



STUDENT GUIDE



live to
learn

learn
to live

WELCOME TO
BYRCHALL
HIGH SCHOOL

Contents

Page	Content
1	Welcome to Byrchall High School
2	What will happen on your first day
3	Getting to school
4	What equipment will I need?
5	Girls Uniform
7	Boys Uniform
9	Lessons & Homework
10	How is Byrchall High School different from my old school?/ How will I know if I'm doing well?
11	Break & Lunch
12	Other information
14	What if I have a problem?
15	Finding your way around
16	Term dates
17	What else can I do at Byrchall?
18	Are you ready for your first day?



Welcome to Byrchall High School

We hope this booklet will answer some of the questions we are sure you will be asking.

It contains a lot of information, but don't worry – you won't be expected to remember it all! Read through it with your parents and friends.

The main thing is DO NOT WORRY!

You will be amazed at how quickly you settle down with us.





What will happen on your first day?

- Come to the school main hall for 8.30am on Tuesday 2nd September 2020
- You will be met by prefects, your form tutor and Head of Year
- Mr Birchall, Head Teacher will also meet you in the hall
- You will attend your first Byrchall High School Lesson!
- When you are taken to your form room, you will have time to get to know others in your form and to talk about the school.
- You will be given a STUDENT PLANNER - this is your diary and must be with you at all times.
- You will be given your timetable of lessons, rooms and teachers for each day.
- During the morning you will be taken on a tour of the school and you will find out about your teaching groups.
- Later in the day you will start your lessons at Byrchall High School.



Getting to School

- Some of you may walk to school.
- Some of you may be dropped off by parents, although parents are not able to drive up the main driveway onto the school grounds.
- Some of you may need to catch the bus. It may be a good idea to practice the journey during the summer holidays and time it to ensure you won't be late!
- We do have some dedicated school buses for which you will need a bus token, these can be purchased during the holidays from the school office.
- If you use regular buses, you may need an i-go pass so you can pay the concessionary fee.
- Students are expected to behave as well out of school as they do in it! When you are wearing your uniform, you are very easily identifiable, so you must set a good example to all.

What equipment will I need?

You are expected to come to school every day with everything that you need. You will need to have your own:

- Pen, this can be either black or blue
- Pencils
- Ruler
- Rubber
- Calculator
- A reading book at all times
- Planner – this must be signed by your parent / carer at the end of each school week
- Jotter
- If you need any special equipment, this will be provided or notification will be sent home for arrangement
- Subject teachers will provide exercise books, please take care of these
- Your school bag / rucksack must be large enough to hold your equipment
- Write down everything you need to remember in your planner including information about any homework to be completed
- Write down your timetable in your planner so you know where your next lesson is
- Pack your bag the night before with everything you need for the following day
- You will receive your own tablet to use at home and in school – this will be provided to you after you start at a special laptop evening



Uniform – Girls

- Regulation claret blazer with badge.
- Only one style of regulation grey stitched down pleated skirt (not box pleats) of a reasonable length (not too short or very long). Please buy a skirt long enough to allow for growth during the year. Please do not buy any other design.
- Only one style of regulation grey bootleg trousers. Please do not buy any other design.
- Plain white revere collar tailored blouse. Short sleeved blouses are an option.
- Optional 'V' neck regulation plain claret pullover or slipover. Sweatshirts must not be worn.
- Plain black knee length socks or plain black opaque tights.
- Plain black low-heeled shoes of a sensible style. Trainers, boots or other fashion footwear are not permitted. If in doubt, please contact the school to avoid wasting money.
- Single coloured waterproof coat/jacket. (No leather, imitation leather, waxed jackets or corduroy). No fashion jackets, hooded tops or tracksuit tops. No large writing or logos. The coat must fit over the blazer. Other short jackets, hoodies, jumpers are NOT permitted.
- Hood attached to coats are allowed and in extremely cold weather a plain woollen hat may be worn. (No football hats or baseball caps.)
- Protective clothing for Design & Technology. Students with hair of a length likely to be a safety hazard in the workshop will be expected to provide appropriate head covering or tie their hair back.
- Protective clothing for Art – apron or old shirt
- Personalised embroidered aprons for Food Technology are available from Sportsline.
- An optional claret/grey scrunchie in the school colours is available to tie back long hair.

In order to maintain the school's reputation for high standards of appearance the rules on hairstyles are:

- NO EXTREME HAIRSTYLES



- Hair must be kept neat; any ribbons or slides must be of a reasonable colour for school. Hair extensions, braiding or dreadlocks are not allowed. No distinct lines or steps are acceptable.
- No shaved heads.
- If hair is worn in a longer style it should be tied back in practical lessons for health and safety reasons.

Any parent who is uncertain about whether a style or colour is acceptable or not should contact school for advice.

- Jewellery should not be worn or brought to school. Only a watch is allowed to be worn.
- Make-up **MUST NOT** be worn. No nail varnish or acrylic/gel nails are permitted.

PE – Girls

- Trainers – please ensure these are sports trainers not leisure shoes. Lace fastening only – no Velcro. Astro turf trainers are optional for use only on astro areas.
- Regulation claret/navy polo shirt reaching well below hips, short sleeves, open neck style. Must have school crest on.
- Navy regulation hooded sweatshirt, navy jogging bottoms. Must have school crest on.
 - Regulation claret/navy skirt.
 - Regulation claret hockey socks.
- White ankle length sports socks. Padded sports socks are recommended. **NO TRAINER SOCKS.**

Facilities are available for all girls to shower following their games periods. Showers are not compulsory. Anti-perspirant (no aerosols please) may be brought to lessons if required.

As well as a full name in all PE kit, all PE clothing must be clearly marked with the owner's initials. It would be appreciated if this is completed for September. Students may bring sun screen for protection in hot weather conditions.

A range of Team Byrchall clothing, including rain jackets and sweaters, is now available for order. These items will be available to club members and GCSE/BTEC candidates only.



Uniform – Boys

- Regulation claret blazer with badge.
- Charcoal grey School trousers.
- Plain black socks (one colour). Football socks are not to be worn in school.
- Regulation grey/claret/black striped school tie.
- Plain white school shirt, No badges. A plain short-sleeved shirt may be worn. Shirts must be worn tucked in and buttoned to the neck.
- Plain black shoes. Trainers, boots or other fashion footwear are not permitted. If in doubt, please contact the school to avoid wasting money.
- Optional 'V' neck regulation plain claret pullover or slipover. Sweatshirts must not be worn.
- Single coloured waterproof coat/jacket. (No leather, imitation leather, waxed jackets or corduroy). No fashion jackets, hooded tops or tracksuit tops. No large writing or logos. The coat must fit over the blazer. Other short jackets, hoodies and jumpers are NOT permitted.
- Hoods attached to coats. In extremely cold weather a plain woollen hat may be worn. (No football hats or baseball caps.)
- Design & Technology. Students with hair of a length likely to be a safety hazard in the workshop will be expected to provide appropriate head covering or tie their hair back.
- Protective clothing for Art – apron or old shirt
- Personalised embroidered aprons for Food Technology are available from Sportsline.

In order to maintain the school's reputation for high standards in appearance the rules on hairstyles are:

- NO EXTREME HAIR STYLES.
- Hair must be kept neat.
- Hair should be of a natural and uniform colour.
- No distinct lines or steps are acceptable.
- No shaved heads.



- If hair is worn in a longer style it should be tied back for health and safety reasons in practical lessons. Any parent who is uncertain about whether a style is acceptable or not should contact school for advice.
- No jewellery is allowed. No piercings are allowed. If your child wishes to have pierced ears, please arrange for this at the beginning of the long holiday as plasters worn over e.g. studs are not allowed. A plain wrist watch may be worn.

PE – Boys

- Training shoes (NOT boots) Lace fastening only – no Velcro. Astrourf trainers are optional for use only on astro area.
- All students will need football boots for the start of the year. Students and parents should ensure that studs are not dangerous (not loose or damaged),
- Regulation claret/navy shorts.
- Regulation claret football/rugby socks or white ankle length socks.
- Regulation claret/navy polo shirt reaching well below hips, short sleeves, open neck style. Must have school crest on.
- Regulation reversible claret/navy rugby shirt.
- Navy regulation hooded sweatshirt, navy jogging bottoms. Must have school crest on.
- Facilities are available for all boys to shower following their games periods. Showers are not compulsory. Antiperspirant (no aerosols please) may be brought to lessons if required.

As well as a full name in all PE kit, all PE clothing must be clearly marked with the owner's initials. It would be appreciated if this is completed for September. Students may bring sun screen for protection in hot weather conditions.

A range of team Byrchall clothing including rain jackets and sweatshirts are now available for order. These items will be available to club members and GCSE/BTEC candidates only.



Lessons

At Byrchall, the day is divided up into five lessons, each being one hour long. You will have lessons in the following subjects:

- Art
- ICT
- Product Design
- Drama
- Maths
- English
- Music
- History
- Religious Education
- Modern Foreign Languages
- Science
- P.E.
- Geography



Homework

- To reinforce and extend what you have learned in your lessons, you will be expected to do homework regularly. Always write the details of your homework down. If you are not sure what to do, ask the teacher before you leave the lesson.
- As soon as you get home, check to see what needs to be done.
- Try your best to complete homework without help. Only get help if something is really difficult.
- Hand the completed homework in on time.
- Always make sure you complete homework on the night it is given. If you leave it until the night before it is due in, you may end up having to complete many pieces of homework in a single night.
- Homework is very important. It helps the teachers, and you, to find out if you have understood the work in the lesson. It also gives you more time to extend your work, or to do some research. If homework is causing difficulties of any kind you must tell your subject teacher or your Form Tutor immediately.



How is Byrchall High School different to my old school?

- It's much bigger!
- There are more than 70 teachers and many other staff.
- You will have about 12 different teachers each week!
- You will get homework (but not too much to begin with!)
- Some days you will have a lot to remember (and carry, PE kit, tablet, cookery equipment, books.)
- You will have to move around school a lot - you will go to different rooms for different lessons.
- The classroom may be arranged differently - the desks may be in rows, you will be expected to stand quietly outside the classroom at the beginning of each lesson, to sit still during the lesson, and to put your hand up to ask or answer questions.

How will I know if I'm doing well?



- You will receive House Points from your teachers for good work, behaviour, and for trying hard.
- You will get house points for taking part, contributing to school life and being a good citizen.
- There will be reward Assemblies, raffles, certificates, praise cards and trips for those who are doing well. This also applies to the House that you are in - you can gain many rewards representing your House.
- House point vouchers can also be used to purchase treats from the Fairtrade Tuck Shop!



Break Time & Lunch Time

- Year 7 have their own area near the Gerard building for use at break and lunch time
- Morning break starts at 10:50am till 11:10am, during this time you can purchase snacks from the school canteen or treats from the Fairtrade Tuckshop
- Footballs and rugby balls can be hired from Student Enquiries at a small deposit
- Lunch time starts at 1:10pm until 1:50pm. Lunch can be brought in yourself or you can purchase various lunch items from the school canteen and surrounding rooms
- Canteen lunches and packed lunches are eaten in the school dining areas. Once you are in the dining areas, you will need to queue for either sandwiches or a hot meal. Choose your food and then pay for it at the tills using the cashless catering system
- Students are not allowed to go off the school site at lunch times
- During the summer dry days, the school fields are opened up for students to enjoy during lunchtime
- The Learning Resource Centre (LRC) is open to different year groups each day, where you can borrow a book to read, do some homework or access the school computers
- There are lots of clubs and activities on at lunch time for you to enjoy

Other Information

Attendance

All students are expected to have attendance of 100%. Every half term you will be given an update on your attendance. Students who achieve 100% attendance will be eligible for rewards each term. You must come to school every day unless you have a genuine reason to be absent. A "bit of a cold" or a "headache" is not a genuine reason to be absent from school. If you have poor attendance or you are absent without a genuine reason you may be contacted by the school's Pastoral and Attendance Manager.

Punctuality

All students are expected to be on time for registration every morning and for each lesson. To avoid being late for school you must organise your things the night before. Make sure you leave home in time to walk to school or catch the bus. If you are late for school, you must go to the late entrance gate and sign in with Student Enquiries. During the day, listen out for the bell to warn you when it's time for your next lesson.

Movement around school

You must always try to be as quiet as possible when moving around school from lesson to lesson. Never run, push or shove as this can be very dangerous, especially on the stairs. When you arrive at your lesson, line up in single file outside the classroom unless you have permission to enter the room.

Prefects and students

These are Year 11 students who have special responsibilities. Prefects are easy to spot as they will have a gold edge to the collar of their blazers or a tie bearing a lion as well as blue shirts or blouses. If you have a problem, a Prefect may be able to help you. Prefects should be respected by all other pupils.

Use of the toilet

You are expected to use the toilet during break time and lunch time and not during lesson. If it is absolutely necessary, you may be allowed but you will need permission from your lesson teacher who will issue a pass. If you have a medical condition that means you have to go to the toilet often, you must bring a note from your parents and show it to First Aid.

In Case of Fire

In the first few weeks of the school year you will have a fire drill practice. This practice drill should be treated as a real fire and your form tutor will show you where to stand. When the alarm sounds, you must evacuate the

school quickly but quietly without running and go straight to the school field. You do not collect any belongings and must listen very carefully to any instructions given to you.

Lost property

If you lose something and cannot find it, go to Student Enquiries as they have a lost property box there; if not try again the following day, as sometimes it takes a while for collected items to reach there. To make it easier, please clearly mark your clothing, coat and bag with your name.

Mobile phones

If it is absolutely necessary to bring a mobile phone to school, it must be switched off and kept out of sight in your bag. You are not allowed to turn on your mobile phone or get it out of your bag at all times during the school day. If a member of staff sees or hears your mobile phone they will confiscate it. The school cannot take responsibility if your mobile phone goes missing. If you don't need your mobile phone, please do not bring it in to school. All phones must be registered in school by completing the mobile phone protocol form. If you need to make an emergency call, please ask permission from a member of staff.

Illness at school

If you feel so ill in school that you cannot carry on with the rest of the day, tell your teacher who will send you to the First Aid Office. Your parents or carers may be contacted. If you have poor attendance, permission from your Head of Year may need to be acquired before contacting your parent/carer. If you have any medical conditions which require medicine throughout the day, this can be left at the First Aid Office. If you are unable to take part in PE lessons due to injury, a note from your parent/carer must be provided and given to your PE teacher.

Appointments

If you need to leave school during the day for a medical or dental appointment, a letter must be brought in and handed to Student Enquiries who will then issue you with an EXEAT, this must be kept and shown to gain exit out of school.



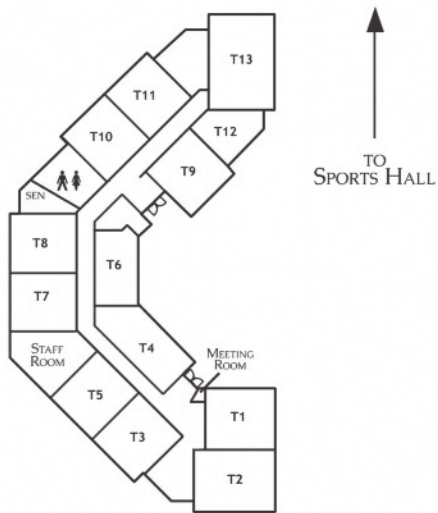
What if I have a problem?

Please do not worry about things – share your problems. You can talk to:

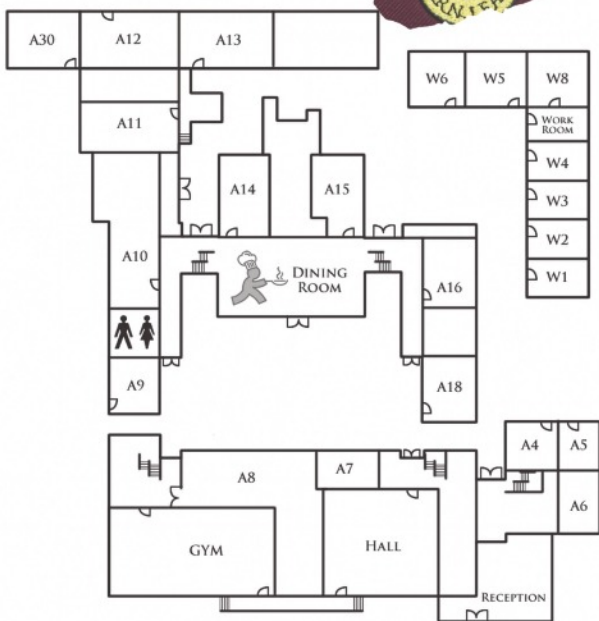
- Your Form Tutor
- Any Prefect
- Your Head of Year
- Any adult
- Any teacher
- The Pastoral Manager
- Any member of the Senior Leadership Team (SLT)
- Any Student Adviser (they will be wearing a badge)
- The Pastoral Support Staff

If you are worried about something, but too shy to talk about it, tell your parents and ask them to telephone school to talk to your Head of Year.

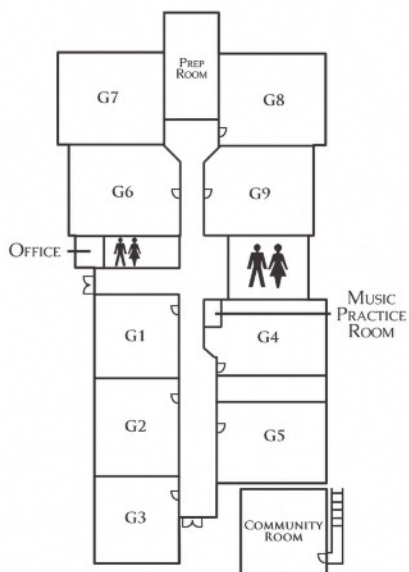
We work very hard at Byrchall to make sure that everyone is happy. If we know of any bullying we will always deal with it, but remember we can only help if someone tells us about the problem. Your Form Tutor and Head of Year will talk to you about this. There are also Student Advisers to support you. You can also report bullying to us by using the link on the website or the don't stick it, stop it phone line 07951 041016



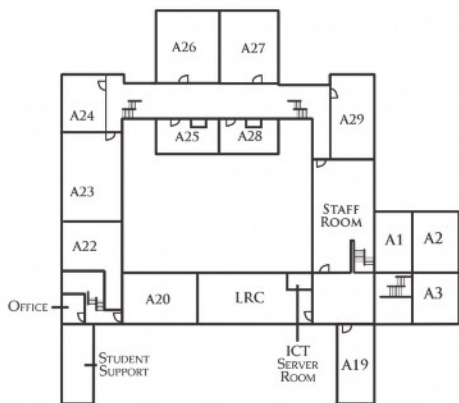
TEAGUE BUILDING



ALLAN BUILDING & WALL BUILDING



GERARD BUILDING



ALLAN BUILDING FIRST FLOOR

Term dates & The school day

Autumn Term 2020

Staff Training Day:	Tuesday 1st September 2020
Term Starts:	Wednesday 2nd September 2020
Half Term holiday:	Monday 26th October 2020 – Friday 30th October 2020
Term Ends:	Friday 18th December 2020

Spring Term 2021

Staff Training Day:	Tuesday 5th January 2021
Term Starts:	Wednesday 6th January 2021
Half Term holiday:	Monday 15th February 2021 – Friday 19th February 2021
Term Ends:	Wednesday 31st March 2021

Summer Term 2021

Please note there is one additional staff training day to be confirmed.

Staff Training Day:	TBC
Term Starts:	Monday 19th April 2021
Bank Holiday:	Monday 3rd May 2021
Half Term holiday:	Monday 31st May 2021 – Friday 4th June 2021
Term Ends:	Wednesday 21st July 2021

Registration:	8:30 to 8:50
Period 1:	8:50 to 9:50
Period 2:	9:50 to 10:50
Break:	10:50 to 11:10
Period 3:	11:10 to 12:10
Period 4:	12:10 to 1:10
Lunchtime:	1:10 to 1:55
Period 5:	1:55 to 2:55

The school canteen is open every day from 7:45am for Breakfast Club to help students to fuel up for the day ahead. The LRC is also open from 8:00am.

As well as giving students the opportunity to eat lunch, there are also a range of extra-curricular activities that run during lunchtime and the LRC is open to a different year group each day to allow students to complete work and take advantage of the facilities. The Science LRC is also open to all students, offering a range of activities including big-screen films (including 3D films) and board games.

A range of after school activities are on offer throughout the week – see the extra-curricular timetable for more details.

What else can I do at Byrehall?

- Astronomy Club
- Badminton
- Bakery Club
- Basketball
- Brass Ensemble
- Breakfast Club
- Choral Group
- Creative Writing
- Dance
- Dodgeball
- Eco Gardening
- English Homework Club
- Enterprise Club
- Football
- Forensics Science Club
- Futsal
- Girls Football
- Hockey
- Keyboard Club
- Language Club
- Lower School Choir
- Lunch Club
- Maths Club
- Maths Homework Club
- Maths STEM Club
- Metalwork Club
- Minecraft Club
- Netball
- Netball Match Night
- Order of the Phoenix Reading Group
- Product Design
- Product Design STEM
- Reading to Group
- Remote Control Car Club
- Retro Games
- Rock & Pop Futures
- Rugby - Outside
- Science Club
- Star Wars Film Club
- Table Tennis
- Trampolining
- Ukulele Group
- Word Wizards



Are you ready for your first day at Byrchall High School?

Make sure you are ready by filling in the blanks or ticking the box when you know the answers to the following questions:

Can I get there on my own?

Walking

On the bus

What is the number bus?

How long does it take to get there?

What time must I get up to make sure I am on time?

What time do I need to get to school for?

Where do I go for break and lunch?

How many lessons do I have in a day?

Where do I write down what homework I've been given?

Do I have all the equipment I need?

Do I have all my uniform?

Are all my belongings clearly named?

Do I have money on my account?

Finally

You will meet a lot of new people when you come to Byrchall High School and you will soon make lots of new friends.

Your Form and your House will become a really important part of your school experience. The first person you should talk to if you have any problems or worries is your Form Tutor.

You should not be worried about asking for some advice or help on certain things.



BYRCHALL HIGH SCHOOL

Byrchall High School, Warrington Road, Foston in Makerfield, Wigan WN4 9PQ
Tel: (01942) 728221 Fax: (01942) 407629 Email: enquiries@byrchall.wigan.sch.uk