact the appropriate person to try to deal with it. In the first instance this might be the Form or Subject Teacher. If you feel that the complaint needs to be dealt with at a higher level, then please contact the school via the email address (kevi@the3rivers.net) and it will be forwarded to the appropriate person. This will often be a Year Leader or Subject Leader.

If this the issue has not been resolved through your normal contacts with the school, you should let the Headteacher know, again via the school email. Normally the matter can be settled informally at this stage. If that is not the case, there is a formal procedure to take the matter further and the Headteacher will give you details.

Policy Statements

We have a large number of Policies which parents can access in the following ways: school website – <http://kevi.the3rivers.net> contact the main office for paper copies (there may be a small charge).

For any other queries regarding School Policies please contact the main office on 01670 515415 (Option 0).



What if...

Your child is absent from school

If your child is going to be absent, always let us know by emailing attendance.kevi@the3rivers.net or calling our absence line (01670 515415 followed by option 1). Please complete the absence page in the Student Planner explaining the reason why and sign and date, otherwise the absence is deemed unauthorised.

It snows heavily

The Headteacher will make a decision. For students who catch buses, the bus companies will be contacted and arrangements made for students to contact parents/carers, sign out and go home by bus. Morpeth students will usually remain in school. Non bus students will only be allowed to leave school with parental permission. We believe that students are safer in school, than out of it, in inclement weather. Messages will be put on the website and concerned parents/carers will find it easier to access this rather than ring the school when lines will be busy. We will also send a parent text.

There is an early closure

No child ever needs to walk the streets waiting for a lift or bus. The Learning Resource Centre is open until 4.30pm daily.

Your child is late for school

Your child must always register with the Form Tutor if it is before the end of registration. After this time students must sign the late book, which is kept in the Student Support Area.

Your child is feeling ill

Your child must always ask the class teacher for a medical pass and go to the Student Support Area or allocated area who will contact home if necessary. They must not use their mobile phone to contact home.

Your child needs to leave school

Complete the absent note page in the student planner, explaining the reason why, sign and date. Your child must show this to his/her tutor to sign. When it is time to leave, your child must sign out at the Student Support Area and show the appropriate page of the student planner.

Your child loses something valuable

Check whether it has been handed in at the Student Support Area. If this is not the case report it to the Year Leader. Wherever possible, your child should not bring valuable things to school.

Your child is wearing incorrect uniform

Your child must always have a letter from home if there is a genuine reason. Your child should not wait to be challenged on this and should go to Student Support before school. At Student Support they will be able to borrow our school uniform and then return it at the end of the day. They must do this in plenty of time so that they are not late for registration at 9.00am. If the school does not have spare uniform to loan, students will be given one days grace. After that, or if a student refuses to use our uniform, then they will be placed in the Bridging Room.

Your child is being bullied

Your child must always report this immediately to a member of staff, his/her friends, Peer Counsellor or Form Tutor. Do not accept it as being part of being in school!

Your child needs to go to the toilet during lessons

Your child must always ask his/her teacher to sign his/her planner. It is better to go at break and lunchtimes, even if it is not needed at that point in time.

Your child gets lost

Ask a Sixth Form student or member of staff. Don't worry, we all get lost from time to time!

The King Edward VI School

Cottingwood Lane
Morpeth
Northumberland
NE61 1DN

Telephone

01670 515415

Website

kevi.the3rivers.net

Email

kevi@the3rivers.net

Headteacher

Ms Clare Savage

Chief Executive Officer

Mr Simon Taylor

Chair of Board of Trustees

Mr Colin Pearson

Please note that the information in this handbook was accurate at the time of print but this is subject to change. Up to date information can be found on our website.