



LONGCROFT

— SCHOOL AND SIXTH FORM COLLEGE —



***Integrity
Creativity
Respect***

Transition Booklet

Everything you and your child need to
know about life at Longcroft

(For students starting Longcroft School and
Sixth Form College in September 2018)

SCHOOL CONTACT DETAILS

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Headteacher

Mr I. O'Donnell

Chair of Governors

Mr A. Marham



DISCLAIMER

As the contents of this booklet were written a year in advance of new Year 7 students joining Longcroft in September 2018, some of the facts within it may change slightly over the coming months. We will endeavour to keep parents informed of any major changes they need to be aware of (should they occur) before the start of the 2018/19 school year.

INTRODUCTION

Welcome to the Longcroft Community

Welcome to Longcroft School and Sixth Form College. It is a pleasure to introduce our school to new parents and students. For those who already know us, thank you for your continued interest in and support of our school.

Every student is welcome and important. Our curriculum, monitoring and support systems are designed to challenge, develop and meet the needs of every individual child. As we value respect and integrity so highly every young person has the opportunity to develop and grow as part of a caring and supportive community. New friends will be made, some which last a lifetime.

Life at Longcroft will be busy. New experiences will be many, varied and designed to stretch and challenge. We will need each young person to develop their resilience and creativity as they prepare for life in a global economy.

We wish to work closely with parents and our communities in shaping education for every individual child. It will be a very exciting period in the life of each young person and we look forward to getting to know you and to seeing you succeed. We hope that once life begins at Longcroft that you will be with us for the next seven years.



Mr. I. O'Donnell
Headteacher



THE TRANSFER SYSTEM

We all wish students to settle quickly into life at Longcroft School and in order for this to happen a series of visits are arranged during Year 6. A smooth transition is essential and staff at Longcroft and our feeder Primary Schools work with parents to ensure that this takes place.

TRANSFER FORMS

During the Spring Term transfer forms are sent to Year 6 teachers to complete and return to Longcroft. These booklets indicate your child's strengths, interests and abilities. Copies are given to our Special Educational Needs and Disability (SEND) Coordinator. Parents are also asked to complete an Admission Booklet to return to Longcroft. Out-of-catchment parents are contacted directly.

THE YEAR 6 SUMMER TERM

In the Summer Term, based on the information that we are given, the students are organised into Form Groups (e.g. Form 7.L, Form 7.O, Form 7.N, etc.). These will usually contain at least one other child known to your son or daughter from primary school. Form Groups will have a balance of abilities, gender and feeder schools. During the summer term visits are made to feeder schools by the Transition Coordinator, who will talk to the Year 6 staff about students' abilities and needs to best prepare them for Year 7 and what life is Longcroft is like. Visits are also made to carry out CAT tests (Cognitive Ability Tests). These tests provide us with valuable data to support information already acquired from primary schools. Out-of-catchment students are invited in for a full day to give them a similar experience to students from our feeder schools.

COMMUNICATIONS FROM LONGCROFT

We also use an app called MyEd that parents can download to their phone for free. Through this we send out emails and text messages, plus links to important information such as Progress Updates – **there are more details about this later in the booklet.** In addition, every week during term time you will receive **Longcroft News** by email, detailing all the latest student and school successes, notices and important upcoming dates from Longcroft. There is also a lot of useful information on the website (www.longcroftschoo.co.uk).

TRANSITION DAY

Early in July all students are invited in to spend a full day at Longcroft. Students will have an opportunity to meet their Form Tutor, begin to learn their way around the Lower School, take part in Maths and English lessons, and meet other students in their class. All parents are invited into Longcroft during the evening of that day to hear about the curriculum, talk about the school, and meet the Headteacher, Year Leader and Transition Coordinator.

The transition day has proved a valuable experience for students in the past and an overwhelming majority of students and parents have told us how it has helped prepare them for September.

We are proud of our transition process and surveys have shown that the vast majority of students settle very quickly into life at Longcroft. As ever, we are always looking to improve and value any feedback that you may offer us.

THE FIRST TERM AT LONGCROFT SCHOOL

On their first day, students will be met in the Lower School by tutors and Year staff. We know that this can be difficult for parents also and ask that students are accompanied only as far as the school gates. From there, they will be directed by staff.

There will be an opportunity to make new friends. Students will quickly get to know and be known by their Form Tutor. Daily meetings with their form will ensure that they will get to know their fellow students too.

During the first term, there will be a Year 7 Tutor evening and an opportunity to meet form tutors to discuss how your son/daughter has settled.

LEARNING CIRCLES AND S.E.A.L.

Learning Circles take place weekly during afternoon tutor time. This is part of the school's commitment to develop SEAL – Social and Emotional Aspects to Learning. Learning Circles give all students a structured format to have their say and share their opinions with peers and staff.

This develops vital speaking and listening skills, builds relationships and creates a better sense of community - students feel a part of the form and, by extension, of Longcroft and the wider community.

TUTOR TIMES AND ASSEMBLIES

Students spend two sessions together as a form daily. This will always be in Lower School where all Year 7 and 8 forms are based. Students register every morning from 8:40am to 8:45am in their form rooms. Year 7 students line up in forms in the playground at 8.35am each morning and are therefore expected to be on site by 8.30am at the latest. The canteen sells breakfast items from 8:00am. During morning registration important notices are communicated and punctuality is essential.

Students will also spend five afternoon sessions with their form from 1:15pm to 1:30pm. For two of these sessions students attend assembly in the Lower School Hall (Tuesday and Thursday for Year 7). These are formal assemblies with key themes addressed and the highest standard of behaviour is expected. The remaining three sessions are spent in form rooms. During this time planners will be checked while students read independently. In addition, there is a weekly quiz and in Learning Circles the Theme of the Week is discussed.

Tutor time plays an important role in forming and building relationships between students and form tutors, who also support them in their planning and organisation.

WHAT YOU NEED ON THE FIRST DAY OF TERM



It is essential for good learning that students arrive equipped. They will need a pen, pencil, 30cm ruler, glue stick, rubber, pencil sharpener, coloured pencils, calculator, pocket dictionary, foreign language dictionary and a bag to carry their belongings.

Whilst students complete their work in blue or black ink, they also require red and purple pens, which are used when self-assessing their work.

There should be a named label in every piece of clothing. Students will also require money for the Cashless Biometric System or a packed lunch, as well as a bus pass or bus fare. Please ensure your child has a strong bag. A rucksack is often better than a single strap bag. They should only bring to school the books and PE kit that they need for that day.

MEMORY STICKS

We hope to have developed a secure, online system by which students can complete homework from home and then access it at school. This will mean memory sticks will not be required. We will provide you with more information about this when your child starts at Longcroft, but advise you **not** to purchase any memory sticks.

BOOK COVERING

All students will be required to cover their exercise books with clear sticky back plastic in the first few weeks of term. This will protect the books during the year and allow students to decorate them early in the term with images related to the subject.

SCHOOL UNIFORM



The school uniform is a plain white shirt long enough to tuck into trousers, a correctly tied school tie and sensible, loose-fitting black trousers - **they must not be tight leggings style or jeans.**

Girls also have the option of wearing a black skirt, but it must be **no shorter than knee length** (black tights are also allowed).

The only jumpers students are permitted to wear are the official

branded ones, which are black and include the school crest. **No other cardigan or jumpers are permitted.**

In terms of coats, students can wear suitable ones to keep them dry and warm, but they **must not be hoodies, tracksuits or branded tops.**

Footwear should be plain black, sensible shoes - **no trainers, boots or shoes with badges.**



Whilst the majority of the school uniform can be purchased from any clothing outlet, the official jumpers can only be purchased from Steady Schoolwear via ParentPay (see our website for more details) or from Rawcliffes in Hull.

Ties can be bought from either of these businesses or the Longcroft Upper School Reception.



SPORTS KIT AND OTHER INFORMATION

BOYS KIT

- Plain white polo shirt
- Green and black rugby/football shirt with Longcroft badge *
- Plain black shorts (no white trim)
- Plain black football/rugby socks
- White ankle socks
- Football boots (moulded studs, not screw-in)
- Shin pads (advised)
- Gum shields (advised)
- Clean sports trainers (not plimsolls or converse)

GIRLS KIT

- Plain white polo shirt
- Black sweatshirt with Longcroft badge * or green and black rugby/football shirt with the Longcroft badge *
- Plain black shorts
- Plain black football/rugby socks
- White ankle socks
- Shin pads (advised)
- Gum shields (advised)
- Clean sports trainers (not plimsolls or converse)

* Items marked with an asterisk are available from the same supplier as the items of school uniform that also include the school logo/crest.

Students are required to bring their P.E. kit even when injured. If not, comments will be issued in to their planners which may result in detentions. Students who do not bring their P.E. kit will be lent clean kit. If students refuse to wear a borrowed kit then they will be sent to isolation. If your child has lost an item of their P.E. kit, they will need to bring a note with them and an alternative so they can still take part.

No student is allowed to take part in a P.E. lesson with any sort of piercing even if it is taped up. Any student who arrives to a lesson with a piercing that cannot be removed will be issued with a comment; if the piercing has not been removed for subsequent lessons they will be sent to isolation. If you insist on your child getting a piercing please ensure that this is done early during the 6 week summer holidays.

If your child has lost an item of P.E. kit they will need to bring a note with them and an alternative so they can still take part in their P.E. Lesson. If your child is ill or injured they are expected to bring a note from their parent or carer and to bring their P.E. kit. They will be able to take some part in the lesson, even if they are injured, either practically, or as a coach or official. If their P.E. group is outside and it is raining they will need their P.E. kit so they have something dry to change into at the end of the lesson.

AIMS

Longcroft aims to provide a caring, enthusiastic and orderly centre of learning and social, personal and spiritual development, which:



- Has a good balance between education and fun;
- Creates an atmosphere where students aspire to great things;
- Encourages enthusiasm, opinions, involvement and cooperation;

- Promotes an understanding of right and wrong;
- Encourages friendship, respect, tolerance and good citizenship, i.e. fundamental British values;
- Develops healthy values and healthy living;
- Encourages teamwork, initiative and independence;
- Nurtures self-worth, respect and consideration of others;
- Encourages students to be responsible and accountable for their own actions;
- Offers a full and challenging curriculum to suit each individual;
- Believes that education is for all and that everyone is equally important;
- Prepares students for the careers, experiences, challenges and responsibilities of adult life;
- Encourages an understanding and tolerance of diversity;
- Works in partnership with parents and the community;
- Inspires enjoyment of learning;
- Strives for excellence;
- Celebrates successes.



HOME SCHOOL AGREEMENT

The following relies on a partnership between parents, school and students.

As such, we all agree to take joint responsibility and work collaboratively to ensure the following;

- Students attend regularly, on time and are properly equipped for learning.
- We will all promote good attendance.
- We communicate regularly with each other over any issues that may affect the student learning to the best of their ability.
- All school policies and guidelines are followed.
- We will all support and be part of a caring and well-disciplined environment where anti-social behaviour is dealt with fairly and efficiently.
- We all support students and work hard to ensure classwork and homework are completed and regularly marked with feedback.
- The student planner is regularly checked and signed to support learning.
- We all attend consultation meetings and discussions regarding student progress.
- We will always discuss student issues with integrity, honesty and respect.
- We will take an interest, support and facilitate opportunities to engage in the wider aspects of school life.
- We will aim to achieve high standards of work and behaviour through building good relationships and developing a sense of responsibility.
- We will all support each other and ask for help where needed. We will all encourage students to aspire to be the best that they can be.

KEY STAGE 3 CURRICULUM

The curriculum embraces all learning opportunities, both within and beyond taught subjects. We are guided by a challenging and innovative Learning and Teaching Policy. The focus is on broad, balanced, relevant, empowering and creative provision.

Personalisation of learning is designed to respond to individual talent, need and pace of development.

The curriculum at Key Stage 3 (Years 7 and 8) includes three core subjects (English, Mathematics and Science) and seven foundation subjects (Art, Technology, History, Geography, Modern Foreign Languages, Music and Physical Education). These subjects, together with Dance and Drama, Religious Education, ICT and our Pastoral Programme, form the basic curriculum.

STUDENT PROGRESS UPDATES

Over the year we produce Progress Updates about your child's academic progress in each subject. Each update will inform you about how they are progressing towards their end of year target, alongside details about their attitude to learning in class and effort with homework. The Progress Update provides key data about any intervention activities that may be required to allow your child to meet their full potential.

These updates will be made available to you digitally, via an app you can download onto your mobile phone or tablet. More information regarding this will be circulated to you nearer September 2018.

PROGRESS ROOM

Sometimes things happen that mean it is not possible for a student to attend all their lessons. For example, an injured leg might mean that they cannot use stairs safely or travel between Upper and Lower School. In these circumstances, teachers will send work for students to the Progress Room, which is situated on the ground floor at Upper School

There is a member of staff who will be on hand to supervise and assist students and make sure that the work is returned to teachers for marking.

PERSONALISED LEARNING

Where students are seen to be struggling in a specific subject, it is sometimes possible to “personalise” timetables to better suit the student. This decision is made after discussion with Heads of Year, students, parents and an Assistant Headteacher and will indicate the most suitable learning experience for that particular student.

LONGCROFT EVERYONE ACHIEVES PROGRAMME (LEAP)

Each year a small group of Year 7 students are selected and closely monitored throughout the school year to ensure that target grades are being met. This could involve extra one to one lessons, mentoring sessions and group meetings.

HOMEWORK

At Longcroft School, we set all our students homework activities. We do this because we believe that it can help students to achieve their potential more fully than if we simply rely on work done during the timetabled curriculum. There is clear evidence that successful students make progress when they embrace homework and where they can enjoy, consolidate and extend their learning. Through this, students become flexible independent learners, able to cope with the demands of a future working life. The main purpose of homework is to support and encourage students to develop independent study skills, organisational skills, time management and self-discipline. In addition, extended study should help:

- To enhance enjoyment, effective learning and independence
- Raise levels of attainment
- To provide an opportunity for students to work uninterrupted for extended periods of time
- To make use of resources outside school
- To supplement and enhance class work
- To encourage good work habits
- To help students to organise and plan use of their time wisely;
- To encourage self-reliance and give students an opportunity to demonstrate what they can do independently or by sharing ideas and planning as part of a team
- To give parents opportunities to share and participate in their child’s learning

Homework will be recorded in the student planners and may take many forms, but in all cases it will extend the learning undertaken during classroom-based activities. We operate a support programme on certain evenings for students who need support in planning and organising their homework

THE SCHOOL RULES

The following general rules are in operation for the safety and comfort of everyone in the School. Please try to:

1. Follow the instructions of all adults immediately.
2. Treat other people as you would expect to be treated yourself.
3. Respect our school environment.
4. Comply with our rules as they are for your safety.
5. Be proud of Longcroft - promote a positive image of our school.

POSITIVE DISCIPLINE – BEHAVIOUR STRATEGY

The behaviour strategy used at Longcroft is called Positive Discipline. It is a system that is based around mutual respect. It recognises and rewards all students, is consistent and allows students to feel belonging and significance in the classroom, whilst also reducing low level disruptive behaviour. Students will be rewarded with stamps in their planner, which will be counted fortnightly and accumulate to go towards certain privileges and rewards throughout the year. Positive Discipline allows parents to check on their child's positive and negative behaviour choices on a daily basis through the planner.



Positive Discipline has increased exam performance and involves non-negotiable sanctions that will allow students to develop academically but also prepare them for society.

Warnings and sanctions in the classroom

Students are given a verbal warning prior to any serious sanction being issued. Following a verbal warning comments are issued to students who choose not to change their behaviour choice. A comment is a written warning issued to a student in their planner when they haven't changed their behaviour choices. Communicating comments in the student planner raises awareness of their negative behaviour choices with all stakeholders including themselves, parents and teachers.

- If a student receives six comments in a week they will receive an after-school detention in the Upper School Canteen until 3:40pm.

- If a student receives a further four comments in a week they will have to complete another after school detention in the Upper School Canteen until 3:40pm.
- If a student chooses not to attend the after-school detention they will be placed in a Headteacher's Detention on another day in the Upper School Canteen until 4:00pm.
- If a student receives 12 comments in a week they will be placed in isolation for a full day.
- When an after school detention or isolation has been issued parents will be informed via text message with 24-hour notice of the detention.
- Parents will be able to see in their child's planner when a detention or isolation has been issued.

MOBILE PHONES

Students are allowed to use their phones during break and lunchtime in the Large Social Area at Upper School and outside of the school buildings at Upper and Lower. Students must keep their phone in their bag at all other times between 8:35 and 15:40. Students who are caught using their phone outside of the allowed times will have it taken from them and will have to pick it up from Upper or Lower School Pastoral at the end of the day.

If a student is caught using their phone outside the allowed times on three occasions in a half-term, then the phone will be taken from them and be handed back to a parent/carer when they come into school and pick it up.



THE SCHOOL DAY

The schedule of the school day is currently being reviewed and will be different in September 2018.

PUNCTUALITY



If you arrive late to school and miss registration you must make sure that you report to Reception to be marked present in the register. You will also be marked late.

Students will be issued with minutes late to every lesson or Form Period they report late to without a note from a member of staff. If a student amasses more than 20 minutes late in a school week then they will be placed in a 'lates' after school detention on a Tuesday night for the length of time that they have accumulated over the previous school week.

ATTENDANCE

Outstanding attendance and reaching one's potential go hand in hand.

Longcroft are committed to providing a quality education for all our students. This can only be achieved with full attendance, consequently any problems that interfere with good attendance are identified and remedied as soon as possible.

For your child to gain the greatest benefit from their education it is vital that they attend regularly, on time and every day that Longcroft is open. Pupils should only be absent if it is completely unavoidable.

Why regular attendance is so important:

Learning: Any absence affects the pattern of a child's schooling and regular absence seriously affects their learning. Any pupil's absence disrupts teaching routines so may affect the learning of others in the same class. Ensuring your child's regular attendance at Longcroft is your legal responsibility and permitting absence from Longcroft without a good reason creates an offence in law and may result in prosecution.

EXPECTATIONS

We expect the following from all students:

- That they will attend Longcroft every day it is open, achieving a minimum of 97% or above attendance, unless they are genuinely ill.
- That they will be appropriately prepared for the day.
- That they will inform their Form Tutor, Year Leader or Pastoral of any problems which affect attendance or punctuality.

We expect the following from parents/carers in supporting the Home/School agreement with regards to attendance and punctuality:

- To ensure pupils attend Longcroft regularly, on time and be aware of their legal responsibilities.
- To ensure they contact Longcroft immediately whenever their child is unable to attend, using the dedicated attendance telephone number 01482 862171 and select the absence/attendance option.
- To ensure that their child is appropriately prepared for the day.
- To respond to any messages in their planner regarding attendance.
- To contact Longcroft in confidence whenever they have a problem concerning attendance or punctuality.
- Not to arrange a holiday in term time.
- To respond to the appropriate person regarding letters of concern.
- To make every effort to arrange dental and medical appointments out of the school day.
- That telephone contact numbers are available and if changed, the school is informed immediately.

Parents can expect the following from Longcroft:

- Regular, efficient and accurate recording of attendance.
- Early contact from School when a pupil fails to attend without providing good reason or when a pupil is truanting.
- Immediate response to problems notified to us.
- Celebrate and reward good and improving attendance through competitions, certificates and outings/events.
- Support when there is a problem of long term illness.
- Involvement with the East Riding's Youth Family Support Services and the Police with any truancy sweeps.
- Follow up procedures from the Year Leader and Attendance/Welfare Officer. These are instigated when:
 - a) Attendance drops below 95%
 - b) There are obvious patterns of repeated absence or lateness
 - c) When lateness or truancy is an issue

PROBLEMS AND HELP

Longcroft is a friendly school. If you find you have a problem, ask someone for help. You might be lost – ask someone the way; you might have lost something – tell your teacher; someone might be making your life unpleasant – talk to your Form Tutor about it. The most obvious people for you to go to for help and advice are your Form Tutor, Year Leader or a Pastoral Manager.

ILLNESS AND ACCIDENTS



If you feel unwell you should seek permission from a member of staff to visit the First Aid Room. If you are unable to continue lessons your family will be contacted before you are allowed to go home. You must never leave the school site without permission from a member of staff. If you need to bring medicine to school you must inform the Principle First Aid Officer.

EXEATS

If you need to leave school to visit the doctor or dentist, for example, you must have permission and a special slip of paper, called an exeat. To get permission, you must bring a letter from home for your Year Leader or a Pastoral Manager, who will keep a record and give you an exeat. If you are leaving during a lesson, show the exeat to your teacher before the lesson starts. Before you leave the premises you must hand in your exeat to the Main Office at Lower or Upper School. If you return later on, remember to inform the office of your return.

FIRE EVACUATION

In the event of a fire, you must remain calm and carry out the procedures that you have practised during fire drills. If the alarm sounds, leave your bags and books and follow your teacher's instructions. You must evacuate the building in SILENCE. Once outside go to the appropriate place, line up in register order and wait for your teacher to check you off. NEVER ignore a fire alarm. If you are between lessons or at lunch, then remember the golden rule - **Get out and stay out!**



ANTI-BULLYING POLICY

At Longcroft School, we believe that everyone has the right to feel safe and free from harassment. All members of the school community are encouraged to treat others as they would wish to be treated and also actively safeguard the rights of others. We seek to ensure that anyone who experiences bullying can be confident of receiving support and redress, while the bully is helped to see the error of his/her ways. All our students have the right to feel safe, to say 'no', the right to expect respect from others and the right to their own space.

Our anti-bullying policy aims to encourage pupils to report such acts safe in the knowledge that there will be no repercussions. Bullying may take the form of physical or verbal intimidation, extortion, exclusion from groups, the spreading of malicious rumours, threatening gestures, theft of property and sexual or racial harassment.



Pupils need to be aware that these behaviours are entirely unacceptable at Longcroft School. A pupil's environment needs to be secure, happy and friendly. The way in which we deal with such issues is designed to ensure that all pupils, teachers and parents are aware of our commitment to a bullying-free school. Furthermore, we expect that everyone will feel able to share any problems that they might have.

STUDENT PLANNER

Students will be issued with a new planner and they must carry this with them and have it on their desk at all times. The planner is key to Positive Discipline and allows all stakeholders the opportunity to check the student's behaviour choices. It provides quick and easy communication between home and school. We ask that parents and tutors read and sign planners on a weekly basis. The planner also gives information about school aims, the home-school agreement, the school day, expectations, mentor meetings and explanations for absence.

- *If a student forgets their planner once in a half-term they will be issued with a daily sheet which must be copied into their planner.*
- *If they forget their planner on a second occasion in a half-term they will be placed in isolation until the planner can either be brought to school or is found.*
- *If a student loses their planner they will be required to purchase a new planner that will cost £5.*

MYED – COMMUNICATING WITH PARENTS

MyEd is a free app that gives parents a range of communication and information features to stay in touch with what is going on at school. The app gives direct access to your child's attendance, timetable, absence records, achievements, behaviour and more.



MyEd is available now for both Apple iOS and Android devices. If you do not have either of these systems and so cannot download the app, you will still receive text messages and emails, meaning you won't miss out. The advantage of the app is that it pulls all the information we send you into one place.



You can download the app from either the Apple App Store or Google Play by searching for **MyEd**, or scan the QR code below to access the download page.

IMPORTANT NOTE: MyEd it will not link up to your child until they have started Year 7 in September – for more information and MyEd app instructions, visit www.longcroftschoo.co.uk/parentcomms

SCHOOL MEALS

We operate a cafeteria system and pupils pay only for those items which they select. Some pupils are entitled to a free school meal. Packed lunches may also be brought; these are eaten under properly supervised conditions in the canteens. Through our work with the Schools Food Trust, we provide students with lunches that are healthy and nutritionally balanced.

Pupils in Years 7 who stay for lunch must remain on school premises for the whole of the lunch period. No responsibility can be taken for pupils who break this rule. Exceptions can only be permitted at the written request of parents.

Breakfast is available before school in both dining rooms. The Lower School Tuck Shop is popular during morning break, when pupils can purchase hot and cold drinks and snacks.



CASHLESS CATERING

In order to buy meals, Longcroft uses a biometric payment system. To use it, students either use the electronic finger-print system, also used in the school libraries or, on request, a card. (The first card is free of charge, replacements £2.00).

Students can add money to their account by either using the ParentPay System, details of which are enclosed, or by bringing cash and using a revaluation terminal in-school. (Please note, the machines accept all coins of 10p and over and all notes).



For your convenience, payment by cheque is also available, made out to '**MELLORS CATERING SERVICES**', and placed into the post box provided in the school reception - **please write the full Name of Pupil**

and Class reference on back of cheque and place in an envelope. (Where possible, cheques should be for a **minimum value of £10** to minimise administrative and bank charges.)

Any amount of money can be paid into your account held within the system; money spent on food will be taken out of the system and you can always check by using the revaluation terminal to see how much you have left. The school is also able to provide you with a report detailing each item of food served, each credit made to the system, for any time period and show a current Balance.

There is a daily 'spend limit' programmed into the system of **£4.00**, this can be increased or decreased for an individual pupil by making a written request to the school kitchen.

PARENTPAY

We now accept payments online for items such as dinner money, music lessons and school trips. Using a secure website called ParentPay, accessed via the school website, you can pay online using your credit or debit card.

ParentPay is easy to use and will offer you the freedom to make online payments whenever and wherever you like, 24/7 – safe in the knowledge that the technology used is of the highest internet security available and that funds will reach school safely. Parents wishing to make cash payments will be able to do so at Pay Point stores.

In addition, ParentPay offers you the ability to set automated email/SMS reminders ensuring you never miss a payment and helping you keep your child's school meal account in credit all the time.

EXAMPLE LUNCHTIME MENU

	Main Course	Starchy Dish	Vegetables	Desserts
Mon	Chicken Tikka Masala Tuna & Cheese Pasta Jacket Potato & Filling Sandwiches	Brown Rice Half Baguette	Salad Broccoli Plated Salad Carrot & Cucumber Sticks Baked Beans	Apple Crumble Custard Yoghurts Fruit Salad
Tue	Steak Pie Vegetable Curry Jacket Potato & Filling Sandwiches	Boiled New Potatoes Brown Rice	Carrots & Cabbage Plated Salad Carrot & Cucumber Sticks Baked Beans	Chocolate Steamed Sponge Custard Yoghurts Fruit Salad
Wed	Sausage & Tomato Pie Mushroom Bake Jacket Potato & Filling Sandwiches	Mashed Potato Half Baguette	Peas Salad Sweetcorn Carrot & Cucumber Sticks Baked Beans	Orange Shortcake Orange Sauce Yoghurts Fruit Salad
Thu	Roast Beef & Yorkshire Pudding Baked Bean Roast Jacket Potato & Filling Sandwiches	Roast Potatoes Potato Wedges	Savoy Cabbage Plated Salad Carrot & Cucumber Sticks Baked Beans	Flapjacks Custard Yoghurts Fruit Salad
Fri	Baked Herby Fish Broccoli Quiche Jacket Potato & Filling Sandwiches	Chips Half Jacket Potato	Peas Salad Coleslaw Plated Salad Carrot & Cucumber Sticks Baked Beans	Marble Cake Custard Yoghurts Fruit Salad

LONGCROFT LIBRARIES

The Lower and Upper School Libraries play an active role in school life, providing a welcoming and vibrant learning environment before, during, and after the school day at homework club.

Both venues offer a wide and inclusive range of resources to support learning and teaching, and meet the needs of the individual. As well as an extensive stock of fiction and non-fiction books, we have a choice of magazines, and computers are available for internet research with printing facilities. We aim to cater for all interests, encourage creativity, and support all curriculum areas, working collaboratively with teaching and support staff.



All Year 7 and 8 students have regular library lessons in the Upper School Library. These are designed to foster a lifelong love of reading, improve literacy skills, and develop self-confidence. The Libraries also provide a flexible space for classes working on specific projects, allowing students to develop their research and literacy skills, and deliver presentations. Longcroft School is proud to be a Reading School and all our students are encouraged to choose a book from the Library for personal reading, and initiatives like DEAR (Drop Everything and Read).

Both Libraries stock a wide range of stationery and dictionaries for students to purchase: The list of available items is as follows:

Dictionary: English, French, Spanish	£5.00
Scientific Calculator	£6.50
Compass	25p
Eraser	5p
Exam Pack	£1.70
Finewriter: Blue, Black	30p
Folder A4	40p
Glue Stick	80p
Pen: Blue, Black, Red, Green, Purple	20p
Handwriting Pen; Blue, Black	30p
Highlighter Pen	50p
Paper (A4 sheet)	2p

Paper (A4 pad, 80 sheets)	60p
Paper (A4 pad, 200 sheets)	£1.50
Pencil HB	10p
Plastic Pocket A4	5p
Plastic Wallet (Small)	50p
Plastic Wallet (Small)	75p
Protractor	10p
Ruler 15cm	10p
Ruler 30cm	20p
Scissors: Left or Right	50p
Sharpener	20p
Roll of Book Covering (Sticky Back Plastic)	£4.00

PERFORMING ARTS

Performing Arts, including music, drama and dance, have had a long tradition of excellence at Longcroft and our ethos is that they should be inclusive and creative, whilst at the same time encourage commitment and nurture confidence - all valuable skills that are transferable across all subjects.

You may already be aware of the Performing Arts work Longcroft carries out with primary schools, through the Partners' Showcase at Hull City Hall. This is an event that sees hundreds of students from Longcroft's feeder primary schools dancing, singing and acting on the main stage, after several weeks of rehearsals.



PERFORMING ARTS GROUPS

Longcroft runs a wide range of extra-curricular Performing Arts groups and clubs and there are opportunities for every student of any ability to take part. Lower School students can access their own Drama Club, Dance Club and Choir. These continue when students move over to the Upper School Site and from Year 9 onwards students can join our ever popular Gospel Choir. In addition to these, our whole school ensembles include Chamber Choir, Wind Band and Orchestra.

There is also a range of annual events that afford students the opportunity to perform on stage in front of family and friends. These include the Christmas Concert at St Mary's Church, Rock Challenge, Young Musician of the Year Competition, the Lower School Performance Night, the Evening of Performing Arts and the annual whole school production.



These clubs, rehearsals and performances can only take place with commitment, the discipline to rehearse and a confidence to perform from our students. These skills not only benefit students whilst at school, but prepare them for their life beyond it.

EXTRA-CURRICULAR ACTIVITIES

A school which did not have clubs and societies would be a very dull place indeed. At Longcroft School, we have a wide range of activities taking place at lunchtime, after school, during weekends and holidays. We hope that you will encourage your child to take part in the many extra opportunities that we have to offer.

Lunchtime activities vary year on year depending on the interest shown by students. There are also many revision classes for older students. New groups continue to be formed as interests change and develop - we welcome suggestions and ideas from students.

SPORT

The sporting tradition continues to thrive, develop and expand at Longcroft. Over the years we have witnessed success in many team and individual sports. In recent years Longcroft students gained District, County and Regional Honours in Rugby Union, Swimming, Football, Netball, Hockey, Basketball, Cross Country and Athletics. In addition, past pupils have gone on to gain full representative honours in both Rugby League and Rugby Union for England, playing in teams that have won the Super League and Challenge Cup trophies.

Although our teams take part in many local and national competitions, sport at Longcroft is not only for the dedicated and gifted. Much enjoyment is experienced by many students, of all standards, in a wide range of clubs on offer before and after school, during lunchtime and weekends.

The present list includes: soccer, rugby, netball, hockey, basketball, table tennis, badminton, athletics, cross country, rounders, cricket, tennis, fitness training. The list continues to grow. Sport is for all in our fitness-conscious school - our Fitness Suite provides more opportunities to develop a healthy lifestyle.

In addition, we are proud to also have within the school site a state-of-the-art All-weather Pitch and associated Sports Hall. Funded by the Football Foundation, initiated by East Riding of Yorkshire Council and managed by Longcroft School, they constitute some of the best community sports facilities in the East Riding.



FRIENDS OF LONGCROFT SCHOOL (FOLS)



This association is another vital link with parents and is much appreciated. The main aim of FOLS is to raise funds to provide additional and innovative learning support and opportunities for students. Here are some examples of what FOLS has funded:

Book Buzz Books – All Year 7 students: This scheme enabled every student to have ownership of a book within their first few weeks of joining Longcroft School. This encouraged students to regard the libraries as important facilities that are there to support their studies throughout their time at the school.

Five iPods – Physical Education: To enable GCSE, AS and A2 PE students to record or video capture their individual practical performances / data - allowing analysis and review for practical coursework moderation.

Author Visit – STEM and English: A visit by Kjartan Poskitt, author of numerous books, including the Murderous Maths series. This was an amazing event that enthused Year 7 and 8 students and brought Maths to life.

Classroom Demonstration Equipment – Science: A range of apparatus and models that cover the three sciences, which help to give the subjects a “hands on” element and lead to more enquiring minds in practical work.

Dictionaries – Whole School: As part of a wide-reaching literacy initiative, the inclusion of a set of dictionaries in each class room has been of significant benefit. It has encouraged students to use them, rather than rely upon the internet, and engendered a desire to expand and enhance their vocabularies.

FOLS organise a variety of activities and events for parents and students throughout the year. All support, new members and new ideas are always welcome - for more information email fols@longcroft.eriding.net.

CHARITABLE EVENTS

Longcroft School supports a wide variety of current community and charity projects at local, national and international levels. The importance, for us, is to recognise the needs of many vulnerable people both locally and in internationally devastating situations. We work to understand, to learn and to shape our care and response. We aim to contribute to general improvement, safety and well-being. Assemblies, ‘Theme of the Week’ and individual initiatives support this work. Social conscience is important to young people. Our aim is to inform and support them in their endeavours.

TRANSPORT

For students travelling to and/or from school by public transport, the current timetables are accessible - please note that these may be subject to change. (NOTE: EYMS = East Yorkshire Motor Services):

EYMS Service 121

Leconfield Arram Road 08:15
Longcroft 08:22

Longcroft 15:50
Leconfield Arram Road 15:57

EYMS Service 142

Holme on the Wolds 08:08
South Dalton 08:09
Etton 08:14
Cherry Burton 08:18
Longcroft 08:30

Longcroft 15:50
Cherry Burton 15:58
Etton 16:02
South Dalton 16:07
Holme on the Wolds 16:08

Acklams Coaches Service 945

Lockington 07:50
Lund 07.55
Holme-on-the-Wolds 08:00
South Dalton 08:05
Etton 08:10
Longcroft 08:30
Beverley Bus Station 08:40

Beverley Bus Station 15:30
Longcroft 15:50
Etton 16:10
South Dalton 16:15
Holme-on-the-Wolds 16.20
Lund 16.25
Lockington 16.30

In addition, Longcroft runs the following buses. Should you require information, contact our Finance Office on 01482 398294:

LS1

07:35am	Beverley Road (Hull Daily Mail Building)
07:36	De Grey Street / Queens Road
07:43	Bricknell Primary School / County Road North
07:45	Bricknell Avenue / Fairfax Avenue
07:48	Greenwood Avenue / Endike Lane
07:52	Beverley Road (Tesco)
08:05	Victoria Road (Morrisons, Beverley)
08:06	Victoria Road (Normandy Avenue, Beverley)
08:07	Victoria Road (Queensgate Cemetery)
08:09	Admiral Walker Road, Beverley
NO STOPS	Lairgate - Hengate - Manor Road - Molescroft
08:15	Longcroft School

LS2

07:35am	Beverley Road (Cottingham Rd / Clough Rd crossroad)
07:38	Endike Lane
07:40	Sutton Road (1st bus stop)
07:44	Holwell Road
07:46	Holwell Road (opposite North Point Shopping Centre)
07:48	Bude Road
07:55	Asda (Kingswood)
07:57	Runnymede Way
07:58	Runnymede Avenue
08:00	Barnes Road / Barnes Way
08:05	Dunswell
08:08	Woodmansey
08:12	Swinemoor Lane
08:20	Longcroft School

LS3

07:35	Hill Top / Wawne Road
07:38	Kesteven Way
07:40	Kingsbury Way
07:42	Kingswood School roundabout
07:44	Bude Road
07:50	Runnymede Ave / Runnymede Lane
07:52	School Lane / Health Centre
07:53	Runnymede Avenue
07:55	Barnes Road / Barnes Way
08:02	Dunswell
08:05	Woodmansey
08:10	Swinemoor Lane
08:20	Longcroft School

Please ensure you child is at their stop 5/10 minutes BEFORE the time stated to make sure they don't miss the bus.

DISCLAIMER: Please note that all times were correct at the time of print, but may be subject to change in the future depending on school and student transport needs.

USEFUL CONTACT DETAILS

School Admissions Team

Based at East Riding of Yorkshire Council (ERYC), this team deals with applications for places in state maintained, mainstream schools such as Longcroft.

East Riding of Yorkshire Council

County Hall, Cross Street Beverley, HU17 9BA

Tel: 01482 392100

E-mail: admissions.transport@eastriding.gov.uk

Website: www.eastriding.gov.uk

East Yorkshire Motor Services (EYMS)

EYMS run some of the school bus services as detailed earlier in this document.

Tel: 01482 592929

E-mail: BusLine@eyms.co.uk

Website: www.eyms.co.uk

Parent Pay

The way parents pay electronically for school lunches, school visits, school concert tickets, etc. **Website:**

www.parentpay.com

Steady Schoolwear

Our online provider of Longcroft's uniform.

29 Holderness Road, Hull, HU8 7NA

Tel: 01482 322982

E-mail: sales@steadyschoolwear.co.uk

Website: www.steadyschoolwear.co.uk

Rawcliffes Schoolwear

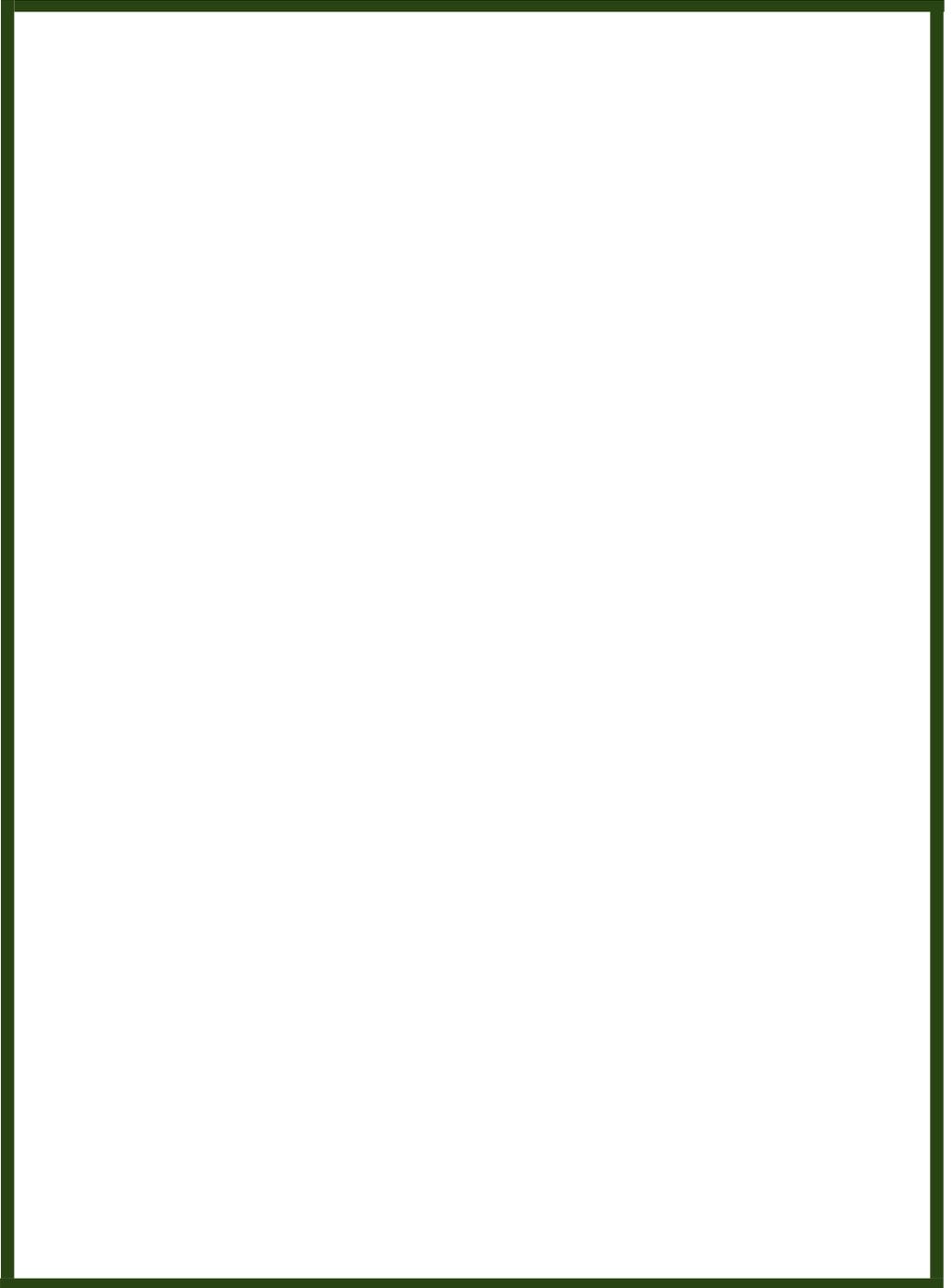
Retailer of Longcroft's uniform.

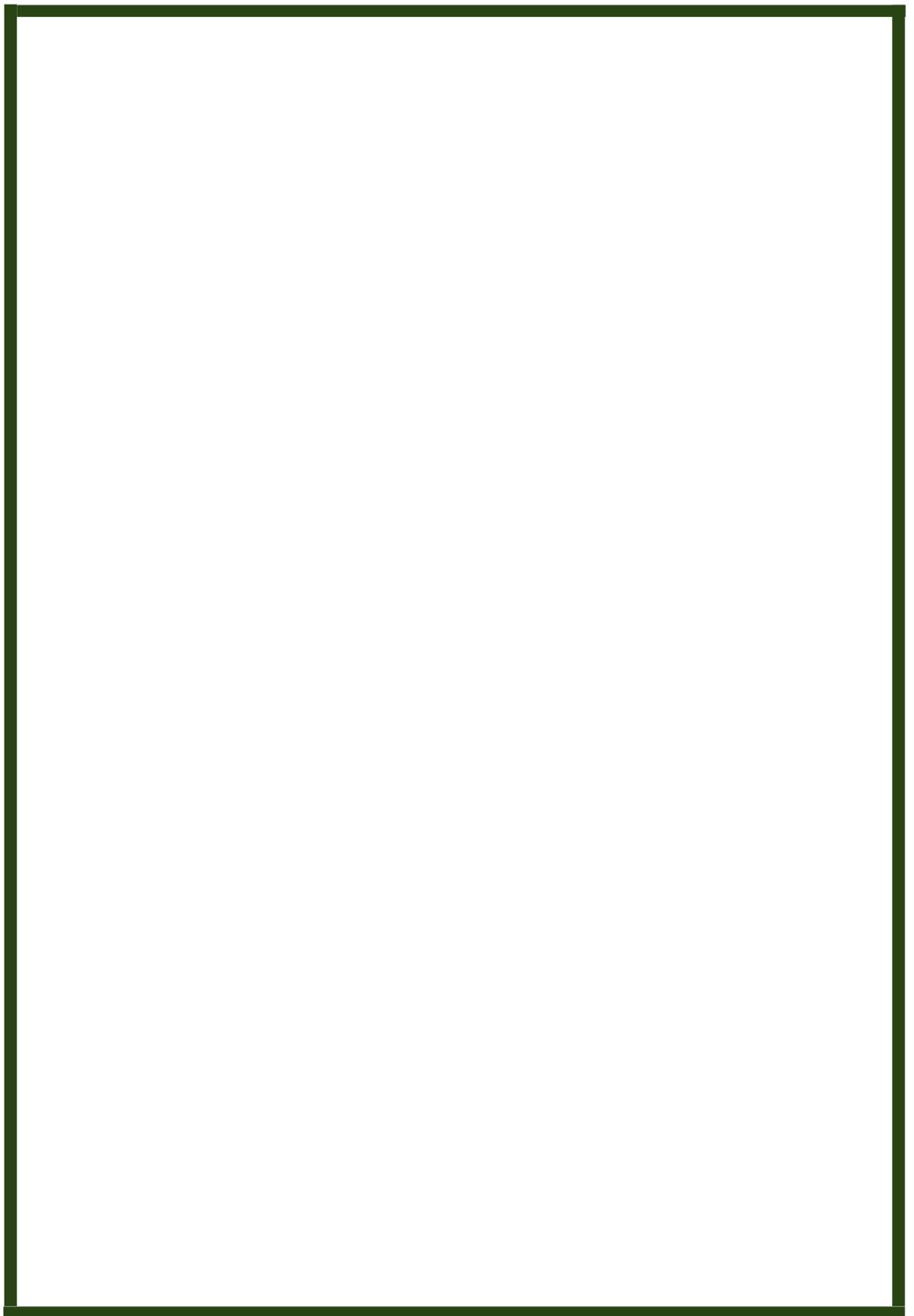
9 -11 Paragon Street (Under City Hall), Hull, HU1 3RJ

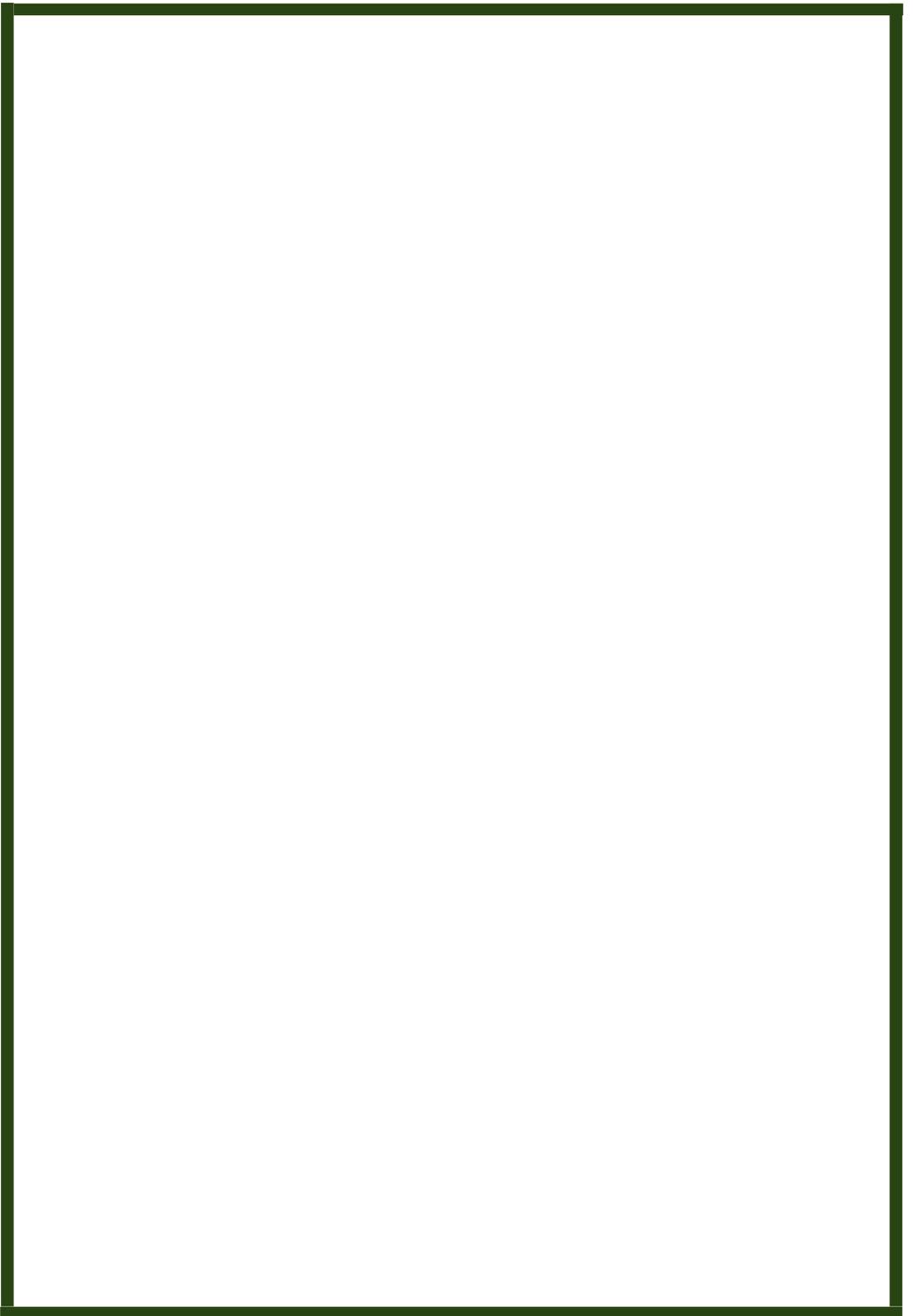
Tel: 01482 223539

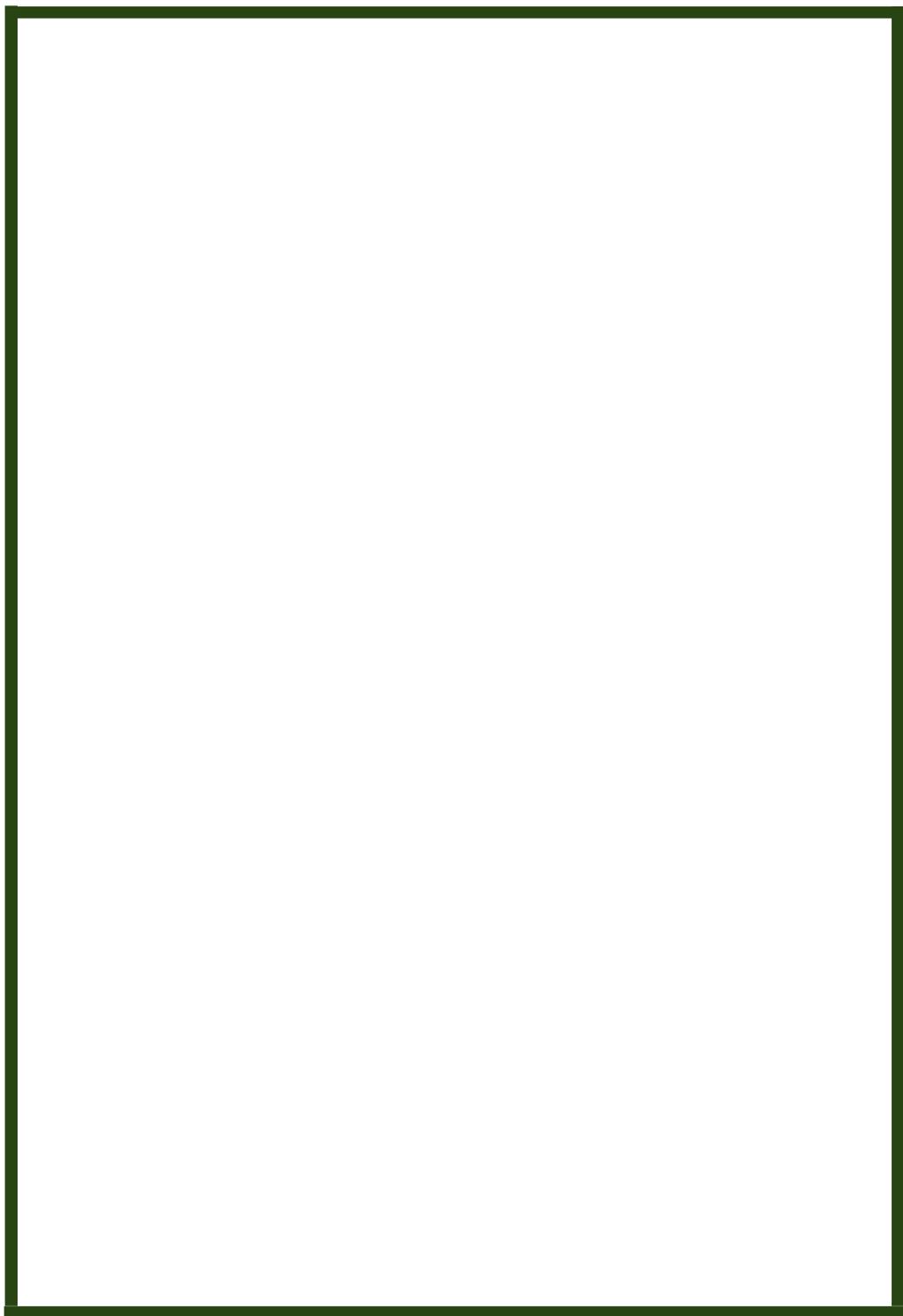
Website: www.rawcliffes.co.uk

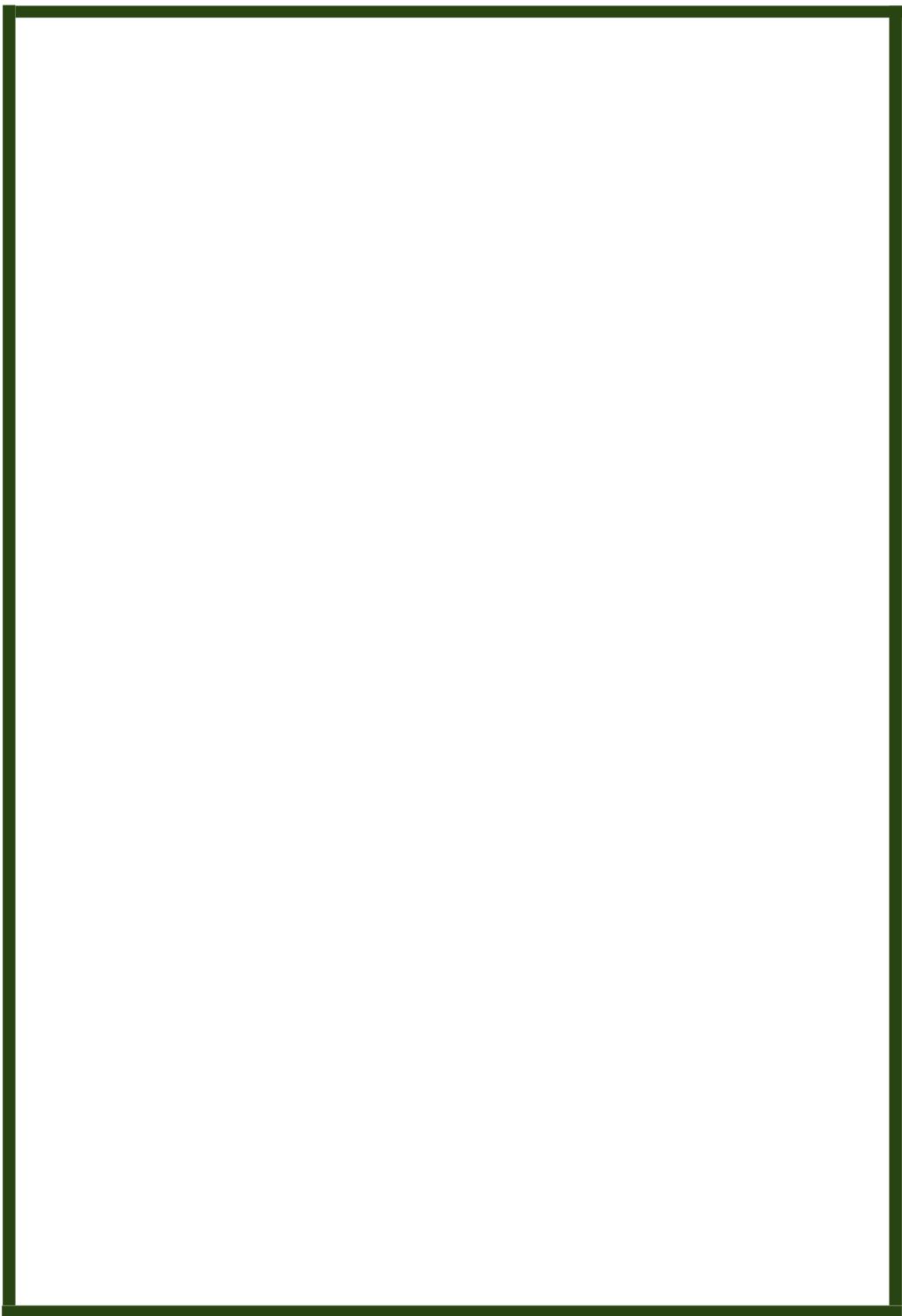
Use these pages to make your own notes













INTEGRITY CREATIVITY
RESPECT

LONGCROFT

— SCHOOL AND SIXTH FORM COLLEGE —