Useful Information for Parents/Carers of Year 7 students

The Autumn Term will begin on Thursday 5th September 2019. New Year 7 Students are expected to be on the School site in the playground by 8.20am.

**The First Day**

Students should come to School with a well stocked pencil case for their lessons with items listed below.

- Sharpened Pencils
- Ruler
- Metal Compass
- Scissors
- Glue Stick
- Protractor
- Eraser
- Highlighters
- Pencil Sharpener
- Writing Pens/Biro’s (Black, Blue, Red, Purple, Green)

For Mathematics - Students will need to have a Geometry set and a Calculator (preferably one of the following: Casio FX-83GT PLUS School Scientific Calculator OR a Casio FX-991EX ClassWiz Advanced Scientific Calculator.

**Note:** In the Summer of 2019 the WCGS Maths Department are again hoping to be able to offer Maths Calculator Kits, which proved very popular in recent years. These sets contain a geometry set plus your choice of one of the above calculators, laser-engraved with your son's name and house. Order forms will be sent out during the Induction Days, the kits are ordered over the summer and will be distributed to the students in September.

This offer is only available at this time from our Maths Department and not once term starts, nor in advance of this. As a guide, last year the Maths Calculator kits were £9.00 for the kit including the Casio FX-83GT PLUS and £21.50 for the kit including the Casio FX-991EX ClassWiz.

Additionally, students will need to purchase a French/Spanish dictionary. This will need to be purchased after your son receives his timetable when he joins the School in September. You may not know until the beginning of the academic year when he receives his timetable whether he has been allocated French or Spanish.

**PE/Games Kit**

Students will need to bring with them their Games kit as listed below every Friday for their Games lesson:

- House Rugby Shirt
- Outdoor Trainers / Rugby Boots
- Rugby Shorts
- Gum Shields (please see Opro leaflet)
- Rugby Socks
- WCGS Water Proof Top (optional)
In addition to weekly Games on a Friday, each student will have ‘core PE’ lessons – referred to on their timetable as ‘gy’. It is advisable that in the first week of term students bring in to school a House t-shirt, PE shorts, white socks, clean trainers & studded boots (so students are not required to bring in all of their kit but should be prepared for being indoors or outdoors).

**Uniform Expectations for Year 7 – Year 11**

- School Blazer
- White shirt (long or short sleeves) tucked into trousers
- School tie - tie must cover all shirt buttons
- Top button done up
- Leather black polished shoes
- Charcoal grey trousers
- Navy V-neck school jumper
- Black or grey socks
- Black leather belt (optional)
- No jewellery, except a watch (except for religious purposes)
- Dark plain outdoor coat (optional, but no hoodies or denim)
- Hair - business like, not touching the collar
- Clean shaven (except for religious purposes which have been supported by a letter to the Head of School from the appropriate recognised Religious Leader)

**Absence**

*If your son is ill it is important that you inform the School on each day of his absence.* You will need to inform the School as soon as possible; but preferably before 8.00am on telephone number 020 8647 2235. Listen to the options available and choose the option for Student Absence Line. Then please leave a clear message spelling out your son’s full name on the absence line, state your son’s form (eg. 7RU or 7 Ruskin), his form tutor’s name and a brief reason for his absence. You are asked to telephone into the School for every day of his absence from school. On his return to school, a note must be given to his Form Tutor explaining the nature of his illness. If your son is suffering from sickness or diarrhoea, he should not return to school until 24 hours after the symptoms stopped.

*Please make appointments with doctors, dentists etc. out of school time.* A note should be brought to school three days before the appointment and shown to his Form Tutor and a copy given to Student Services. Parent/Carers should note that Students who need to attend a doctor or dental appointment in School time should be collected from School by a parent/carer.

Should your son be ill in school then he should go straight to Student Services who will contact you should he be deemed ill enough to go home. **Students are not to contact parents/carers by personal mobile phone before they visit Student Services to report that they are unwell.** Mobile Phones must be switched off at all times and should only be used under the guidance or with the permission of a member of staff.
Contact Books

These are issued yearly. They serve as homework diaries and a means of contact between home and school. The book contains many blank pages, which may be used for messages to parents / carers from staff and vice-versa. It is the responsibility of the students to show these messages and obtain a signature for each. Parents / carers are asked to sign the books on a weekly basis, checking that homework has been recorded; information on commendations awarded and detentions given can also be found in the book. Students must carry their contact books at all times. New books will be issued at the beginning of each year. Students will be expected to pay for the replacement of any book lost or defaced (£4.00).

Representing the School

Students are expected to place the School as a first priority when selected for extra curricular activities. It is an honour to represent the School and attendance at practices and School fixtures is required. At the beginning of both the Rugby (September) and the Cricket (March) seasons, attendance at practices is compulsory for all students.

School Trips in Year 7

A huge number of trips for Year 7 Students are run every year. Highlights from last year include:

- A Food Tour of London’s China Town
- The Harry Potter Experience
- Participating in the National Theatre’s ‘New Views’ Project
- Visiting the Horniman Museum
- Visiting the Natural History Museum
- Visiting the Picasso Exhibition
- Visiting the Science Museum
- The Great North Trip to Durham and York
- Visiting London Zoo
- Taking part in the Young Voices concert at the O2 arena
- Watching Cats at the Epsom Playhouse

Care of Possessions

All clothes and kit MUST be clearly marked with your son’s name and the markings renewed regularly. Students must use their ‘Valuables Bag’ (see uniform list) which must be hand this into a member of staff before each Games/PE lesson or hand in valuable items to a member of staff before each Games/PE lesson. Inexpensive watches only may be worn. Mobile telephones are welcome in school but must be switched off at all times. Any that are seen to be used inappropriately will be confiscated. The School takes no responsibility for any technological device and will not investigate any loss.
School Lunch

The School café provides healthy breakfasts, morning break snacks and mid-day meals for which parents pay through ‘Parent Pay’ and students choose through our cashless catering, biometric, system. Students may bring a packed lunch which should be eaten in the Café. Students in years 7, 8, 9, 10 and 11 are not allowed to leave the premises during the day. It is not possible for students to go home for lunch because of the short lunch break.

Interviews / Meetings

Parents/carers have the opportunity to meet members of staff at Parents’ Evening. These are held annually.

The main point of contact is your son’s Form Tutor, especially if you wish to give information about home circumstances. Parents are reminded that should they wish to make an appointment to speak to the school in person about specific circumstances they should contact their son’s Year Leader through the main WCGS email system – enquiries@wcgs.org.uk (which is the School’s general email address) and mark their email with the name of their son’s Year Leader.

Wallington County Grammar School Policies

School policies and key documents are available from the School’s website www.wcgs-sutton.co.uk. It is the parents/carers responsibility to ensure they are familiar with School policy. Policies can change and be updated and parents/carers should ensure they are familiar with the contents of the School’s policies.

The School Calendar

The School Calendar and Term Dates can be found by visiting our website www.wcgs-sutton.co.uk

Insurance

The School has an insurance policy which covers accidental injury sustained during all school activities. Details are available on request.

Disclaimer

The School is not responsible for the loss of any articles by pupils. Named items of lost property will be returned to their owners where possible. Unnamed items are disposed of at Second Hand Uniform Sales or are donated to charity at the end of each term.