



Year 7 Information Pack



Strong schools, supportive homes: together we care,
together they thrive

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Welcome from the Transition Team

The Year 7 Transition Team warmly welcomes you to the Simon Balle All-through School secondary community. This is an exciting time for all Year 6 students although it is often, quite naturally, one that can indeed include questions and doubts for students as well as parents/carers. Yet those who already know our school will be aware of our ethos and culture and that you can trust us to do all we can to support and guide students in their time with us. Those who are new to our community will soon hopefully see and understand our values and vision, along with what we do day-to-day to fulfil these, and why this makes our school an outstanding place for young people to thrive and flourish. This has been evident in our current Year 7 cohort who have settled seamlessly into life with us and have been a key part of our community since day one. We know that is in no small part due to our comprehensive transition programme which your child will benefit from in due course.

New beginnings for students

Part of the sense of excitement felt by our prospective Year 7s is the very idea that secondary school is different to primary school and provides an opportunity to flourish as mature young people. Your children enter a caring, compassionate community that presents new experiences and avenues for growth so they have the support and challenge to reach their potential in every way. We set high expectations, regardless of starting attainment levels, which all students are encouraged to meet. Day-to-day, students will move around the school to go to a range of subjects with expert teachers and the chance to further develop a love of learning. Students' experiences are complemented with extra-curricular activities, a purposefully-designed enrichment curriculum and outstanding learning opportunities. These not only build on academic performance but also on the character development and the core values of the individual. This process begins in earnest now and we will do all we can to support you in making these changes now to accelerate their assimilation to life with us as well as build their confidence and enthusiasm about the start of their new journey.

New beginnings for parents

As you can see, we value our relationship with you as parents. We work with you closely and communicate regularly as we know the impact this close collaboration will have on students' progress as learners and young people. However, these methods will be a new way of working for most parents. We use an online system called Arbor for keeping parents updated with attendance, communications, progress data and reports, homework and behaviour, and developing an understanding of this system is vital in engaging with your child's school experience. We will also seek to equip and inform you so you can help to reinforce our work with your child in school. This is equally true of the pastoral side of life at Simon Balle as it is only by working side-by-side together, in a relationship based on trust and aspiration to produce tomorrow's citizens today, that we can do our best by our students. Therefore, we expect full parental engagement so we can work together to ensure your children thrive in every way whilst in our care.

So, we hope you, and especially your son/daughter, enjoy secondary life at Simon Balle. It is a vibrant, happy school in which students want to excel. Year 7 students feel safe, supported and secure in the knowledge that if they work to their potential, they can become 'tomorrow's citizens today'. We look forward to working with you.

The Year 7 Transition Team

Important Dates for Your Diary

Date	Focus	Information	Action
Wednesday, 2nd July, 6pm.	Welcome to Year 7 parental transition.	Key staff will deliver presentation information in the secondary school hall that will include details of what it means to be a SBAS student, both pastorally and academically.	Mandatory attendance for all parents/carers.
Thursday, 10th July, 8.30am to 3.15pm.	Hertfordshire students' transition day.	Students to wear primary school uniform and bring a pencil case with equipment. Parents must also ensure there is at least £3.70 on the student's Parental Portal account to allow them to pay for lunch on the day	All students must attend.
Monday, 14th July, 3.30-6pm. Larch Centre Hall	Stevensons Sizing Event	Several sizing sets of all uniform will be available. Parents and students are able to try on/size up uniform in person and mark off preferred sizes on an order sheet. Parents then order uniform online from home, within the free delivery window. Parents have full records of sales (i.e. sizes) on their online account	To be attended by parents/carers and students.
Wednesday, 27th August to Friday, 29th August, 9.00am to 2.00pm.	Summer school.	This offer is unique to Simon Balle in its scale and is a vital part of the transition offer. It is designed to not only successfully cultivate a sense of belonging and connection to the school, staff and the rest of the new cohort but also establish a critical understanding of our values and culture. We have seen firsthand over the last several years how important a role the Summer School plays which is why we are aiming yet again for 100% engagement.	It is expected that all students will attend.

Tuesday, 2nd September 8.30am	School starts for Year 7 students.	Year 7 students will be welcomed to Simon Balle.	
Wednesday 3rd September	All students in school	Year 7 individual photographs will be taken for use within school.	
Thursday 4th September	All students in school	Year 7 group photographs will be taken. Any students without permission for photographs will be responsible for removing themselves from this photograph.	
Wednesday 24th September 6-7pm	Year 7 information evening.	Further details to follow.	

School Uniform

We want students to be proud of their school and to understand that wearing the uniform correctly is about more than appearance - it reflects pride, unity, and a shared sense of purpose.

Our uniform is simple but smart, and it represents more than just clothing. It signifies that we are all part of something bigger - the Simon Balle community. Wearing the uniform well shows respect for ourselves, for each other, and for the values we stand for. It promotes a sense of belonging and equality, encouraging students to approach their learning with the right mindset and a strong sense of character. When we wear our uniform with pride, we show that we are ready to learn, ready to support one another, and ready to represent our school in the best possible way.

The itemised uniform list can be found [here](#) and all other details regarding uniform can be found on our [website](#).

Please note, certain items can be bought locally and cheaply as they are easily obtainable. Specialist uniform needs to be purchased from [Stevensons](#), the company which most Hertfordshire secondary schools use.

Address: 133-135 Victoria Street, St Albans, Hertfordshire, AL1 3XS, Tel: 01727 853262.

Communication with Parents and Families

We all share the same aims for each and every child: that they are happy at Simon Balle, make the most of the many opportunities on offer and also achieve their very best academically. In order for us all to support your child, we need to ensure that we talk, we listen and we inform. This goes both ways in the school-home partnership. We have set up some very easy ways for this to happen:

- We send a fortnightly newsletter to you digitally with the calendar and information on it
- Our website is kept up to date for you. This not only has general information on it but also has the curriculum maps which tell you what your child is studying in every one of their subjects
- We send digital reports of your child's progress
- We run regular parents' meetings and workshops
- We telephone you
- You can email us - we expect you to keep us informed. At the Information Evening we will give you the principles around how to do this

Children whose parents take a great interest in their school life and work, and that means even chatting with them regularly about school, achieve higher exam results than those who do not. So, read the newsletters, look at the website, attend the meetings at the school, ask questions and keep in touch with us please!

Website

Our website provides you with important information about our curriculum and life at the school. Transition information can be found on the Secondary Admission page under the admissions menu heading. Information regarding the curriculum and assessment are located under the Curriculum menu, and policies such as Behaviour for Learning can be found under the Policies and Accounts menu.

Social Media

Our social media channels are used to promote and celebrate what is taking place during the school year. Updates will occur in a timely fashion, but will not necessarily be instantaneous. Only students with the necessary photo permissions will be featured in these posts. We are happy for parents and the wider community to engage with our posts, but please use phone or email for discussing issues with us.

Arbor

At Simon Balle we use an online web-based system to collect and store details about your child's attendance, academic progress, homework and behaviour.

Arbor is our Management Information System (MIS) and contains attendance and personal

information (contact details, medical information etc) and is used for academic monitoring and progress reports, homework assignments and behaviour.

The system can be accessed via both an internet browser or an app. From September 2025, parents can log on and view their child's attendance, progress and behaviour records as well as monitor their homework and update personal information. All that is required is access to the internet and the primary email address you have given us. A student app is also available for students to track their homework and behaviour points. We will send you more information on the service later in the year.

Transition Arrangements

Wednesday 2nd July (6pm) – Welcome to Year 7 Parental Transition Evening

At Simon Balle we value the whole child for who they are and what they can bring to enrich the fabric of our school community as an individual in their own right. We work hard to support the students' personal development so they can become happy, successful people who will live well together as part of a community. This evening will allow us to outline the range of ways we seek to do this, providing guidance on what can be done at home by parents and carers.

As well as this we will be outlining our academic expectations and give guidance on what we can do together, as parents and teachers, to support and challenge students to make a positive start to Year 7 and continue this through to Year 8 and beyond. This is because we know that for many parents the biggest concern about the transition from Primary to Secondary is linked to the social aspect, however, studies have shown that when an equal focus is given to the academic aspect of transition then students fare better not only in the short term but for the remainder of their school life too.

We expect all parents to attend this meeting to ensure we make as strong a start as possible to our home-school partnership.

Thursday 10th July – Students only induction

This is Hertfordshire's Transition Day. It is a wonderful opportunity for the students to get a taste of life at Simon Balle as well as begin to develop relationships with new peers and teachers. For us, this chance to welcome the new cohort and get a greater sense of each individual student is one of the highlights of the year.

Summer School - 27th – 29th August, 9 - 2pm each day

Over several years we have built our Summer School into something that is an incredibly important aspect of our transition process, one that is a talking point of joining SimonBalle, and the buy-in from parents and students alike has been wonderful. We know that the young children who participate feel the benefit in every way of this research-based offer, which in turn supports a positive start to secondary life. This is why we are **aiming for 100% engagement** and ask parents to prioritise availability for these dates and to reserve their place via the registration form on Admissions+.

Enrichment and 'Gradu8' Club

At Simon Balle we believe that an inspiring enrichment programme is an intrinsic part of the school experience. This aspect of school life is key not only to developing character, aspiration and enthusiasm but also is essential in a student's overall growth. Therefore, we have created two strands of enrichment for Year 7 students: extracurricular clubs and the 'Gradu8' Club.

Extracurricular clubs

We believe that education goes beyond the classroom. A rich and varied extracurricular life is essential to developing a sense of belonging, character, wellbeing, and discovering hidden talents and interests that help shape who we are.

Engaging in extracurricular activities is not just encouraged – it is the norm. All students are expected to take part in at least two extracurricular clubs, not including the Gradu8 programme because we know it makes a huge difference to how they settle and in turn thrive in secondary. Activities outside the curriculum give students the chance to explore passions, try new things, build confidence, and connect with others. There is clear evidence that extracurricular involvement supports wellbeing, personal development and academic engagement.

A wide range of clubs are available to Year 7 students throughout the week, either during lunch and these include:

- sport and fitness.
- music ensembles and instrumental and vocal lessons.
- creative and visual arts.
- humanities and STEM.
- library and reading groups.
- study support.
- interest and hobby-based clubs, such as chess or eco club.

The music department also runs its own exciting extracurricular programme, and more details will be shared in due course about how your child can take part.

Most clubs are free and require no sign-up. A few may involve a small charge each half term to cover the cost of materials – for example, art or business clubs.

To help students get involved, we will provide:

- a full list of clubs with times and locations on the school website
- a Year 7 clubs fair early in the autumn term
- an overview emailed to parents

We are committed to helping every student find their place, develop their interests and thrive beyond the classroom. Enrichment is not an extra – it is an essential part of flourishing at SBAS.

'Gradu8' Club

At Simon Balle, we believe that success begins with culture – one that inspires curiosity, ambition and a love of learning. That's why we have created *Gradu8* – a morning enrichment programme designed to spark intellectual engagement, build personal character, and help every student aim higher.

Gradu8 takes place every Tuesday and Thursday morning from 8.00 to 8.30am. Attendance is expected for all students, because it is more than just a club – it is a shared commitment to aspiration, growth and achievement. By starting the day with purpose and focus, students are supported in developing habits that contribute to long-term success, both academically and beyond.

Gradu8 is not one-size-fits-all. It is a tailored programme shaped around students' interests and needs. Tutors and Heads of Year work closely with each child to shape a personal enrichment plan that builds motivation, resilience, curiosity and confidence.

Activities on offer include (but are not limited to):

- Languages Culture Club
- ReadingPlus Programme
- Maths and English Mastery
- Debate Club

Gradu8 helps students see learning as a powerful tool – not just for school, but for life. It helps lay the foundations of a culture where every learner sees themselves as capable, equipped, and ready to thrive.

Year 7 Residential Trip to Bawdsey Manor, Suffolk

Each spring term we ask all Year 7 students to join us on our annual four-day trip to PGL Bawdsey Manor. This is a 4 day residential trip with a focus upon team building, culture and personal growth and the cost is around £350, with a payment plan available. Further details will be shared with parents/carers in due course.

Financial Information

We aim to operate a cashless environment wherever possible at the school. This means your child will not need to carry money at all, other than on the transition day for lunch. We run two online payment systems simultaneously.

The first system is **ParentPay**, which is only used for secondary school dinners. **Parents/carers will be emailed login details for ParentPay in June.** Your child's school meals account will not be immediately available but can be topped up from 1st September 2025.

The second system is **Parent Portal**, which is used to pay for everything else at Simon Balle. **Login details for Parent Portal will also be sent out in June and this will allow you to pay for Summer School.**

There are several other items we ask for contributions towards before the start of term and these purchases can be made through Parent Portal as soon as you receive your login details. Students will receive the items in their form time or relevant classes during the first week of term.

The items we request you purchase through Parent Portal before the start of term are as follows:

- Book covers - £6 for 15 A4 covers (mandatory items to ensure student books are kept in good condition)
- KS3 DT Technology materials - £8 (to be paid in Year 7)
- KS3 Art/textiles materials - £12 (to be paid in Year 7)
- KS3 Food Technology - £5 (to be paid in year 7)
- Locker hire - £25 (hire of locker for 3 years, includes £10 refundable deposit)
- Summer School - £15

On the first day of term, all students, for whom we have received Lunch Account Finger Number consent, will have their fingerprint scanned. This will then link to their dinner money account on ParentPay and can be used to pay for all food and drink at the till in the school's canteen. Students who have not provided consent will be given a unique PIN to use at the canteen.

You should have completed the Lunch Account Finger Number form when you completed the Admissions+/Applicaa registration form. This will give consent for your child to use their fingerprint to pay for school meals.

If you do not have access to a computer on which to make payments, you can come to the school to make use of ours.

If you anticipate any financial difficulties, please contact the Finance Office (at finance@simonballe.herts.sch.uk or on 01992 410400) as soon as possible to see what financial assistance is available.

Student Supplies

It is really important that students come to school fully equipped each day. It is an important indicator in their engagement with their studies as well as helping to ensure they are able to begin each lesson fully prepared.

We expect all students to have the following equipment when they start school in

September:

- A school bag which must be a backpack with an outside water bottle holder.
- Book covers (see Financial Information section of this document). These can be purchased directly from the school,
- A pencil case containing:
 - Four black/blue Staedtler 309 handwriting pens
 - Two green pens
 - Pencils (coloured and normal)
 - A4 whiteboard with three whiteboard pens
 - Eraser
 - Pencil sharpener
 - Scissors
 - Highlighter pens
 - A full length ruler
 - A glue stick
 - A scientific calculator - this must be Casio FX-83GTCW Scientific Calculator. Here are some retailers that stock these:
 - [Amazon](#)
 - [Argos](#)
 - [WHSmith](#)
 - A maths compass
 - An apron and container for Food Technology
 - An A4 document wallet

All students must come with their own equipment, **clearly labelled**, as we will not be sharing or giving out equipment in school.

At home we expect all students to have either a measuring cup or kitchen scales to weigh out ingredients for food lessons.

Chromebooks

My child is coming from Year 6 in the Larch and already has a school Chromebook. Do they need to buy another one?

No. Year 6 students from the Larch have already bought the required equipment in terms of Chromebooks for Year 7. Parents of Larch graduates can ignore the rest of this section.

Why does my child need a Chromebook?

Since becoming a 'One Person, One Device' school, we have been at the forefront of technology, adapting our everyday behaviours and transforming our pedagogical approach. Technology advances quickly and we are always adapting, showing the flexibility that is needed when working within this field.

Chromebooks are embedded as a tool to provide outstanding teaching and learning; utilising digital technology as a resource to enhance teacher delivery and student progress.

A Chromebook is the best selling device in education. As the curriculum has evolved, so has our way of working with technology. The benefits of Chromebooks are:

- Fully compatible with the Google Software we are constantly using within our Google Workspace platform.
- Ready to use within eight seconds so no learning is lost.
- Lightweight and robust.
- Low maintenance. Chromebooks download and can install security and software updates automatically.
- Secure. Built-in security means devices are safe from viruses and malware.
- Chromebooks have a battery life of 8-11 hours and so only need charging overnight even when used constantly.
- Students use technology tools on our Google Workspace to communicate, collaborate, create and publish their work.
- Real time feedback and marking is possible.
- Subject specific apps or online textbooks are easier to access.
- They prepare students for 21st century integration of digital tools.
- They work seamlessly with Google Apps for Education and other cloud based applications which all of our students and teachers already use extensively.

What do I need to buy?

The Chromebook package includes:

- A Lenovo 100e Gen 4 Chromebook.

- A protective case.
- A Google Chrome operating licence.
- A three year accidental damage repair and warranty service with on-site loan devices.
- The option to pay upfront or spread the cost via monthly Direct Debit, over one to three years.

There are no additional fees or charges for the lifetime of the scheme and the entire package can be purchased as either a one-off up front cost or paid for in instalments via direct debit over one, two or three years. Full ownership of the device is transferred to you, with no additional charges, once the final payment is made.

The repair service has a £0 excess (exclusions apply to deliberate vandalism/malicious damage of Chromebooks and fair usage) and there is no charge for the use of loan devices (subject to them being returned in good condition).

Can I buy a different Chromebook/device?

No. Student Chromebooks must be purchased through the school scheme so that they can be enrolled on the school's network to ensure students' safety through filtering and monitoring.

How much does it cost?

Due to our ability to procure at scale, our access to education pricing from suppliers and the ability to sell to parents excluding VAT, we are able to offer a Chromebook package to all students in Years 6 to 11 at highly discounted rates and pass 100% of these savings on to parents.

The cost of the Chromebook package for 2025/26 is as follows::

One-off purchase	Monthly instalments over one year	Monthly instalments over two years	Monthly instalments over three years
£388.30	£34.08	£17.83	£12.28

If your child is eligible for Pupil Premium and you require financial support, please contact Mrs Noxon at noxont@simonballe.herts.sch.uk and your enquiry will be dealt with sensitively and discreetly.

How do I buy a Chromebook?

The Chromebook package can be purchased through our partner [Freedom Tech's online portal](#). Enter an email address and choose a password to create your FreedomTech account and you will then be able to log in to the online shop.

The portal is open now and will close on the 10th July. Chromebooks will be delivered to

students on their first day at school in September. **It is very important that you place your order during the summer portal. If you miss this portal, you will not be able to place another order until September and your child will not receive their device until after the term has started.**

Lockers

Lockers are available around the school and are a useful way to support students as they transition to the organisational demands of a secondary school. The cost to hire a locker for the entire period for Years 7-9, (with a refundable deposit of £10) is £25. Lockers are allocated once students start the school but need to be ordered in advance. You can order a locker for your child by paying the deposit and hire charge on Parent Portal, details of how to do this can be found in the Financial Information section of this document.

Procedures

Lateness - If your child arrives late to school, for safeguarding and health and safety reasons, they **MUST** sign in at the 'Students iPad' at the Main Secondary Reception, in the Elm Sports Centre, giving the reason for their lateness. This includes any lateness, medical, traffic, etc.

Leaving Site Before the End of the Day - If your child needs to leave before the end of the school day they must come down to the Main Secondary Reception, in the Elm Sports Centre, at the appropriate time and **they must sign out** using the 'Students iPad' and show evidence as to the reason for leaving early, e.g. medical appointment card or letter from parents confirming the time of the appointment. For safeguarding reasons, parents **MUST** come to the Elm Sports Centre reception to sign and confirm they are taking their child out of school before the end of the day. These records are invaluable in the event of an incident such as a fire. However, parents are encouraged to make these appointments out of school hours.

Absences - If your child is absent from school for any reason it is very important you contact us on the first day of the absence. There are several ways this can be done:

- You can telephone us on 01992 410400 and leave a message on the Absence Answerphone giving your child's name, form and reason for absence You can send an e-mail to admin@simonballe.herts.sch.uk giving your child's name, form, reason for absence and a contact daytime telephone number.
- You can report an absence through the Arbor app.
- In each instance please do not just say 'unwell', please give full details.

You may also get a telephone call from the Absence Co-ordinator as we carry out spot checks and call a number of parents each day. If we do not hear from you concerning your child's absence, it will initially be registered as unauthorised.

Forgotten Items - If your child has left something at home and they need to have it in school,

please bring the named item to the Elm Sports Centre reception from where the student can collect it. We are unable to take items directly to the student and they will stay in reception until students collect it.

Free School Meals

If your child is eligible for free school meals it means they can enjoy delicious, healthy meals. Many children at our school are already eating free school meals, and your child may be able to have them too.

School meals will give your child a real appetite for learning and help them to achieve their full potential. There is nothing healthier for your child and your family's budget than free school meals. As professional cooks prepare the meals for your child, it saves you having to worry about the effort and expense of making packed lunches every day.

Your child may be eligible to receive free school meals if you are entitled to receive one of the following.

- Income Support.
- Income-based Jobseekers Allowance.
- Income-related Employment and Support Allowance.
- Support under Part VI of the Immigration and Asylum Act 1999.
- The guaranteed element of State Pension Credit.
- Child Tax Credit (as long as you are not also entitled to Working Tax Credit and you don't get more than £16,190 a year).
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit).
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).

Applications can be made online at www.hertfordshire.gov.uk and should take no more than five minutes; in most cases you will be told immediately if your child is eligible.

Savings for your family

If you were planning to pay for your child to have school meals or are already doing so, you could save around £350 per year if your child qualifies for free school meals.

Think of the time you will save

If your child is eligible and has free school meals instead of packed lunches, you could save up to 190 hours a year, which is the time needed to make packed lunches that meet the nutritional standards of school meals – that is just over a week!

Our school will receive extra funding

For every child registered for a free school meal, the school will receive funding to spend on extra resources for your child. It is called the Pupil Premium and is worth £985 per pupil.

Please note that we operate a cashless school meal system, so other students will not know who receives Free School Meals.

Pupil Premium Grant

The Pupil Premium Grant is a government initiative designed to target resources on those students deemed to be from a disadvantaged background. Specifically, the Pupil Premium money is provided for those students who:

- Have received Free School Meals (FSM) at any point in the last six years.
- Have a parent in the armed services.
- Have been looked after continuously for at least six months (CLA).
- Were adopted from care, or who left care under a Special Guardianship Order.
- Left care under a Residence Order on or after 14th October 1991.

Neither the government nor any government agencies have dictated how the Pupil Premium money should be spent, but what is clear is that the money should be used to promote strategies which narrow the attainment gap between the highest and lowest achieving students.

In most cases, eligibility for Pupil Premium funding will be aligned with a student receiving Free School Meals so please do apply [online](#) if you think your child is eligible.

Team Music at Simon Balle All-through School

Welcome to Music at Simon Balle All-through School.

Music is an intrinsic part of our school community and part of our ethos that brings our whole community together. As students in Year 6 become Year 7 at Simon Balle, we want to use music to bring together this new year group.

I hope that as every year, many students will want to have instrumental or singing lessons with our fabulous team at Simon Balle. Please visit our website and follow the links to get involved. The more students are involved the more they enjoy their music. We will provide opportunities to start learning instruments and singing in September so that our new Year 7 students are just as musical as all our other year groups!



We will be in contact with more information about signing up for music lessons shortly. If you have any questions, do contact us at music@simonballe.herts.sch.uk.

Mark Taylor

Director of Music

Simon Balle All-through School Parents Staff Association (PSA)

Everyone's welcome to attend the PSA meetings and throughout the year, Simon Balle PSA hosts or supports a number of all-through events. If you wish to find out about volunteer opportunities, events and meetings, please register by completing this [form](#). Supporters from the secondary phase, as well as primary phase are needed, as many events benefit the whole school community.

By completing the form, you are under no obligation to volunteer. You are simply expressing an interest and indicating that you may be able to volunteer, at some point.

Thank you in advance, please do not underestimate how much your partnership is valued and appreciated.

Events the PSA have historically hosted or supported include:

Pre-loved uniform sales at the summer and winter fairs; Slice of Summer (all-through Summer fair); Frost Fair (all-through Winter fair); Fun Run - all-through event; Quiz Nights; Wellbeing Evenings; Doughies Pizza; Music Concert bar support; Drama Showcase bar support; Carol Concert refreshment support; Frozen Fridays; Larch ice cream sales; Christmas card designing; Bag2School textile recycling.

As a result of the above, the PSA have been able to support many projects, including:

Theatre trips; Big Bang Science Fair; Swimming pool refurbishment; Purchase of specialist accessibility equipment; Supporting library improvements; Gardening projects; Gazebos for events; School minibus leasing; End of year celebrations for Year 6, 11 and 13; Jubilee celebrations, and much more!

If you are interested in finding out more about how to get involved in PSA fundraising, please complete their [Volunteer Registration form](#).

For information on upcoming events, follow our [social media page](#) or refer to the PSA tab on the school website.

psa@simonballepsa.org.uk

Travel to Simon Balle All-through School

As part of our commitment to the environment we are very keen to promote sustainable travel to and from the school site. Mangrove Road is narrow and prone to becoming congested at peak times.

In order to keep our students safe, the car park gates are closed from 0810 until 1545. Students should not be dropped off or picked up from the school site at the start and end of the day. Instead they should walk to an alternative location such as the London Road car park (11 minute walk) where there is sufficient space to allow safe pick up and drop off.

Please do not drop students off in Mangrove Road or attempt to turn around in the entrance to the school: this puts our students in danger and prevents access to the school site.

Access to the car park between 0810 and 1545 will be restricted to staff, visitors and those granted a special access pass. These are generally allocated to students with a blue badge, Primary parents with a blue badge, or students with short term mobility issues.

Before 0810 parents may drive through the car park and drop students off, but we operate a no waiting policy at this time. Space in the car park is limited and is reserved for staff working on site.

Please note that there is no parking on site for sixth form students.

Working Together: A Helpful Check-list

We understand that the transition to secondary school can feel overwhelming, with lots of information to take in. To help streamline the key next steps - and to support you in giving your child the best chance of a happy and successful start - we have created this simple checklist. We're committed to working closely with you every step of the way.

- ☐ Ensure you are signed up to attend the Welcome to Year 7 Parental Welcome evening on Wednesday, 2nd July, 6pm.
- ☐ Prepare your child to attend the Hertfordshire Students' Transition Day on Thursday, 10th July, 8.30am to 3.15pm.
- ☐ Ensure you have signed your child up to attend the Summer School on Wednesday, 27th August to Friday, 29th August, 9.00am to 2.00pm.
- ☐ Purchase uniform: the itemised uniform list can be found [here](#) and all other details regarding uniform can be found on our [website](#).
- ☐ Sign up to ParentPay when the login details are emailed in June.
- ☐ Sign up to Parent Portal when the login details are emailed in June.
- ☐ Purchase these items through Parent Portal before the start of term:
 - Book covers - £6 for 15 A4 covers (mandatory items to ensure student books are kept in good condition)
 - KS3 DT Technology materials - £8 (to be paid in Year 7)
 - KS3 Art/textiles materials - £12 (to be paid in Year 7)

- KS3 Food Technology - £5 (to be paid in year 7)
 - Locker hire - £25 (hire of locker for 3 years, includes £10 refundable deposit)
 - Summer School - £15
- ☐ Ensure you have completed the Lunch Account Finger Number form on Admissions+/Applicaa registration form to give consent for your child to use their fingerprint to pay for school meals.
- ☐ By July 10th, purchase the Chromebook package through [Freedom Tech's online portal](#). Enter an email address and choose a password to create your FreedomTech account and you will then be able to log in to the online shop.