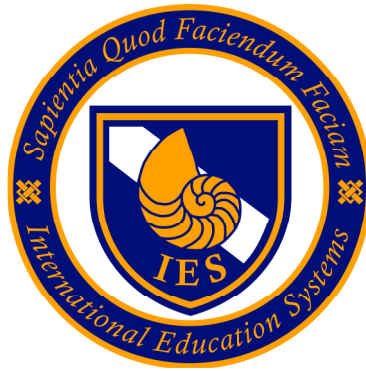


Holy Trinity School



Preparatory School Pastoral Handbook 2009/2010

CONTENTS

1.	Mission Statement and School Aims	Page 3
2.	Pastoral Structure	Page 4
3.	Who to contact on Pastoral Matters	Page 5
4.	School Behaviour and General Principles	Page 6
	- Reward Systems	Page 7
	- Sanctions	Page 7
	- Attendance and Punctuality	Page 8
5.	Illness and Medicines	Page 9
6.	Private Study and Homework	Page 10
7.	Reporting and Assessment	Page 11
8.	School Uniform	Page 12
	- Hair, Jewellery	Page 15
9.	ICT Guidelines	Page 16
10.	Food Consumption	Page 17
11.	Extra Curricular Activities	Page 18
12.	Anti-bullying	Page 19
13.	Every Child Matters	Page 22
14.	Personal and Social Education / Sex and Relationship Education	Page 24
15.	Drugs Policy	Page 25
16.	Equal Opportunities	Page 27
17.	Contact Details	Page 28



MISSION STATEMENT

To educate and develop all children and students in a happy, caring community that places individuals at its heart and allows everyone to shine.

VISION STATEMENT

To be a leading, expanding and successful school.

AIMS

- To support our children and students to become fulfilled and confident young people.
- To encourage all children and students to achieve the best possible qualifications and develop their talents to the full.
- To provide a happy, professional and secure environment for all.
- To ensure a seamless continuum of education, with a strong home-school partnership.
- To promote an international and inter cultural understanding.

THE PASTORAL STRUCTURE

The Form System

Throughout HTS students are placed under the direct care of a Class Teacher and are taught in class and where appropriate ability groups.

The Class Teacher

The Class Teacher has the prime responsibility for academic and personal progress and the welfare of each student in his or her class group. He or she is the first and main point of contact between school and home.

The Preparatory School Manager

The Preparatory School Manager is responsible for the coordination of policy and practice within the Preparatory School. In consultation with the Deputy Head they have charge of all the pastoral and disciplinary issues that might affect the students in their year groups.

The House System

Each student is allocated to a House on arrival at HTS and will remain in that House throughout their school career. The House system fosters participation in the extra-curricular aspects of school life and provides a valuable element of continuity and community within the pastoral system.

The Deputy Head

The Deputy Head has overall responsibility for pupil welfare and leads on the pastoral aspects of school life.

A full list of current pastoral staff (although all staff operate in a Pastoral Capacity) is included at the back of this booklet.

WHO TO CONTACT ON PASTORAL MATTERS

GENERAL

- Concerns about day-to-day administration, morale, extra-curricular activities or work should be addressed to the Class Teacher in the first instance. The Lower School Manager and the Deputy Head should be informed of any major change in family circumstances.
- The Deputy Head (Pupil Welfare) or the Headteacher should be approached if parents have concerns about the operation of the pastoral or disciplinary systems.
- Academic concerns can be taken directly to the class teacher or to the Preparatory School Manager. If in doubt as to who to contact, it may be prudent to speak to the class teacher first.
- Medical concerns can be directed to the Deputy Head who is happy to discuss matters at any time. If it is decided that a student is not fit for lessons, the class teacher or Deputy Head will contact the parent or guardian and request that the student be collected. If this is not possible, the Deputy Head may send the student home by taxi or by public transport if the parent grants permission. If a student requires hospitalization, they will be taken by ambulance or by other means of transport and will be escorted by a member of staff. Parents will be notified as soon as possible and the escort will stay at the hospital until he or she is relieved of duty of care by a parent or guardian.
- Requests for exceptional leave of absence from school must be addressed to the Head Teacher.

Pupils can take any questions or problems to their class teacher or to any member of staff.

MONITORS

Year 6 monitors help to ensure the smooth running of the school during break times; supporting staff and students promote the HTS code of conduct.

SCHOOL COUNCIL

The School Council represents the Student Voice and provides an opportunity for discussion with regard to school related issues. It is an organization that has the capacity to initiate change to help promote an enjoyable and positive ethos and working environment.

MENTORS

Student mentors can be contacted via the Year 11 class in connection with / to issues relating to either academic or pastoral matters.

SCHOOL BEHAVIOUR – GENERAL PRINCIPLES

HTS Code

The highest standard of behaviour is expected from all pupils. Care and concern for the individual is paramount in all matters. Anti-social behaviour is not tolerated. Courtesy and respect for other people and their property is to be shown at all times.

In order to work together at Holy Trinity, pupils should:

- Respect other people: show care and consideration
- Dress smartly and in a businesslike way
- Keep rooms and other areas tidy and litter free
- Behave in an orderly and safe way
- Listen when others speak
- Always aim for the high standards in all that you do
- Always support and encourage the efforts of others

At Holy Trinity, behaviour is based on the principle of RESPECT:

R Recognition, rewards and sanctions

Holy Trinity School promotes good behaviour through a system of recognition and reward

E Environment

We want to work in a school that is clean, pleasant and safe

S Self Discipline

We should take responsibility for our behaviour, appearance, organization and belongings

P Partnership

There is a strong partnership between home and school

E Expectations

Holy Trinity has a high expectation of all its students and will provide a challenging, relevant, appropriate and interesting curriculum.

C Consistency

All students will be treated fairly. Rules and sanctions will be used clearly and consistently.

T Treat others as you would be treated

Treat one another with politeness, courtesy and respect.

MERITS, COMMENDATIONS AND AWARDS

HOUSE POINTS

House points are awarded for various positive efforts and contributions. House points are collected on a weekly basis and a House Cup is awarded in Friday assemblies to the winning house.

HEADTEACHER COMMENDATIONS

Headteacher Commendations can be given in any year for a piece of outstanding academic work, or for outstanding effort or service. It is recognized during a visit to the Headteacher in which you will be congratulated and rewarded.

ENRICHMENT CERTIFICATES

An Enrichment Certificate is awarded at the end of term for excellent contributions in extra curriculum activities.

SANCTIONS

Although the school will always try to resolve problems in a constructive and supportive way, sanctions are sometimes necessary.

DETENTIONS

If you fail to reach the standards of work or behaviour expected in school you may receive a detention at lunchtime.

PROGRESS REPORTS AND EXCLUSIONS

There are times when you may be placed on Report. This means you are monitored during each lesson and have to report daily to your class teacher, Preparatory School Manager, Deputy Headteacher or Headteacher.

Exclusions may be issued in response to a serious one off incident, or if you frequently disrupt the learning of others, or are rude or abusive to staff or other pupils. This is **very serious** – make sure it doesn't happen to you!

ATTENDANCE AND PUNCTUALITY

THE SCHOOL DAY

Students are expected to be in school by 8.30 a.m. ready for registration at 8.40 a.m. Because supervision cannot be provided any earlier, you should not arrive at school before 8.00 a.m.

To aid our pupils to become fully independent we ask that pupils in Years 2 to 6 are either left in the dining room or Preparatory School foyer, and not accompanied up the stairs to their classrooms.

Students are dismissed at the end of the day at 3.30p.m in KS2 and 3.15 p.m. All pupils will be released to parents in the Prep School Playground. Pupils who are not collected at 3.15 p.m. or 3.30 p.m. must then be collected from the after school care from 4.00 p.m. onwards in the dining room.

PUNCTUALITY

Being on time to school and lessons is very important; it indicates a businesslike attitude to school and is important in work life beyond school.

Registration

So that the school day can begin promptly, and so that you can receive important information, **you must be in your form room for registration** at 8.40 a.m. and 1.20 p.m. If you arrive late for registration you **must report to the school office.**

Assembly

Assembly begins at 8.45 a.m. and is an important part of the school day. It brings groups of pupils and teachers together, is a time for thought and reflection, and is also used to convey important information and to celebrate success. **All pupils must attend assembly**, although parents may submit a written request allowing absence from the religious part of it, in which case the pupil concerned must report to the school office.

Lessons

Students are expected to move sensibly between lessons to assure a prompt start.

ATTENDANCE

You should make every effort to attend school every day during term as absences can disrupt your learning and hinder academic progress. Good attendance helps you to be successful in school and demonstrates a sense of commitment and responsibility.

If you are not able to be in school:

- Your parents should telephone, fax or e-mail the school to say you will be absent and give the reason.
- Your parents should also write an explanatory note for you to bring to your class teacher on your return, so that school can then authorize your absence. **Remember, only the Headteacher can authorise an absence, not your parents.**
- If you do not follow the procedures, school will ring your parents to check your absence.

Wherever possible, medical, dental or other appointments should not take place in school time. Where unavoidable, a note should be presented to your class teacher in advance.

Requests to be absent from school during school time for a whole day or longer, for whatever reason must be made in writing to the Headteacher. **Holidays during term time are strongly discouraged.**

Failure to follow these procedures would mean that the absence would be regarded as unauthorized and the Education Welfare Officer may need to be informed.

ILLNESS IN SCHOOL / LEAVING THE PREMISES

If you feel ill during the school day you **must** follow these procedures. These rules are for your own safety.

DURING A LESSON

- Tell the teacher
- You may be sent to the school office
- After consulting your class teacher or a member of the Leadership Group, the school office may send for your parents if necessary.

You must not leave the premises without permission

MEDICINES

- You should avoid bringing any medication into school.
- If you need to take any medication (apart from an asthma inhaler) you should bring a letter from your parents and leave the medication in the Preparatory School office and go there to take it at the appropriate time.

HOMEWORK

Homework is necessary and important. Homework must be handed in on time.

The Private Study timetable in your Contact Book is designed to help you plan homework and keep check to ensure it is not piling up for one day. The best idea is to complete your Homework on the day it is set; it is easier to remember while it is still fresh in your mind. Find somewhere at home that is as quiet as possible and complete your homework as part of your routine. If it is difficult to find a place at home you may use the Homework Club after school or ask your class teacher for advice.

It is better to work in short, regular sessions rather than in one long session, for example on a Sunday evening before school on Monday.

Do not leave things to the last minute. Your work will be rushed, it will not be the best you can do, and you will be disappointed. This is particularly important when completing extended projects, coursework or other lengthy pieces of work.

Year 2	20 minutes per subject
Year 3	25 minutes per subject
Year 4	30 minutes per subject
Year 5	45 minutes per subject
Year 6	45 minutes per subject

EQUIPMENT FOR SCHOOL

EQUIPMENT

You should always make sure that you are properly equipped for school, so that you can maximize your progress in lessons.

You should have:

Key Stage One

- ✓ Your contact book
- ✓ Your reading book bag

Key Stage Two

- ✓ Your books and equipment for the day's lessons
- ✓ Your School Planner
- ✓ Stationery, including pens, pencils, ruler, eraser and notepad

REPORTING AND ASSESSMENT

Full academic reports are issued at the end of Spring Half Term.

Class teacher letters are issued at the end of the Summer Term. These letters summarise the term's work and allow teachers to write about their pupils in a more detailed and personal way.

Students in Year 6 participate in Review and Target setting days to encourage a more pro- active role towards their own education and an understanding of their attainment and achievement.

Reception reports are issued at the end of the Summer Term.

SCHOOL UNIFORM

Parents are asked to support the school in its efforts to create and maintain high standards of dress by being aware of the regulations and encouraging their son or daughter to maintain the dress code.

Your wearing of your school uniform indicates a pride in personal appearance, an acceptance of shared goals, and support for the values Holy Trinity School seeks to achieve.

You will usually be required to wear it at school functions, to school sports fixtures and on school visits, unless exemption has been granted. You are expected to keep your uniform smart and clean at all times.

SCHOOL UNIFORM

WINTER – GIRLS

Blazer (The school blazer is worn throughout the year)
Grey regulation skirt (Years 3 – 6)
White blouse with school lettering
House tie (Reception to Year 6)
Royal blue cardigan with school lettering (Kindergarten – Year 2)
Royal blue V neck jumper with school lettering (Years 3 – 6)
Grey tights or grey knee length socks
Black leather flat lace up or Velcro shoes (no Kickers, ridged soles or high heels)
Regulation cagoule (Reception to Year 6)
Regulation scarf

SUMMER – GIRLS

Blazer
White short sleeved blouse with school lettering
Royal blue culottes
Royal blue cardigan with school lettering (Kindergarten – Year 2)
Royal blue V neck jumper with school lettering (Years 3 – 6)
Ankle length plain white socks
Black shoes or sandals
Regulation royal blue sun hat (available from PA Uniform Shop)

WINTER/SUMMER – BOYS

Blazer

- Grey long or short trousers according to season
- White long or short sleeved shirt according to season
- House tie (Kindergarten – Year 6)
- Regulation grey v neck jumper with school lettering
- Grey three quarter length socks – winter
- Grey ankle length socks – summer
- Black leather lace up or Velcro shoes – winter
- Black leather shoes or sandals – summer
- Regulation cagoule – Reception to Year 6
- Regulation scarf
- Regulation royal blue sun hat (available from PA Uniform Shop)

PE/SWIMMING

- Navy gymnastic shorts with school lettering (Kindergarten – Year 6)
 - Navy pleated games skirt with school lettering (Years 5 and 6)
 - Royal blue polo PE shirt with school logo (available from PA Uniform Shop)
 - Black pumps (Kindergarten – Year 2)
 - Trainers (from Year 3)
 - Ankle length white socks
 - Regulation black swimsuit or trunks with school logo (Kindergarten – Year 6)
 - Regulation swimming cap (House colours) (Clearly labelled with child's name at the front in indelible ink – to aid pupil recognition in water)
 - Armbands
 - Regulation swimming towel (optional in Kindergarten only) (available from PA Uniform Shop)
 - Regulation tracksuit (Kindergarten - Year 6)
 - Regulation Games fleece (optional)
 - Royal blue Hoodie with school logo (optional) (available from PA Uniform Shop)
 - Tennis racquet with short handle (Years 5 and 6) (summer only)
 - Regulation and Infant kit bag (available from PA Uniform Shop)
 - Regulation holdall bag for PE Kit for Years 3 – 6 (available from PA Uniform Shop)
 - Regulation water bottle (Team players in Years 5 & 6 only) (available from PA Uniform Shop)
 - Regulation swimming bag (available from the PA Uniform Shop)
- On the days they swim, Kindergarten and Reception pupils may wear the regulation HTS tracksuit instead of school uniform.

GENERAL

Regulation school rucksack with school logo (Years 3 – 6)

Reading book bag available from class teacher (Reception – Year 2)

Wellies for outside play (Reception)

School apron with logo (Kindergarten – Year 2)

ALL ITEMS TO BE CLEARLY NAMED

Unless stated otherwise, school uniform is available from:

The School Shop

Prospect Hill

Kidderminster

Hair

It is expected that hairstyles are smart with no extremes of colour or cut. Long hair, (below the collar and longer) should be tied back using an appropriate hair tie, either black or blue in colour.

Jewellery

A pair of plain earrings may be worn but no multiple earrings. A plain metal necklace with a simple religious emblem may also be worn and a single signet ring.

ICT

General

- All files held on the network will be treated as school property, including e-mail. ICT staff may look at files and communications to ensure that the system is being used responsibly. You should not expect that your work and/or e-mails will always be private, You should also be aware that a member of the ICT staff can view your computer screen at any time from anywhere on the school network without you knowing about it.
- You are responsible for all use of your account on the school network. Never tell your password to anyone else or let others use your account. If you think someone has discovered your password or is using your account, tell a member of the ICT staff immediately. Never use another person's account.
- You must not install any programmes on a school computer except with the permission of a member of the ICT staff.
- You must only use a printer for school related work and activities. Careless or deliberate wasting of paper will result in your printing facility being withdrawn.
- Eating and drinking are strictly prohibited in any ICT room.

THE INTERNET AND E-MAIL

- The internet is provided for you to conduct genuine research and communicate with others. All the sites you visit are recorded. Remember that access is a privilege, not a right, and that access requires responsibility at all times.
- The internet will only be available in the main ICT room during advertised times.
- You must never send, display, access or try to access any obscene or offensive material.
- E-mail messages may not be sent or received in class times. You may use e-mail in your free time – morning break, and lunchtime.
- You must not use obscene or offensive language in emails. Remember that you are a representative of your school on a global public system – never swear, use vulgarities, or any other inappropriate language. Remember that the school has the right to read your emails.

- You must never harass, insult or attack others through electronic media. Within the school this is bullying and will be punished as such. Remember that any email you send can be traced. A recipient of an offensive email from you may take legal action against you.
- Never copy and make use of any material without giving credit to the author. Not only are you infringing copyright, but you will be guilty of plagiarism.
- Never reveal any personal information, the home address or personal phone numbers of yourself or other people.
- Check with a member of the ICT department before opening unidentified e-mail attachments or completing questionnaires or subscription forms.

FOOD CONSUMPTION

The consumption of food by pupils in school can present difficulties. Carelessness can cause spillages which damage the school environment. There is an associated litter problem.

Therefore you are requested to keep to the following guidelines:

Food purchased in the dining room must also be consumed there. Food brought in from home or the vending machine may be eaten in form rooms.

Under no circumstances should food and drink be consumed in corridors nor in the foyer.

Open drink cans or cartons, or unwrapped food, must not be carried around school.

Chewing gum and bubble gum is banned at all times and must not be brought to school.

EXTRA CURRICULAR ACTIVITIES

A major part of a student's personal and social development comes from his/her involvement in extra-curricular activities.

Through participation a student develops a sense of responsibility, meet others and learns to be part of a team, and generally widen her horizons.

- The many activities HTS has to offer enable a student to:
- Join clubs and societies and attend talks
- Represent their Form, House or the School in sport or other competitions
- Raise money for the School Charity
- Take part in recitals and concerts
- Contribute to drama productions and art activities
- Take part in expeditions, journeys and foreign exchanges/visits
- Become a House Official or Preparatory School Mentor.

ANTI-BULLYING

Holy Trinity is a caring community in which every individual is valued and respected. We believe that every pupil has the right to be unique and receive an education in a safe and secure environment – free from intimidation, threat, or harm from any other person. Anti-social behaviour will not be tolerated.

Holy Trinity School aims to:

- Provide for all a safe, supportive learning and work environment free from any threat or fear
- Work towards an ethos in our community where all forms of bullying are unacceptable and where the reporting of bullying is expected and encouraged
- Reduce and eradicate wherever possible all instances of bullying
- Respond effectively to all instances of reported bullying
- Ensure all partners in the education process are aware of this policy and that they fulfil their obligations to it; we will work together to combat bullying
- Meet any legal obligations which rest with the school

What is Bullying?

There are many definitions of bullying but most have three things in common.

- It is deliberately hurtful behaviour that intentionally harms, threatens, intimidates or distresses someone else
- It is repeated often over a period of time
- It is difficult for those being bullied to stop the process

Bullying can take many forms, including:

- **Physical:** e.g. pushing, kicking, hitting, pinching and any other forms of violence, threats or damage to property or theft
- **Verbal:** e.g. name calling, sarcasm, spreading rumours, persistent teasing, use text messages, email or messaging
- **Emotional:** e.g. excluding, tormenting, ridicule, humiliation
- **Picking on Points of Difference:** e.g. racism, sexism, physical features, family circumstance

Bullying is not the same as quarrelling – all children will fall out with each other from time to time. Not all aggression is bullying, nor all name calling. It becomes bullying when it is exercised through the use of power, rather than an exchange between equals.

Persistent bullying can result in:

- Depression
- Low Self Esteem
- Shyness
- Poor Achievement
- Isolation
- Threatened or attempted suicide

Unchecked bullying also damages the bully who learns that he/she can get away with violence, aggression and threats and that this sort of behaviour gets them what they want.

Action Points:

Pupils

When you are being bullied

- Try to stay calm
- Remind yourself that bullying is wrong. You do not deserve to be bullied – value yourself!
- Don't ignore it but keep safe
- Take firm and confident action – tell the bully to 'STOP'
- Don't pretend to be friends with the bully
- Tell someone
- Let an adult or senior student know – somehow – as soon as possible. Remember it does not matter how you do this – just do it the best way for you.
- You can help yourself by:
 - Staying with a group of friends or people
 - Avoiding areas where you feel unsafe
 - Practising being firm and confident

When you see or know other people being bullied

- Remind yourself it is right to let an adult know and that adults expect you to do this
- Remember it is only the bullies and those who support them who say it is wrong to let an adult know
- Remember, by doing nothing you may be allowing the bully to continue
- Help and support the victim – but Keep Safe
- Let an adult know as soon as possible

Telephone Help Lines:

Childline: 0800 1111	Anti-bullying Campaign: 020 7378 1446 757077	Kidscape: 0207 730 3300
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What School Can Do:

Holy Trinity School's Home-School Partnership emphasises the importance of treating everyone with care, respect and courtesy.

Holy Trinity School is committed to taking all reported instances of bullying seriously. Reported instances will be investigated sensitively and seriously.

Holy Trinity School is committed to stopping bullying and will persistently strive to achieve this when incidents are reported. A watchful attitude and good communications are vital if we are to achieve this.

Holy Trinity School staff are given specific guidance and training on dealing with incidents of bullying.

All staff, whether or not they have a specific pastoral responsibility, must accept that they are responsible for the well being of pupils.

EVERY CHILD MATTERS

At Holy Trinity we have a fully operational Every Child Matters Policy, which ensures that students operate within a secure environment promoting their social, academic and economic well-being.

The key outcomes as outlined through ECM are:

- **Being Healthy**
- **Staying Safe**
- **Enjoy and Achieve**
- **Make a positive contribution**
- **Achieve economic well-being**

Key Outcome 1 - BEING HEALTHY

This outcome encompasses physical, mental emotional and sexual health and seeks to:

- Improve behaviour and attendance
- Improve performance in national assessments
- Reduce childhood obesity
- Promote positive sexual health
- Reduce young people's drug, alcohol and tobacco use

Key Outcome 2 - STAY SAFE

The main elements of this key outcome are:

- Safety from maltreatment, neglect, violence and sexual exploitation
- Safety from accidental injury and death
- Safety from bullying and discrimination
- Safety from crime and anti-social behaviour in and out of school
- Security, stability and care and safe homes

Key Outcome 3 - ENJOYING AND ACHIEVING

The emphasis placed through this key outcome is to ensure that pupils:

- Are ready and prepared for school
- Attend and enjoy school
- Achieve stretching national educational standards at primary / secondary school
- Achieve personal and social development and enjoy recreation

Key Outcome 4 - MAKING A CONTRIBUTION

The focus of this key outcome is to ensure that pupils are:

- Engaged in decision making and support the community and environment
- Engaged in law abiding and positive behaviour both in and out of school
- Able to develop positive relationships and choose not to bully and discriminate
- Able to develop self confidence and successfully deal with significant life changes and challenges
- Develop enterprising behaviour

Key Outcome 5 - ACHIEVING ECONOMIC WELL-BEING

The emphasis of this key outcome is to promote the right of pupils to:

- Engage in further education, employment or training on leaving school
- Be prepared for employment
- Aspire to live in decent homes and sustainable communities
- Have access to transport and material goods

The ECM Policy directly enforces the schools Mission Statement

“To educate and develop all pupils in a happy, caring community that places individuals at its heart and enables them to shine”.

PERSONAL AND SOCIAL HEALTH AND RELIGIOUS EDUCATION

Personal and Social Education at HTS is designed to promote personal, health and social development. In line with the School's aims, it is designed to identify issues and problems that individuals and society in general might face. A structured programme helps students to make considered choices when faced with problems and dilemmas, thus developing their self-confidence and enabling them to grow into responsible adults. The developing programme of PSHE covers a wide variety of topics from such practical help as to how to settle into school to issues of deep principle such as attitudes to human rights. Sex and Relationships Education, Drugs Education and education against bullying are integral parts of the programme. Details of all these matters are given elsewhere in this booklet.

SEX AND RELATIONSHIPS EDUCATION

At HTS we aim:

- To offer to all students a planned programme of education about human development, relationships and sexuality which is appropriate to age and maturity.
- To encourage students to develop relationships which are based on mutual respect and responsibility.
- To encourage an awareness of the law as it relates to sexual behaviour.
- To help students make healthy and informed choices.
- To help students develop the ability to recognise peer and social pressures and to resist such pressures where appropriate.
- To increase awareness of courses of help and to help students develop the confidence and skills needed to use them.
- Sex and Relationships Education at HTS is integrated into the PSHE programme but some purely biological aspects are taught in Science lessons.

DRUGS POLICY

- The School is committed to the health and safety of its members and will take action to safeguard their well-being.
- The School prohibits the use of drugs, tobacco and alcohol by members of the school. The illegal supply of these substances both on its premises and during any school activity is totally forbidden.

Any such instance will be viewed as an extremely serious disciplinary matter and permanent exclusion is the likely outcome.

Drugs Education

The School supports the following educational aims in respect of substance use and misuse:

- To enable pupils to make healthy, informed choices by increasing knowledge, and by developing and practicing skills for avoiding the misuse of drugs.
- To provide accurate information about substances.
- To increase understanding about the implications and possible consequences of use and misuse.

Drugs Helplines

24 hour confidential telephone advice about drugs is offered by the National Drugs Helpline 0800 776600

Confidential counseling, information, advice and support for young people on all matters are available from S.P.A.C.E. on 0800 169 6064.

PERSONAL PROPERTY

All personal property brought to school should be clearly named. The security of your personal property is **your** responsibility. In addition

- You must not leave money or valuables, such as watches, unattended.
- Mobile phones are not allowed in the Preparatory School.

LOST PROPERTY

If you lose anything, taking immediate action increases your chances of retrieving your possessions. You should report any loss to your class teacher. By retracing the rooms that you have used that day you are likely to find your belongings. If you find any lost property it should be handed in to your class teacher immediately.

In the unlikely event that you think that you have had something stolen, you should report it immediately to your class teacher.

SCHOOL PROPERTY

It is the responsibility of all pupils to respect the school environment and property and maintain a clean, healthy and attractive environment in which to learn.

EQUAL OPPORTUNITIES

HTS draws pupils from a wide variety of religious, ethnic and cultural backgrounds but there are clear standards that we expect all members of the School to uphold.

At HTS we aim to promote equal opportunities for all and:

- To enable all pupils to fully develop their aesthetic, cultural, social and physical talents.
- To help pupils consider carefully and sensitively, key moral, religious and spiritual aspects of life, promoting understanding and respect.
- To help pupils become considerate, tolerant and responsible citizens, able to make well-informed choices.
- To combat discrimination and prejudice by dealing with sensitive incidents in an urgent, consistent and considered manner.
- To promote positive images of disadvantaged groups: to develop and strengthen links with these groups in the community.

Telephone Numbers:

Holy Trinity School – 01562 822929
National Drugs Helpline – 0800 776600
Drugs Counselling 0121 472 2071
Bullying – Childnet 02076396967
www.childnet-int.org

Whom to Contact - Pastoral Staff

Deputy Head : Miss P Wright
Preparatory School Manager : Mrs J Ferris

Leadership Group

Head Teacher : Mr G Hurrell
Deputy Head : Miss P Wright
Preparatory School Manager: Mrs J Ferris

FORM TUTORS:

Kindergarten 1 Leader : Miss J Potter
Kindergarten 2 Leader : Miss J Egginton
Rec : Mrs J Powell
Year One : Mr P Booth
Year Two : Mrs E Desmond / Mrs C Kingett
Year Three : Mrs C Butcher
Year Four / Five : Mrs J Ferris
Year Six : Mr J Brunt



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