

# Highfields School

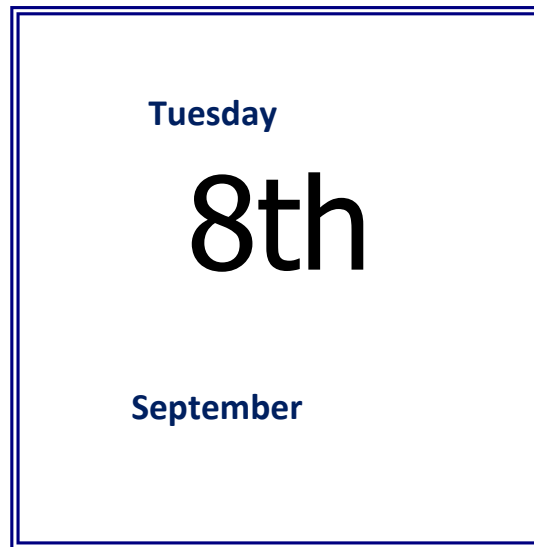
Welcome to

**Lumsdale** in September 2015



Parent Booklet

**The first day:**



## **What will happen on the first day?**

- 1 School starts at 8.40am.
- 2 Your child will go to the Wheeldon Hall where Miss Gresswell will greet everyone and tell them about the first day routine. Year 9, 12 and 13 will be the only students in the Upper School today.

**Attendance:**

If for any reason your child is not in school, you should telephone the school on 01629 581888 before 8.40am on the first day of their absence. When they return to school after an absence of more than one day, you should send a note explaining the reason for the absence. They should be aiming to achieve full attendance.

## Who will help your child with a problem?

**Form Tutor:**  
.....**Head of Year:****Miss Gresswell****Pastoral Assistant:****MRS HUTCHINGS** is pastoral assistant for Year 9 and 10.

The Senior Leadership team spend time each week at Upper School; they are:

**Headteacher: Mr Wilkes****Deputy Headteachers: Mr Cole and Mr Riggott****Assistant Headteachers: Mrs Rifkin and Mr O'Reilly**

## Uniform Information

We really appreciate parents, carers and students working with us to keep our school smart. A school uniform helps to promote a community identity as well as keeping students safe. It makes life fair for all students when the same rules apply. If, for some reason, students are experiencing difficulties with wearing the correct uniform then they should inform their Head of Year or Pastoral Assistant who will issue a yellow uniform card. This card will explain to all staff why the student is not wearing the correct uniform.



**Please name all items of uniform.**



## Uniform Guidelines

### Footwear:



Strong plain black shoes of sensible design.  
Velcro fastening shoes or shoes with plain black laces.  
Socks should be plain black or white.



**Shoes with heels, other colours/ashes appearing on the design, logos, trainers or fashion shoes (ie canvas shoes or slip-on ballet style shoes).**

### Shirts:



Long sleeved white shirt which buttons to the neck and must be worn with a school tie which must be knotted to the neck.

**Or**

White polo shirt with school logo.



**Fitted blouses or plain white polo shirts without school logo.**

### Jumpers:



Official black school jumpers with school logo.



**Jumpers from another source with a logo sewn onto it.**

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- Trousers / skirts:** ✓ Plain black tailored straight style trousers (loose fit).  
or  
Plain black **knee length** skirt.
- ✗ **Tight short skirts, fashion trousers, Miss Sexy Trousers, hipsters or denim of any colour.**
- Jewellery:** ✓ A single sleeper/stud in each ear and a wristwatch.
- ✗ **No rings, pendants, necklaces, non-school badges or other body jewellery are allowed.**
- Outdoor wear:** ✓ Plain black coats without logos.
- ✗ **OUTDOOR CLOTHING MUST NOT BE WORN IN CLASSROOMS OR DURING LESSONS.**
- Hairstyles:** Inappropriate hairstyles and colour are not acceptable. Students will be informed individually if we think any changes should be made.  
Hair bands should be plain black.  
Flowers/bows should not be worn.
- Belts:** Plain black (without studs) to be worn to hold up trousers and not for decoration.
- Scarves:** **Scarves should never be worn in classrooms or during lessons.**
- Make-up:** Students will be issued with appropriate 'wipes' in order to remove make-up or nail varnish.
- Bags:** These should be of a suitable size to accommodate A4 sized books, folders and other equipment.

Uniform spot checks will be undertaken on a regular basis. We will talk to students first and then parents/carers if we feel uniform needs to improve. If we find ourselves having to repeatedly ask students to remove items, e.g. jewellery, these will be kept in the school office and parents/carers will be asked to collect them.



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If any of the school guidelines are unclear, please contact school on 01629 581888.

The uniform code will not change during the year so please check with school before purchasing anything different. Some parents are caught out by inaccurate 'Everyone's allowed to wear' comments.

### **Lost Property**

All items of lost property are held in the main office apart from items of P.E. kit which are kept in the P.E. lost property box.



### Bus Information

Number	Provider	Route
453	G&J Holmes	8.00 am Laburnum PH, 8.02 am Hackney, 8.05 am Darley Dale Primary, 8.07 am Two Dales, 8.10 am Sydnop Hill, 8.15 am Farley Hill, 8.17 am Smedley Street, 8.07 am Duke Of Wellington (for Lumsdale), 8.07 am Highfields Starkholmes site 8.08 am Returns from Starkholmes 3.38 pm and Lumsdale 3.50 pm
141/140 (local bus)	Your bus	7.46 am Crich (Market Place), 7.48 am Crich (Tranway) 7.54 am Holloway (Bracken Lane) 7.56 am Lea (Common End), 8.04 am Cromford (Crossroads, Mill Road), 8.08 am Matlock Bath, 8.15 am Matlock Bus Station, 8.20 am Starkholmes and 8.30 am Lumsdale site. <b>Returns</b> from 3.50 pm Lumsdale site, 3.57 pm Starkholmes, 4.09 pm Matlock Bus Station, 4.16 pm Matlock Bath, 4.20 pm Cromford Crossroads, 4.28 pm, Lea Common End, 4.30 pm Holloway (Bracken Lane), 4.36 pm Crich (Tramway), 4.38 pm Crich (Market Place), 4.46 pm South Wingfield Manor Road, 4.50 pm Oakerthorpe Four Lane Ends, 4.56 pm Alfreton Bus Station
172	Hulleys of Baslow (local bus)	8.01 am Elton, 8.05 am Winster Hall, 8.09 am Wensley, 8.17 am Darley Dale Whitworth, 8.25 am Matlock Bus Station, 8.30 am Starkholmes site. Returns from school at 4.00 pm
463	Slacks	7.50 am Holloway Village Hall, 7.53 am Lea Mills, 7.54 am Lea Nightingale Close, 7.57 am Lea (Jug & Glass), 8.00 am Lea Moor,



		<p>8.02 am High Lane Junction with Lea Moor Road, 8.05 am Matlock Garden Centre, 8.12 am Highfields School Starkholmes Site, 8.20 am Sheriff Lodge then 8.30 am Highfields at Lumsdale.</p> <p>Returns from Starkholmes site bay 4 only at 3.40 pm</p> <p><b>Does not serve Lumsdale in the afternoon</b></p>
470	TM Travel	<p>8.00 am Winster Main Street, 8.04 am Wensley Square, 8.06 am St Mary's View, 8.08 am Oker Village, 8.12 am Snitterton, 8.20 am Matlock Green Red Lion for lower site), 8.25 am Lumsdale. Returns from school at 3.40 pm</p>
64	Hulleys of Baslow	<p>7.40 am Clay Cross (Market Street), 7.44 am Clay Lane/Windermere Road, 7.49 am Littlemoor (Stubben Edge Lane), 7.53 am Woolley Moor Garden Centre, 7.57 am Milltown (The Nettle Inn), 8.02 am Ashover Moor Road, 8.08 am Kelstedge Inn, 8.15 am Matlock Chesterfield Road, 8.17 am Matlock County Hall, 8.20 am Matlock Bus Station, 8.30 am Highfields (Starkholmes)</p> <p>Returns from Starkholmes at 3.40 pm</p>
440	Slacks	<p>7.45 am Crich, 7.50 am Whatstandwell (Derwent Arms), 7.55 am High Peak Junction, 7.58 am Cromford (Derby Road A6), 8.02 am Cromford (Masson Mill A6), 8.05 am Matlock Bath (Fishpond), 8.06 am Matlock Bath (North {Parade), 8.07 am Matlock Bath (opp High Torr), 8.08 am Matlock Bath (Artist's Corner), 8.18 am Starkholmes site, 8.25 am Ambulance Station, 8.30 am Lumsdale Site.</p>





		Returns from Starkholmes and Lumsdale
169	TM Travel	7.47 am Elton (Duke of York), 7.52 am Winster (Council houses), 7.59 am Darley Bridge (Three Stags Inn), 8.02 am Darley Dale (Whitworth Institute), 8.04 am Darley Dale (St Elphins), 8.05 am Darley Dale (Hackney Lane), 8.06 am Darley Dale (Whitworth Hospital), 8.07 am Darley Dale (Hooleys Estate) 8.11 am Matlock Bus Station 8.20 am Lumsdale. Returns from school bay 6 at 3.40 pm
471	Andrews	8.00 am Darley Dale Broadwalk to 8.15 am Lumsdale site only. Returns from school at 3.40 pm
472	Slacks	7.55 am Northwood Lane, 8.00 am Darley Dale (Grouse Inn), 8.05 am Darley Dale (Old Nat West Bank), 8.06 am Darley Dale (Greenaway Lane), 8.08 am Darley Dale (Hooley Estate), 8.20 am Lumsdale site only. Returns from school 3.40 pm
254	Slacks	7.52 am East Lodge Layby Rowsley, 7.55 am Darley Dale (Northwood Lane), 7.57 am Darley Dale (The Grouse Inn), 8.00 am Darley Dale (Broadwalk), 8.01 am Whitworth Institute, 8.12 am Starkholmes site Return from school at 3.40 pm



## Parent Portal and InTouch

Parents can access live information on their children's performance at school through the new Parent Portal. From September, parents will be able to access the following information for their children:

- Session attendance
- Rewards points awarded
- Consequence points issued
- Assessment profiles

The Parent Portal can be accessed via the 'useful links' on the Highfields School Website homepage.

We also use the 'InTouch' system to communicate with parents via email and text message. This system is used for a range of messages, from reminding parents about upcoming events to querying unexplained absences. **Please** ensure contact details held in school are always up to date.

Both the Parent Portal and InTouch are relatively new systems for school and we anticipate that their use will evolve over time.



## Other Information

Catering- The Upper Site operates the same cashless catering system as the Lower Site. If you wish your child to have school dinners or food at break time please continue to transfer money onto their account via ParentPay. There is also the facility to put cash or cheques onto their account via the machine in the Coffee Bar Area.

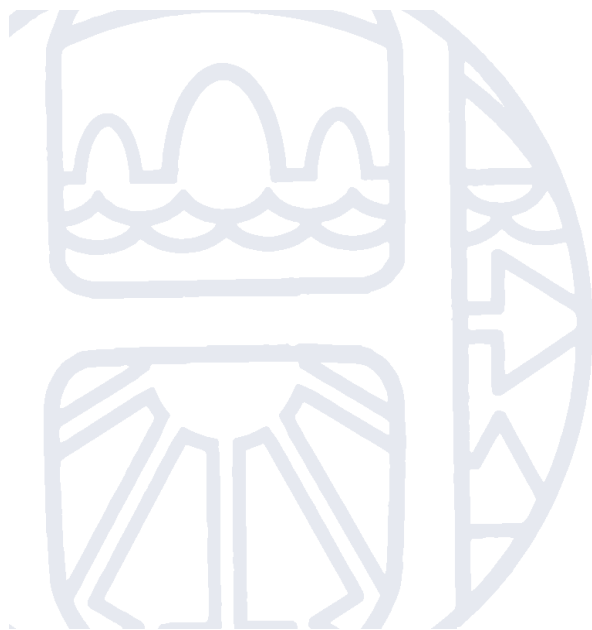
Late Arrival at School and Signing Out - All students must sign in on the late list situated outside the Head of Year office if they arrive after 8.40 a.m. They must state the reason for their late arrival at school. Students must sign out with the Pastoral Assistant at the Head of Year office if they have a medical appointment. They must provide a letter from parents or an appointment card.

Use of Mobile Phones - Students are only permitted to use their mobile phones at break and lunch time to listen to music or play games. If they wish to contact home they must ask permission to use the phone in the Head of Year office. Students are **not** permitted to get their mobile phones out during lessons for any reason. If they do so their phone will be confiscated until the end of the day.

Illness - If a student feels ill during the school day they must report to the main office where they will be assessed by the medical staff. If it is felt necessary to send a student home, parents will be contacted by a member of staff. Students must **not** use their mobile phone to contact parents when they feel ill.

Lockers -All students are issued with a locker at the start of Year 9. It is important that students use their lockers to store any valuables or other items they do not need during the school day.

# Highfields School



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