



# NEW STUDENT FAQ HANDBOOK

Welcome to Harrogate High School



**Northern Star**  
Academies Trust

# WELCOME TO HARROGATE HIGH SCHOOL

---

We are pleased to welcome you to our Harrogate High School Community, we understand that moving to a new school in the middle of a school year can be a daunting experience. We want your transition to our school to be as smooth as possible and we will have a number of staff on hand to support you through this time.

To help you get started, we have compiled some commonly asked questions by students that are new to our school, and we hope they will help you too.



## **Q What will my first day look like?**

**A** We recommend that all new students start at 9.00am on their first day. This is a settled time in school when all students will be in lessons. This means that staff will be on hand to welcome you and to show you around the school.

Initially students will be based in our Inclusion area so that we can give you an induction and important information such as computer log-in informing, your email address and a timetable. Following this you will be introduced to your Student Support Officer and a student buddy.

When you feel comfortable, you will be able to start accessing lessons. Some people take a leap and complete all lessons on day one, some students prefer some additional time to feel secure in the school and use Inclusion as a safe space for this.

## **Q What uniform do I need to wear?**

**A** Full school uniform is to be worn at all times in school, this will have been discussed in your admissions meeting. If you need more information on this you can locate it on the school website under the parent and carers tab.

If you have been unable to purchase some items of uniform before your first day we have some spare shoes and clothing that we can lend to you. Please discuss this with us and staff will be able to support you.

## **Q What equipment will I need?**

**A** All students need a bag which is big enough to hold a PE kit or an A4 folder. All students will be provided with a school planner to help them record and organise their homework. In addition to this, students are required to bring a pencil case everyday which contains essential stationary such as a blue or black pen, a pencil, a ruler, rubber and pencil sharpener. We also ask that students carry a calculator (Casio FX85GTX) and bring a reading book with them every day

## **Q What are dinners like at Harrogate High School?**

**A** We are proud of the quality of food being served at break times and lunch times, we have recently changed our catering provider and the range and standard of food have significantly improved. If your child has any allergies or special dietary requirements, you will be provided an opportunity to share this with Aspens in due course.

## **Q How do I pay for my dinner?**

**A** We operate a cashless system in school which means that we do not make payments with cash. Instead, we use a biometric system to scan our fingerprints which links to our personalised finance account. Parents and carers are able to add money to your account using an app called ParentPay. If you need lunch but find your account has not got enough funds, we can provide lunch on the day, but this money is to be paid back. If you are in receipt of free school meals this will enable you to get a full lunch with drink and lunch time. However, purchases made at break time will need to be paid for.

## **Q Will I be set homework?**

**A** Each year group in school has a homework timetable, this informs both students and parents of when homework will be set for each subject. The purpose of the timetable is to manage the frequency of homework being set and to prevent students from being overwhelmed. When a teacher sets a piece of homework they will log it on Classcharts, this can be accessed by both student and parent; it is displayed with a description of the task/s and the deadline. When a student returns the completed task to their teacher, it will be acknowledged and marked as 'received'.

## **Q Who will look after me and oversee my year group?**

**A** Every year group has a member for the Senior Leadership Team (SLT) assigned to them, they have general oversight. The year group then also benefits from two further members of pastoral staff, these are a Student

Support Officer (known as an SSO). This person does not hold a teaching position and their role is to have knowledge of the wider development and wellbeing of students within their year group. Additionally, each year group has a Head of Year. This person is a teaching member of staff, and their role is to raise the quality of academic outcomes for all students.

My SLT Link will be \_\_\_\_\_

My Student Support Officer will be \_\_\_\_\_

My Head of Year will be \_\_\_\_\_

## Q What will my days be like?

**A** Every day will follow the same structure though the lessons may change. The timings for the day differ slightly between Key Stage 3 and Key Stage 4 because we have a split lunch break. Assembly is on a rolling basis, Y7 on Monday, Y8 on Tuesday, Y9 on Wednesday, Y10 on Thursday and Y11 on Friday.

KS3		KS4	
<b>Tutor period</b>	8.30 – 8.45	<b>Tutor period</b>	8.30 – 8.45
<b>Lesson 1</b>	9.45 – 9.45	<b>Lesson 1</b>	9.45 – 9.45
<b>Lesson 2</b>	9.45 – 10.45	<b>Lesson 2</b>	9.45 – 10.45
<b>Break time</b>	10.45 – 11.00	<b>Break time</b>	10.45 – 11.00
<b>Lesson 3</b>	11.00 – 12.00	<b>Lesson 3</b>	11.00 – 12.00
<b>Lesson 4</b>	12.00 – 13.00	<b>Lunch time</b>	12.00 – 12.30
<b>Lunch time</b>	13.00 – 13.30	<b>Lesson 4</b>	12.30 – 13.30
<b>Lesson 5</b>	13.30 – 14.30	<b>Lesson 5</b>	13.30 – 14.30





## **Q Are there any clubs that I will be able to join?**

**A** We offer a wider range of extra-curricular activities across school, taking place on every night of the week. Most clubs run from 14.30 – 15.30. Examples of groups you can join range from jazz band to gaming club, debating to science. There are also a number of performing arts and sports clubs available.

If you want to attend a club all you need to do is speak to the member of staff that leads it and sign up. There are no costs attached to any of our extra-curricular activities.

## **Q How does good behaviour get rewarded?**

**A** We use a system called ClassCharts to log all positive and negative incidents in school. Students and parents are able to download this as an app on a smart phone and by logging in to it you are able to keep track of your own rewards. (You can also use the app to view your timetable and to monitor the setting and due date of homework). Each half term, positive points are collated, and rewards offered to students that have made an excellent effort in their learning and that have made a positive contribution to the school environment. Previously rewards have included: a ticket to a staff talent show, one hour off timetable to play a sport, cook, complete a design, and make project and engage in arts and crafts. It has also included tickets and tokens for the summer fayre, ice creams and sweet treats.

## Q What happens if students disturb learning in lessons?

**A** At Harrogate High School our motto is Learning First, therefore we prioritise everyone's right to learn above all else. If someone disturbs a lesson they will be issued with a 'first warning', this is often sufficient to prevent a continuation. If this is not the case a 'final warning' will be issued. Following a final warning the student will be removed and placed in a matrix room to complete their learning. A matrix is another room within school, often containing a different year group where the student must remain for the rest of the lesson.

Most importantly, we know that this is not a common occurrence. Students at Harrogate High School are keen to learn and respect the entitlement of learning for their peers.

# Welcome to Harrogate High School





**Harrogate High School**  
Ainsty Road,  
Harrogate,  
HG1 4AP

**Tel:** 01423 548800

**Email:** [admin@harrogatehighschool.co.uk](mailto:admin@harrogatehighschool.co.uk)

**Website:** [www.harrogatehighschool.co.uk](http://www.harrogatehighschool.co.uk)