

Welcome to

St James' Catholic High School

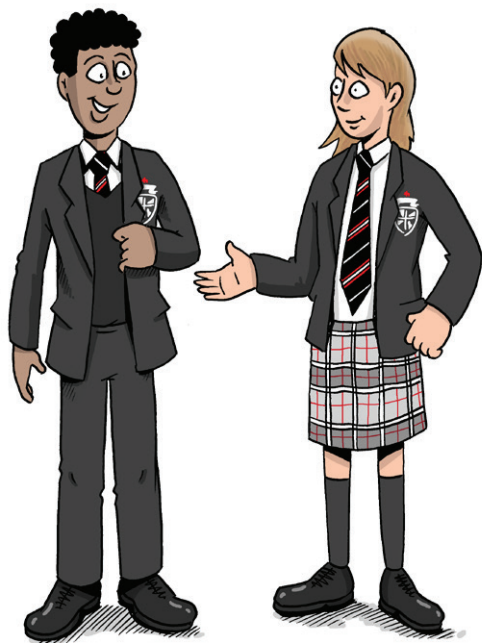
Your Pocket Guide



**ST JAMES' CATHOLIC
HIGH SCHOOL**



What will I need for my first day?



- Wear the correct uniform, this includes your lanyard which will be issued to you in school. No extreme hairstyles or haircuts allowed.
- We expect high standards of presentation from your first day. Bring a reading book, planner, and pencil case with three pens (blue or black for work, green for feedback) a glue stick, a calculator, two highlighter pens, two sharpened pencils, a rubber and a 30 cm ruler.



What happens on my first day?

You will:

- Meet your Form Tutor and other pupils in your Form use and do some ice breaking activities
- Have your uniform and equipment checked by your Tutor
- Get your seating plan for registration, student planner and timetable
- Get your computer login
- Elect Form representatives
- Listen to fire drill arrangements
- Agree a Form prayer
- Register fingerprints to access food/drink items in the canteen



What does St James' expect from me?

We expect you to be ready, respectful and safe.

READY to learn – all equipment and books for every lesson.

RESPECTFUL to everyone in the school community.

SAFE – behaviour in and out of lessons.

We expect you to uphold our 'Veritas' values.

Veritas: Excellence, Resilience, Integrity, Trust, Aspiration, Service. Every student will belong to a House based on these Veritas Values and you will be issued with a House badge which you should also wear as part of your uniform. All students should contribute to House competitions and try to earn Veritas Merits (worth 3 merits) by modelling these Veritas values.

We prefer to reward good behaviour rather than concentrating on where you haven't reached expectations. So, we have a fantastic system of rewards such as merits, awards, recognition schemes, a tea party with the Headteacher, prizes and vouchers.

We have high expectations for good behaviour and work effort and will apply our discipline policy consistently and fairly if you do not abide by school rules and expectations.

What happens in a school day?

Your school day looks like this:

	Monday	Tuesday to Friday
Registration	8.30am – 9.20 am	8.30am – 9.00am
Period 1	9.20am – 10.15am	9.00am – 10.00am
Period 2	10.15am – 11.10am	10.00am – 11.00am
BREAK	11.10am – 11.35am	11.00am – 11.25am
Period 3	11.35am – 12.30pm	11.25am – 12.25pm
Period 4	12.30pm – 1.10pm	12.25pm – 1.05pm
LUNCH	1.10pm – 2.05pm	1.05pm – 2.05pm
Period 5	2.05pm – 3.05pm	2.05pm – 3.05pm

Who can I talk to if I am upset or worried about anything, or just need to talk?

Any teacher can help, but the best people to speak to are:

- Your Form Tutor
 - Ms Alleyne, Head of Year 7, or Mrs Faucher, Transition Mentor or Mrs Ferracane (Assistant Headteacher)
 - Mrs Power or Mr Downey at Student Services
 - Mrs Signorini, School Chaplain
 - Ms Stevens, Ms Agolli or Ms Holohan, Pastoral Support Managers
 - The CAST (Curriculum Access and Support Team) department
- Your parents/ carers can ask for help on your behalf if you don't feel able to approach us.

It is very normal to have worries and it helps to share them – so come and have a chat.

Whoever you speak to will be able to help or access some other forms of support. So, don't keep it to yourself – we can help!

TOP TIP Don't be scared to ask teachers for help

How can I see what homework I have?

You will have regular homework. Homework is usually set on Google Classroom for you but you should also record it in your planner as soon as you get it. Don't forget to note when the deadline is and how long it is expected to take.

We also have before and after school homework clubs where you can get extra help, run by the CAST department. All students are welcome.

Remember to plan your weekly activities so that you do your homework on time and to a standard that you are proud of. You should expect to spend 30 minutes on each subject homework to complete it to a good standard.

TOP TIP Do your homework the same night you get it

Our Best Top Tips for success at St James' Catholic High School

Some advice from current students:

- Always work with effort and try to achieve your best!
- Get a watch to make sure you are on time in the morning.
- Have spare and extra equipment.
- Check your planner every night so that you have the right week and correct books. Planners must be signed by your parents/ carers on Fridays, so you don't forget! Planners are checked on Monday mornings by your Form Tutor so remember to get it signed!
- The Library or CAST are great places for help.
- Find friends that appreciate you.



What clubs and extra activities can I do?

There is a huge variety of lunchtime and after school clubs:

- Drama • Music • Sports • STEM • Art • Subject-specific clubs
- Debating • Homework • Chess • Creative writing • Christian Film Club
- Awesome Club

These vary from year to year – ask your form tutor for information.

Key Contacts at School:

See page 6 for contacts.



Great Strand, Colindale NW9 5PE

Tel: 020 8358 2800

Fax: 020 8358 2801

Email: admin@st-james.barnet.sch.uk

www.st-james.barnet.sch.uk



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