



**St Paul's**  
CATHOLIC SCHOOL


**LOVE**

**SERVE**

**DO THE  
BEST  
POSSIBLE**

# St Paul's Catholic School Year 7 Induction Evening Tutor Talk


<https://www.youtube.com/watch?v=skF3vjbuivg>



There are 10 Tutor Groups in Year 7. They are named after famous saints who had qualities that we admire.


St Angela Merici  
St Benedict of Nursia  
St Charles Borromeo  
St Teresa of Avila  
St Maximillian Kolbe

St Thomas More  
St John Neumann  
St Elizabeth of Hungary  
St Rose of Lima  
St John Vianney





# Tutor time and the role of the tutor

- Monday: PHSE
  - Tuesday: Check it Tuesday
  - Wednesday: Wellbeing Wednesday
  - Thursday: Quiz
  - Friday: Collective Worship and reflection
- 

# Green Points:

Green points are awarded by staff to recognise and reward pupils for their positive contributions.

Do everything possible to earn green points. Be enthusiastic, work hard, be kind, always do the best that is possible.

**Pupils**

**School**

Your tutor will monitor your green points using ClassCharts. Your year leader will ensure that regular praise and rewards are offered to those students who are achieving high numbers of green points.

Check Class Charts each evening and discuss with them the green points that they have been awarded. What did they do to earn the stamps? Make this a routine.

**Parents**

# Equipment:

Every pupil is expected to be fully equipped for school each day

**School**

Your tutor will check your equipment each morning. If you do not have your lanyard you will be issued with a lunchtime detention

Organise your school bag each evening in preparation for the next day.

**Pupils**

Encourage your child to get into a routine of organising themselves for next school day on the evening before. Rushing around trying to find equipment in the mornings does not provide a calm start to the day for them, or you!

**Parents**

# Equipment



- A sensible school bag
- Black Pen
- Ruler
- Pencil and Sharpener
- Pupil handbook (issued by school)
- Glue Stick
- PE/Games Kit
- Planner
- A school reading book
- Rubber
- Calculator
- Highlighter
- Maths Set (compasses are not allowed)
- Colouring Pencils/pens
- Whiteboard pen

# ClassCharts

The school provides an online platform that can be accessed in school and from home to monitor a pupil's green and red points as well as access homework.

## School

All homework for year 7 will be set on ClassCharts. Teachers will provide a range of engaging resources and tasks.

Log in to ClassCharts daily to check messages, check your calendar for homework and complete these.

## Pupils

Log in daily to ClassCharts and check that your child is accessing ClassCharts. Look at their calendar to see the tasks that have been set and discuss completion with them.

## Parents

# Mobile phones and electronic devices

Are not permitted in school including before school, break and lunchtimes

## School

Switch your mobile phone off and put it **in your bag** before you arrive at school. Do not put it in your blazer or trouser pocket.

**Pupils**

If you are seen around school with your mobile phone it will be confiscated, logged on ClassCharts and handed to reception for collection at the end of the day

Do not make arrangements to phone/text your child during the school day to make plans for after school collection

**Parents**



# Lunches, snacks and water

Healthy body, healthy brain

Bring a refillable water bottle to school and use the water fountains to top it up at break and lunch times

**Pupils**

**School**

Healthy food and snacks are provided in the canteen along with a large number of water fountains around the school site

Use Wisepay to ensure that your child's account has sufficient funds or provide a healthy and nutritious packed lunch

**Parents**

# Uniform

The school has a clear uniform policy which students must adhere to

Come to school in the correct uniform. Be prepared the day before. If in doubt about uniform check with your form tutor.

**Pupils**

**School**

Tutors check uniform every morning. Red points will be given where the correct uniform is not being worn.

Please ensure that your child always has the correct uniform. For occasional exceptional circumstances please put a note in your child's planner or contact the tutor. When shopping please refer to the school website for acceptable uniform.

**Parents**

# Correct school uniform



## Plain black skirt...

- made out of plain black material
- be either straight or A-line
- be knee length



**Bodycon skirts are not acceptable school uniform**



## Black school trousers...

- not be made out of denim or any other similar material
- no exposed zips or buttons
- no jeans or cargo style trousers
- must be tailored and loose fitting

# Correct school uniform

- The blazer is a compulsory part of the school uniform
- Students may also choose to wear a purple school jumper in the winter. This is optional and does not replace the blazer



# Appropriate shoes include...




When shopping if you are questioning whether shoes are appropriate or not, that is most probably because they are not appropriate!



# Lanyards

All pupils will receive a lanyard once their photo has been taken. Lanyards are treated as part of a pupil's uniform and therefore must be worn round necks visibly every day.

Lanyards are also used to pay for food and drink in school and provide access to the toilets during lesson time (during break times, the toilets are available on lanyard-free access). If a pupil loses or misplaces their lanyard, these will need to be replaced as soon as possible (at a charge).





# Jewellery

No jewellery, except a wristwatch, may be worn by any pupil in Years 7 to 11. There are no exceptions to this including, for example, jewellery in recently pierced ears. Pupils are advised to have ears pierced at the beginning of a holiday so that they can remove jewellery when they return to school. No visible facial, nose or tongue studs or body piercings are allowed.

# Nail varnish/Gel nails

Gel nails or any other form of nail extensions are not permitted. Coloured nail varnish should not be worn in school.



## Hoodies

Hoodies and sports jackets are not acceptable. During cold months an appropriate coat should be worn over the school blazer.

## Make up

While the school wishes to acknowledge the growing maturity of pupils, where it is deemed that a pupil is wearing excessive makeup, the pupil will be asked to remove it. What constitutes excessive makeup is entirely at the discretion of the school.

## Hair Style

Pupils are asked to avoid extremes of fashion either in style or colour. Hair colour should be kept a natural colour. Where it is deemed that style or colour is unacceptable pupils will be asked to make an appropriate change. This is entirely at the discretion of the school. Pupils should not bring into school any type of comb that has protruding metal teeth, tip or point.



# Attendance

If your child is absent from school due to illness, you must call school before 8.30am each morning of the absence. Select option 4.

Where possible, medical appointments should be arranged out of school hours. Evidence should be provided for medical appointments during school hours.

*Headteachers are not able to authorise absences for family holidays during term-time although they may approve requests for leave of absence when there are "exceptional" circumstances. For leaves of absence of one day or more, the leave of absence request form should be completed via the school website.*

# Medication

**Medication** must be given to the nurse with an accompanying letter detailing instructions and with pupil's name on.

**Pain relief** - Pupils should **not** bring paracetamol or other pain killers into school. With parental permission, the nurse may issue paracetamol.

**Inhalers/epipens** must be clearly labelled. Always have inhaler on PE days – a spare in-date inhaler/epipen should be kept with the nurse.

# Contact with the school

You can telephone the general office to request to speak to the member of staff required or email [enquiries@st-pauls.org.uk](mailto:enquiries@st-pauls.org.uk).

Meetings are by appointment only, as it is likely that the teacher you wish to see will be teaching should a parent arrive unexpectedly.

The easiest way to contact staff is via email: **Firstname.surname@st-pauls.org.uk**.

**Pastoral issues** – the Form Tutor is your first point of contact

- Year Leader: [Jonathan.cresswell@st-pauls.org.uk](mailto:Jonathan.cresswell@st-pauls.org.uk)
- Pastoral and Chaplaincy Leader: [yommy.adeyemi@st-pauls.org.uk](mailto:yommy.adeyemi@st-pauls.org.uk)

**Subject issues**

- Direct to subject teacher or head of department

**Medical issues** –

- School nurse, Gina Penn [nurse@st-pauls.org.uk](mailto:nurse@st-pauls.org.uk)

The pupil handbook is another useful way for parents to contact tutors and teachers

## Definition of bullying:



Masterplan Trust's English - Love, Serve, Do the best that is possible

The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or online.

Source: ANTI-BULLYING ALLIANCE

[www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)

## Bullying behaviour can be:



- Physical - pushing, poking, kicking, hitting, biting, pinching etc.
- Verbal - name calling, sarcasm, spreading rumours, threats, teasing, belittling.
- Emotional - isolating others, tormenting, hiding books, threatening gestures, ridicule, humiliation, intimidating, excluding, manipulation and coercion.
- Sexual - unwanted physical contact, inappropriate touching, abusive comments, homophobic abuse, exposure to inappropriate films etc.
- Online /cyber - posting on social media, sharing photos, sending nasty text messages, social exclusion
- Indirect - Can include the exploitation of individuals.



## I am being bullied



If you are being bullied it's important that you tell someone you trust.

- Tell someone that you trust (form tutor, year leader, chaplaincy and pastoral leader, the Sharepoint safeguarding button).

Don't retaliate.

Don't blame yourself.

- Be proud of who you are.



## How could I support my own wellbeing at St. Paul's?



I could speak to my Year Leader and Chaplaincy Leader when I am worried or if I have any concerns.



I should always engage with PSHE and Wellbeing Wednesday so that I know how to improve my own health and wellbeing.



I must turn my phone off when I enter school site



I could seek the Lords comfort through prayer.



I could read a book from the student wellness section in the library.



I could use my break times to recharge by body by eating healthy food and socialising with my peers.



I could regularly see what extra curricular opportunities are available at St Paul's and participate where possible.



I could check the student wellness Sharepoint page weekly to identify strategies to support my own wellbeing.




Masterplan Trust's English - Love, Serve, Do the best that is possible








# First week at St Paul's

- Where possible please avoid bringing your child to school/collecting them during the first week as the car park will be very busy
  - Details of the buses can be found on the school website
  - Your child is likely to be very tired! There is lots of walking around the site which they won't be used to. It is really important to encourage your child to try and get to bed a bit earlier in the first few weeks!
  - First Day – Wednesday 3<sup>rd</sup> September 2025
- 



We look forward to  
working with you and  
your child during their  
time at St Paul's

