



year **7** HANDBOOK

Name:

Form Room:

Form Tutor:

House:

Director of Learning:

Student Support Officer:



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Welcome
to
Great Marlow
School



our
Code
of
conduct

...RESPECT



"Great Marlow School is a warm, friendly, vibrant school that prides itself on offering a rich, challenging educational experience resulting in academic achievement and excellent relationships. It gives me great pleasure to introduce the school, confident that we will have a happy and successful partnership."

The next seven academic years will fly by, believe me, but on the journey, GMS is absolutely committed to making this period as special and purposeful as possible, maximising the well-being and life chances of all. We firmly believe in the power of education to shape young peoples' lives; our aim is to provide a rich, challenging educational experience that will secure a foundation to meet all aspirations. This is exemplified in our mission: 'GMS, a school where opportunities are created, potential is realised and excellence is achieved.' The curriculum we offer is ambitious, varied and stimulating because we are committed to developing the whole person. This is achieved by offering opportunities to participate in a wide range of interests that promote curiosity of mind, independence of spirit and a love of learning"

Mr Kevin Ford
Headteacher

"GMS, a school where opportunities are created, potential is realised and excellence is achieved."



RESPECT yourself

Attend school regularly; be punctual to lessons and registration. Take care of your appearance: wear a tidy and correct uniform.



RESPECT staff

Ensure that all work is completed on time and to the best of your ability. Adopt a positive attitude at all times.



RESPECT your peers

Show courtesy and consideration for the beliefs, views and property of others. Use appropriate language at all times.



RESPECT your learning

Be prepared, bring the correct equipment for your learning. Be considerate of your behaviour and how this impacts on others.



RESPECT your environment

Take care of your surroundings: do not drop litter. The school is a healthy, safe environment: drugs, cigarettes, alcohol and chewing gum are not tolerated.



What will I do on my first day?

"Term is due to begin on Tuesday 5th September 2023 at 8.35 am. As Year 7 students, you should assemble in the main hall by 8.35 am, where you will be greeted by the Headteacher. You will spend some of the morning sessions with your tutors, who will provide all relevant information to you, including timetables and school planners. Learning support assistants and prefects from Year 11 will be linked to your tutor group for the first two weeks of the autumn term to help you find your way around the school."

Would you please ensure that you have the following:

- school uniform (all named clearly)
- pencil case, pens, pencils, eraser, ruler etc.
- a reading book
- a dictionary/thesaurus
- a bottle of water
- a packed lunch or money for lunch

"This is an exciting time for you to make new friends, learn new subjects, be a part of a new experience and to challenge yourself to try something different!"

A PE KIT IS NOT REQUIRED ON THE FIRST DAY.

THE SCHOOL DAY TIMETABLE

| | | |
|---------------|-----------------------|-----------|
| 8:25 - 8:35 | Staff Briefing | (10 Mins) |
| 8:35 - 9:00 | Registration/Assembly | (25 Mins) |
| 9:00 - 10:00 | Period 1 | (60 Mins) |
| 10:00 - 11:00 | Period 2 | (60 Mins) |
| 11:00 - 11:30 | Break 1 | (30 Mins) |
| 11:30 - 12:30 | Period 3 | 60 Mins) |
| 12:30 - 13:00 | Break 2 | (30 Mins) |
| 13:00 - 14:00 | Period 4 | (60 Mins) |
| 14:00 - 15:00 | Period 5 | (60 Mins) |

Individual timetables are organised over a 2 week period - Week 1 and Week 2. Please note, we are in the process of consulting our school community on either starting at 8.30am or finishing at 3.05pm.

THE STUDENT PLANNER

Students will be issued with their planners at the start of the school year.

This is a vital way for the school to communicate with parents/carers and for students to record their homework. Parents/carers can also write messages to their child's form tutor about any concerns they may have. The planner will help your child to be more organised.

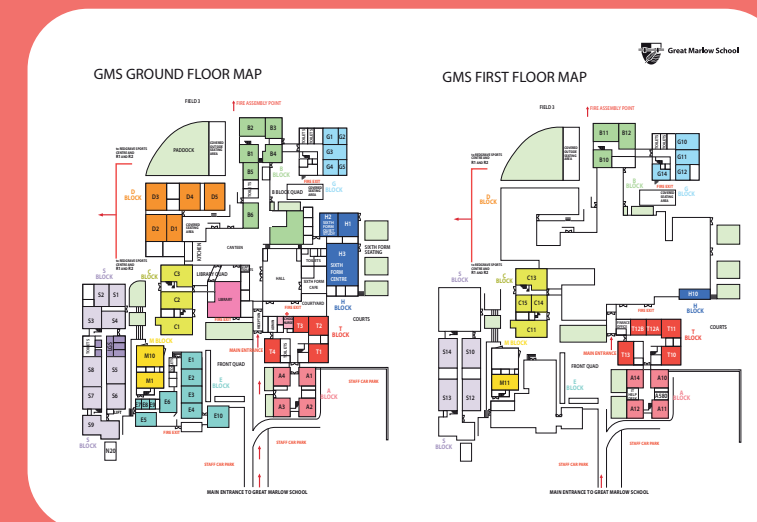
The planners must be brought to school every day and used in every lesson.

Please make sure an adult has signed the planner each week so your child's form tutor can track that it has been seen.



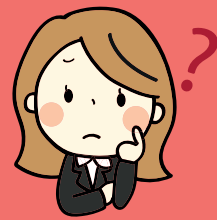
How will I find my way around school?

"Finding your way around can be a bit confusing at first, but the prefects will help you in the first few days. You will soon know your way."



"To help you find your way around the school, a copy of this map is included at the back of this booklet."

Who will help me?



The Form Tutor and the Director of Learning

"You will meet with your form tutor every morning for registration. Form tutors will remain with their form from Year 7 to Year 11 (where possible), which enables the tutors to know their students. Form tutors may phone home from time to time if they have any concerns, or if another teacher has asked them to do so."

The Director of Learning is a member of staff who is appointed to oversee the whole year group. There is a close relationship between the Director of Learning and the form tutor. You should approach the form tutor or Miss Miles, Director of Learning for Year 7 if there are any concerns or issues about school.

Subject Teachers

"Your subject teachers will help you if you have any problems with classwork or homework. Teachers appreciate being made aware of difficulties immediately.

It is a good idea for you to check, each night, that you have understood the homework set, that way any issues arising can be discussed the following day."

Student Support

"If you are feeling anxious or worried about something, you can speak to Miss Blanco-Rand, the Year 7 student support officer, who can help resolve any issues that might be bothering you."

The School Office and the School Nurse

"If you arrive late or have permission to leave school for an appointment you must report to the main reception to sign in or sign out. Please provide a note that must be seen and signed by your form tutor."

If your child has forgotten something you can leave it at the school office and the staff will try to contact your child to let them know.

If your child feels ill or has an accident, they should tell their teacher before going to the school nurse. She will assess their condition and either deal with them herself, or contact you should they need to be sent home. If your child needs urgent hospital treatment you will be contacted immediately.

TOP TIP

"Packing your bag for school and making sure you have all the right equipment for your lessons every day is learning to be organised and independent. You may find it easier to pack your bag the night before, so you do not forget anything important. We have a two week timetable, so make sure you pack for the correct week."

term dates

| School Terms | Open on morning of | Close on afternoon of |
|--------------------|---------------------|-----------------------|
| Autumn 2023 | 5th September 2023* | 19th December 2023 |
| Spring 2023 | 4th January 2024 | 28th March 2024 |
| Summer 2023 | 15th April 2024 | 19th July 2024 |
| Half Term Holidays | Start on | End on |
| Autumn 2023 | 23rd October 2023 | 27th October 2023 |
| Spring 2024 | 12th February 2024 | 16th February 2024 |
| Summer 2024 | 27th May 2024 | 31st May 2024 |

NB. *5th September for Years 7,10 and 12, 6th September for all other students

Inset days – Friday 1st September 2023 and Monday 4th September 2023,
Friday 20th October 2023

Bank Holidays – Monday 1st May 2024 and Monday 27th May 2024

School transport

TRANSPORT

Issues regarding school transport are dealt with by Buckinghamshire Council and you will have been contacted by them if transport is provided.

Parents and carers of students without transport provided by Buckinghamshire Council have to make private arrangements for coach transport; however, public transport is available between High Wycombe and Marlow.

BUS PASSES

If your child has mislaid their pass they may be declined travel. In accordance with BCC procedures, the school can provide a temporary 5 day travel pass free of cost, which can be issued to your child immediately. Before issuing a temporary pass we will contact Buckinghamshire Council to verify that your child is eligible for a ticket. This 5 day period allows time for parents/carers to apply for and receive a replacement. Emergency tickets are not issued where a discretionary application has not been completed.

DROPPING OFF

If you are dropping off or picking up students by car, we ask that you stop in Bobmore Lane or Wycombe Road. Please do not enter the main school drive or the road into the Redgrave Sports Centre. Bobmore Lane is a residential road; GMS asks all parents and carers not to block the drive access to the homes of residents

FRIENDS OF GREAT MARLOW

All parents and carers are automatically members of FoGMS, which is very active in fundraising and promoting understanding and co-operation between home and school. The association has helped raise large sums of money to provide facilities and equipment that the school could not otherwise afford. FoGMS also arrange social and educational functions for parents, carers and staff throughout the year.



Friends of Great Marlow School regularly host social events, which is a good way for new parents and carers to meet other new parents and carers.

the school canteen

TOP TIP

“Eating the right foods fuels your brain and helps you to concentrate. For lunch, there is a selection of hot meals, sandwiches, baguettes and pizza. Plus, other healthy snacks and drinks. Something for everyone!”

CATERING AT GMS

Impact Food, trading as Innovate, provides a highly successful catering operation, on behalf of GMS, offering a wide range of healthy food options. They are committed to following the government’s guidelines on school meal provisions.

Breakfast is provided between 8.00 and 8.35am. At break time snacks and drinks are available and at lunchtime a full cafeteria system operates. A range of food is offered for sale including a different main meal every day. A choice of pasta, baked potato, sandwiches, paninis and salads are available. A range of healthy drinks can also be purchased.

Some students prefer to bring sandwiches and supplement them with items from the cafeteria. Provision is made for all food to be eaten in the designated dining areas. There is seating in the canteen as well as outside, where canopies provide protection against the weather. Students should not bring fizzy drinks, crisps, crisp type products, sweets, confectionary, chocolate or chocolate covered bars into school.



How do I pay for food in the canteen?

“The school canteen operates a cashless catering system. When you start school, your thumbprint is scanned and converted to a numerical code. This allows you to purchase food when you have credit in your wisePAY® account.”

parent pay and parent Shop

PAYMENTS – CATERING, TRIPS & ACTIVITIES

Catering system

The school's catering provider, Impact Food Group, who trade at GMS as Innovate, use a system called Cunninghams, which connects seamlessly into WisePay.

The system is biometric, so there is no need to carry a card as the system recognises the fingerprint of your child at the till. Actual fingerprints are not stored in the system, once registered the print is converted to a numerical code.

Should you have a strong objection to your child's fingerprint being registered, please contact us, as we will be happy to discuss the matter and can provide a Personal Identification Number (PIN) instead. Although this is less secure, we will, of course, respect your wishes.

There is a daily 'spend limit' programmed into the system of £5 but this can be increased or decreased for an individual student by making a written request to the school's caterer. As a rough guide, average expenditure might be £1 at breakfast, £1.50 at break and £2.50 at lunch.

Wisepay

GMS operates entirely cashless, eliminating the need for students to bring cash into school. We use a product called WisePay® to handle all the payments. Details, regarding WisePay, will be added to the school website. WisePay offers the freedom to make internet payments, safe in the knowledge that the technology uses the highest internet security available. Secure online payments can be made using your credit or debit card. Once registered a family will have a secure online account, which can be accessed with a unique user ID and password.

When you log into your WisePay account (log on details will be sent out via email), you can top up the catering wallet from the main menu, which will then allow the funds to be used in the school canteen. WisePay holds an electronic record of your payments that can be viewed should you wish to do so.

Trips & Activities

GMS uses WisePay to manage the payments for goods and services offered to your son/daughter during their time at the school, including trips and extracurricular activities. WisePay is also used for processing any refunds.

keeping
in touch
with
GMS



Tel: 01628 483752

Please inform the school immediately if there are any changes to your child's contact details, or log onto your account and make the alterations yourself, which will notify GMS remotely.

The school website can be reached at www.gms.bucks.sch.uk. We pride ourselves on the fact our website is constantly updated with posts and news throughout the school year. All school letters sent home can be viewed online and you can access most services via our main page. You will find details of forthcoming events, the school calendar and editions of The Voice, which is our termly school newsletter. The school website is a vital and valuable source of information that is updated regularly.



www.gms.bucks.sch.uk

XPRESSIONS

Great Marlow School (GMS) believes parents and carers welcome timely and meaningful information about their child's development and progress in order to help them to flourish. Therefore, we are delighted to inform you that we have a secure internet and app-based platform, called XPRESSIONS, that enables us to share detailed, accessible information about your child, where and when you desire it. The information available to view includes your child's timetable; behaviour and achievement points; attendance and punctuality record as well as notifications on when progress reports are emailed out. These are published at timely intervals and highlighted on the school calendar. XPRESSIONS, can be accessed via the internet or the app (this is our preferred method) and is available on both android and IOS devices. Details of how to access this setup are published on the school website under the Parent/Carers --> Groupcall Xpressions menu.

CHANGE OF STUDENTS' DETAILS

It is important, in the case of an emergency, to be able to make immediate contact with parents or carers. Please let the school office know immediately of any change in address: home, work or mobile telephone numbers; e-mail addresses; or personal circumstances. Please send the details to the school email address info@gms.bucks.sch.uk

info@gms.bucks.sch.uk

CONTACTING THE SCHOOL

If you have any concerns about your child's welfare or education please do not hesitate to contact the school office, personnel will ensure that you speak to the correct person.

SCHOOL CLOSURE ARRANGEMENTS

If we have to close the school for any reason a notice will be posted on the homepage of the website and a message will be sent out via XPRESSIONS. If there are heavy falls of snow we try to keep the school open, but we are dependent on school buses. We aim to make an early decision should the school have to be closed.



Attendance, punctuality and absences

PUNCTUALITY

All students are expected to be outside their tutor room by 8.35am. A same day lunchtime detention will be given for students who are late.

Students who arrive late must sign in at the main office and give a reason.

Where possible we encourage students to walk or cycle to school. If you are dropping off or picking up students by car, we ask that you stop in Bobmore Lane or Wycombe Road. Please do not enter the main school drive or the road into the Redgrave Sports Centre (RSC) between 8.00-9.00am and 2.00-3.15pm. This is to ensure all our students are kept safe when on site.

Promoting good attendance is a high priority for the school. In line with government policy, the school does not grant permission for children to go on holiday during term time, such absences will not be authorised by the school.

ABSENCES FROM SCHOOL

In the event of your child being ill, or being unable to attend school for any other reason, parents and carers must telephone the school on the day of absence before 8.30am or email attendance@gms.bucks.sch.uk. Please ensure you give your child's full name, form and reason for absence, in order to help us make sure that our records are correct. If it is necessary to leave school for an appointment, students should have a letter or note in their planner from a parent/carer. This must be shown at reception when the student signs out and leaves the premises.

Prolonged absences due to illness should be accompanied by a doctor's certificate.



What do I do if I feel ill at school?

"If you feel ill during the school day you will be treated by the school nurse."

It is not acceptable for students to telephone parents or carers directly, or for students to be removed from the site without the permission of the school. If your child contacts you, it is essential that you telephone the school to discuss the matter. The school nurse will make contact if she feels that your child is not well enough to continue in school.

ASTHMA INHALERS, EPI-PENS AND ALL OTHER MEDICATION

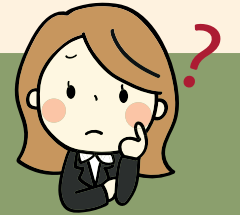
If a student needs to use either an asthma inhaler or an Epi-Pen a spare one should be provided, clearly marked with the student's name, for the school nurse to use in the event of an emergency.

It is the responsibility of parents and carers to ensure the medication provided is not past its use-by-date.

All students in Years 7 – 11 remain on site throughout the school day. The school is secured by gates that are closed at 8.35am. We also have CCTV cameras, which are situated in and around the site.

Equipment and personal belongings

What do I do if I lose or find something?



"Lost property is handed to the school nurse. If you lose something try looking for it yourself or ask your form tutor, before going to the school nurse."

TOP TIP

"You can leave your books or equipment in your locker when they are not required for lessons that day. It will cut down on the amount of stuff you have to carry around with you."

MOBILE PHONES & ELECTRONIC DEVICES

The school does not accept any responsibility for lost, stolen or damaged phones, or any other electronic equipment or valuables.

Students should not use mobile phones during the day, this includes break and lunchtime. They should be switched off and out of sight. If a mobile phone is seen or heard, a member of staff will confiscate it and an adult could be required to collect it from the headteacher after school that day.

If electronic devices are used during the school day without permission, they will be confiscated and an adult could be required to collect them after school that day. Students are responsible for their own possessions.

PERSONAL BELONGINGS

In PE lessons, and whenever else required, watches and money should be handed in for safe keeping. For extra-curricular sporting activities, there are lockers in the Redgrave Sports Centre where your child can keep their personal belongings safe. No belongings are to be kept in these lockers overnight.

Students are responsible for their possessions. In games lessons, and whenever else required, watches and other valuables should be handed in for safe keeping.

LOCKERS

All students must carry their belongings in a suitable bag. Lockers are available priced at £35.00 (non-returnable). Students will have them for the duration of their time at GMS. These are secured via a padlock that you need to provide.

BICYCLES

The school has a designated area to lock and store bicycles at the front of the staff car park on the main school drive and adjacent to the Redgrave Sports Centre entrance. Students should ensure that all bicycles are locked securely in these areas.

Please note that GMS cannot be responsible for the loss of or damage to bicycles or other property at school. For safety, we expect students to wear a helmet when cycling to and from school. Cycles must be properly lit for riding in the dark. Students must dismount when on school premises.

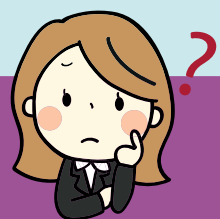


my personal BEST

OUR 6Rs PROGRAMME

Great Marlow School aims to develop and reward students who show:

- Readiness
- Reflection
- Resilience
- Resourcefulness
- Respect
- Responsibility



What happens if I do, or don't, do well at school?

REWARD SYSTEM

Great Marlow School uses the SIMS rewards system. The system allows staff to award students achievement points frequently and consistently. The system is designed to encourage students to work hard and encourages them to instil a link between an outstanding piece of work, or exceptional contribution to the school community, and reward.

Departments award certificates at the end of each term in recognition of the 6Rs.

On a weekly basis the headteacher meets with students who have been nominated by staff for a Headteacher's Award.

The aim of the rewards is to encourage students to take an active part in all aspects of school life.

Rewards include:

- Certificates
- Postcards home
- End of term department certificates
- Headteacher's awards

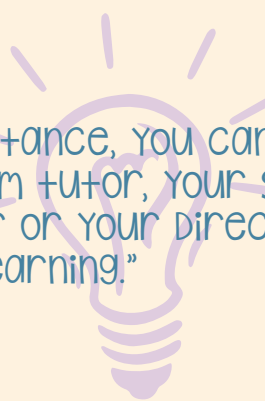
Sanctions include:

- being asked to complete work again
- being removed from class
- parental contact
- being given a detention
- being excluded from lessons
- loss of privileges

"No matter what your ability, if you work hard, are conscientious, produce a particularly good piece of work, or are helpful in some way - you will be rewarded."

TOP TIP

"In the first instance, you can always talk to your form tutor, your student support officer or your Director of Learning!"



Who can I talk to if I have a problem?



STUDENT SUPPORT

A designated student support officer, from an established pastoral team, works alongside the Director of Learning, form tutors, teachers and other members of staff to ensure that opportunities are created, potential released and excellence achieved for all our students. We are proud of the way the collaboration provides a robust and comprehensive system for supporting learning through developing strong links with parents, carers and services in the local community. Where appropriate, additional interventions are sought and put in place to support students, as and when required.

A crucial part of the collaboration is carefully monitoring academic progress, so that parents and carers are accurately informed about their child's progress in relation to targets. As academic progress is influenced by punctuality, attendance and uniform, the Behaviour for Learning Policy, embedded by all members of staff, is strengthened by the work of this group of staff members.

Directors of Learning, form tutors, teachers and other members of staff can be contacted via the school office on 01628 483752.



"Inappropriate behaviour at school and not adhering to the school's Behaviour for Learning Policy will result in sanctions being given."

DETENTIONS

We are very fortunate at Great Marlow that the behaviour and the self discipline of most of the students is exceptionally good. We are all keen to see these standards maintained and, where possible, improved upon.

However, if a student fails to meet our standards on punctuality, homework, work in class, behaviour or appearance, a detention may be given at a time stated by the teacher or the form tutor. This can be at break, lunchtime or after school.

Parents and carers will always be notified, in writing or by telephone, of any after school detention. This is issued 24 hours in advance, in order that transport can be arranged, if necessary, by the parent/carer.

The school's Behaviour Policy is designed to promote a well ordered, supportive environment that encourages courtesy, respect and consideration for the whole school community. In this way, the opportunity for each student to achieve his/her full potential can be realised.

Homework



Will I have to do homework and how much should I expect?

"Homework is a vital part of the curriculum. There is a clear link between the completion of homework and achievement, it is an integral part of the courses you study. Not only does it provide valuable practice of the topics being taught, but it allows your teacher to assess your understanding of those topics. Homework also helps you to develop essential skills."

In Year 7 core subjects (English, mathematics and science) will set homework on average three times per fortnight. Other subjects in Year 7 who have on average four lessons per fortnight will set homework twice per fortnight and subjects with fewer lessons, once a fortnight.

Tasks include:- extension tasks, research tasks, planning tasks, preparation for an assessment, preparation for a forthcoming lesson."

"You must record all your homework in your planner, which your parents or carers will be able to check at home."

HOMework PLANNERS

We encourage students to take care of their planners and award SIMs points to students who have the best-kept planners each term. If students lose their planners, they will be expected to purchase a replacement.

Should you have any concerns regarding homework, please contact your child's form tutor or Director of Learning.

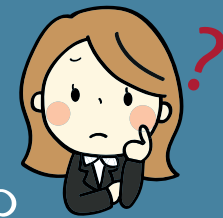
HOMework POLICY

The Behaviour for Learning Policy outlines the appropriate sanctions and rewards available to staff. GMS staff aim to recognise exceptional progress and effort, as well as address non-completion of homework.

HOMework CLUB

The school operates a homework club, which is supervised by staff and is open until 16:00 in the Learning Resource Centre, Monday to Thursday. In lessons teachers give students homework tasks to be completed. In addition, the tasks are uploaded onto Teams. The school provides a planner in which students must record their homework. This is also used as a form of communication between school and home, which is why we ask parents/carers to check it on a regular basis and sign it weekly.

How do I know what homework I have?



"All homework is set through Microsoft Teams which YOU should check every day."

VIRTUAL LEARNING

GMS uses Microsoft Teams as their online home-school platform because it offers high quality functionality. From one single platform all tasks, assessments, assignments and quiz-type activities can be accessed and completed online. An important function is the 'Files' category, where a bank of subject specific resources are available for students to access and refer to at home and school.

THE LEARNING RESOURCE CENTRE

The Learning Resource Centre (LRC) or library, provides information, support and equipment to students and staff across the school. The centre has 50 study places and contains at least 6,000 items including fiction and non-fiction books. The librarian and the student librarians help students find their way around the LRC, which has information on everything from spacecraft to Shakespeare and from football to films.

Students will automatically become members of the library.

In their first term at Great Marlow students will be given an introduction to the Learning Resource Centre.



Can I do homework at school?



"The LRC is open throughout the school day including morning break, lunch periods and after school. A supervised homework club is also open Monday to Thursday from 3.00 - 4.00pm."

Reports and parents' evenings

REPORTS AND PARENT/CARER EVENINGS

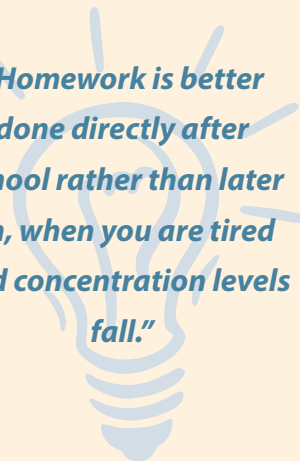
Students receive an academic progress review three times a year. The purpose of these reviews is to inform parents and carers of student progress, to celebrate success, and to support those who are having difficulties. It is also vital that you, as parent/carers, are aware of your child's achievement/progress. We invite you to meet with teachers, to discuss the progress of your child, twice in Year 7: in the autumn term and in the summer term. Bookings for these are managed via an online system.

Parents and carers will receive guidance on this shortly, before the first parents' evening.

Parent/carer evenings are important, they give the opportunity for subject staff, parents, carers and students to discuss the progress being made in subject areas.

TOP TIP

"Homework is better done directly after school rather than later on, when you are tired and concentration levels fall."



SCHOOL CURRICULUM AND ORGANISATION

Great Marlow School has designed a curriculum that has been designed and honed to best meet the needs of all its learners.

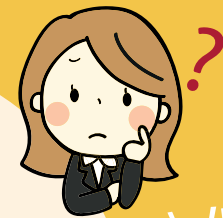
The nine intake classes will be placed in three mixed-ability houses: Eagles, Hawks and Kites. Each House will have approximately 78 students, divided into three registration groups, which will form the basis of their teaching groups for the majority of their lessons. All classes will be mixed ability, except in English, maths and science, where the students may be set within a House.

A detailed Key Stage 3 curriculum has been designed to engage, stretch and challenge students of all abilities, as they gain a deeper understanding of all the secondary school subjects on offer. All students in Year 7 will learn one modern foreign language, either French or Spanish.

The core curriculum for students in Year 10 and 11 is as follows: GCSEs in English Language, English Literature, Mathematics, Science Trilogy (equivalent to two GCSEs); or Biology, Chemistry and Physics (equivalent to three GCSEs). In addition, four optional GCSE subjects, are on offer, subject to availability. Students choose from the following list: Art, Business Studies, Citizenship and Politics, Computer Science, Drama, Food and Nutrition, French, Geography, Graphic Products, History, Information Technology, Media Studies, Music, PE, Religious Studies, Resistant Materials, Spanish, Statistics, Textiles, or Child Development. There are two compulsory non-examination subjects: Physical Education (PE), and Relationship, Sex and Health Education (RSHE).

The subjects you will study in year 7 are:

- | | |
|-----------------------------|----------------------------|
| English | Mathematics |
| Science | Geography |
| History | Physical Education |
| Music | Religious Education |
| Drama | Computing |
| Art & Design | Technology |
| French or Spanish | |
| Citizenship and RSHE | |



What subjects will I study in year 7?

PHYSICAL EDUCATION

At GMS all students are expected to wear the appropriate kit for the curriculum of the sport being taught. It is very important that all sports kit is clearly labelled with the student's name.

MATHEMATICS

Students will be expected to have their pencil case with them in all maths lessons containing the basic equipment listed on Page 12.

ENGLISH

Students will be expected to have their pencil case with them in every English lesson, which should include a green pen for self and peer assessment and a highlighter. In addition, they will need a reading book.

TECHNOLOGY

In order to protect clothing, during practical lessons students are provided with aprons.

The curriculum and equipment

GMS continues to strive to create opportunities that will release the potential of the students in their care, which is the driving force behind this important reorganisation.

ART

All students are expected to have the basic equipment plus a 4B, 2B and H pencil, a set of watercolours, a black fineliner and a size 8 detail brush. They will also be required to purchase an A5 black hardback sketchbook. The art equipment is included in the basic equipment pack. Protective clothing is supplied for some lessons, but your child can bring in a painting overall with their name on, if they wish to.



"In certain subjects, you may find you are asked to provide specialist equipment or materials for particular lessons. You may need to inform your parents or carers if something needs purchasing."



LEARNING SUPPORT AND SPECIAL EDUCATION NEEDS

All students have access to the full curriculum.

The school has a Director of Learning: Inclusion, also a Head of Learning Support, who is responsible for the strategic development of the Special Educational Needs and Disability Policy (SEND) (also known as the Special Educational Needs Policy -SEN). GMS endeavours to raise the achievement of children with SEND, which includes a governor with designated responsibility for special educational needs and disabilities. The Special Educational Needs and Disability Policy is available to parents and carers on request, or via the website.

EDUCATIONAL VISITS

Great Marlow School has a strong commitment to the added value of learning beyond the school day and beyond the school premises. Each year the school arranges a number of activities that take place off the school site and/or out of school hours, which support the aims of the school. The variety of visits and experiences available may differ depending on the year group or the subjects being studied.

EXTRA CURRICULAR

Great Marlow School offers a wide range of extra-curricular activities, from sports and dance, to art and music. Subject teachers will discuss these more with students when they start in September. We also offer the chance for students to take part in the Duke of Edinburgh awards scheme and Interact (part of the Rotary Club) in KS4 and KS5.

What equipment will I need to take in each day?

"You should take all the basic equipment with you to all your lessons."

BASIC EQUIPMENT FOR YOUR PENCIL CASE INCLUDES:

- black or blue pen
- green pen
- highlighter pen
- 30cm ruler
- HB pencil and sharpener
- protractor
- calculator (Casio Class Wiz)
- compass
- eraser
- glue stick
- safety scissors
- pair of compasses
- set of colouring pencils
- whiteboard marker pen

The equipment pack, including the Art pack is available for £25.75 from WisePay.

TOP TIP

"Some subjects will require additional equipment, which you should remember to take to the relevant lessons."



What music clubs are there at Great Marlow?

At Great Marlow School, we strive to create musical opportunities for all students. Supporting our diverse curriculum, our Music department offers a variety of extra-curricular clubs and events throughout the year. Recent events include the Summer Concert, House Music, Christmas in the Park, Cookham Festival, and performing in the Royal Albert Hall!

Our clubs include the following:

Monday: Wind Quintet; Band Academy (Y7 only)

Tuesday: Wind Band (Y7-9); Senior Jazz Band (Y10-13)

Wednesday: Lower School Choir (Y7-9); Piano Duets

We also have visiting peripatetic music teachers specialising in instruments including flute, clarinet, saxophone, trumpet, trombone, tuba, violin, piano, acoustic/electric/bass guitar, ukulele, drum kit and voice. Lessons take place during the school day on a rota system. If you would like to start or continue learning a musical instrument at Great Marlow School, please contact: music@gms.bucks.sch.uk



Which sports can I do at Great Marlow?

"The following list shows a wide range of sports in which you may take part in, during your lesson times or as an extra-curricular activity":

PHYSICAL EDUCATION KIT

COMPULSORY Red GMS polo shirt
Black skort / Black shorts (no Nike pro or short shorts)
Red football socks/ white sports socks
Hair band to tie back hair (if required)
Sports trainers (no pumps/ vans/converse)

RECOMMENDED/ OPTIONAL Red GMS rugby shirt
Red GMS jumper
Shin pads for football and hockey
Gum shields for rugby and hockey
Plain black tracksuit bottoms
GMS sports leggings
Red or black plain long sleeved base layer*
Football/rugby boots
Black GMS fleece beanie hat/ fleece headband ear*

- | | | |
|------------|---------------|--------------|
| aerobics | football | table tennis |
| athletics | badminton | fitness |
| tennis | rounders | volleyball |
| gymnastics | dance | softball |
| hockey | netball | orienteering |
| rugby | cross country | handball |
| rowing | cricket | rugby league |
| cycling | camp craft | |



At GMS we are extremely fortunate to have outstanding physical education facilities, however, due to the large number of classes time-tabled for PE, many lessons are taught outside throughout the entire year. Providing weather conditions are safe and not adverse, lessons will remain outside. Therefore, it is imperative that students dress appropriately for these conditions to ensure they can maximise their progress in physical education lessons.

All students are given their programme of study in the first 4 weeks of school, so they will know when their lessons will be outside.

*NB. It is recommended that base layer clothing is worn during the winter months. As a top layer, the GMS fleece or GMS black quarter zip sweater is advisable. For the head, a hat or headband is an optional extra that helps keep students warm.

SCHOOL UNIFORM

School uniform is available from Hawkinsport in Bourne End and Sportcrest in High Wycombe. The uniform is worn by all students in Years 7 -11.

SKIRT- black, twin inverted pleats front and back, side zipper pocket and school crest embroidered below the waistband. (It is available in two lengths.)

OR

TROUSERS – black with mock front pockets below the waistband. (Trousers are available in varying lengths.) They must be worn at the waist with no underwear visible.

SHIRT– plain white. (Shirts should be tucked in at all times; top buttons should be done up; and garments worn under them should not be visible.)

TIE– school crested, in the House colour of the student.

JUMPER – plain black 'V' neck long sleeve, is optional. Cardigans are not allowed. Sweatshirts and hooded tops are not to be worn under, or over, blazers in school.

SOCKS - must be plain in colour.

TIGHTS - should be natural or black in colour

SHOES – plain black leather. (Trainers, trainer-style footwear, plimsolls, stiletto heels, open sandals, or backless shoes are not suitable for school.)

BLAZER– black with the school badge on the breast pocket.

BELT – black, in a simple, plain style.

COAT- during the winter students should have an appropriate coat to wear.

HATS – a hat for warmth in winter, or for sun protection in summer, is permitted, but they must not be worn indoors.

UNIFORM IN EXTREME WEATHER

During extreme weather, the school leadership team may permit a modification to the formal school uniform policy; all amendments will be communicated during form time by form tutors. Other than in extreme circumstances, students are expected to wear the full school uniform at all times.

HAIR

Extremes of style and colour are not acceptable. Tramlines/designs are not acceptable in hairstyles. Check with form tutors if in doubt.

JEWELLERY

The only items of jewellery acceptable are the following:

- a small, plain single stud in each ear (to be removed for games)
- a plain, simple ring (to be removed for games and design & technology)
- watch

Students are responsible for the security of their own jewellery.

OTHER VISIBLE BODY PIERCINGS ARE NOT PERMITTED

Following consultation with parents and carers, it has been agreed that during very hot weather, ties and blazers need not be worn. This is at the discretion of the school and communicated via form tutors.

School Uniform and PE Kit



The suppliers of Great Marlow School uniform are Hawkinsport, in Bourne End and Sportcrest, in High Wycombe.

Hawkinsport: 01628 819242 - <http://www.hawkinsport.co.uk>

OR

Sportcrest High Wycombe: 01494 534741- <http://www.sportcrest.co.uk>

School ties should be purchased in the house colour that your child will be allocated.

GMS GROUND FLOOR MAP



GMS FIRST FLOOR MAP

