



Light Hall School

The best from everyone, all of the time.

Year 7 Induction Booklet



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Welcome to Light Hall School

Light Hall is a very special place; our students are friendly, enthusiastic and eager to learn. Our staff are caring, supportive and completely committed to ensuring that every child achieves their very best.

Mrs A Kimblin, Headteacher



This Booklet

Hopefully, you will find all the information you need in this booklet about who we are as a school, and what to expect in September. There are some activities for you to complete as you go along. The first one is to count up the yellow stars as you go through and write down how many there are at the end. There are some exciting projects for you to do over the summer on our website too, which we hope you complete and bring with you in your first week at Light Hall. There will be plenty of rewards for you if you do so!



Our Core Values and Expectations



Student Charter

- We will all respect others so that we can be respected. We will show this in the way that we act and speak.
- We will all work hard to make lessons successful.
- We will do our best and we will encourage others to do their best.
- We will be here on time every day and in every lesson.
- We will all move safely and sensibly around school.
- We will all be well prepared for school and lessons including what we wear and the equipment we bring.
- We will take responsibility for our actions and make the most of the opportunities to improve.
- We will all do our best to demonstrate and prove that Light Hall School is an Outstanding school.



Your First Day

You will be the only year group in the school on your first day! This will give you the chance to explore the school when it is less full. Other students in other year groups will start on a different day.

On the first morning you should aim to arrive at school before 08.45 in your Light Hall School uniform. You should go straight to Reception where you will be greeted by the House Progress and Development Leaders, Senior Leaders and Pastoral staff.

You will be taken to Churchill Hall to have your first ever Light Hall assembly. After assembly you will go to your form room with your House Tutor. You will be given a copy of your timetable, which will give you information on your subjects, your teachers, and the rooms you will be in. An example timetable is included on the next page and there is also a map of the school enclosed. Your House Tutor will give your tutor group a tour of the school too.

Normally, at 11.05, there is a 20 minute break and at 13.25 there is a 35 minute break. However, for the first few days, your break times may be different. Your House Tutor will let you know.





The School Timetable

School Commences	8.45 am	
Registration & Assembly	8.45 am	9.05 am
Period 1	9.05 am	10.05 am
Period 2	10.05 am	11.05 am
Break	11.05 am	11.25 am
Period 3	11.25 am	12.25 pm
Period 4	12.25 pm	1.25 pm
Lunch	1.25 pm	2.00 pm
Period 5	2.00 pm	3.00 pm
School Finishes	2.55 pm (due to current restrictions)	



Following a Two-Week Timetable

At Light Hall, we have a two-week timetable and call each week either 'Week 1' or 'Week 2'. Below is an example of this. See if you can answer the questions at the side to show you understand.

Timetable - Sophie 7DLWA
as at 04/06/2020

Reg	1	2	3	4	5
1Mon	English EYO 204	P.E. core JCH	French JSC F4	Science LDR C10	I.T. JHC E7
1Tue	Drama VBR USH	Maths JHI 102	Technolo CWR A1	English EYO 204	Art & D. MMU E3
1Wed	Science LDR C2	Music AJO MR2	Maths JHI 102	History AMK C8	Geograp JWH C14
1Thu	Technolo ACO E4	Maths JHI 102	Life & M HBE C18	Geograp JWH C14	P.E. core JCH
1Fri	English EYO 204	Life & M HBE C18	Science LDR C10	French JSC F4	History JBR 201
Reg	1	2	3	4	5
2Mon	English EYO LRC	French JSC F4	Art & D. MMU E3	Geograp JWH C14	P.E. core JCH
2Tue	Geograp JWH C14	Drama VBR USH	History AMK C8	Technolo CWR A1	Maths JHI 102
2Wed	Science LDR C10	Maths JHI 102	French JSC F4	P.E. core JCH	English EYO 204
2Thu	Technolo CWR A1	Maths JHI 102	History JBR 201	English EYO 204	Science LDR C2
2Fri	Science LDR C10	Music AJO MR2	Life & M HBE C18	English EYO 204	I.T. ALW E8

Questions:

1. Who is Sophie's Maths teacher?
2. Which room does Sophie have French in?
3. How many lessons of History does Sophie have over two weeks?
4. On which days does Sophie need to bring her P.E. kit?
5. What happens immediately after P.E. on Wednesday Week 2?

ACO – Mr Cooney

AJO – Mr Johnson

AMK – Miss Kay

CWR – Mr Wordsworth

EYO – Miss Yorke

HBE – Ms Begum

JBR – Mr Bridgewater

JCH – Mr Churchill

JHC – Mrs Hicks

JHI – Miss Hills

JSC – Mrs Scobie

JWH – Mr Whan

LDR – Ms Darby

MMU – Mrs Munn

VBR – Miss Brown

Light Hall School Map

FRANKLIN BUILDING	EINSTEIN BUILDING
French, Spanish and German	Ground floor: Art 1 st floor: Business & ICT

DAVINCI BUILDING
SCIENCE

GYM

GANDHI BUILDING

Ground floor:
English
Music
Drama
Dining Room
Learning Resource Centre (LRC)
First and second floor:
Maths
English

CHURCHILL HOUSE

Ground floor: Science and **Student Services**
First floor: Science, and History
Second floor: RE and Geography

BLAKE BUILDING
TECHNOLOGY

SPORTS HALL

ARISTOTLE BUILDING
TECHNOLOGY SEND

CHURCHILL HALL (Assemblies, serves food)	REFOCUS CENTRE SIR EDMUND HILLARY SUITE
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STAFF ROOM	RECEPTION AREA
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Front of the school



What to Bring With You

Each day make sure that you are prepared for every lesson that you are taught. The following items must be brought with you each day:

- Pen
- 30 cm ruler
- Pencil



These items are recommended:

- Pencil sharpener
- Pencil crayons
- Rubber
- All necessary exercise books and homework to be handed in
- A packed lunch if needed.

On certain days you will need PE kit. Please make sure all of your clothing and equipment is clearly named. The school cannot be responsible for any items that are lost or stolen. Neither the school nor the Local Authority has any insurance to cover such losses. It is advisable to pack your PE kit in a separate bag from your exercise books.

Do not bring valuables into school, e.g. iPads or expensive watches.

Mobile phones are not allowed in school. If confiscated, your parents or guardians are asked to collect them from the school.



School Uniform



School uniform is an invaluable means of maintaining not only good standards of dress, but also of conduct and hence academic progress. Uniform must be worn to all school functions and by all pupils representing the school in team games.

Please ensure that all items of uniform and equipment are clearly marked with your child's name.

Wherever you are, in school or outside, you and the school will be judged by how you behave and look. When you are wearing your school uniform you must be smart and tidy at all times.



LIGHT HALL UNIFORM (BOYS & GIRLS)

- Black Blazer with Badge
- Black Trousers (conventional width – no tight fitting trousers) or regulation Black School Skirt (pleated style supplied by either Monkhouse - formerly Early Years, Clive Mark or Concept school wear). Straight skirt style either through our approved suppliers or an high street retailer with the school badge added to the hem. All skirts must be to the knee and no stretch or tube skirts allowed. Badges can purchased from the school office.
- Black Socks/Tights
- White Collared Shirt
- School House Tie – Clip-on
- Black formal shoes (no pumps or trainer style)
- Black V neck sweater (to ensure that tie can seen)
- Appropriate outdoor coat (no denim, no logos, hoodies, no sportswear, no leather)
- Headscarves to be plain black only

SPORTSWEAR (BOYS & GIRLS)

- Light Hall Polo Shirt with Light Hall Badge
- Black Shorts with Light Hall Badge or Light Hall Skort
- Universal Sports Top with Light Hall Badge
- Shin Pads
- Black Football Socks
- Trainers
- Gum Shield (advisable for hockey and rugby)
- Football Boots (required for football or rugby)

OPTIONAL

School Base Layer – black

School Track Suit bottoms (from approved supplier with logo)

If for any reason you cannot wear the correct uniform, please bring a letter of explanation from your parents and hand it to your House Tutor.

Other Expectations



Bicycles

- Many of our students choose to arrive to school by bicycle. We have a shed to store them safely in the school day and they must be secured with a lock and chain.
- You must always push your bicycle when you are in the school grounds – never ride.
- Make sure your bicycle is in a roadworthy condition. Take great care and show road sense when cycling to and from school.
- All bikes are left at owner's risk.



Before school

- The school gates will normally open at 08.15 next to Gandhi building. This is where all students enter every morning.
- From 08.15 until 08.40 you can either sit in Gandhi Dining Hall or in the library/ learning resource centre. (LRC)
- There will be a warning bell at 08.40am to signal it is time to move towards your registration room. If you are not in your registration room by 08.45am you will be marked as late or absent.
- If you arrive to school late, please report to Student Services, where you can sign in.

Movement around school

- Movement about the school must be quiet and orderly – always walk, never run.
- Keep left in corridors and on staircases.

Notes from home

- These must be brought to cover the following circumstances: absences and lack of uniform or equipment.

Respecting our environment

- Chewing gum is not allowed in school.
- Show respect for buildings, furniture, books and equipment.
- Help to keep the school tidy – DO NOT DROP LITTER.



Break Times

- There are two breaks in the school day, and the same standard of behaviour is required for them too.
- Food is available from Churchill Hall and Gandhi Dining Hall. At first break, only Years 7 and 8 can use Churchill Hall.

What Do I Do If...?



Q **I don't feel well**

A Tell your teacher, they will decide what should happen next.

Q **I lose my**

A Firstly, try to keep all your belongings with you all of the time and make sure they have your name in them (particularly your uniform and P.E. kit). If you do lose something – inform your teacher, search thoroughly everywhere you've been, check lost property in Student Services.



Q **I get lost**

A Go to the nearest classroom and ask the teacher there, or ask someone!

Q **I arrive late for school**

A If registration time has finished, you **MUST** go to Student Services to sign in.

Q **I lose my timetable...**

A You must tell your House Tutor at morning registration who will send you to Student Services to receive a new one.

Q **I have an appointment out of school**

A You must bring in a note or appointment card and show it to Student Services when you need to leave school, you will then be given a permission slip, you must also sign out in Student Services. An adult **MUST** pick you up from reception; we will **NOT** let you leave unless you have an adult with you.



Key Staff in the School



Headteacher **Mrs Kimblin**

House Progress and Development Leaders

	House Progress and Development Leaders
Atlantis	Ms O'Brien
Challenger	Mr Williams
Discovery	Mr Cooney
Endeavour	Miss Johnson

Pastoral Manager (Head of Transition) – Ms R Morgan

Miss O'Brien



Mr Williams



Mr Cooney



Miss Johnson



Extra-Curricular at Light Hall

You will have all sorts of exciting new lessons and plenty of work to do! There are also many clubs and activities for you to take part in out of lesson time.

Sport

Clubs include netball, football, rugby, basketball, tennis, cricket, athletics, badminton, gymnastics and table tennis.

Music

This includes guitar club, our own choir - Light Hall Voices, instrumental groups and soul/jazz/rock groups.

The opportunities are there – why not get involved?

Example Extra-curricular Timetable

Monday	Tuesday	Wednesday	Thursday	Friday
Lunch time	Lunch time	Lunch time	Lunch time	Lunch time
Guitar/Ukelele Club All Years* Miss Davis* MR1	Instrumental Group All Years* Mr Johnson* MR2	Soul Band All Years* Mr Johnson* MR2	Art Club All Years* Mr Marsh* E3	Art Club All Years* Mr Marsh* E3
Art Club All Years* Mr Marsh* E3	Art Club All Years* Mr Marsh* E3	Art Club All Years* Mr Marsh* E3		Chess Club All Years* Ms Latham* 204
After school		After school	After school	Light Hall Voices All Years* Mr Johnson/Miss Davis* MR2
French Conversation Club KS4* Mrs Hands-Portman* F6		Cricket Year 9-11* Mr Lindsay* Astro	Tennis All Years* Miss Johnson* Gym	
Spanish Culture Club KS4* Miss Linnell* F1		Rounders All Years* Mrs Burnham/Miss Johnson* Field	Athletics All Years* Mr Lindsay* Field	
Softball Years 7-8* Mr Churchill* Field		Softball Years 9-11* Mr Nicholls/Mr Churchill* Field	Girls Multi-Sports All Years* Mrs Burnham* Sports Hall	After school
Fitness Years 9-11* Mr Johnson* Fitness Room		Jazz Band All Years* Mr Jones* MR2	Cricket Years 7-8* Mr Nicholls/Mr Williams* Astro	Boys Multi-Sports All Years* Mr Nicholls/Mr Williams* Astro
Premier League Football Years 7-9* Mr Nicholls/Mr Lindsay* Astro			Rock and Pop Bands All Years* Mr Sansom* MR2	Fitness Years 9-11* Mr Lindsay/Mr Churchill* Fitness Room
Dodgeball All Years* Mr Williams* Gym				
GCSE Dance GCSE Dance students* Mrs Burnham* LSH				

Key

- English
- Art
- Music
- PE
- MFL

What Next?

We do hope that we have answered most of your questions in this booklet. Make sure that you look through all the resources available on our website and please get in touch if you have any other queries.

Don't forget to have a go at our transition activities and in particular the English, Maths, Science and Art projects you could do over the summer holidays.

From all of us at Light Hall, we look forward to seeing you in September.

Final Activities

1. What is the name of your house?
2. What is your house colour?
3. Who is your House Tutor?
4. Who is your Personal and Development Leader? (PDL)
5. Who is your house Pastoral Manager?
6. Who is the Headteacher?
7. Who is the Pastoral Manager for Transition?
8. Come up with a list of the ten most important things to remember about Light Hall School.
9. Name one thing you are looking forward to at Light Hall.
10. Find and count the stars in this booklet.

