



GARTREE HIGH SCHOOL

How we do it

Student Handbook

Aspiring to personal excellence in a supportive community

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OUR VALUES

“Aspiring to personal excellence in a supportive community”

The core values we hold at Gartree:

- Learning is central to everything we do, so that all can reach their potential.
- Everyone in our school is treated with respect.
- We work with honesty, trust and integrity.
- We nurture self-belief, confidence and aspiration – through commitment and hard work.
- Everyone is responsible for their own actions and self-discipline.
- We recognise and celebrate personal success.

Gartree High School

Behaviour Charter

The Right to Teach

Teachers can teach students who are ready, equipped and motivated to learn.

The Right to Learn

Learners are able to learn due to high quality teaching and a positive learning environment.



The Right to Be Respected

Students and staff are respectful to one another and provide a welcoming environment for all

The Right to Feel Safe

Students and staff promote and create an environment to feel physically and environmentally safe



Aspiring to Personal Excellence in a Supportive Community

GARTREE STANDARDS



*Aspiring to personal excellence
in a supportive community*

YOU ARE BEHAVING WELL IF:



You are polite, courteous and truthful



You walk around the school quickly and quietly keeping left



You follow staff instructions first time, every time



You arrive to lessons on time and follow classroom routines



You listen in silence whilst the teacher, or others in the class speak



You do not disturb others learning

YOU ARE LEARNING WELL IF:



You can explain what you are learning, what you are working towards and why it matters in the subject.



You are working hard and independently



You can explain key concepts and vocabulary



You can link prior learning to new learning



You adjust your work quickly when misunderstandings or errors occur



NON NEGOTIABLES – AUTOMATIC CONSEQUENCES WILL BE GIVEN FOR



Chewing gum



Mobile phones, ear pods and smart watches being seen, heard or used



Full school uniform not being worn correctly without a yellow slip



Swearing, abusive and discriminatory language



OUR VALUE:
EVERYONE IS RESPONSIBLE FOR THEIR OWN ACTIONS AND SELF-DISCIPLINE.

STUDENT RESPONSIBILITY CHARTER



IT IS THE **STUDENTS** RESPONSIBILITY:



To be fully equipped
for each lesson



To have full uniform
and wear it correctly



To record their homework
and complete it by the due date
to their best effort



To arrive to school
and all lessons on time



To plan their food, drink and toilet
visits appropriately so they do not
need to leave the classroom
during lesson time

OUR VALUE:
EVERYONE IS RESPONSIBLE FOR
THEIR OWN ACTIONS AND **SELF-DISCIPLINE.**

STOP BULLYING

	What is Bullying?	What to do about it?
S	Several	Start
T	Times	Telling
O	On	Other
P	Purpose	People

We want Gartree to be a safe place where pupils feel **happy**, **respected** and able to express themselves **freely**. We take **not tolerate bullying in any form.**

If you think you are being bullied or you witness bullying:

- Ask the person to stop.
- Remove yourself from the situation
- Talk to a member of staff about it (e.g. your Tutor or Pastoral Team)
- Use the e-mail system to report it:

stop@gartree.leics.sch.uk



*“Bullying is **repeated** behaviour towards **another** that is **intended** to **hurt** someone either physically or emotionally.”*

OUR WORDS MATTER

Zero tolerance for discriminatory language.

Don't use it. Don't laugh at it. *Don't stand by it.*

WHAT IS DISCRIMINATORY LANGUAGE?



Language that excludes, humiliates, stereotypes or shows prejudice towards someone because of who they are.



It can be based on race, ethnicity, gender, sex, disability, religion, sexual orientation, appearance or any other personal characteristic.



WHY DOES IT MATTER?

It hurts people, creates an unsafe environment and goes against our values of respect and inclusion.



There is no place or time where this language is acceptable.



YOUR RESPONSIBILITY



Use respectful language – no racism, sexism, ableism, homophobia, transphobia or any form of discrimination.



Don't laugh at or share discriminatory language, even if you think it's "just a joke".



Challenge it if it happens – say something to the person or get help.



Report it – to a teacher, tutor or any member of staff. We will listen and take action.



RACIST AND MISOGYNISTIC LANGUAGE



Racist language is never acceptable. It dehumanises, spreads hatred and makes people feel unwelcome and unsafe. It has no place in our school.



Misogyny is when someone shows prejudice, disrespect or dislike towards women and girls. It can be harmful, offensive and contribute to an unsafe environment. Misogynistic language is never acceptable.



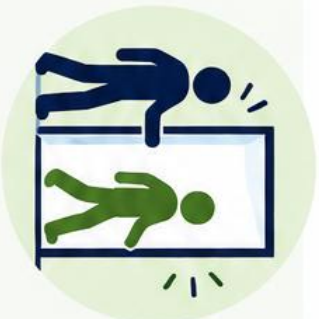
At Gartree, we are kind, inclusive and respectful.

Our words can build people up or break them down – let's choose to build each other up.

RESPECTFUL CONDUCT



Walk calmly and quietly around corridors.



Hold doors open for others.



Say good morning or good afternoon to staff.



Look out for younger students and be kind.



Wait your turn and be patient in a queue.



Use polite language and listen to others.



Keep our school clean and take care of our space.



Take care of school property and the belongings of others.



Respect everyone's space, belongings and privacy.



If you see something that isn't respectful, speak up.



Everyone in our school is treated with respect.



READY

R

— Respectful



E

— Equipped



A

— Attend and Arrive



D

— Dressed for Learning



Y

— YOU can make
a difference

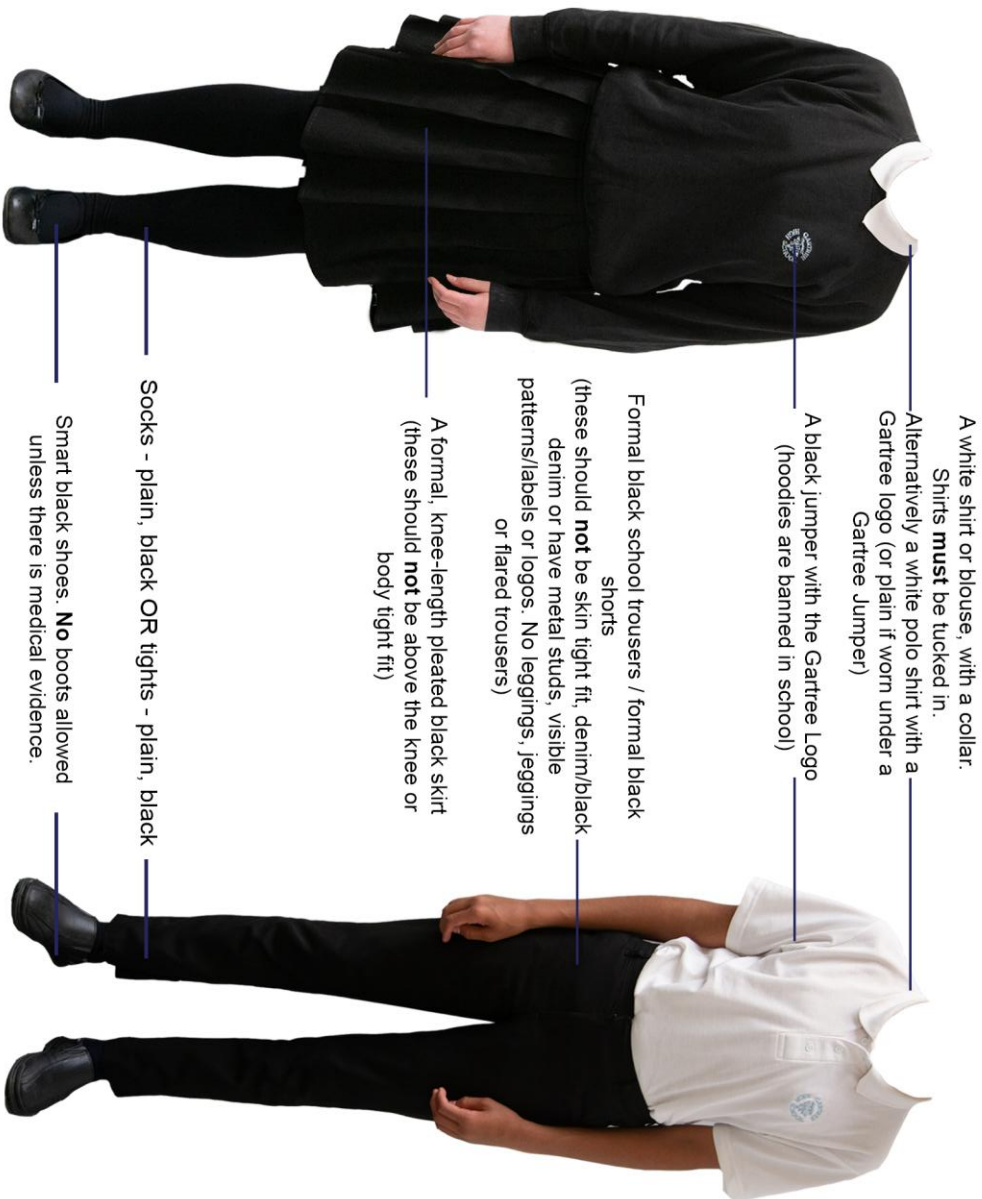


*ASPIRING TO PERSONAL EXCELLENCE
IN A SUPPORTIVE COMMUNITY.*

School Uniform at Gartree

Key Stage 3

Our uniform is unisex



A white shirt or blouse, with a collar.

Shirts **must** be tucked in.

Alternatively a white polo shirt with a Gartree logo (or plain if worn under a Gartree Jumper)

A black jumper with the Gartree Logo (hoodies are banned in school)

Formal black school trousers / formal black shorts

(these should **not** be skin tight fit, denim/black denim or have metal studs, visible patterns/labels or logos. No leggings, jeggings or flared trousers)

A formal, knee-length pleated black skirt (these should **not** be above the knee or body tight fit)

Socks - plain, black OR tights - plain, black

Smart black shoes. **No** boots allowed unless there is medical evidence.

Other:

-Plain black or white headscarves may be worn for religious purposes only

-Students **may not** wear make up

-The only jewellery permitted is a watch, and one pair of ear studs (on each ear). Necklaces, rings and bracelets should **NOT** be worn

-Students should **not** wear nose piercings or smart watches

-False nails or false eye lashes are **not** permitted, and painted nails are **not** permitted

-Extreme hairstyles and unnatural hair colours are **not** acceptable - please check in advance with the school if unsure.

Consequences will be put in place for students who fail to comply with our uniform expectations

Items of school uniform can be acquired locally, from Schoolwear Solutions:

64 London Road, Oadby, LE2 5DH

0116 2160665

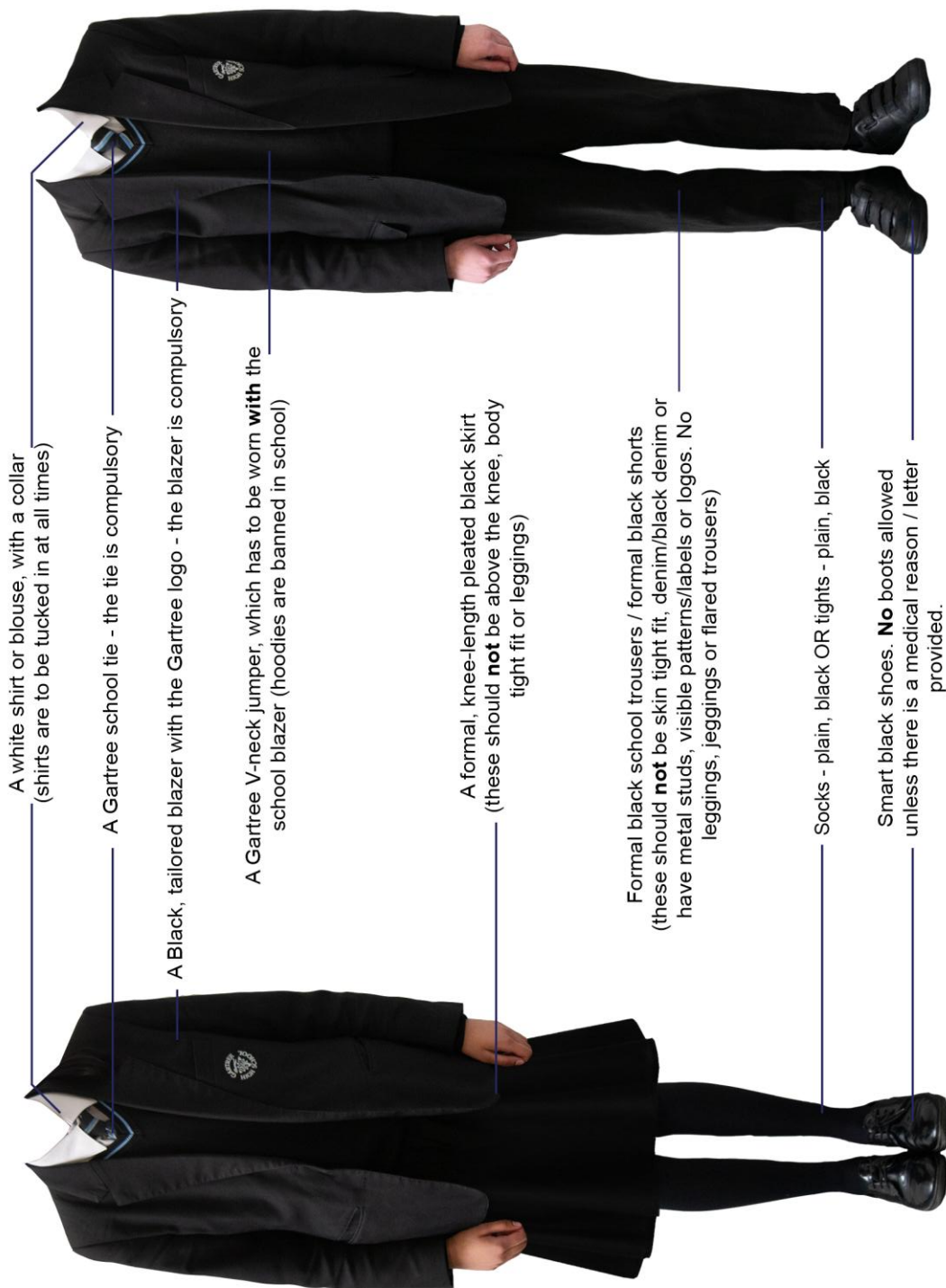
www.schoolwearsolutions.com



School Uniform at Gartree

Key Stage 4

Our uniform is unisex



A white shirt or blouse, with a collar (shirts are to be tucked in at all times)

A Gartree school tie - the tie is compulsory

A Black, tailored blazer with the Gartree logo - the blazer is compulsory

A Gartree V-neck jumper, which has to be worn **with** the school blazer (hoodies are banned in school)

A formal, knee-length pleated black skirt (these should **not** be above the knee, body tight fit or leggings)

Formal black school trousers / formal black shorts (these should **not** be skin tight fit, denim/black denim or have metal studs, visible patterns/labels or logos. No leggings, jeggings or flared trousers)

Socks - plain, black OR tights - plain, black

Smart black shoes. **No** boots allowed unless there is a medical reason / letter provided.

Other:

- Plain black or white headscarves may be worn for religious purposes only
- Students in KS4 **can** wear discreet make-up if they choose to do so
- The only jewellery permitted is a watch, and one pair of ear studs (on each ear). Necklaces, rings and bracelets should **NOT** be worn
- Students should **not** wear nose piercings or 'smart' watches
- False nails or false eye lashes are **not** permitted, and painted nails are **not** permitted
- Extreme hairstyles and unnatural hair colours are **not** acceptable - please check in advance with the school if unsure.

Consequences will be put in place for students who fail to comply with our uniform expectations

Items of school uniform can be acquired locally, from Schoolwear Solutions:

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0116 2160665

www.schoolwearsolutions.com



UNIFORM NOT PERMITTED

SHOES NOT PERMITTED

Any visible logos, canvas style, boots, coloured trims or anything not all black



1



2



3



4



5

SHORTS NOT PERMITTED

Sports style, cycling, any logos



6



7



8

SKIRTS NOT PERMITTED

Mini skirt, tight, bodycon, high split, stretch fabric, Denim, Pockets



9



10



11



12



13

TROUSERS NOT PERMITTED

Jeggings, Leggings, Skinny fit, Cargo, Joggers, Flares, bootleg trousers



14



15



16



17



18



19

DIED HAIR NOT PERMITTED

Died hair (unnaturally coloured)



20



21

MULTIPLE PIERCINGS NOT PERMITTED



22



23

FALSE NAILS NOT PERMITTED



24

FALSE EYE LASHES NOT PERMITTED



25

This is not an exhaustive list, but a representation of common uniform misunderstandings.

BE READY

HAVE THE RIGHT STATIONERY EVERY DAY

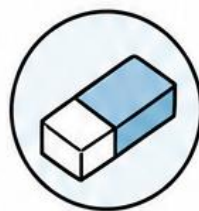
YOU SHOULD HAVE:



PEN



PENCIL



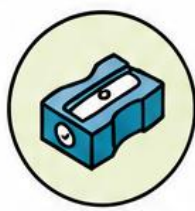
RUBBER



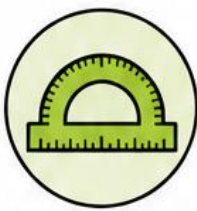
RULER



PLANNER



SHARPENER



PROTRACTOR



COMPASS

OPTIONAL:



HIGHLIGHTER



GLUE STICK



**SCIENTIFIC
CALCULATOR**



**COLOURING
PENCILS**



**BE PREPARED. BE ORGANISED.
BE READY TO LEARN.**

THE

READY SHOP

STAFF / PREFECTS

GHS

EQUIPMENT AVAILABLE



PENS



PENCILS



RULERS



RUBBERS



SHARPENERS



PROTRACTORS



COMPASSES



PLANNERS

UNIFORM AVAILABLE



TIES



BLAZERS

NOT INCLUDED:

(Not including shoes/trousers/skirts)

OPENING HOURS

8:20 - 8:45

(COME **BEFORE**
YOU GO TO FORM)



BORROWED UNIFORM
IS COLLECTED FROM
STUDENTS AT THE
END OF THE DAY.



EQUIPMENT IS
PURCHASED BY
STUDENTS.



IF STUDENTS WISH
TO BORROW EQUIPMENT,
THEY SHOULD SPEAK
TO THEIR TUTOR.



BE PREPARED. BE ORGANISED.
BE READY TO LEARN.

READY REWARDS



**READY merits earn
your place on
READY Rewards.**



**Special READY Rewards
take place at the end of
half terms and terms.**



EXAMPLES OF PREVIOUS REWARDS INCLUDE:



BBQS



INFLATABLES



**LIVE QUIZZES
AND GAMES**



**REWARD
AFTERNOONS**



**TRIPS AND
ENRICHMENT**



**STAFF
PANTOS**



**BE PREPARED. BE ORGANISED.
BE READY TO LEARN.**

1 STUDENT 'READY'



1 1. ARRIVE AT SCHOOL AT 8:20AM WITH EQUIPMENT AND THE CORRECT UNIFORM.

08:20



Arrive on time.
Ready to learn.

2 2. GO TO FORM FOR THE READY CHECK.

FORM 10C



Good morning!
Let's get READY!

3 3. READY CHECKS – EQUIPMENT CHECK.

READY RESPECTFUL SAFE



Excellent!
You have all the equipment you need.

4 4. UNIFORM CHECK – LOOKING SMART.



- Top button done up.
Tie up to the top button.
- Blazer on.
- Correct shoes.

All checks done whilst you are silently reading.

5 5. CHECK COMPLETE – YOU ARE 'READY'!



- ☒ 1. Punctual
- ☒ 2. In the correct uniform and wearing it correctly
- ☒ 3. Have all the equipment you need
- ☒ 4. Have your homework planner

YOU ARE 'READY' TO LEARN!

Great attitude. Great start to the day!
READY MERIT AWARDED

6 6. READY ALL DAY – UNIFORM AND EQUIPMENT CHECKED IN ALL LESSONS.



Checked on the way in and out. We are all 'READY'!

READY TO LEARN EVERY LESSON

R ESPECTFUL



E QUIPPED



A TTEND AND ARRIVE



D EESSED FOR LEARNING



Y OU




STUDENT NOT READY



1 **ARRIVE AT SCHOOL AT 8.20AM.**

08:20

Oops I've forgotten my tie and I need to buy a pen.

3 **VISIT THE 'READY' SHOP TO BUY EQUIPMENT OR BORROW UNIFORM. PARENTS ARE INFORMED ABOUT BORROWED UNIFORM.**

THE 'READY' SHOP

Here's everything you need today.

Tie borrowed. Uniform borrowed. Parents informed.

4 **READY TO LEARN CHECK - EQUIPMENT CHECK.**

FORM TIME

Excellent! You have all the equipment you need.

HOMWORK PLANNER

5 **UNIFORM CHECK - LOOKING SMART.**

Top button done up. Tie up to the top button.

Blazer on.

Correct shoes.

All checks done whilst you are silently reading.

6 **5. CHECK COMPLETE - YOU ARE 'READY'!**

You are:

- ☒ Punctual
- ☒ In the correct uniform and wearing it correctly
- ☒ Have all the equipment you need
- ☒ Have your homework planner

Great attitude. Great start to the day!

YOU ARE 'READY' TO LEARN!

7 **READY ALL DAY - UNIFORM CHECKED AT LESSONS.**

Tie collected. Make sure you wear the right uniform tomorrow!

READY TO LEARN EVERY LESSON

R **ESPECTFUL** **E** **QUIPPED** **A** **TTEND AND ARRIVE** **D** **RESSED FOR LEARNING** **Y** **OU**

1

STUDENT

**'NOT READY,
LATE TO SCHOOL'**



1

**1. ARRIVE AT SCHOOL AT 8:45AM
VIA STUDENT RECEPTION
(AFTER FORM).**

08:45

I've forgotten
my equipment
and I'm late.

Late.
Report to Student Reception.

2

**2. RECEPTION COMPLETES THE
READY CHECK AND CAN LEND
UNIFORM / EQUIPMENT.**

**STUDENT
RECEPTION**

Let's get you
ready, I'll help
you today.

Equipment and/or uniform lent.
We will collect these at the end of the day.

C1 You may receive a C1
for multiple occasions.

3

**3. YOU ARE NOW READY
FOR YOUR LESSONS.**

**FORM
TIME**

You are ready and can learn.
All checks done whilst you are
silently reading.

4

**4. READY FOR LESSONS –
UNIFORM AND EQUIPMENT CHECKED.**

LESSON

Checked in every lesson.
Ready to learn. Ready to leave.

5

**5. END OF DAY – RECEPTION STAFF
COLLECTS LENT ITEMS FROM YOU.**

I am collecting
these now.
Please remember
to bring the right
equipment / uniform
and be on time
tomorrow.



R ESPECTFUL

E QUIPPED

A TTEND AND ARRIVE

DRESSED FOR LEARNING

Y OU



1

STUDENT

'NOT READY' NOT TAKING RESPONSIBILITY



1



1. ARRIVE AT SCHOOL AT 8:20AM
WITHOUT EQUIPMENT AND
WITH TRAINERS ON.

Arrived without equipment
and with trainers on.
Not ready.

2



2. DOES NOT ATTEND
'READY' SHOP.



Did not visit
the 'READY' Shop.
Not ready.

3



3. READY CHECKS –
C1 ISSUED FOR
NOT BEING READY.

No equipment.
Incorrect uniform.
Not ready.
I'm issuing you
a C1.

C1

All checks done whilst
you are silently reading.

4



4. TUTOR SUPPORTS YOU TO
GET READY FOR THE DAY.

Let's get you
ready. I'll help you
today.

You have been given the
equipment you need and
a uniform slip.
Your parents will be
contacted too.

5



5. AT LESSON –
CHECKED AT THE DOOR.

Looking smart!
Ready to learn.
Have a great
lesson.



Checked on the way in
and out. We are all
'READY'!

6



6. READY ALL DAY – UNIFORM AND
EQUIPMENT CHECKED IN ALL LESSONS.

Checked in every lesson.
Ready to learn. Ready to leave.

7



7. AT ANOTHER LESSON –
NOT READY.

You are not ready.
Incorrect uniform.
No equipment.
I'm issuing you
a C1.

C1

Checked on the way in
and out. You are not
'READY'.

R

RESPECTFUL



E

EQUIPPED



A

ATTEND AND ARRIVE



D

PREPARED FOR LEARNING



YOU



Gartree High School is a mobile phone free school

8:20 am - Phones will be confiscated from this point, without exception.

Smart Watches and

Headphones /

Earphones if these are seen, these will be confiscated **alongside** the mobile phone.

3:00 pm - students must wait until they are off site to use their mobile phones



If a phone is seen, heard or known to have been used for any reason...

1
It will be confiscated by staff and handed to the student reception - this can be collected at 3 pm

2
Students will be set an after-school detention

3
Students will sign the 'confiscated phone contract' and hand their phone into the student reception at 8.20 am for the next five days to help prevent further use

For clarity.

1. "Any reason" includes: texting home, checking the time, checking appointments, checking timetables, using it as a mirror or any other reason. This includes both public and private use. Retrospective sanctions will be used. Contact home can be made via the student reception or pastoral.
2. We do not operate on a "not seen, not used" basis. If a student is using a phone - whether it's under a coat, in a bag, behind a book, in a toilet or elsewhere it still breaches our policy.
3. We are not required to provide evidence such as CCTV, nor should we do this at the expense of spending time supporting within the school. The staff word is final.

ATTENDANCE MATTERS

All students should aim to be in school every day. There is a direct link between attendance and academic achievement.



PUNCTUALITY

to school, form and class



Register bell times:

8.30am | **10.50am** | **1.20pm**

It is **your** responsibility to be on time after breaks.



Students who consistently demonstrate excellent punctuality are **recognised** half termly.



When you are late twice in a day



You have a late detention the next day



Your parents are informed on My Child at School



When you are late 5 times



Each 5th late receives a C1 alongside the late detention.



Your parents are informed on My Child at School



On each late C1



Additional intervention and sanctions occur

R ESPECTFUL

E QUIPPED

A TTEND AND ARRIVE

DRESSED FOR LEARNING

Y OU



OUR SCHOOL DAY

Our school opens at 08:20. Students are given time to take their belongings to their lockers and make their way to their designated form room. The morning register is taken at 8.30am.

Below is an example of what a Gartree student's KS3 timetable looks like:

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	08.20 - 08.45	Registration	Registration	Registration	Registration	Registration
P1	08.45 - 09.35	Geography	PE	Science	Music	English
P2	09.35 - 10.25	Maths	PE	Science	PSHE	History
	10.25 - 10.45	Break time	Break time	Break time	Break time	Break time
P3	10.45 - 11.35	Science	Maths	Computing	Geography	Maths
P4	11.35 - 12.25	Science	French	Art	Design	French
	12.25 - 13.15	Lunchbreak	Lunchbreak	Lunchbreak	Lunchbreak	Lunchbreak
P5	13.20 - 14.10	English	History	RE	English	Design
P6	14.10 - 15.00	PE	English	Maths	English	Design

TRAVEL TO AND FROM SCHOOL

At Gartree High School, we encourage students to travel to and from school safely, responsibly and respectfully. We ask all families to support us in ensuring journeys to and from school are calm, safe and considerate of our local community.

Walking: We encourage students who live locally to walk to school where possible. Students should:

- Use pavements and designated crossing points
- Be respectful to members of the public and local residents
- Arrive to school safely and punctually

Cycling: We encourage cycling and other environmentally friendly methods of travel. Secure bike shelters are available on site and are locked during the school day. However, the school cannot accept responsibility for the security of bicycles or the safety of cyclists whilst travelling to and from school.

- Students cycling to school are expected to:
- Wear a suitable cycle helmet
- Use working front and rear lights during dark or low-light conditions
- Ride sensibly, safely and considerately at all times
- Follow the Highway Code and local road safety rules
- Dismount when instructed on school grounds or in busy pedestrian areas
- Ensure bicycles are locked securely in the bike shelters

TRAVEL TO AND FROM SCHOOL

School Bus

Many students travel to school using the school bus service provided by Beaver Buses.

For routes, timetables and further information, please visit:

[Beaver Buses School Services](#)

Students travelling by bus are expected to:

- Behave respectfully towards drivers, members of the public and other passengers
- Follow instructions from bus staff at all times
- Remain seated where possible and travel safely
- Represent the school positively whilst travelling

Travel by Car

To help keep students safe and reduce congestion around the school entrance, we ask parents and carers not to drop off or collect students directly on Ridgeway.

Instead, please use nearby drop-off points no closer than Ash Tree Road, as indicated on the map below.

We also ask families to:

- Drive carefully and courteously around the local area
- Avoid blocking driveways or junctions
- Respect our neighbours and local residents
- Allow students to walk the final short distance to school safely where possible



TOILET RULES

Be respectful. Be responsible.

Keep our toilets safe, clean and usable for everyone.

1



3 IN A TOILET ONLY

If there are already three in the toilet, **line up outside** and wait your turn.



2



STRAIGHT IN AND OUT

No loitering. Others need to use the toilets too.



3



KEEP THEM CLEAN AND TIDY

Keep the toilets clean and tidy. **Tidy up** after yourself.



4



NO EATING OR DRINKING

Food and drinks are not allowed in the toilets.



5



REPORT ANY ISSUES

Tell a member of staff **immediately** if there is anything wrong.



It is your **responsibility** to use the toilet during break times.

It is **not a right** to go to the toilet during a lesson.

Lessons are for learning.



Respect the facilities. Respect each other. Thank you for doing your part.

LUNCHTIME RULES



At **lunch** you can eat a packed lunch or school dinners.



All students go outside then wait to be called to sensibly line up for that year groups sitting. No running to line up allowed.



Only sponge balls, tennis balls and basketballs on the basketball court allowed in both summer and winter.



During break and **lunch** the open toilets by the east (science) door are used.



WET BREAK AND LUNCH PROCEDURE



WET BREAK PROCEDURE



NO EATING ALLOWED IN THE ATRIUM



KS3 STUDENTS

Years 7, 8 and 9

Sit calmly in the Atrium.

Snacks brought from home are to be eaten in the Hall only alongside KS4 students.



KS4 STUDENTS

Years 10 and 11

Sit calmly in the Hall.



Snacks brought from home can only be eaten in the **Hall**.



Food purchased from the canteen must be eaten in the **Canteen**.



No eating in the **Atrium**.

REMEMBER



BE RESPECTFUL

Treat others politely and follow instructions first time.



BE RESPONSIBLE

Go to the correct area and help keep it tidy.



BE READY

Move quickly and calmly when staff ask year groups to line up.



WET LUNCH PROCEDURE



NO EATING ALLOWED IN THE ATRIUM



Timings: All approximate

12.25

ALL KS4 enter Hall.

Year 11 and Year 10 packed lunches to Conservatory / sit on floor projector side. Year 11s line up to buy food. Year 10s sit in hall seats and wait for permission to line up.

12.30

Atrium – Years 7, 8, 9

Hall – Years 10, 11

12.40

ALL Year 9s lined up

including packed lunch. One in one out when KS4 leave.

12.50

ALL Year 8s lined up

including packed lunch. One in one out with KS4 / Year 9 then Year 8 stay in the **Canteen** for the rest of lunch.

12.55

ALL Year 7s lined up

including packed lunch. One in one out with KS4 / Year 9 then Year 7 stay in the **Canteen** for the rest of lunch.

1.00pm

Atrium – Years 11, 10, 9

Hall – Years 8, 7

DURING WET LUNCH



Follow staff instructions at all times



Line up sensibly when asked



Wait your turn



Walk calmly between areas



Keep noise levels sensible



Put litter in the bins



No running



No pushing into queues



No eating in the Atrium



Aspiring to personal excellence in a **supportive community**

REWARDS AND RECOGNITION



We celebrate your success!

Excellent work, effort and behaviour are recognised and rewarded. Our rewards help to motivate, celebrate achievements and build a positive Gartree community.



MERITS

Merits are awarded for excellent work, outstanding effort and positive behaviour.



SUBJECT AWARDS

Subject awards recognise excellent achievement, dedication and progress in individual subjects.



VALUE AWARDS

Value awards celebrate students who consistently demonstrate our school values.



MERIT CERTIFICATES

Your total number of merits can earn you merit certificates.



ACADEMIC ACHIEVEMENT LETTERS

Awarded for outstanding academic achievement and exceptional progress.



SPECIAL EVENTS

Enjoy fun rewards and experiences such as BBQs, pantomimes and free time!



Your efforts do not go unnoticed.
Keep working hard, be kind and aim high – you make Gartree great!

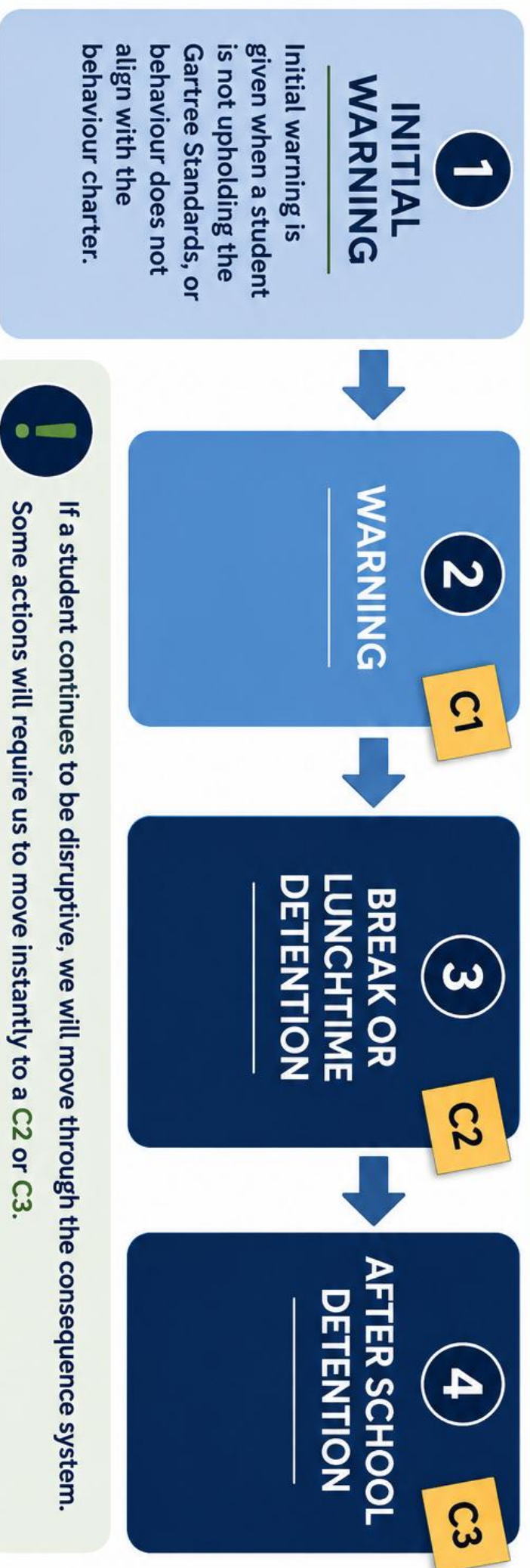


Be proud. Be positive.
Be recognised.

CONSEQUENCES



We have high expectations because we care about your success and wellbeing.
When behaviour falls below our standards, consequences help you make the right choices and keep our school a positive place for everyone.



We believe in you. Our goal is to help you make positive choices, learn from mistakes, and be the best version of yourself.

Make the right choice.
Uphold the Gartree Standards.



≡ TYPES OF DETENTION ≡



Detentions help us reflect, learn and make better choices.
They give you the opportunity to put things right
and show that you are ready to meet the Gartree Standards.



PUNCTUALITY DETENTION



DAILY
10.25 – 10.40am



SUBJECT DETENTION



**SUBJECT TEACHER'S
DISCRETION**
for time and length



LUNCHTIME DETENTION



DAILY
12.25 – 12.45pm



READY DETENTION



DAILY
3.00pm – 3.30pm



AFTER SCHOOL DETENTION



**TUESDAY &
THURSDAY**
3pm – 4pm



Pupils will copy out **the school values,**
standards and rules for the length
of time of their detention.



Students will complete a **reflection sheet**
about the reason for detention.



Detentions are not a punishment – they are a chance to reflect and improve.
Make the right choices. Uphold the Gartree Standards. Be READY.





HOMework



Homework is a very important part of your learning at Gartree.
We have high expectations of you all.

We hope you **enjoy** doing your homework and that you **try your hardest!**



1

WHAT IS THE HOMEWORK?



You must record your homework and deadline in your **homework planner** during the lesson when it is set.



The teacher will also set it on **MS Teams** which you and your parents (on **MCAS**) can view.



If you do not understand the work or you are unsure, **ask the teacher** who set it for help.



2

WHERE CAN I GET INFORMATION?



Books



Magazines



Newspapers



Television



Radio



Computer databases and the Internet



Always try to **improve** on the basic task set if you have time; use extra detail, explanations or illustrations.

3

HOMework SUBJECTS - GENERAL INFORMATION



Homework is set in most subjects when appropriate.



English, maths and science set homework most weeks.



Foundation subjects set homework regularly, depending on the nature of the subject.



At times it is appropriate to set a **larger** piece of homework over an **extended** period of time.



Other subjects set homework periodically.



Good homework helps you learn, remember and achieve.



Plan your time, stay organised and get it done.



Ask for help if you need it – we are here to support you.



Do your best, be proud and show great effort!

Your effort today builds your **success** tomorrow!



READING AT GARTREE

Are you reading enough?



The answer is almost certainly “No” – but we are here to help.



Reading is like exercise – it’s an essential part of life.



Reading is like exercise – you need to set aside time for it.



Reading is like exercise – the more you do it, the better at it you will be.



Reading is like exercise – we can make excuses and avoid it, but that won’t make us better people.



If reading is like exercise, then the school library is your gym.

Your English teacher should take you to the library at least once a fortnight. Feel free to encourage him/her to book a session. Then you can change or renew books from our extensive selection. Our standard loan period is two weeks – if you need a book for longer, bring it along for renewal. You can come to the library at break time and lunch time – just pick up a ticket from the library first thing in the morning. **Please keep the books safe and return them on time.**



Regular reading needs to be a feature of your life at Gartree. We all have pressures to manage our time, and it is easy to be sucked into social media addiction or other time-wasting traits, but don’t let it happen to you. Read to make yourself a better person, to learn how others tackle difficult situations, to decide whether you agree with a character’s choices, to learn about other cultures and traditions, to enrich your own life and make yourself into a more interesting and empathetic person. Read for you. And enjoy it.



If you have struggled with reading in the past, do not despair. There are plenty of great books out there, with more being written all the time, and you just might not have found the book for you yet. Do not give up on this quest – because your reading journey is what make you the person you are.



Listed below are some books you might enjoy. Try them.

Don’t worry if you don’t connect with one – just go on to the next one. And if you want to read something we don’t have, please let us know.



If you are in Year 10 and 11, reading doesn’t stop.

Ask for our lists of recommended reading





IF YOU ARE IN YEAR 7,

ASK ABOUT OUR

7 FOR 7

READING CHALLENGE



TITLE	AUTHOR	TASTER
 A History of My Weird	Heuch	Exploring an abandoned Victorian asylum may seem a weird way to develop a friendship...
 The Zombie Project	Nuttall	When the bees die out, a new pollinator arrives. Deathflies help grow crops but there's a nasty side effect . . . zombies.
 Murder by Narwhal	Smith	When tyrannical patriarch Sir Ignatious Gristle is murdered on his 90th birthday, each family member is a suspect.
 Relic Hunter: Genie Hunter	Coelho	He is just your average 12-year-old, living a quiet life in London. Until one day, while polishing some mysterious brass lamps...
 Dark Flood	Alderman	Everyone knows about the Heaton Main coal mine accident – but Archie – but has enough to worry about...
 Line They Drew Through Us	Khan	Jahan's dad works for the British government and the boys hear snippets about the end of the British Raj and a partition of India.
 Boy with Big Decisions	Rutter	Fred can't make a decision about anything – his parents always tell him what to do, what to eat, which school to choose...



IF YOU ARE IN YEAR 8,

ASK ABOUT OUR

8 FOR 8

READING CHALLENGE



TITLE	AUTHOR	REVIEW
 I am Wolf	Chisholm	Coll is Wolf. He lives on a Construct, a huge technological "creature" – What will they fight next?
 Shadow of the Wolf Queen	Hargrave	Ysolda wishes she had her sister's powers. When the Wolf Queen kidnaps her sister, she has to learn fast.
 Black Hole Cinema Club	Edge	As the cinema lights go down, five friends watch in disbelief as they are swept into an epic adventure.
 Wild East	Hickson	When fourteen-year-old music-lover Ronny's life gets messy, his mum decides they're moving out of London.
 This is How You Fall in Love	Hussain	Zara is obsessed with romcom novels and movies, but life is going to get complicated for her Desi family.
 Thieves Gambit	Lewis	Ross enters the Thieves' Gambit, a series of dangerous, international heists with a surprising reward...
 Catch Your Death	Guron	Three girls are stranded at a grand estate in a snowstorm, where they stumble into a murder plot.



IF YOU ARE IN YEAR 9,

ASK ABOUT OUR

9 FOR 9

READING CHALLENGE



TITLE	AUTHOR	REVIEW
 Read between The Lines	Duffy	Two very different boys, a shared struggle and a big secret. Tommy is talented, a young offender, and dyslexic.
 The Haunting of Tyrese Walker	Rose	After a shocking event leaves Tyrese struggling with grief, he's taken to visit family in Jamaica.
 Ghosted	Barr	Ariel's accidental meeting with a handsome stranger called Joe is perfect, they connect like she's never known before.
 Her Dark Wings	Salisbury	The richness of Greek myth is vividly brought to life by the immediacy and originality of a fiery, contemporary drama.
 Happyhead	Silver	A radical retreat designed to fix the epidemic of teenage unhappiness turns sinister.
 Rebel Skies	Lin	Set in a world of flying ships and sky cities, where chosen ones have the ability to bring paper to life
 Steady For This	Lessorre	Shaun (aka MC Growls) is ready to drop his best bars and win Raptology. Then Tanisha might give him a chance.
 Truth Be Told	Divin	Tara lives with her mam and nan in Derry City. Faith lives in rural Armagh. Their lives couldn't be more different.
 A Million To One	Jaigirdar	Four friends have stolen aboard the Titanic. They're after the Rubaiyat – a book inland with priceless jewels.



Also, look out for details of our

“BookBuzz” free book scheme.



GARTREE EXCELLENCE CHALLENGE

AN ACADEMIC QUEST!

Introducing the **Gartree Excellence Challenge** for Key Stage 3, designed to motivate and reward students across a variety of EBacc subjects, as well as co-curricular activities. Launched during our **Academic Assemblies**, this initiative encourages students to engage deeply with their subjects while earning rewards for their efforts.

SCIENCE

Marvin and Marlo Experiments:
Complete 10 fun and educational science experiments.

MATHS

NRICH Maths Problems: Solve 3 challenging maths problems provided by NRICH.

ENGLISH

Classic Novels Challenge:
Read 3 classic novels and answer comprehension questions to test your understanding.

MODERN FOREIGN LANGUAGES

Anthea Bell Translation Competition:
Showcase your language skills by entering this prestigious translation competition in class.

HUMANITIES

There are three certificate categories split into **gold**, **silver** and **bronze** that a student can work towards. To attain a bronze certificate, a student needs to have visited any five of the local attractions listed below with silver requiring nine and gold the full twelve.



Code Of Conduct For Use Of The School Network & The Internet



This simplified code of conduct applies at all times, in and out of school hours, whilst using school equipment. Please read it carefully.



You should:



- Only access websites that are appropriate for use in school.
- Be careful of what you say to others online and how you say it.
- Respect copyright and trademarks. (You cannot copy material without giving credit to the person or company that owns it.)
- Check with a teacher before opening email attachments or completing on-line questionnaires or subscription forms.



You must not:



- Give your password to anyone else.
- Download games or other programs from the Internet.
- Use chatlines.
- Send, access or display offensive messages or pictures.
- Give your name, address, telephone number or any other personal information about yourself or others to anyone you write to.
- Use or send bad language.
- Waste time on the computer, thus preventing more meaningful use by others.
- Intentionally cause damage to the computer system.
- AI is not to be used for classwork or homework unless teacher permission is given.
- AI is not to be used for coursework or non-examination assessments under any circumstances.



Please note:



- User areas on the school network will be closely monitored and staff may review your files and communications to maintain system integrity.
- Failure to follow the code will result in loss of access and further disciplinary action may be taken if appropriate.
- If applicable, external agencies such as the police may be involved, as certain activities may constitute a criminal offence.

Sign Name _____

Date _____

STUDENT PORTAL



Students can access and track all their information.

This includes:



ATTENDANCE



TIMETABLE



HOMEWORK



MERITS



CONSEQUENCES



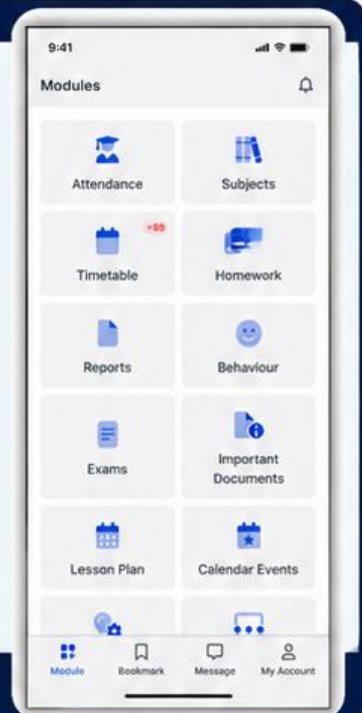
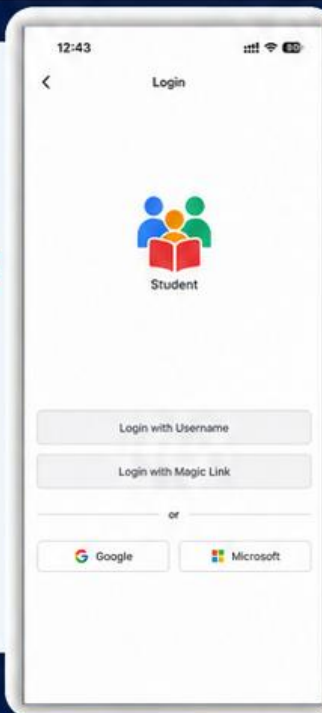
DETENTIONS



Bromcom

STUDENT APP

Download the
Bromcom Student App
and sign in with your
Microsoft account.



You can access this on school computers
by clicking on the
Bromcom VLE icon
on the student intranet.





GET INVOLVED.

MAKE A DIFFERENCE.

JOIN ONE OF OUR MANY EXTRA CURRICULAR CLUBS!



MAKE FRIENDS



DISCOVER YOUR PASSIONS



BUILD YOUR CONFIDENCE



DEVELOP NEW SKILLS



BE PART OF SOMETHING BIGGER



SCHOOL-WIDE ROLES & GROUPS

	Form Captains	Lead your form, set a great example and have a voice in school life.
	Maths Watch Intervention	Help others improve their maths skills and build confidence.
	Prefects	Be a role model, support staff and help make Gartree a great place to be.
	Prom Committee	Plan and organise an unforgettable prom for your year group.
	Sports Leaders	Lead activities, inspire others and develop leadership skills through sport.
	Reading Buddies	Share your love of reading and make a difference to younger students.

THERE'S SOMETHING FOR EVERYONE!

Try something new, boost your wellbeing and make memories that last a **lifetime**.

EXAMPLES OF OUR CLUBS



Arabic Club



Choir



Fashion Club



Girls Football



KS3 Art Club



KS4 Boys Football



LS Homework Club



Y9 Boys Basketball



Sports Studies Catchup



Y7 Science Club



Y7 STEM Club



Music Tech



Drama Club



Eco Club



Y8 Boys Basketball



Fitness Club



Gardening Club



Girls Netball



Interventions



KS3 Drama



KS4 Homework Club



KS4 Catch-up



Lego Club



Library Club



Mindfulness



Orchestra



Rugby



Sewing Club



Table Tennis



Y8 Girls Football

WHY JOIN?

- ✓ Make new friends
- ✓ Boost your confidence
- ✓ Develop new skills
- ✓ Have fun and unwind
- ✓ Stand out on your college and job applications



GET INVOLVED TODAY!

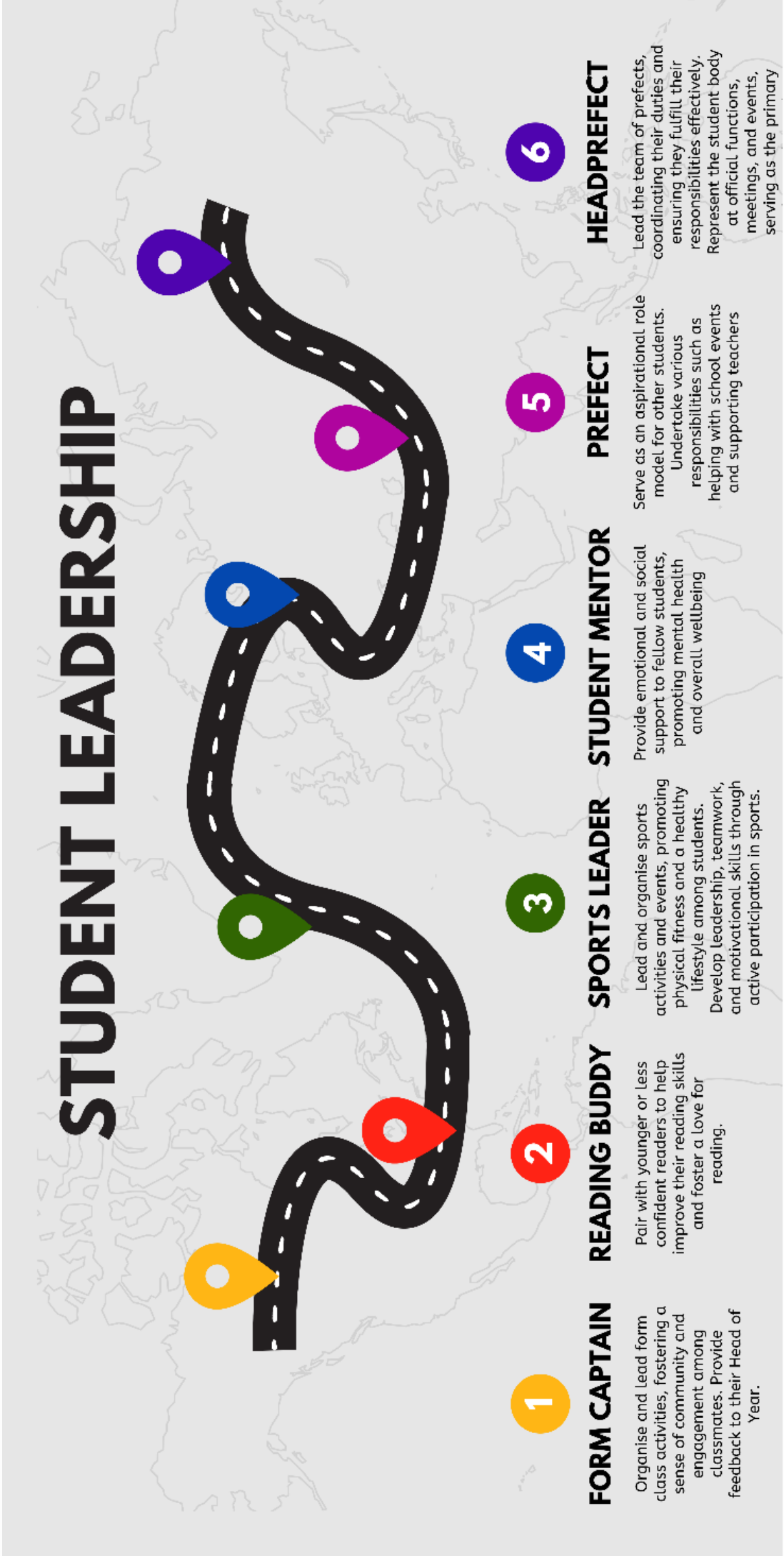
Speak to your form tutor or check the notices around school for more details.



BE YOU. BE PART OF IT. BE GARTREE.



STUDENT LEADERSHIP



1

FORM CAPTAIN

Organise and lead form class activities, fostering a sense of community and engagement among classmates. Provide feedback to their Head of Year.

2

READING BUDDY

Pair with younger or less confident readers to help improve their reading skills and foster a love for reading.

3

SPORTS LEADER

Lead and organise sports activities and events, promoting physical fitness and a healthy lifestyle among students. Develop leadership, teamwork, and motivational skills through active participation in sports.

4

STUDENT MENTOR

Provide emotional and social support to fellow students, promoting mental health and overall wellbeing

5

PREFECT

Serve as an aspirational role model for other students. Undertake various responsibilities such as helping with school events and supporting teachers

6

HEADPREFECT

Lead the team of prefects, coordinating their duties and ensuring they fulfill their responsibilities effectively. Represent the student body at official functions, meetings, and events, serving as the primary

TERM DATES 2026 - 2027

Autumn Term 2026

School Opens	Monday 24 th August 2026
Half term break	Monday 19 th October to Friday 23 rd October 2026
School closes	Friday 18 th December 2026

Spring Term 2027

School Opens	Tuesday 5 th January 2027
Half term break	Monday 15 th February to Friday 19 th February 2027
School closes	Friday 19 th March 2027

Spring Term 2027

School Opens	Monday 5 th April 2027
Half term break	Monday 31 st May to Friday 4 th June 2027
School closes	Wednesday 7 th July 2027



STUDENT FACT SHEET

PEOPLE WHO CAN HELP IN SCHOOL



FORM TUTOR

Your form tutor is your first point of contact for any reason – ask her/him for help if you have any kind of problem when you are not sure what to do.

This could be around work, relationships or how you are feeling.

They might refer you to your:



HEAD OF YEAR & ASSISTANT HEAD OF YEAR

What can they do to help?

Sometimes they work with small groups on issues like friendship, team building, self-esteem and anger management. They sometimes talk to individuals on a one-to-one basis to work through problems – with work, friendships, wellbeing, how to improve behaviour.



If you have a problem with bullying, feeling safe and comfortable at school, feeling anxious, or having a problem out of school that is affecting you – then talk to your Head of Year or Assistant Head of Year.



They may ask you to tell them briefly what you want help with and then they can arrange an appointment later.



Your Head of Year or Assistant Head of Year, if required, may work with you for longer periods of time around any of the issues already mentioned.



FREQUENTLY ASKED QUESTIONS



What should I do if I feel ill?

Tell a teacher, who may advise you to see a First Aider – who will then decide if you should rest in the Medical Room or go home if you can be collected.



How will I find my way around?

Science, design and food on the ground floor; humanities, English, IT and the library on the first floor; MFL and mathematics on the second floor. Keep to the left in corridors; follow arrows on the staircases. You will soon get used to it.



What should I do if I see someone being bullied?

You must report incidents of bullying – **DON'T BE A BYSTANDER!** Let your form teacher know if you feel something is not right.



Who can I see if I have a problem?

You can talk to your Form Teacher, Assistant Head of Year or Head of Year.



What should I do if I am late for school?

Report to the School Reception so that you get your attendance mark.



What should I do if I lose some property?

Ask your form tutor where the lost property area is and check if it is there. Check at school reception to see if the item has been handed in. Name your clothing and other items; don't leave money unattended and don't bring valuables to school.



What should I do if I miss my school bus?

Let your parents know as soon as possible, let the school know and get into school as soon as you can.



What should I do if I don't have my bus pass?

Your bus pass should be with you at all times! If you either lose or forget your bus pass get a temporary one from the school reception, either at break or lunchtime. Don't leave it until the end of the school day and do find your bus pass or replace it as soon as possible.



What should I do if I lose my locker key?

Report to the premises officer, who will open your locker. A replacement key can be ordered through the School Office at a cost of £5.

0116 271 7421

admin@gartree.leics.sch.uk

@GartreeHigh

Ridgeway, Oadby, LE2 5TQ



Aspiring to personal
excellence in a supportive
community.

