

Student Handbook

St Bede's Catholic High School



Love

Faith

Hope

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Mission Statement

“I am the vine, you are the branches. Whoever remains in me, with me in him, bears fruit in plenty.” John, 15:5 (New Jerusalem)

We strive to promote an understanding that a fullness of life and a positive sense of self and one’s wellbeing, is informed and achieved by placing Jesus’ teaching, his model for living and a sense of our own place in a wider community, at the very centre of our lives, our aspirations, choices and relationships.

Inspired by the values of Faith, Hope and Love, we aim as a Catholic Community to provide a collaborative secular and spiritual system of pastoral support which in turn, supports and nurtures the needs, uniqueness and dignity of all, allowing every member of our community to develop personally, academically, socially and spiritually.

The Catholic life of the school seeks to permeate all areas of school life, from lessons in class, to interaction in communal areas, to involvement in extra-curricular activities. The pupils are encouraged to live out the Gospel values in all that they do.

The guiding principles of our Catholic shared vision of life:

- That we are all made in the image and likeness of God;
- That the ultimate role model for being a full human being is the person of Jesus Christ.

Enabled by the Holy Spirit, we strive to make these principles a lived reality.

- Through collective worship, assemblies, daily school routines, curriculum and policies we will reflect the values of the Gospels.
- Our relationships will be guided by the Gospel values as described by Jesus in the Beatitudes: Faithfulness, Integrity, Dignity, Compassion, Humility, Gentleness, Truth, Justice, Forgiveness, Mercy, Purity, Holiness, Tolerance, Peace, Service, Sacrifice. (Matthew 5:1–12)
- As a school community we are active in taking responsibility for others, those in our community and those in need around us locally, nationally and internationally.
- We will nurture the growth of each pupil in our care through the artistic, academic, creative, practical, social, moral, physical and spiritual aspects of school life.
- We will be a place of welcome by demonstrating God’s love to all who come into our school community. We will achieve this through working with all people of goodwill, particularly parents, families and the Church.
- We will reflect the beauty of God’s creation through aspiring to excellence in all we do.

Daily Prayers

We like you to learn these prayers as they are used during form time, in assemblies, in masses and retreat days.

Our Father

**Our Father, Who art in heaven Hallowed be Thy Name;
Thy kingdom come, Thy will be done,
on earth as it is in heaven.**

**Give us this day our daily bread, and forgive us our trespasses,
as we forgive those who trespass against us; and lead us not into temptation,
but deliver us from evil.**

Amen

Glory Be

**Glory be to the Father and to the Son and to the Holy Spirit.
As it was in the beginning is now, and ever shall be, world without end.**

Amen

Hail Mary

**Hail Mary, full of grace. Our Lord is with thee.
Blessed art though among women, and blessed is the fruit of thy womb, Jesus.
Holy Mary, Mother of God, pray for us sinners,
now and at the hour of our death. Amen**

Eternal Rest (for people who have died)

**Eternal Rest, grant unto them (him/her), O Lord, and let perpetual light shine
upon them (him/her). May they (he/she) rest in peace.**

Amen

Getting to Know School



Main Entrance



LRC



Dining Hall



R.E Block



Humanities Block



3G Pitch (Astro)



MFL, Art & Computer Science Block



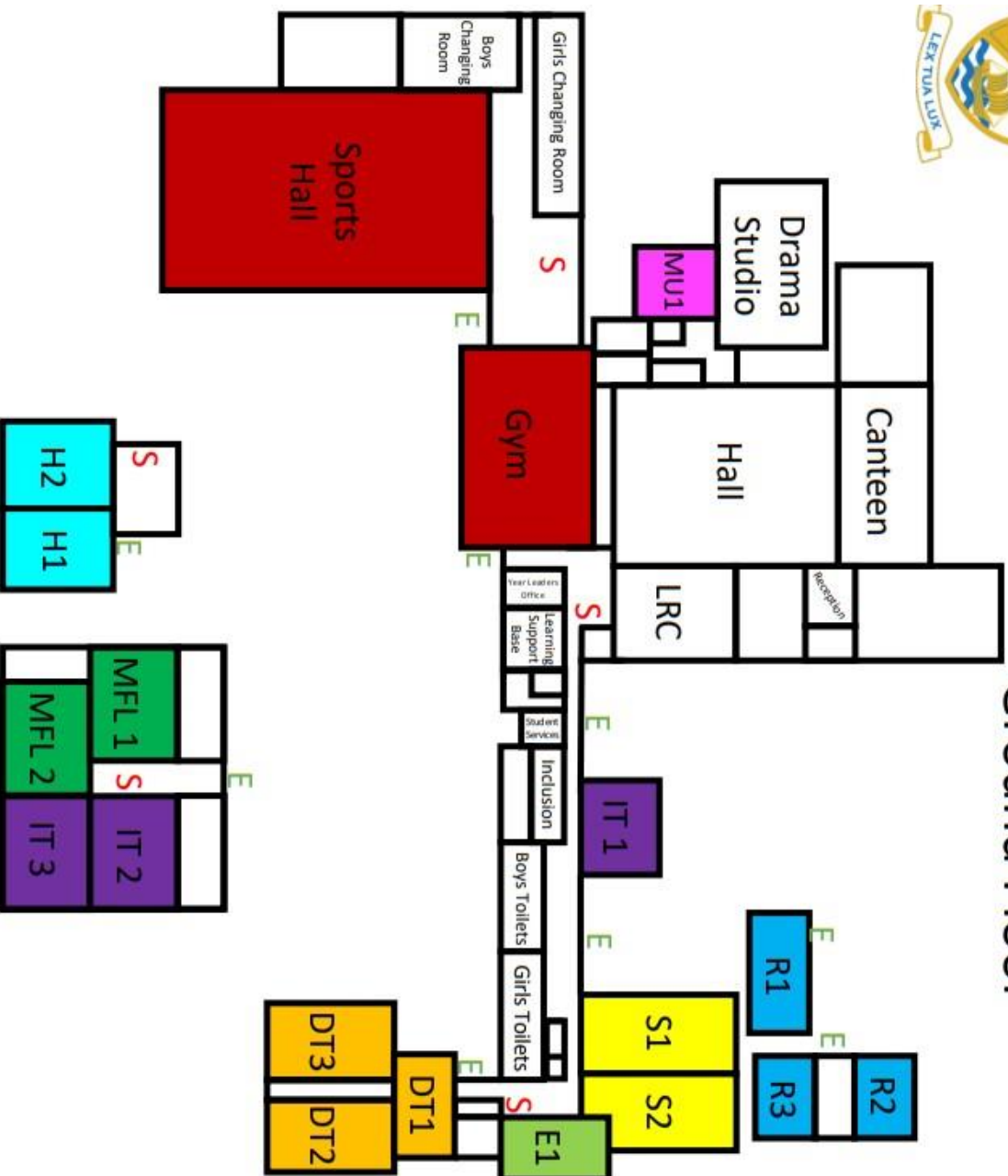
Music Department



P.E Department

School Map

St Bede's Catholic High School Ground Floor

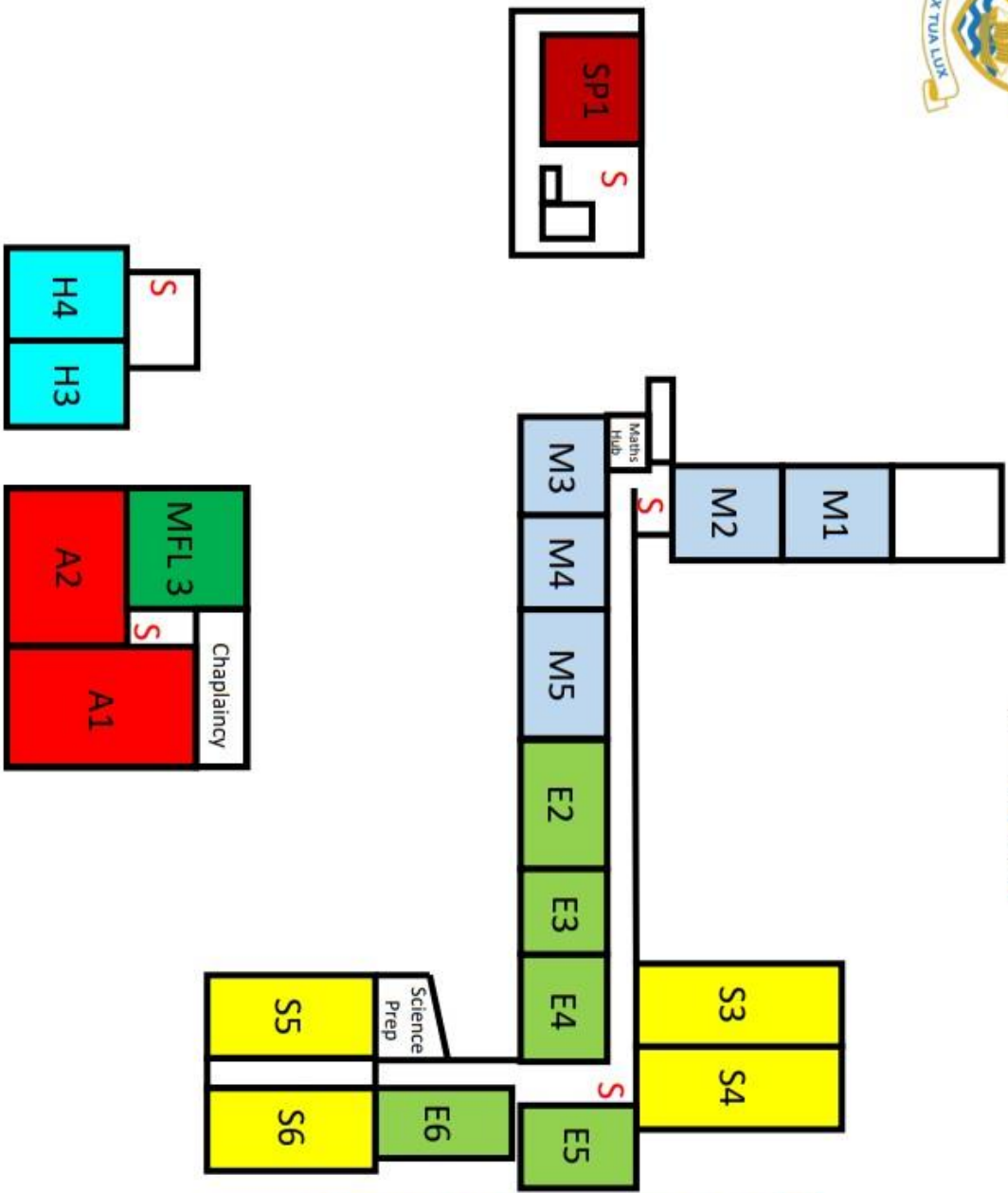


- Art
 - Computer Science
 - English
 - Humanities
 - Mathematics
 - MFL
 - Music
 - P.E
 - R.E
 - Science
 - Technology
- E Entrance/Exit
- S Stairs

School Map

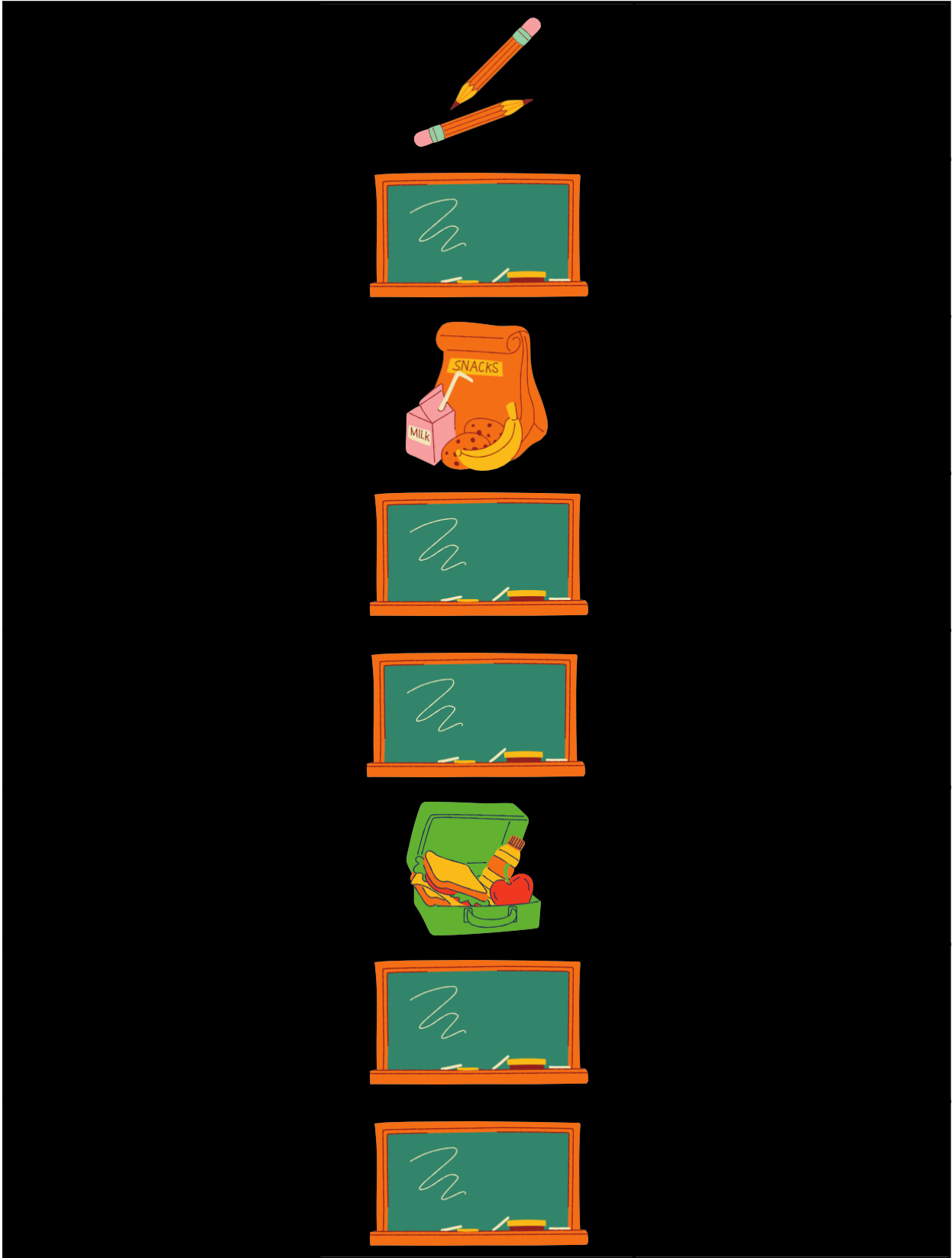


St Bede's Catholic High School 1st Floor

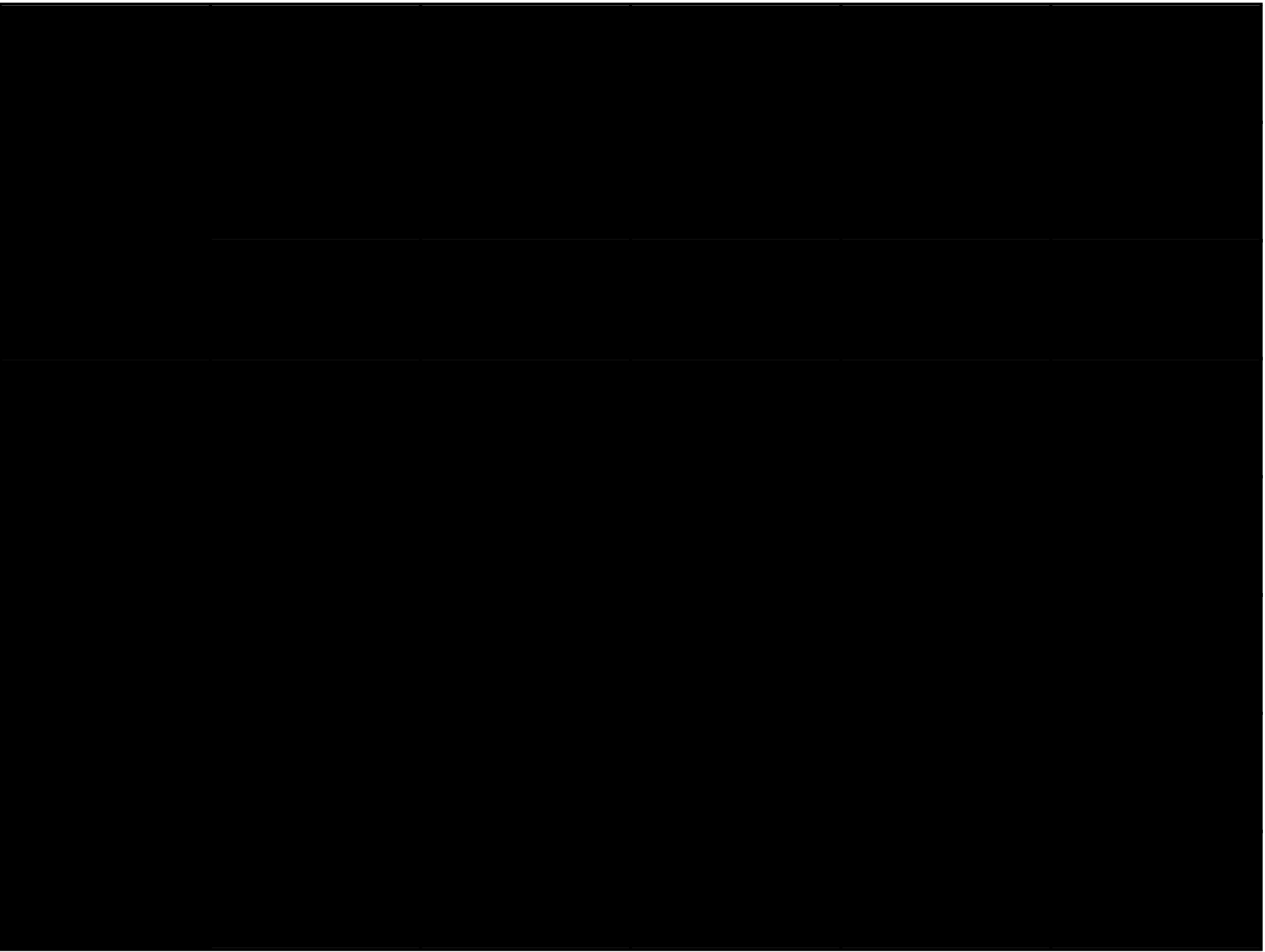


- Art
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The School Day



My Timetable - Week 1



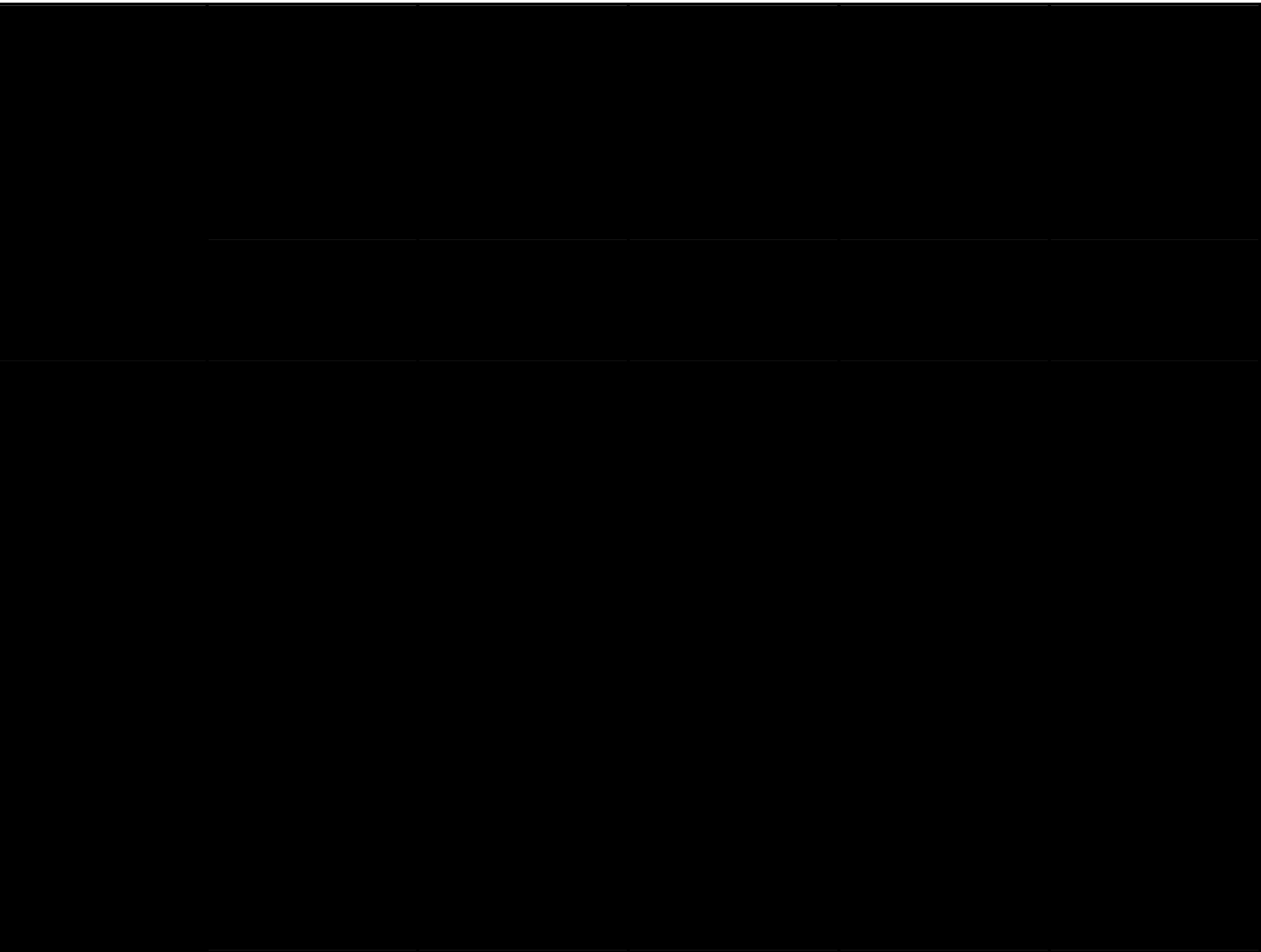
A large black rectangular area representing a timetable grid, currently blank.

Love

Faith

Hope

My Timetable - Week 2



Love

Faith

Hope

Holiday Dates 2023 - 2024

Autumn Term 2023

Inset Day Friday 1st September 2023 (School closed to pupils)

Term Starts Monday 4th September 2023

Inset Day Friday 20th October 2023 (School closed to pupils)

Half-Term School closes Thursday 19th October 2023

and re-opens Monday 30th October 2023

Autumn Term Ends Friday 22nd December 2023

Spring Term 2024

Term Starts Reopens Monday 8th January 2024

Half Term School Closes on Friday 9th February 2024

and re-opens on Monday 19th February 2024

Spring Term Ends Thursday 28th March 2024

Summer Term 2024

Term Starts Monday 15th April 2024

Bank Holiday Monday 6th May 2024

Half Term School closes on Friday 24th May 2024

and re-opens on Monday 3rd June 2024

Inset Day Friday 28th June 2024 (School Closed to pupils)

Summer Term Ends Thursday 18th July 2024

Inset Day Friday 19th July 2024 (School closed to pupils)

Inset Day Monday 22nd July 2024 (School closed to pupils)

The following are staff training events which take place from 3.30pm – 6pm, school will be open as normal on these days

Evening Twilight Inset Thursday 5th October 2023

Evening Twilight Inset Thursday 11th January 2024

Evening Twilight Inset Thursday 14th March 2024

Evening Twilight Inset Thursday 25th April 2024

School Uniform

Males

Black blazer with embroidered badge for Years 7 - 10

White shirt (long or short sleeves)

Tie – blue with red, black and yellow stripes for Years 7 – 10 and blue with school crest for Year 11.

Black trousers (standard style, no jeans or canvas)

Grey pullover with embroidered badge and Year 11 text

Black or dark grey socks (no white or bright colours)

Black shoes standard type (no trainers or shoes with logos)

Outdoor coat/jacket plain navy blue or black

Females

Black blazer with embroidered badge for Years 7 - 10

White blouse (long or short sleeves)

Tie – blue with red, black and yellow stripes for Years 7 – 10 and blue with school crest for Year 11

Grey box pleat St Bede's skirt – **no other styles acceptable; must be knee-length**
or

Grey box pleat pinafore – **no other styles acceptable; must be knee-length** or

Black trousers

Grey cardigan (only to be worn with pinafore)/pullover with embroidered badge and Year 11 text

Black or dark grey socks – must be knee-length with skirt/pinafore

Black or grey tights

Shoes black standard type (no high heels or slip-on ballet pump style shoes) or trainers or shoes with logos

Outdoor coat/jacket plain navy blue or black

PE KIT Compulsory for Years 7 - 11

Polo shirt navy blue/gold with embroidered badge
Shorts navy blue/silver with embroidered badge
Socks – navy blue/gold/white

Shin pads – any

Additional wet/cold weather PE clothing.

PE KIT Optional

Boys and girls long-sleeved quarter-zip training top navy/gold with embroidered badge

Boys and girls long-sleeved full zip training top navy/gold with embroidered badge

Boys and girls Aptus training pants navy/silver plain

Girls navy blue leggings with school badge

Compression base layer top navy plain

Gum shield

School Uniform

Everyone at St Bede's has to wear a school uniform. Here are pictures of some of our uniform and PE kit.



Examples of acceptable boys' school shoes:



Examples of acceptable girls' school shoes:



Scan the QR code which will take you to our school website where you can find out more.



School Equipment



School Equipment

Make sure you pack your bag the night before and use this checklist to ensure that you have all the equipment necessary for the next day.

Equipment (as shown on the previous page)

- **2 blue/black writing pens**
- **Green pen**
- **HB pencil**
- **Eraser**
- **Sharpener**
- **Scientific calculator - suitable for GCSE exams.**
- **15cm/30cm ruler**
- **Protractor**
- **Compass**
- **Black whiteboard pen**
- **Pencil case**

Scan the QR code below to take you to our recommended calculator.



Attendance

St Bede's Catholic High School

"I am the vine, you are the branches. Whoever remains in me, with me in him, bears fruit in plenty." John, 15:5

OUTSTANDING
100% - 97%
Congratulations.
Keep working to maintain this.



Excellent
96% - 95%
Aim for weekly attendance, consistently
above 96% to ensure improvement.



Room to Improve
94% - 93%
Aim for weekly attendance, consistently
above 95% to ensure improvement.



Below Expectation
92% - 91%
Approaching Persistent Absentee
Weekly attendance rate must be above 95%.



Serious Concerns
90% and below
You are classed as persistently absent from school,
over the year this equates to 20 days off.



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Punctuality

St Bede's Catholic High School

"I am the vine, you are the branches. Whoever remains in me, with me in him, bears fruit in plenty." John, 15:5

LATENESS = LOSS OF LEARNING

5 minutes late each day



3 days lost!

10 minutes late each day



6.5 days lost!

15 minutes late each day



10 days lost!

20 minutes late each day



13 days lost!

30 minutes late each day



19 days lost!



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Personal Appearance & Standards

First Impressions Count!

- Uniform should be worn in the correct manner
- Shirts tucked in at all times.
- No jewellery allowed except one pair of studded earrings (plain gold or silver) in the lower lobe of each ear and a wristwatch.
- No chewing gum allowed.
- No make-up or nail-varnish is allowed. Pupils will be asked to remove make-up or nail varnish and excessive jewellery if deemed inappropriate.
- Hairstyles should be acceptable for school.

Be proud of your personal appearance.

How do we manage this?

- If any pupil persistently defies the personal appearance standard, and we are concerned about this and if it does not improve, we will contact home to achieve the right outcome.

Rewards/Celebrations

- Achievement points are awarded for a variety of reasons including good uniform, outstanding effort and being helpful. Staff will also choose a pupil of the Lesson for each lesson throughout the day.
- Achievement points are awarded half termly for attendance.
- Celebration Assemblies are held throughout the year to reward pupils.
- There are many school events that recognise positive attitude to school and pupils who meet their expected standard will be part of the events held in recognition of this.
- We organise many events that are extra to our normal school curriculum. Pupils will be notified of these throughout the school year.

Anti-Bullying Code

Every pupil at St Bede's School has the right to enjoy their education free from intimidation and worry, both in school and in the surrounding community.

Our School Community will not tolerate any unkind actions or remarks, even if they were not intended to hurt.

Pupils should support each other by reporting all instances of bullying.

Bullying will be dealt with by school staff.

ALL REPORTED INCIDENTS WILL BE INVESTIGATED

If you think you are being bullied, TELL AN ADULT AT HOME OR AT SCHOOL

If you cannot do this, ask your parents to contact school. Reporting bullying is a positive action.

It is better to report any bullying so it can be resolved.

Bullying in any form is not tolerated at St Bede's.

The current Anti-Bullying Policy can be found on the school's website.

Please report any concerns to any member of staff.



FAQ

If I am upset or anxious—what can I do?

Speak to your Form Tutor or your Year Leader and if this does not help you find a member of the Safeguarding team - ask at Student Services. Remember to let your parents know about your feelings as they need to be aware so they can support you as well.

What do I do if I feel ill?

During lesson time let your teacher know and they will refer you to Student Services — do not worry if they ask for another member of staff to help, this is just to make sure you are safe leaving the classroom.

At other times alert a member of the duty team (they will be wearing a hi - vis vest) or go to Student Services and you will be looked after.

Am I allowed to use my mobile phone?

No. However, if you really need to contact home, please go to Student Services and we will help you out with your request — it must be a really important message.

Where can I get help with homework?

Firstly, ask your teacher. If you are still struggling, we have some homework clubs after school run by TA's. Please speak to Miss Palmer to find out more.

If I am late for school, what do I do?

You need to sign in at the main reception and the receptionist will check if we know about your reason for being late or if there is no reason you will be advised what to do.

I have friendship issues, or someone is being mean to me and/or my friend who can help?

Speak to your Form Tutor or your Year Leader. If this does not help you find a member of the Safeguarding team - ask at Student Services.

FAQ

If I do not know my log in for ClassCharts or my school email, who can help me?

Ask either your form teacher or Student Services and they will be able to help you. If you cannot log on to a school computer, you will need to speak to our IT department.

What clubs are available?

There are several clubs that take place at lunchtime or after school. Once the extra-curricular timetable has been published, it will be shared with your form teacher so they can let you know what clubs are on and when.

How do I pay for my dinner?

To pay for your lunch, break food or use any of the school vending machines, you will need to use our fingerprint or PIN number. This will be sorted on your first day. As long as your school account has enough money on it, you will be able to purchase items. If you do run out of money, we will still provide you with a lunch, we just ask that your account is topped up by the following day.

